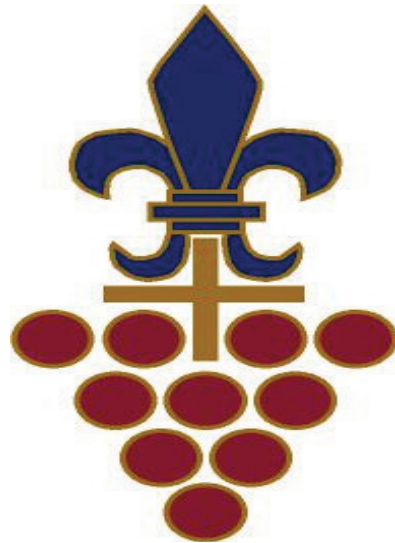


**STELLENBOSCH MUNICIPALITY**



**MEDIUM TERM REVENUE AND  
EXPENDITURE FRAMEWORK FOR THE  
FINANCIAL PERIOD  
2011/2012 TO 2013/2014**

# MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2011 - 2014

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# PART 1

## **SECTION A: RESOLUTIONS**

It is recommended to Council,

- (a) that the High Level Budget Summary, as set out in **APPENDIX 1 – PART 1 – SECTION C** (page 9) be approved;
- (b) that the Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 1 – PART 1 – SECTION D** (pages 10 - 40), be approved;
- (c) that the three year Capital Budget for 2011/2012, 2012/2013 and 2013/2014, as set out in **APPENDIX 1 – PART 2 – SECTION K** (pages 54 -79) be approved;
- (d) that the proposed property rates and taxes on properties in WCO24 (**APPENDIX 4**, page 1), tariffs, tariff structures and service charges for water, electricity, refuse, sewerage and other municipal services, as set out in **APPENDIX 3 & 4** , be approved; and
- (e) that the proposed additional policy and amendments to existing budget related and other policies as set out in **APPENDICES 5 - 14**, be approved.

## **SECTION B: EXECUTIVE SUMMARY BY ACCOUNTING OFFICER**

### **LEGAL REQUIREMENTS**

The medium term revenue and expenditure framework for 2011/2012, 2012/2013 and 2013/2014 was compiled in accordance with the requirements the relevant legislation, of which the following are the most important:

- i) the Constitution, Act 108 of 1996
- ii) the Local Government Transition Act, Act 209 of 1993
- iii) the Municipal Structures Act, Act 117 of 1998
- iv) the Municipal Systems Act, Act 32 of 2000
- iv) the Municipal Finance Management Act, Act 56 of 2003

In addition to the above, the Municipal Budget and Reporting Framework as approved on 17 April 2009 gave a clear directive on the prescribed reporting framework and structure to be used.

### **GUIDELINES ISSUED BY NATIONAL TREASURY**

National Treasury issued the following circulars regarding the budget for 2011/2012:

- MFMA Circular No. 54 Municipal Budget Circular for the 2011/12 MTREF – 10 December 2010
- MFMA Circular No. 55 Municipal Budget Circular for the 2011/12 MTREF – 8 March 2011

Other circulars used during the compilation of the budget:

- MFMA Circular No. 48 Municipal Budget Circular for the 2009/10 MTREF – 2 March 2009
- MFMA Circular No. 51 Municipal Budget Circular for the 2010/11 MTREF – 19 February 2010

- National outcomes/priorities
- Headline inflation forecasts
- Revising rates, tariffs and other charges
- Funding choices and management issues
- Preparing and amending budget related policies
- The Municipal Budget and Reporting Regulations
- Budget process and submissions for the 2011/12 MTREF

The guidelines provided in the above mentioned circulars, annexures and other economic factors were taken into consideration and informed budget preparation and compilation.

### **CAPITAL BUDGET FOR 2011/2012, 2012/2013 AND 2013/2014**

Although the capital budget is infrastructure orientated and addresses the very urgent need for the upgrading of infrastructure as addressed by the different infrastructure master plans, it does however speak to the IDP (Integrated Development Plan) and the needs of the community. The responsiveness of the budget can be measured against what was

identified as priorities by the community and the actual amount allocated, bearing in mind that resources are limited, to address or at least alleviate the most critical needs identified. In this regard it is important to note that the need for infrastructure upgrades, inclusive of electricity infrastructure were key to ensure the delivery of sustainable services.

The capital budgets as proposed amounts to:

	<u>2011/2012</u> R	<u>2012/2013</u> R	<u>2013/2014</u> R
Total	199 066 040	202 195 645	210 249 200

### Compilation of the Capital Budget

The capital budgets depicted per Directorate are as follows:

	<u>2011/2012</u> R	%	<u>2012/2013</u> R	%	<u>2013/2014</u> R	%
Municipal Manager	60 000	0.0	50 000	0.0	70 000	0.0
Planning and Development	39 507 827	19.9	39 488 000	19.5	87 293 000	41.5
Community Services	7 268 240	3.7	5 926 800	2.9	6 030 200	2.9
Public Safety	2 856 000	1.4	1 710 000	0.9	5 740 000	2.7
Engineering Services	146 348 973	73.5	149 655 845	74.0	106 476 000	50.7
Strategic and Corporate Services	455 000	0.2	3 295 000	1.6	3 290 000	1.6
Financial Services	2 570 000	1.3	2 070 000	1.1	1 350 000	0.6
	<b>199 066 040</b>	<b>100.0</b>	<b>202 195 645</b>	<b>100.0</b>	<b>210 249 200</b>	<b>100.0</b>

### Financing of the Capital Budget

The proposed financing sources of the capital budget for the next three years are as follows:

	<u>2011/2012</u> R	%	<u>2012/2013</u> R	%	<u>2013/2014</u> R	%
<u>Own Funding</u>						
Capital Replacement Reserve	94 470 400	47.5	61 642 800	30.5	74 084 200	34.9
<u>External Funding</u>						
Grants National Government	20 955 000	10.5	25 480 000	12.6	30 576 000	14.6
Grants Provincial Government	29 000 167	14.5	29 544 001	14.6	42 589 000	20.4
External Loans	47 047 780	23.7	66 778 844	33.0	60 000 000	28.7
Public Contributions	5 514 400	2.8	18 350 000	9.1	3 000 000	1.4
Other	2 078 293	1.0	400 000	0.2	0	0.0
	<b>199 066 040</b>	<b>100.0</b>	<b>202 195 645</b>	<b>100.0</b>	<b>210 249 200</b>	<b>100.0</b>

As alluded to in the before mentioned text and in the Council item; substantial investment in infrastructure is crucial in order to maintain sustainable levels of service delivery. For the detailed capital projects please refer to **Appendix 1 – Part 2 – Section K**.

The capital projects linked to the loan for the current 2010/2011 financial year is multi-year and therefore flows over to the new financial year 2011/2012. Thus, the external borrowings referred to in the financial year 2011/2012 are not new borrowings.

## **OPERATING BUDGET FOR 2011/2012, 2012/2013 AND 2013/2014**

### **Expenditure**

The operating expenditure budget per Vote (Directorate) is as follows:

	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>
	R	R	R
Municipal Manager	18,438,165	19,354,698	20,339,381
Planning & Development Services	73,195,776	62,291,235	66,596,994
Community Services	52,533,782	55,088,825	59,122,067
Public Safety	60,508,638	64,653,327	69,214,052
Engineering Services	522,234,874	590,319,262	673,650,590
Strategic & Corporate Services	47,276,931	50,123,164	53,374,867
Financial Services	68,613,055	74,975,328	80,346,792
<b>Total Expenditure</b>	<b>842,801,221</b>	<b>916,805,839</b>	<b>1,022,644,743</b>

The operating expenditure budget per category is as follows:

	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>
	R	R	R
Employee Related Costs	231,247,004	248,492,235	267,030,874
Remuneration of Councillors	12,249,421	12,984,384	13,763,447
Depreciation	111,680,710	113,922,270	120,757,952
Finance Charges	7,400,278	11,826,550	12,536,210
Bulk Purchases	219,189,362	266,763,443	328,489,191
Repairs and maintenance	61,210,235	65,850,772	70,600,090
Transfers to provisions	38,322,048	40,386,957	43,055,289
Other Expenditure	161,502,163	156,579,228	166,411,690
<b>Total Expenditure</b>	<b>842,801,221</b>	<b>916,805,839</b>	<b>1,022,644,743</b>

The National Treasury Municipal Budget Circular number 54 for the 2011/2012 MTREF stated that municipalities must “*secure the health of their asset base (especially the municipality’s revenue generating assets) by increasing spending on repairs and maintenance*”. The municipality has, over the last two financial years, increased the investment in repairs and maintenance as it is a priority and to further address backlogs in repairs and maintenance. The year-on-year expenditure growth for this category of expenditure is 11.6% (2011/2012).

## Revenue

To finance the operating expenditure, the following average increases in consumer tariffs are proposed:

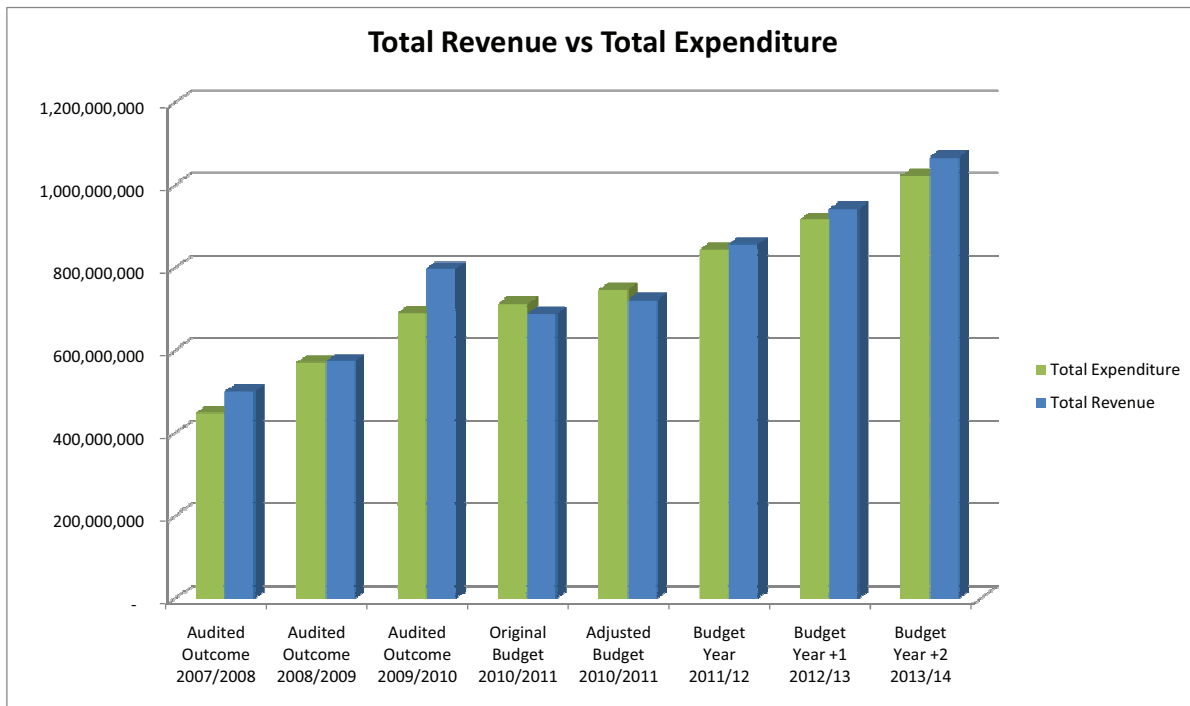
Electricity	20,38%
Water	6,00%
Refuse	10,00%
Sewerage	9,50%

The operational budget will be funded as follows:

	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>
	R	R	R
Electricity Sales	332,000,650	398,059,943	472,172,532
Water Sales	69,676,958	73,854,670	78,282,900
Sewerage Charges	46,895,700	51,316,255	56,155,010
Refuse Charges	27,936,239	30,728,508	33,799,935
Property Rates	179,197,490	189,836,645	201,226,829
Sundry Income	200,438,783	199,526,499	225,985,433
<b>Total Income</b>	<b>856,145,820</b>	<b>943,322,520</b>	<b>1 067,622,639</b>

The increased revenue budget is as a result of the following capital receipts being included (R49 995 167) in the Statement of financial Performance:

- Municipal Infrastructure Grant
- Provincial Housing Board Allocation (Allocated towards the installation of basic services)
- Integrated Transport Planning Allocation



The above table illustrates the total revenue budget versus the total expenditure budget and the growth over a seven year period.

## Electricity

According to NERSA, the inclining block rate tariff structure is commonly used to charge for water usage. The feature of this tariff structure is that the more you use, the higher the average price. The objective of the inclining block tariff is to provide protection for lower usage customers against high price increases resulting in a reduction in tariffs to these customers. This means that higher consumption customers will see increasingly punitive charges based on their electricity usage.

The municipality is implementing the directive from NERSA and has restructured the electricity tariff structure accordingly.

Council's attention is further drawn to the fact that the proposed electricity tariff was prescribed at 20.38% whereas the increase in electricity bulk purchases for the 2011/2012 financial year is 26.71% as approved by NERSA (National Electricity Regulator of South Africa) for implementation by all municipalities. This impacts negatively on the availability of funds for other infrastructure related operating expenditure. Revenue for this category increases with around 22 percent as a result of also taking envisaged growth of 1.2 percent into consideration.

## Water

Taking cognizance of the plight of the poor and the affordability of basic services, the scale of 0 – 6 kl was not increased and the scale of 7 – 20kl increases with only 5.5%. The average tariff increase for the rest of the consumptive water scales is 6 % (domestic consumers using more than 20 000 litres per month excluded).



The tariff is designed to cater for future investment in basic water infrastructure and the need to generate surpluses.

### **Sewerage (Sanitation)**

The proposed increase in this tariff is 9.5%. This tariff increase( above prescribed growth of 6 percent) is necessitated by operational requirements, maintenance of existing infrastructure, new infrastructure financing/provision and to ensure that the service is delivered in a sustainable manner.

### **Refuse (Solid Waste)**

The solid waste tariffs were calculated to be cost reflective as the service cannot be cross-subsidized. This service is however still rendered at a loss of which the latter will be phased out over 3 years. It is proposed that the tariff increases by 10% as a result of the before mentioned. The very nature of this tariff does not lend it to financing the expansion of the landfill site and therefore the proposed extension by means of the new cell, is proposed to be funded from council's own reserves.

**Council's attention is specifically drawn to the proposed new levy of R 5.50 applicable to all erven in WCO24, which is subject to special approval as envisaged by the Municipal Fiscal Powers and Functions Act.**

### **Debt Management**

The municipality is currently executing all credit control and debt collection procedures as required in the Credit Control and Debt Collection policy approved on the 27<sup>th</sup> of May 2010. These internal procedures followed include the disconnection of services, where there are services that can be disconnected, the issuing of final notices, the conclusion of reasonable agreements where the settlements of the accounts are not possible and also the follow up on defaulting debtors not honoring arrangements.

The municipality continuously enforces the above procedures to ensure that debt which is collectable is collected and all debt that is regarded as not recoverable is identified. The municipality has also promulgated the Credit Control and Debt Collection By-Law on the 4<sup>th</sup> of March 2011 to strengthen the internal credit control and debt collection procedures through handing over of all debt over 90 days to the appointed attorneys.

In this regard around R40 million will be handed over to our attorneys during the first week of May 2011.

A report to deal with more effective debt management, inclusive of indigent consumers using services such as water of which they can not afford, will be submitted to achieve an overall 98% payment rate.


A zero tolerance approach will be followed where consumers are able to pay for services, as this indirectly denies paying consumers the level and standard of service that they are entitled to. The latter will include non payment of rentals, which will be supported by right-sizing and educational programs driven by the Public Participation and housing departments.

## Quality certificate

I, Mr. D Daniels, Municipal Manager of Stellenbosch Municipality, hereby certify that the annual budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the annual budget and supporting documents are consistent with the Integrated Development Plan of the municipality.

Print Name DAVID PETER DANIELS .

Municipal Manager of STELLENBOSCH MUNICIPALITY

Signature 

Date 30 APRIL 2011

**SECTION C: HIGH LEVEL BUDGET SUMMARY PER DIRECTORATE**  
**(VOTE) FOR 2011/2012**

	<b>Operating Income R</b>	<b>Operating Expenditure R</b>	<b>Capital Expenditure R</b>	<b>Total Budget R</b>
Municipal Manager	(800)	18,438,165	60,000	<b>18,498,165</b>
Planning & Development Services	(57,305,362)	73,195,776	39,507,827	<b>112,703,603</b>
Community Services	(4,956,188)	52,533,782	7,268,240	<b>59,802,022</b>
Public Safety	(23,184,048)	60,508,638	2,856,000	<b>63,364,638</b>
Engineering Services	(526,012,770)	522,234,874	146,348,973	<b>668,583,847</b>
Strategic & Corporate Services	(3,752,115)	47,276,931	455,000	<b>47,731,931</b>
Financial Services	(240,934,537)	68,613,055	2,570,000	<b>71,183,055</b>
<b>Total Expenditure</b>	<b>(856,145,820)</b>	<b>842,801,221</b>	<b>199,066,040</b>	<b>1,041,867,261</b>

## **SECTION D: ANNUAL BUDGET TABLES**

In accordance with the Budget and Reporting Regulations the following compulsory schedules are attached reflecting the composition and detail of the above mentioned amounts.

Budget Summary	Table A1
Budgeted Financial Performance (Revenue and Expenditure by standard classification)	Table A2
Budgeted Financial Performance (Revenue and Expenditure by standard classification)	Table A3
Budgeted Financial Performance (Revenue and Expenditure)	Table A4
Budgeted Capital Expenditure by vote, standard classification and funding	Table A5
Budgeted Financial Position	Table A6
Budgeted Cash flows	Table A7
Cash backed reserves/accumulated surplus reconciliation	Table A8
Asset Management	Table A9
Basic Service Delivery Measurement	Table A10

The information displayed in the "Adjusted Budget" column for the 2010/2011 financial year includes all changes approved by Council in the 3 Adjustments Budgets during the current financial year. The implementation of the new macro structure as well as the change in the accounting treatment of appropriations had a major impact on the original budget per department and directorate.



***EXPLANATORY NOTES***

**Table A1: Budget Summary**

Detail on "Other Expenditure" is attached.

Item Description	2011/2012	2012/2013	2013/2014
COLLECTION COSTS	107,870	114,350	121,220
AUDIT FEES: INTERNAL	1,073,040	1,137,430	1,205,680
AUDITING FEES: EXTERNAL	3,087,370	3,272,620	3,468,990
CONSULTING AND PLANNING FEES	7,378,030	6,056,730	6,246,213
BAD DEBT	14,048,636	14,746,404	15,560,924
GRANT-IN-AID: ANIMAL WELFARE	477,760	506,430	536,820
GRANT-IN-AID: RENTAL	129,370	137,140	145,370
GRANT-IN-AID: SUNDRY	678,960	719,700	762,890
GRANT-IN-AID: TOURISM	2,303,380	2,441,590	2,588,090
POST RETIREMENT BENEFITS	20,082,352	21,139,074	22,649,445
OTHER CONTRIBUTIONS AND PROVISIONS	217,630	228,530	242,280
3G: FIXED COSTS	72,020	76,420	81,070
ACTIVE SLUSH	106,440	111,770	118,476
ADVERTISEMENTS	1,296,230	1,374,184	1,456,800
AGENCY SERVICE: PRE-PAID METER	2,203,760	2,335,990	2,476,150
AGENCY SERVICE: SPEEDING	8,143,070	8,631,660	9,149,560
AGENCY SERVICES	1,866,140	1,978,120	2,096,830
AGENCY SERVICES: STREET PARKIN	616,920	653,935	693,171
AMMUNITION	21,490	22,790	24,170
AREA CLEANING	3,224,650	3,455,900	3,695,270
AUDIT COMMITTEE	50,570	53,610	56,830
BADGES	1,200	1,280	1,360
BANKING COSTS	505,620	535,960	568,120
BANKING COSTS: ELECTRONIC	2,795,460	2,963,200	3,141,000
BARGAINING COUNCIL	48,080	50,970	54,030
BIOFILTERS	138,060	144,970	153,670
BOOKS, PERIODIC.& SUBSCRIPTION	191,950	203,580	215,930
BOOMS	7,900	8,300	8,800
BOREHOLES & LIGHTING	57,200	60,080	63,710
BRICKPAVING	28,090	29,500	31,270
BRIDGES	67,420	70,800	75,050
BUILDINGS: ROUTINE MAINTENANCE	4,031,440	4,233,031	4,478,329
BUILDINGS: SPECIFIC MAINTENANC	842,700	884,840	937,940
BURSARIES	367,530	389,590	412,970
CARE TAKERS	6,030	6,400	6,790
CART LICENCE	680	730	780
CASH IN TRANSIT	254,400	269,670	285,860
CELL PHONE CALLS	642,890	681,480	722,380
CELLPHONE MAINTENANCE	16,730	17,570	18,630
CELLPHONES: FIXED COSTS	150,150	159,270	168,930
CELLPHONES: OPERATIONAL	110,680	117,280	124,310
CHLORINATION	53,710	56,410	59,795
CHLORINE APPARATUS	683,360	717,550	760,630
CLAIMS: GLOBAL	3,789,810	2,671,580	2,776,400
CLEANING OF OPEN ERVEN	486,889	516,103	547,069
CLEANING SERVICES	923,240	978,720	1,037,560

Item Description	2011/2012	2012/2013	2013/2014
CLEAN-UP CAMPAIGN	366,840	388,860	412,200
COM.DEV.WORKER PROGRAMME	54,800	58,090	61,580
COMMITMENT FEES:DBSA	90,000	95,400	101,130
COMPOSTING	38,940	40,890	43,350
CONGRES- & SEMINAR EXPENDITURE	570,970	605,300	641,710
CONNECTIONS & METERS	2,492,777	2,704,323	2,951,091
CONSERVANCY TANKS	336,250	353,070	374,260
CONTR. TRADE UNION REPRESENTAT	38,850	41,190	43,670
CORPORATE EXPENSES	229,550	245,470	260,280
CORPORATE LIAISON	32,390	34,340	36,410
COUNCIL ENTERTAINMENT	90,100	95,510	101,250
COUNCIL REFRESHMENTS	120,900	128,160	135,850
COURIER SERVICES	10,810	11,460	12,150
CUSTOMER SERVICES	329,390	345,860	366,620
CYCLE PATHS	15,740	16,530	17,522
DEBITED ELSEWHERE: JOB COSTING	(20,606,020)	(21,636,520)	(22,934,940)
DEBITED ELSEWHERE:CAPITAL ADMI	(4,320,960)	(4,537,190)	(5,013,770)
DECORATION	17,108	18,135	19,223
DEPARTMENTAL YEAR-END	39,910	42,310	44,850
DIARIES	70,000	74,200	78,660
DISASTER INCIDENTS/RELIEVE AID	575,490	610,030	646,640
DOGS: TERMINATION	6,500	6,890	7,310
DORTMUND TANKS	12,990	13,640	14,460
DRAINAGE	17,340	18,210	19,310
DRIVERS PERMIT & CLEARANCE CER	16,630	17,630	18,700
EDUCATIONAL PROGRAMS	224,580	236,280	250,480
ELECTRICAL MAINTENANCE	179,780	188,770	200,100
ELECTRICITY CONSUMPTION	14,915,238	17,856,012	21,382,369
ELECTRICITY: TRAFFIC LIGHTS	87,680	92,950	98,530
ELECTRONIC COMMUNICATION: ICT	651,530	690,640	732,090
EMERGENCY WORK: MEALS	51,460	54,560	57,840
EMPLOYMENT EQUITY	95,400	101,130	107,200
EXCEPTANCE OF SEWERAGE	77,710	81,600	86,496
EXCESS AND PUBLIC ACCOUNTABILI	286,480	303,670	321,900
EXTERNAL NEWSLETTER	258,440	273,950	290,390
FENCES	3,180	3,340	3,550
FENCING	356,242	374,712	396,770
FERTILISING	303,148	324,738	344,243
FESTIVAL OF LIGHTS	150,000	150,000	150,000
FILTERS	707,870	743,270	787,880
FIRE EXTINGUISHERS	17,510	18,570	19,690
FIRE FIGHTING	12,510	13,270	14,070
FIRE HYDRANTS	150,060	157,570	167,026
FIRE PROTECTION	84,000	84,000	84,000
FIRES	24,110	25,260	26,480
FIRST AID EQUIPMENT	45,550	48,370	51,350



Item Description	2011/2012	2012/2013	2013/2014
FLOW METERS	165,170	173,430	183,840
FRANSCHHOEK OFFICE REFRESHMENT	6,000	6,360	6,742
FREE BASIC SERVICES	18,448,190	18,670,810	18,550,451
FREE BULK SERVICES	18,528,810	22,581,190	25,441,549
FUEL & OIL	7,062,890	7,486,884	7,936,308
FUMEGATING OF BUILDINGS	16,300	17,307	18,383
FURNITURE & EQUIPMENT	378,326	376,644	399,421
FURNITURE REMOVAL COSTS	50,000	50,000	50,000
GASS CONSUMPTION	24,340	25,830	27,400
GRAP IMPLEMENTATION	859,400	910,970	965,630
GRASS CUTTING	1,454,501	1,543,831	1,636,468
GRATUITY	23,810	25,240	26,760
GRAVEL ROADS	447,501	526,796	558,410
GRAVEL SIDEWALKS	260,000	310,000	328,600
GROUNDS	1,923,157	2,026,529	2,146,176
GROUNDS: MONT ROCHELLE	18,420	18,420	18,420
HIRE OF EQUIPMENT	3,602,550	3,818,891	4,048,220
HIRE OF LAND	1,270	1,350	1,440
HONORARIUM	21,410	22,720	24,100
HOSTING OF EVENTS	455,000	482,300	511,238
HOUSING PROJECTS EXPENDITURE T	14,419,916	-	-
IMATU OPERATIONAL EXPENSES	5,960	6,320	6,700
INSURANCE	4,063,950	4,308,190	4,567,120
INTAKE	381,680	400,770	424,820
INTEREST: ALLOCATED	196,630	208,430	220,940
INTERNAL INVESTIGATIONS	218,000	231,080	244,950
INTERNATIONAL RELATIONS	158,800	174,680	192,148
INVESTMENT ADMINISTRATION	848,000	898,880	952,820
INVESTMENT PROMOTION	98,000	98,000	98,000
IRRIGATION	218,254	229,391	243,156
IRRIGATION WATER	410,100	450,100	477,106
KIOSK & METER PANELS/ROOMS	101,600	106,680	113,090
LABORATORY: CONSUMABLES	15,900	16,860	17,880
LAW ENFORCEMENT EQUIPMENT	39,020	40,980	43,440
LEAVE PAYMENT	2,382,040	2,501,150	2,651,220
LEGAL COSTS	3,559,700	3,597,170	3,639,024
LEVIES: DEPARTMENT OF TRANSPOR	25,020	26,530	28,130
LICENCES: TV/SOFTWARE/NETWORK	1,419,160	1,504,320	1,594,600
LICENSES: RADIO	54,190	57,540	61,090
LICENSES: VEHICLES	594,280	630,200	668,290
LIFT	240,108	254,050	269,297
LIME STABILISER	37,080	38,940	41,280
LINE MARKING	158,176	168,166	180,624
LONG TERM EX GRATIA	43,210	45,810	48,560
MACHINERY AND VEHICLES	4,604,110	4,852,465	5,145,045
MACHINES	197,170	207,040	219,465

Item Description	2011/2012	2012/2013	2013/2014
MAINLINE	2,738,794	3,089,591	3,415,771
MARKET TABLES	840	890	950
MASTERPLAN	120,690	126,730	134,340
MEDICAL AID: PENSIONARS	3,264,090	3,459,950	3,667,570
MEDICAL CHECKUP	42,400	44,950	47,650
MEET.& WORKSHOPS:PARTIC.STRUCT	116,530	123,530	130,960
MEMBERSHIP FEES	1,242,050	1,316,620	1,395,680
METERING	922,280	968,400	1,026,510
METERS	182,150	191,270	202,752
MINOR ASSETS: FURNITURE AND EQ	154,364	163,910	174,000
MINOR ASSETS: TOOLS	185,480	196,840	246,763
MSP IMPLEMENTATION	128,990	136,730	144,940
NATIONAL DAYS OF COMMEMORATIO	250,000	265,000	280,900
NATIONAL TRAINING BOARD	1,632,740	1,730,710	1,834,560
NETWORK	3,584,704	3,888,924	4,243,787
NEW ITEMS UNALLOCATED	3,110	3,240	-
NICHE	7,300	7,740	8,210
OAK TREE TREATMENT	224,634	289,802	307,233
OFFICE REFRESHMENTS	513,500	544,510	577,410
OPERATIONAL COSTS: FESTIVITIES	30,000	31,800	33,710
OUT DATED STOCK	2,210	2,350	2,500
PARKINGAREAS - GRAVEL	7,520	7,900	8,374
PARKINGAREAS - TARR	7,520	7,900	8,374
PAUPER BURIALS	33,920	35,960	38,120
PENSION ALLOWANCE: PENSIONARS	6,120	6,500	6,900
PERFORMANCE RIGHTS	10,120	10,750	11,420
PHOTOGRAPHIC MATERIAL	9,040	9,600	10,200
PLAN COPIES	460	490	520
PLANNING AND ADVISORY ALLOWANC	80,000	84,800	89,890
PLANTATION SPACING	954	1,011	1,072
PLASTIC BAGS	476,840	505,460	535,790
PLAYGROUND EQUIPMENT	60,000	63,600	67,416
POISON & FERTILIZERS	96,850	102,690	108,890
POST EVALUATIONS	53,000	56,180	59,560
POSTAGE FEES	1,208,000	1,280,500	1,357,340
PRECIPITATION	294,950	309,700	328,282
PRESSURE CONTROL	49,490	51,970	55,090
PRINTING & STATIONERY	1,714,310	1,817,429	1,926,802
PRINTING OF ACCOUNTS	809,400	857,970	909,450
PRINTING: AGENDAS AND	181,470	192,360	203,910
PROCLAIMED ROADS	200,000	-	-
PRODIBA PAYMENT	473,810	502,240	532,380
PROGRAMMING	131,770	134,588	142,693
PROPERTY VALUATIONS	1,544,410	1,637,080	1,735,310
PROTECTIVE CLOTHING AND EQUIPM	1,402,800	1,487,236	1,576,773
PUBLIC RELATIONS	123,330	130,770	138,640

Item Description	2011/2012	2012/2013	2013/2014
PUBLIC SAFETY SPECIAL OPERATIO	134,620	142,700	151,270
PUMPS	714,160	749,890	794,910
PUMPSTATIONS	566,270	594,600	630,276
QUALITY CONTROL: CSIR	1,384,510	1,453,740	1,540,970
RADIOS	191,880	198,800	208,194
RADIO'S: OPERATIONAL COSTS	729,910	773,760	820,270
RAMPS	5,620	5,910	6,270
RECOVERABLE COSTS: ACTUAL EXPE	1,792,570	1,900,150	2,014,170
RECOVERABLE COSTS: FIXED QUOTA	389,350	412,720	437,490
RECOVERABLE COSTS: FIXED TARIF	1,534,977	1,626,608	1,723,712
RECREATION DAY	163,200	173,000	183,380
RECRUTING & SELECTING	60,000	60,000	60,000
RECYCLING: HOUSEHOLD REFUSE	161,540	171,240	181,520
REFUSE BINS	3,280	3,480	3,700
REFUSE REMOVAL	826,830	876,490	929,130
REGISTRATION FEES	510,710	541,370	573,870
REHABILITATION WORK	215,600	228,540	242,260
REMOVAL OF ABANDONED VEHICLES	29,980	31,780	33,690
REMOVAL OF BUILDING RUBBLE	29,780	31,570	33,470
REMOVE ALIEN VEGETATION	569,340	597,810	633,680
RENT: OFFICES	5,166,376	5,660,201	4,573,374
RENTAL: DATA COMMUNICATION	95,390	101,120	107,200
RENTAL: VEHICLES	1,434,340	1,520,430	1,611,680
REPLACE LIBRARY MATERIAL	56,420	59,827	63,432
RESERVOIRS	589,820	619,320	656,480
RETICULATION	10,670	11,210	11,882
RIGHT OF ADMISSION & SERVITUDE	10,040	10,660	11,310
RIVER BANKS	84,270	88,490	93,800
RIVERS	942,690	998,240	1,057,883
ROBOT: ROAD LOOPS	146,590	153,920	163,160
SAMWU OPERATIONAL EXPENSES	5,960	6,320	6,700
SCANNING COSTS	1,621,340	1,718,620	1,821,738
SECURITY	2,474,160	2,622,620	2,780,030
SECURITY SYSTEMS	220,980	232,050	245,982
SERVICE CONNECTIONS	329,390	345,860	366,620
SERVICE LEVEL AGREEMENTS	513,400	538,210	564,510
SERVING OF SUMMONCES	438,240	464,550	492,430
SEWER LINES	4,510,171	4,892,925	5,339,404
SEWERAGE	954,970	1,012,380	1,073,220
SHARED SERVICES	400,000	400,000	400,000
SIGNS	84,370	88,690	94,067
SLUDGE DAMS	801,220	841,290	891,771
SOIL CONSERVATION	48,169	48,169	48,169
SOUVENIRS	31,130	33,000	34,980
SPECIAL PROJECTS	50,570	53,610	56,830
SQUATING: REMOVING OF	134,820	142,910	151,490

Item Description	2011/2012	2012/2013	2013/2014
STAFF BEREAVEMENT SUPPORT	84,800	89,890	95,290
STAFF WELLNESS/INCENTIVES	469,440	497,606	527,462
STOCK MAINTENANCE	114,930	121,860	129,192
STOCK: WRITING-OFF OF	7,300	7,740	8,210
STORAGE DAMS	26,560	27,890	29,570
STORES & MATERIAL	2,097,500	2,223,640	2,357,355
STORMWATER DRAINAGE	4,614,332	5,005,919	5,462,707
STORMWATER REPELLING	16,290	17,110	18,137
STREET CURBING	33,710	35,400	37,530
STREET LIGHTS	1,068,220	1,121,640	1,188,950
STREETS	8,970	9,420	9,985
SUBSIDY ON LOAN PAYMENTS	475,680	504,260	534,550
SUBSTATIONS	3,363,973	3,728,367	4,098,083
SUNDRY	205,520	217,860	230,950
SUPPLY LINES	506,130	531,440	563,326
TAR ROADS	1,950,000	2,359,560	2,501,134
TAR ROADS: RESEAL	280,900	294,950	312,647
TAR SIDEWALKS	112,360	117,980	125,060
TELEMETRY	221,750	232,850	246,824
TELEPHONE	2,787,270	2,954,570	3,131,890
TELEPHONE SYSTEM	222,190	233,300	247,300
TELEPHONE VPN-RENTAL	599,900	635,900	674,060
TOOLS & EQUIPMENT	496,425	515,970	543,321
TRAFFIC LIGHTS	78,510	82,440	87,390
TRAFFIC SIGNS AND PAINT	769,970	808,470	856,978
TRAINING	1,212,912	1,277,297	1,345,121
TRAINING: MANAGEMENT DEVELOPME	561,800	595,510	631,250
TRAINING: SAFETY WORK PROCEDUR	33,710	35,740	37,890
TRANSACTION LEVIES	165,730	175,702	186,264
TRANSFER & SURVEY COST	67,630	71,697	76,001
TRANSLATING SERVICES	29,780	31,570	33,470
TRAVELLING/DAY TRAVEL CLAIMS	341,330	361,960	383,818
TREE: ANTI FUNGAL MANAGEMENT/S	131,902	130,000	137,800
TREES: FELLING	326,842	345,697	365,676
TREES: PLANTING	368,083	387,695	410,670
TREES: PRUNING	670,815	710,999	753,595
UNEMPLOYMENT	1,241,020	1,315,930	1,395,352
US RELATIONS	350,000	371,000	393,260
UTILISATION	10,000	10,000	10,000
VALVES	430,140	451,660	478,761
VEHICLE COSTS	50,630	53,680	56,910
WARD BASED PROJECTS: OPERATING	250,000	250,000	250,000
WARD COMMITTEE SUPPORT	2,640,000	2,640,000	2,640,000
WARD COMMITTEE SYSTEMS	81,970	86,890	90,370
WARDS: WORKSHOPS/COMBINED MEET	25,020	26,530	28,130
WATER CONSUMPTION	1,776,200	1,884,850	1,999,860

<b>Item Description</b>	<b>2011/2012</b>	<b>2012/2013</b>	<b>2013/2014</b>
WATER RESEARCH FUND	256,150	271,520	287,820
WATER SAMPLE ANALYSIS	535,930	568,120	602,250
WEBSITE	230,820	244,680	259,370
WIDE AREA NETWORK	38,940	40,890	43,350
WORKMANS COMPENSATION	1,096,740	1,162,962	1,233,193
WORKSHOPS, FUNCTIONS & CAPACIT	124,320	131,800	139,750
YGD PROGRAMMES	60,100	63,706	67,528
YOUTH ACTIVITIES/FESTIVITIES	37,100	39,330	41,690
	<b>260,204,586</b>	<b>261,937,333</b>	<b>279,134,699</b>

WC024 Stellenbosch - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Revenue - Standard</b>									
<i>Governance and administration</i>	<b>161,422</b>	<b>178,546</b>	<b>296,000</b>	<b>221,443</b>	<b>233,867</b>	<b>233,867</b>	<b>249,032</b>	<b>265,833</b>	<b>281,965</b>
Executive and council	642	559	666	1,110	1,110	1,110	312	328	345
Budget and treasury office	157,974	177,489	231,048	216,959	229,383	229,383	240,927	257,214	272,889
Corporate services	2,806	498	64,286	3,374	3,374	3,374	7,792	8,291	8,731
<i>Community and public safety</i>	<b>38,927</b>	<b>39,184</b>	<b>50,348</b>	<b>29,066</b>	<b>50,029</b>	<b>50,029</b>	<b>70,693</b>	<b>60,074</b>	<b>74,767</b>
Community and social services	1,438	1,604	1,866	2,036	2,415	2,415	2,620	1,438	1,512
Sport and recreation	236	912	1,663	472	472	472	1,077	1,139	1,206
Public safety	16,426	19,519	18,226	17,291	17,291	17,291	17,135	17,991	21,391
Housing	20,318	17,147	28,592	9,266	29,850	29,850	49,861	39,505	50,658
Health	509	2	1	-	-	-	-	-	-
<i>Economic and environmental services</i>	<b>31,621</b>	<b>21,950</b>	<b>33,514</b>	<b>8,574</b>	<b>8,695</b>	<b>8,695</b>	<b>15,092</b>	<b>10,298</b>	<b>10,795</b>
Planning and development	3,155	3,906	8,272	3,086	3,206	3,206	3,204	3,366	3,535
Road transport	28,466	18,044	25,242	5,489	5,489	5,489	11,889	6,932	7,260
Environmental protection	-	-	-	-	-	-	-	-	-
<i>Trading services</i>	<b>266,022</b>	<b>331,172</b>	<b>414,114</b>	<b>426,062</b>	<b>426,062</b>	<b>426,062</b>	<b>519,977</b>	<b>605,710</b>	<b>698,618</b>
Electricity	159,442	196,895	252,661	277,700	277,700	277,700	337,187	403,747	478,189
Water	45,517	64,125	76,751	62,120	62,120	67,552	75,033	79,481	84,193
Waste water management	39,086	42,011	54,165	52,460	52,460	48,650	68,981	85,623	95,999
Waste management	21,977	28,141	30,536	33,781	33,781	32,160	38,775	36,859	40,237
<i>Other</i>	<b>2,061</b>	<b>3,870</b>	<b>3,508</b>	<b>3,554</b>	<b>3,554</b>	<b>3,554</b>	<b>1,352</b>	<b>1,407</b>	<b>1,477</b>
<b>Total Revenue - Standard</b>	<b>500,053</b>	<b>574,721</b>	<b>797,483</b>	<b>688,699</b>	<b>722,207</b>	<b>722,207</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>
<b>Expenditure - Standard</b>									
<i>Governance and administration</i>	<b>74,728</b>	<b>154,137</b>	<b>79,447</b>	<b>136,077</b>	<b>137,572</b>	<b>137,572</b>	<b>160,388</b>	<b>170,498</b>	<b>180,535</b>
Executive and council	14,807	25,289	13,561	26,430	23,694	23,694	41,116	43,371	45,953
Budget and treasury office	30,556	82,306	35,060	60,484	64,320	64,320	66,453	72,700	77,911
Corporate services	29,365	46,542	30,826	49,162	49,558	49,558	52,818	54,428	56,671
<i>Community and public safety</i>	<b>82,336</b>	<b>110,799</b>	<b>108,622</b>	<b>105,739</b>	<b>127,664</b>	<b>127,664</b>	<b>128,753</b>	<b>121,061</b>	<b>129,620</b>
Community and social services	11,573	14,164	14,603	15,766	17,249	17,249	18,738	18,886	20,297
Sport and recreation	16,113	18,925	19,581	20,494	20,646	20,646	21,930	23,489	25,190
Public safety	38,266	45,318	44,541	49,387	48,702	48,702	50,131	53,559	57,280
Housing	15,586	32,196	29,654	19,932	40,676	40,676	37,810	24,981	26,698
Health	798	195	242	161	390	390	144	146	155
<i>Economic and environmental services</i>	<b>51,488</b>	<b>44,036</b>	<b>62,659</b>	<b>72,823</b>	<b>72,921</b>	<b>72,921</b>	<b>75,662</b>	<b>79,359</b>	<b>84,526</b>
Planning and development	18,428	23,902	19,881	24,750	23,384	23,384	25,510	27,009	28,781
Road transport	31,902	18,293	40,727	46,246	47,621	47,621	48,128	50,158	53,373
Environmental protection	1,157	1,842	2,052	1,828	1,917	1,917	2,024	2,191	2,372
<i>Trading services</i>	<b>237,553</b>	<b>257,894</b>	<b>433,419</b>	<b>394,840</b>	<b>405,347</b>	<b>405,347</b>	<b>473,816</b>	<b>541,540</b>	<b>623,342</b>
Electricity	138,889	153,152	242,633	244,758	249,802	249,802	309,369	364,854	433,425
Water	45,855	44,299	98,715	65,944	68,818	68,818	69,851	73,790	79,406
Waste water management	29,621	33,818	66,409	53,068	55,807	55,807	62,646	68,901	74,188
Waste management	23,189	26,625	25,662	31,070	30,920	30,920	31,950	33,995	36,322
<i>Other</i>	<b>1,529</b>	<b>4,491</b>	<b>6,607</b>	<b>4,124</b>	<b>4,004</b>	<b>4,004</b>	<b>4,183</b>	<b>4,349</b>	<b>4,621</b>
<b>Total Expenditure - Standard</b>	<b>447,633</b>	<b>571,357</b>	<b>690,753</b>	<b>713,603</b>	<b>747,507</b>	<b>747,507</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) for the year</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>

WC024 Stellenbosch - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Revenue - Standard</b>									
<b>Municipal governance and administration</b>	<b>161,422</b>	<b>178,546</b>	<b>296,000</b>	<b>221,443</b>	<b>233,867</b>	<b>233,867</b>	<b>249,032</b>	<b>265,833</b>	<b>281,965</b>
Executive and council	642	559	666	1,110	1,110	1,110	312	328	345
<i>Mayor and Council</i>	642	559	666	1,110	1,110	1,110	312	328	345
<i>Municipal Manager</i>	-	-	-	-	-	-	-	-	-
Budget and treasury office	157,974	177,489	231,048	216,959	229,383	229,383	240,927	257,214	272,889
Corporate services	2,806	498	64,286	3,374	3,374	3,374	7,792	8,291	8,731
<i>Human Resources</i>	2,776	493	1,373	3,367	3,367	3,367	3,222	3,383	3,577
<i>Information Technology</i>	-	-	-	-	-	-	-	-	-
<i>Property Services</i>	-	-	62,655	-	-	-	4,563	4,900	5,145
<i>Other Admin</i>	30	5	257	7	7	7	8	8	9
<b>Community and public safety</b>	<b>38,927</b>	<b>39,184</b>	<b>50,348</b>	<b>29,066</b>	<b>50,029</b>	<b>50,029</b>	<b>70,693</b>	<b>60,074</b>	<b>74,767</b>
Community and social services	1,438	1,604	1,866	2,036	2,415	2,415	2,620	1,438	1,512
<i>Libraries and Archives</i>	410	568	785	795	1,205	1,205	1,343	97	102
<i>Museums &amp; Art Galleries etc</i>	13	13	16	16	16	16	17	18	19
<i>Community halls and Facilities</i>	260	316	331	461	461	461	385	404	425
<i>Cemeteries &amp; Crematoriums</i>	670	617	614	591	591	591	691	726	762
<i>Child Care</i>	-	-	-	-	-	-	-	-	-
<i>Aged Care</i>	-	-	-	-	-	-	-	-	-
<i>Other Community</i>	85	89	120	173	141	141	183	192	204
<i>Other Social</i>	-	-	-	-	-	-	-	-	-
Sport and recreation	236	912	1,663	472	472	472	1,077	1,139	1,206
Public safety	16,426	19,519	18,226	17,291	17,291	17,291	17,135	17,991	21,391
<i>Police</i>	16,373	19,506	18,181	17,277	17,277	17,277	17,085	17,940	18,837
<i>Fire</i>	54	13	45	14	14	14	49	52	2,554
<i>Civil Defence</i>	-	-	-	-	-	-	-	-	-
<i>Street Lighting</i>	-	-	-	-	-	-	-	-	-
<i>Other</i>	-	-	-	-	-	-	-	-	-
Housing	20,318	17,147	28,592	9,266	29,850	29,850	49,861	39,505	50,658
Health	509	2	1	-	-	-	-	-	-
<i>Clinics</i>	400	2	-	-	-	-	-	-	-
<i>Ambulance</i>	-	-	-	-	-	-	-	-	-
<i>Other</i>	109	1	1	-	-	-	-	-	-
<b>Economic and environmental services</b>	<b>31,621</b>	<b>21,950</b>	<b>33,514</b>	<b>8,574</b>	<b>8,695</b>	<b>8,695</b>	<b>15,092</b>	<b>10,298</b>	<b>10,795</b>
Planning and development	3,155	3,906	8,272	3,086	3,206	3,206	3,204	3,366	3,535
<i>Economic Development/Planning</i>	3,002	3,700	8,109	2,924	3,045	3,045	3,043	3,195	3,354
<i>Town Planning/Building enforcement</i>	153	206	163	161	161	161	161	171	181
<i>Licensing &amp; Regulation</i>	-	-	-	-	-	-	-	-	-
Road transport	28,466	18,044	25,242	5,489	5,489	5,489	11,889	6,932	7,260
<i>Roads</i>	6,856	11,639	19,770	435	435	435	5,839	580	591
<i>Public Buses</i>	-	-	-	-	-	-	-	-	-
<i>Parking Garages</i>	-	-	-	-	-	-	-	-	-
<i>Vehicle Licensing and Testing</i>	21,610	6,405	5,472	5,054	5,054	5,054	6,050	6,352	6,670
<i>Other</i>	-	-	-	-	-	-	-	-	-
Environmental protection	-	-	-	-	-	-	-	-	-
<i>Pollution Control</i>	-	-	-	-	-	-	-	-	-
<i>Biodiversity &amp; Landscape</i>	-	-	-	-	-	-	-	-	-
<i>Other</i>	-	-	-	-	-	-	-	-	-
<b>Trading services</b>	<b>266,022</b>	<b>331,172</b>	<b>414,114</b>	<b>426,062</b>	<b>426,062</b>	<b>426,062</b>	<b>519,977</b>	<b>605,710</b>	<b>698,618</b>
Electricity	159,442	196,895	252,661	277,700	277,700	277,700	337,187	403,747	478,189
<i>Electricity Distribution</i>	159,442	196,895	252,661	277,700	277,700	277,700	337,187	403,747	478,189
<i>Electricity Generation</i>	-	-	-	-	-	-	-	-	-
Water	45,517	64,125	76,751	62,120	62,120	67,552	75,033	79,481	84,193
<i>Water Distribution</i>	45,288	63,565	76,164	62,120	62,120	67,552	75,033	79,481	84,193
<i>Water Storage</i>	229	560	586	-	-	-	-	-	-
Waste water management	39,086	42,011	54,165	52,460	52,460	48,650	68,981	85,623	95,999
<i>Sewerage</i>	39,086	41,872	54,165	52,460	52,460	48,650	68,981	85,623	95,999
<i>Storm Water Management</i>	-	139	-	-	-	-	-	-	-
<i>Public Toilets</i>	-	-	-	-	-	-	-	-	-
Waste management	21,977	28,141	30,536	33,781	33,781	32,160	38,775	36,859	40,237
<i>Solid Waste</i>	21,977	28,141	30,536	33,781	33,781	32,160	38,775	36,859	40,237
<b>Other</b>	<b>2,061</b>	<b>3,870</b>	<b>3,508</b>	<b>3,554</b>	<b>3,554</b>	<b>3,554</b>	<b>1,352</b>	<b>1,407</b>	<b>1,477</b>
Air Transport	-	-	-	-	-	-	-	-	-
Abattoirs	-	-	-	-	-	-	-	-	-
Tourism	-	-	-	-	-	-	-	-	-
Forestry	1,936	3,704	3,329	3,376	3,376	3,376	1,155	1,200	1,260
Markets	125	166	179	179	179	179	197	207	217
<b>Total Revenue - Standard</b>	<b>500,053</b>	<b>574,721</b>	<b>797,483</b>	<b>688,699</b>	<b>722,207</b>	<b>722,207</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>

<b>Expenditure - Standard</b>									
<b>Municipal governance and administration</b>	<b>74,728</b>	<b>154,137</b>	<b>79,447</b>	<b>136,077</b>	<b>137,572</b>	<b>137,572</b>	<b>160,388</b>	<b>170,498</b>	<b>180,535</b>
Executive and council	14,807	25,289	13,561	26,430	23,694	23,694	41,116	43,371	45,953
<i>Mayor and Council</i>	12,445	21,748	9,262	21,937	19,632	19,632	39,153	41,265	43,691
<i>Municipal Manager</i>	2,362	3,541	4,299	4,493	4,061	4,061	1,963	2,105	2,262
Budget and treasury office	30,556	82,306	35,060	60,484	64,320	64,320	66,453	72,700	77,911
Corporate services	29,365	46,542	30,826	49,162	49,558	49,558	52,818	54,428	56,671
<i>Human Resources</i>	3,897	8,136	3,034	7,212	8,142	8,142	8,438	8,975	9,578
<i>Information Technology</i>	1,627	4,124	967	2,434	3,518	3,518	4,081	4,341	4,653
<i>Property Services</i>	6,165	7,733	8,443	14,375	15,566	15,566	16,468	17,380	18,727
<i>Other Admin</i>	17,676	26,549	18,382	25,142	22,332	22,332	23,831	23,732	23,713
<b>Community and public safety</b>	<b>82,336</b>	<b>110,799</b>	<b>108,682</b>	<b>105,739</b>	<b>127,664</b>	<b>127,664</b>	<b>128,753</b>	<b>121,061</b>	<b>129,620</b>
Community and social services	11,573	14,164	14,603	15,766	17,249	17,249	18,738	18,886	20,297
<i>Libraries and Archives</i>	5,063	5,742	6,566	7,306	8,041	8,041	8,518	7,926	8,507
<i>Museums &amp; Art Galleries etc</i>	272	396	283	221	308	308	338	367	397
<i>Community halls and Facilities</i>	1,480	2,095	2,109	2,237	2,201	2,201	2,357	2,516	2,713
<i>Cemeteries &amp; Crematoriums</i>	1,849	1,993	1,816	1,870	1,801	1,801	1,905	2,050	2,205
<i>Child Care</i>	2,081	2,233	2,555	2,499	1,977	1,977	2,363	2,522	2,700
<i>Aged Care</i>	-	-	-	-	-	-	-	-	-
<i>Other Community</i>	828	1,705	1,274	1,633	2,921	2,921	3,257	3,505	3,776
<i>Other Social</i>	-	-	-	-	-	-	-	-	-
Sport and recreation	16,113	18,925	19,581	20,494	20,646	20,646	21,930	23,489	25,190
Public safety	38,266	45,318	44,541	49,387	48,702	48,702	50,131	53,559	57,280
<i>Police</i>	22,903	27,432	25,777	28,032	27,820	27,820	28,853	30,805	32,910
<i>Fire</i>	12,174	14,183	15,548	17,395	16,204	16,204	16,564	17,738	19,013
<i>Civil Defence</i>	-	-	-	-	-	-	-	-	-
<i>Street Lighting</i>	-	-	-	-	-	-	-	-	-
<i>Other</i>	3,188	3,702	3,217	3,960	4,678	4,678	4,713	5,015	5,357
Housing	15,586	32,196	29,654	19,932	40,676	40,676	37,810	24,981	26,698
Health	798	195	242	161	390	390	144	146	155
<i>Clinics</i>	681	189	243	161	390	390	144	146	155
<i>Ambulance</i>	-	-	-	-	-	-	-	-	-
<i>Other</i>	117	6	(1)	-	-	-	-	-	-
<b>Economic and environmental services</b>	<b>51,488</b>	<b>44,036</b>	<b>62,659</b>	<b>72,823</b>	<b>72,921</b>	<b>72,921</b>	<b>75,662</b>	<b>79,359</b>	<b>84,526</b>
Planning and development	18,428	23,902	19,881	24,750	23,384	23,384	25,510	27,009	28,781
<i>Economic Development/Planning</i>	14,036	19,329	15,189	19,357	18,358	18,358	20,145	21,263	22,612
<i>Town Planning/Building enforcement</i>	4,392	4,572	4,692	5,392	5,026	5,026	5,365	5,747	6,169
<i>Licensing &amp; Regulation</i>	-	-	-	-	-	-	-	-	-
Road transport	31,902	18,293	40,727	46,246	47,621	47,621	48,128	50,158	53,373
<i>Roads</i>	12,331	15,027	37,084	40,610	42,405	42,405	43,844	45,567	48,448
<i>Public Buses</i>	-	-	-	-	-	-	-	-	-
<i>Parking Garages</i>	-	-	-	-	-	-	-	-	-
<i>Vehicle Licensing and Testing</i>	19,571	3,266	3,643	5,636	5,216	5,216	4,284	4,592	4,925
<i>Other</i>	-	-	-	-	-	-	-	-	-
Environmental protection	1,157	1,842	2,052	1,828	1,917	1,917	2,024	2,191	2,372
<i>Pollution Control</i>	3	4	3	37	37	37	1	1	1
<i>Biodiversity &amp; Landscape</i>	1,154	1,838	2,049	1,791	1,880	1,880	2,023	2,190	2,371
<i>Other</i>	-	-	-	-	-	-	-	-	-
<b>Trading services</b>	<b>237,553</b>	<b>257,894</b>	<b>433,419</b>	<b>394,840</b>	<b>405,347</b>	<b>405,347</b>	<b>473,816</b>	<b>541,540</b>	<b>623,342</b>
Electricity	138,889	153,152	242,633	244,758	249,802	249,802	309,369	364,854	433,425
<i>Electricity Distribution</i>	138,889	153,152	242,633	244,758	249,802	249,802	309,369	364,854	433,425
<i>Electricity Generation</i>	-	-	-	-	-	-	-	-	-
Water	45,855	44,299	98,715	65,944	68,818	68,818	69,851	73,790	79,406
<i>Water Distribution</i>	35,177	32,106	67,289	48,196	50,439	50,439	51,147	53,924	58,111
<i>Water Storage</i>	10,678	12,193	31,426	17,748	18,379	18,379	18,704	19,866	21,296
Waste water management	29,621	33,818	66,409	53,068	55,807	55,807	62,646	68,901	74,188
<i>Sewerage</i>	23,688	27,249	58,072	45,828	46,866	46,866	52,017	57,488	61,846
<i>Storm Water Management</i>	4,595	5,397	7,230	5,237	6,951	6,951	8,533	9,201	9,974
<i>Public Toilets</i>	1,338	1,172	1,106	2,003	1,991	1,991	2,095	2,212	2,368
Waste management	23,189	26,625	25,662	31,070	30,920	30,920	31,950	33,995	36,322
<i>Solid Waste</i>	23,189	26,625	25,662	31,070	30,920	30,920	31,950	33,995	36,322
<b>Other</b>	<b>1,529</b>	<b>4,491</b>	<b>6,607</b>	<b>4,124</b>	<b>4,004</b>	<b>4,004</b>	<b>4,183</b>	<b>4,349</b>	<b>4,621</b>
<i>Air Transport</i>	-	-	-	-	-	-	-	-	-
<i>Abattoirs</i>	-	-	-	-	-	-	-	-	-
<i>Tourism</i>	-	-	-	-	-	-	-	-	-
<i>Forestry</i>	1,517	4,480	6,607	1,780	1,659	1,659	1,792	1,909	2,036
<i>Markets</i>	12	12	-	2,345	2,345	2,345	2,391	2,439	2,586
<b>Total Expenditure - Standard</b>	<b>447,633</b>	<b>571,357</b>	<b>690,753</b>	<b>713,603</b>	<b>747,507</b>	<b>747,507</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) for the year</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>



## **EXPLANATORY NOTES**

### **Table A2: Budgeted Financial Performance (revenue and expenditure by standard classification)**

#### **Revenue – Standard**

**Function:** Executive and Council

**Sub-function:** Mayor and Council

Reclassification in revenue received (Rental: Sale of Land) caused the downward trend from 2010/2011 to the 2011/2012 financial year.

**Function:** Corporate Services

**Sub-function:** Property Services

The 2009/2010 audited outcome is the fair value adjustments on the municipality's properties after the yearly valuation in terms of the accounting framework. The increase in revenue from 2010/2011 to 2011/2012 is as a result of the correct classification of revenue received (Rental: Sale of Land).

**Function:** Community and Social Services

**Sub-function:** Libraries and Archives

The sharp decrease in revenue received is as a result of the Library Support Grant only being approved on a year-to-year basis and therefore not included for the last two years of the MTREF.

**Function:** Public Safety

**Sub-function:** Fire

An allocation for a multi-purpose centre (satellite fire station) is included in year 3 of the MTREF. Capital grants are also included in the operational budget as a result of the implementation of the Budget and Reporting Regulations.

**Function:** Housing

**Sub-function:** Not applicable

The increase in revenue over the medium term is as a result of the inclusion of the top structure of the housing projects as well as the rest of the PHB allocation that is for capital use.

**Function:** Road Transport

**Sub-function:** Roads

The increase in revenue from 2010/2011 to 2011/2012 is as a result of the inclusion of the following capital grants:

Proclaimed Roads (Provincial Government Allocation)

Municipal Infrastructure Grant (National Government Allocation)

**Function:** Other

**Sub-function:** Forestry

Reclassification in revenue received (Rental: Sale of Land) creates the downward trend from 2010/2011 to the 2011/2012 financial year.

## **Expenditure – Standard**

**Function:** Executive and council

**Sub-function:** Mayor and Council

The above normal increase in expenditure over the MTREF is as a result of the contribution to the provision for Post Retirement Benefits (IAS 19).

**Function:** Housing

**Sub-function:** Not applicable

The fluctuation in the expenditure over the MTREF is as a result of the inclusion of the top structure allocation for the housing projects.

**Function:** Electricity

**Sub-function:** Electricity Distribution

The above average increase for this function is attributable to the 25% increase in the tariff for bulk purchases.

**Function:** Waste Water Management

**Sub-function:** Sewerage

The increase in this function is as result of a continued focus and above average investment on the repairs and maintenance of our service delivery infrastructure.

**Function:** Waste Water Management

**Sub-function:** Storm Water Management

The increase in this function is as result of a continued focus and above average investment on the repairs and maintenance of our service delivery infrastructure.

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Revenue by Vote</b>									
MUNICIPAL MANAGER	-	-	247	-	-	-	1	1	1
PLANNING AND DEVELOPMENT	23,358	20,925	99,180	12,226	32,811	32,811	57,305	47,434	58,985
COMMUNITY SERVICES	4,230	6,283	6,975	6,010	6,503	6,503	4,956	3,885	4,090
	-	-	-	-	-	-	-	-	-
ENGINEERING SERVICES	272,994	342,950	434,062	426,676	426,676	426,676	526,013	606,497	699,427
PUBLIC SAFETY	38,062	25,925	23,698	22,345	22,345	22,345	23,184	24,343	28,060
CORPORATE SERVICES	3,431	1,145	2,262	4,477	4,484	4,484	3,752	3,940	4,163
	-	-	-	-	-	-	-	-	-
FINANCIAL SERVICES	157,978	177,494	231,058	216,965	229,390	229,390	240,935	257,222	272,897
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	<b>500,053</b>	<b>574,721</b>	<b>797,483</b>	<b>688,699</b>	<b>722,207</b>	<b>722,207</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>
<b>Expenditure by Vote to be appropriated</b>									
MUNICIPAL MANAGER	8,123	14,548	13,075	15,356	18,030	18,030	18,438	19,355	20,339
PLANNING AND DEVELOPMENT	36,117	55,932	52,093	50,830	72,336	72,336	73,196	62,291	66,597
COMMUNITY SERVICES	35,495	46,342	50,359	47,936	50,065	50,065	52,534	55,089	59,122
	-	-	-	-	-	-	-	-	-
ENGINEERING SERVICES	253,365	273,954	469,763	437,256	450,764	450,764	522,235	590,319	673,651
PUBLIC SAFETY	60,195	54,864	48,247	59,447	59,603	59,603	60,509	64,653	69,214
CORPORATE SERVICES	21,335	41,631	21,250	41,551	29,859	29,859	47,277	50,123	53,375
	-	-	-	-	-	-	-	-	-
FINANCIAL SERVICES	32,994	84,085	35,966	61,226	66,849	66,849	68,613	74,975	80,347
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	<b>447,623</b>	<b>571,357</b>	<b>690,753</b>	<b>713,603</b>	<b>747,507</b>	<b>747,507</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) for the year</b>	<b>52,430</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Revenue by Vote</b>									
<b>MUNICIPAL MANAGER</b>	-	-	247	-	-	-	1	1	1
MUNICIPAL MANAGER'S OFFICE	-	-	-	-	-	-	-	-	-
CORPORATE STRATEGY	-	-	-	-	-	-	-	-	-
LOCAL ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-
INTERNAL AUDIT UNIT	-	-	-	-	-	-	-	-	-
LEGAL SERVICES	-	-	247	-	-	-	1	1	1
SECRETARIATE AND ADMINISTRATIO	-	-	-	-	-	-	-	-	-
<b>PLANNING AND DEVELOPMENT</b>	<b>23,358</b>	<b>20,925</b>	<b>99,180</b>	<b>12,226</b>	<b>32,811</b>	<b>32,811</b>	<b>57,305</b>	<b>47,434</b>	<b>58,985</b>
PLANNING AND DEVELOPMENT GENERA	-	-	4,563	-	-	-	-	-	-
BUILDING CONTROL	2,870	3,381	2,812	2,799	2,799	2,799	2,721	2,858	3,001
TOWN PLANNING	153	206	163	161	161	161	161	171	181
TOWN DEVELOPMENT	-	-	20	-	-	-	-	-	-
INTEGRATED HUMAN SETTLEMENTS	16,450	9,891	20,565	-	20,587	20,587	40,073	29,148	39,693
PROPERTY MANAGEMENT	-	-	62,655	-	-	-	4,563	4,900	5,145
HOUSING ADMINISTRATION	3,884	7,447	8,401	9,266	9,263	9,263	9,788	10,357	10,965
<b>COMMUNITY SERVICES</b>	<b>4,230</b>	<b>6,283</b>	<b>6,975</b>	<b>6,010</b>	<b>6,503</b>	<b>6,503</b>	<b>4,956</b>	<b>3,885</b>	<b>4,090</b>
COMMUNITY SERVICES GENERAL	594	91	121	173	141	141	183	192	204
PARKS AND RIVERS	1,943	3,722	3,405	3,769	3,769	3,769	2,040	2,138	2,254
SPORTSGROUNDS AND PICNIC SITES	229	894	1,587	79	79	79	192	202	212
CEMETERIES	679	617	614	591	591	591	691	726	762
HALLS	274	330	347	478	478	478	402	422	444
LIBRARIES	410	568	785	795	1,205	1,205	1,343	97	102
HOUSING ADMINISTRATION	-	-	-	-	-	-	-	-	-
PUBLIC PARTICIPATION	101	35	116	125	239	239	104	108	112
CLEANING STREETS	-	26	-	-	-	-	-	-	-
<b>ENGINEERING SERVICES</b>	<b>272,994</b>	<b>342,950</b>	<b>434,062</b>	<b>426,676</b>	<b>426,676</b>	<b>426,676</b>	<b>526,013</b>	<b>606,497</b>	<b>699,427</b>
ENGINEERING SERVICES GENERAL	1	-	-	-	-	-	-	-	-
REFUSE REMOVAL	22,092	28,280	30,715	33,960	33,960	32,338	38,972	37,066	40,454
SEWERAGE	39,086	41,872	54,165	52,460	52,460	48,650	68,981	85,623	95,999
ROADS AND STORMWATER	6,856	11,778	19,770	435	435	435	5,839	580	591
WATER SERVICES	45,517	64,125	76,751	62,120	62,120	67,552	75,033	79,481	84,193
ELECTRICAL ENGINEERING SERVICE	159,441	196,895	252,661	277,700	277,700	277,700	337,187	403,747	478,189
CLIENT SERVICES	-	-	-	-	-	-	-	-	-
SYSTEM OPERATIONS	-	-	-	-	-	-	-	-	-
<b>PUBLIC SAFETY</b>	<b>38,062</b>	<b>25,925</b>	<b>23,698</b>	<b>22,345</b>	<b>22,345</b>	<b>22,345</b>	<b>23,184</b>	<b>24,343</b>	<b>28,060</b>
PUBLIC SAFETY GENERAL	1	-	-	-	-	-	-	-	-
FIRE SERVICES	54	13	45	14	14	14	49	52	2,554
TRAFFIC SERVICES	37,982	25,911	22,773	22,331	22,331	22,331	23,135	24,292	25,506
DISASTER MANAGEMENT	-	-	-	-	-	-	-	-	-
LAW ENFORCEMENT	26	1	880	-	-	-	-	-	-
<b>CORPORATE SERVICES</b>	<b>3,431</b>	<b>1,145</b>	<b>2,262</b>	<b>4,477</b>	<b>4,484</b>	<b>4,484</b>	<b>3,752</b>	<b>3,940</b>	<b>4,163</b>
CORPORATE SERVICES GENERAL	-	-	-	-	-	-	-	-	-
HUMAN RESOURCES	2,782	503	1,373	3,367	3,367	3,367	3,222	3,383	3,577
PROPERTY MANAGEMENT	0	-	-	-	-	-	-	-	-
SECRETARIATE AND ADMINISTRATIO	-	-	-	-	-	-	-	-	-
COUNCIL GENERAL AND SUPPORT	635	549	666	1,110	1,110	1,110	312	328	345
FACILITIES MANAGEMENT	-	-	-	-	-	-	-	-	-
INFORMATION TECHNOLOGY	-	-	-	-	-	-	-	-	-
CORPORATE STRATEGY	14	-	-	-	-	-	-	-	-
LOCAL ECONOMIC DEVELOPMENT	-	93	223	-	7	7	218	229	240
<b>FINANCIAL SERVICES</b>	<b>157,978</b>	<b>177,494</b>	<b>231,058</b>	<b>216,965</b>	<b>229,390</b>	<b>229,390</b>	<b>240,935</b>	<b>257,222</b>	<b>272,897</b>
FINANCIAL SERVICES GENERAL	140,447	154,872	205,689	182,552	192,464	192,464	203,808	215,811	228,737
STORES	4	5	10	7	7	7	7	7	8
SUPPLY CHAIN MANAGEMENT	-	34	104	135	135	135	143	151	160
FREE BASIC SERVICES	17,527	22,582	25,255	34,272	36,784	36,784	36,977	41,252	43,992
INFORMATION TECHNOLOGY	-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	<b>500,053</b>	<b>574,721</b>	<b>797,483</b>	<b>688,699</b>	<b>722,207</b>	<b>722,207</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Expenditure by Vote</b>									
<b>MUNICIPAL MANAGER</b>	8,123	14,548	13,075	15,356	18,030	18,030	18,438	19,355	20,339
MUNICIPAL MANAGER'S OFFICE	2,363	3,558	4,302	4,546	7,303	7,303	8,087	8,487	8,917
CORPORATE STRATEGY	-	-	-	-	-	-	-	-	-
LOCAL ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-
INTERNAL AUDIT UNIT	349	2,694	717	3,690	2,741	2,741	3,119	3,319	3,533
LEGAL SERVICES	3,455	6,156	5,284	4,557	5,493	5,493	4,614	4,738	4,874
SECRETARIATE AND ADMINISTRATIO	1,957	2,140	2,772	2,563	2,494	2,494	2,618	2,810	3,016
<b>PLANNING AND DEVELOPMENT</b>	<b>36,117</b>	<b>55,932</b>	<b>52,093</b>	<b>50,830</b>	<b>72,336</b>	<b>72,336</b>	<b>73,196</b>	<b>62,291</b>	<b>66,597</b>
PLANNING AND DEVELOPMENT GENERA	2,716	3,609	3,139	2,508	2,591	2,591	4,608	4,719	4,874
BUILDING CONTROL	4,088	4,435	5,270	6,041	5,894	5,894	6,310	6,777	7,280
TOWN PLANNING	4,392	4,572	4,692	5,392	5,026	5,026	5,365	5,747	6,169
TOWN DEVELOPMENT	3,214	3,197	521	2,582	2,582	2,582	2,635	2,688	2,850
INTEGRATED HUMAN SETTLEMENTS	7,939	23,941	20,447	8,367	27,564	27,564	21,243	7,256	7,706
PROPERTY MANAGEMENT	6,165	7,733	8,443	14,375	15,566	15,566	16,468	17,380	18,727
HOUSING ADMINISTRATION	7,603	8,445	9,582	11,565	13,112	13,112	16,567	17,725	18,992
<b>COMMUNITY SERVICES</b>	<b>35,495</b>	<b>46,342</b>	<b>50,359</b>	<b>47,936</b>	<b>50,065</b>	<b>50,065</b>	<b>52,534</b>	<b>55,089</b>	<b>59,122</b>
COMMUNITY SERVICES GENERAL	3,477	3,142	3,773	3,981	4,964	4,964	5,374	5,754	6,177
PARKS AND RIVERS	13,645	19,432	21,913	17,382	17,714	17,714	19,165	20,563	22,024
SPORTSGROUNDS AND PICNIC SITES	5,372	6,788	6,622	6,978	6,779	6,779	6,972	7,446	8,028
CEMETERIES	1,849	1,993	1,816	1,870	1,801	1,801	1,905	2,050	2,205
HALLS	1,752	2,491	2,390	2,446	2,496	2,496	2,696	2,884	3,109
LIBRARIES	5,063	5,742	6,566	7,305	8,040	8,040	8,517	7,925	8,506
HOUSING ADMINISTRATION	-	-	-	-	-	-	-	-	-
PUBLIC PARTICIPATION	918	1,650	2,050	2,702	3,154	3,154	2,358	2,533	2,722
CLEANING STREETS	3,418	5,104	5,230	5,273	5,117	5,117	5,548	5,934	6,351
<b>ENGINEERING SERVICES</b>	<b>253,365</b>	<b>273,954</b>	<b>469,763</b>	<b>437,256</b>	<b>450,764</b>	<b>450,764</b>	<b>522,235</b>	<b>590,319</b>	<b>673,651</b>
ENGINEERING SERVICES GENERAL	6,813	5,964	4,304	4,524	5,584	5,584	7,517	6,476	5,377
REFUSE REMOVAL	21,111	22,705	21,539	30,145	30,138	30,138	30,889	32,713	34,926
SEWERAGE	23,688	27,249	58,072	45,828	46,866	46,866	52,017	57,488	61,846
ROADS AND STORMWATER	17,011	20,586	44,500	46,057	49,556	49,556	52,592	54,998	58,670
WATER SERVICES	45,855	44,299	98,715	65,944	68,818	68,818	69,851	73,790	79,406
ELECTRICAL ENGINEERING SERVICE	96,885	122,001	164,126	197,754	200,294	200,294	257,414	308,880	373,121
CLIENT SERVICES	3,530	24,936	2,655	4,551	4,566	4,566	4,145	4,377	4,640
SYSTEM OPERATIONS	38,473	6,215	75,852	42,453	44,941	44,941	47,810	51,597	55,664
<b>PUBLIC SAFETY</b>	<b>60,195</b>	<b>54,864</b>	<b>48,247</b>	<b>59,447</b>	<b>59,603</b>	<b>59,603</b>	<b>60,509</b>	<b>64,653</b>	<b>69,214</b>
PUBLIC SAFETY GENERAL	3,051	2,908	2,887	3,571	4,866	4,866	4,868	5,177	5,523
FIRE SERVICES	12,174	14,183	15,548	17,395	16,204	16,204	16,564	17,738	19,013
TRAFFIC SERVICES	42,475	30,198	28,539	33,668	33,036	33,036	33,137	35,397	37,834
DISASTER MANAGEMENT	152	816	331	388	269	269	336	366	402
LAW ENFORCEMENT	2,344	6,758	942	4,426	5,228	5,228	5,603	5,975	6,442
<b>CORPORATE SERVICES</b>	<b>21,335</b>	<b>41,631</b>	<b>21,250</b>	<b>41,551</b>	<b>29,859</b>	<b>29,859</b>	<b>47,277</b>	<b>50,123</b>	<b>53,375</b>
CORPORATE SERVICES GENERAL	2,677	3,822	5,060	5,729	2,646	2,646	2,970	3,189	3,425
HUMAN RESOURCES	3,890	8,124	3,033	7,213	7,685	7,685	7,947	8,447	9,011
PROPERTY MANAGEMENT	1,004	2,294	622	1,382	668	668	886	980	1,083
SECRETARIATE AND ADMINISTRATIO	132	205	276	43	24	24	37	42	47
COUNCIL GENERAL AND SUPPORT	10,481	19,598	6,490	19,374	13,951	13,951	30,411	32,074	34,020
FACILITIES MANAGEMENT	-	-	-	-	-	-	-	-	-
INFORMATION TECHNOLOGY	-	-	-	-	-	-	-	-	-
CORPORATE STRATEGY	890	4,207	2,806	4,382	1,619	1,619	1,970	2,129	2,304
LOCAL ECONOMIC DEVELOPMENT	2,261	3,381	2,963	3,428	3,266	3,266	3,055	3,262	3,486
<b>FINANCIAL SERVICES</b>	<b>32,994</b>	<b>84,085</b>	<b>35,966</b>	<b>61,226</b>	<b>66,849</b>	<b>66,849</b>	<b>68,613</b>	<b>74,975</b>	<b>80,347</b>
FINANCIAL SERVICES GENERAL	13,724	57,256	9,637	23,865	26,137	26,137	27,076	28,860	31,132
STORES	53	23	23	588	343	343	411	451	494
SUPPLY CHAIN MANAGEMENT	63	60	83	68	68	68	68	72	76
FREE BASIC SERVICES	17,527	22,622	25,255	34,272	36,784	36,784	36,977	41,252	43,992
INFORMATION TECHNOLOGY	1,627	4,124	967	2,434	3,518	3,518	4,081	4,341	4,653
<b>Total Expenditure by Vote</b>	<b>447,623</b>	<b>571,357</b>	<b>690,753</b>	<b>713,603</b>	<b>747,507</b>	<b>747,507</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) for the year</b>	<b>52,430</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>

## **EXPLANATORY NOTES**

### **Table A3: Budgeted Financial Performance (revenue and expenditure by municipal vote)**

#### **Revenue – By vote**

#### **PLANNING AND DEVELOPMENT**

##### **Integrated Human Settlements**

The increase in revenue over the medium term is as a result of the inclusion of the top structure of the housing projects as well as the rest of the PHB allocation that is for capital use.

##### **Property Management**

The 2009/2010 audited outcome is the fair value adjustments on the municipality's properties after the yearly valuation in terms of the accounting framework. The increase in revenue from 2010/2011 to 2011/2012 is as a result of the correct classification of revenue received (Rental: Sale of Land).

#### **COMMUNITY SERVICES**

##### **Libraries**

The sharp decrease in revenue received is a result of the Library Support Grant only being approved on a year-to-year basis and can accordingly not be included in the last two years of the MTREF.

#### **ENGINEERING SERVICES**

##### **Sewerage**

Capital grant (MIG) is included in the revenue received for the medium term.

#### **Expenditure – By vote**

#### **MUNICIPAL MANAGER**

##### **Legal Services**

A decrease is noticeable as a result of the reduction in the budget of legal fees.

#### **PLANNING AND DEVELOPMENT**

##### **Planning and Development General**

The increase in this specific vote relates to an increase in Consulting and Planning Fees in order to establish planning frameworks informing the future of the town.

##### **Integrated Human Settlements**

The fluctuation in the expenditure over the MTREF is as a result of the inclusion of the top structure allocation for the housing projects.

**ENGINEERING SERVICES****Electrical Engineering Services**

The above average increase for this vote is attributable to the 25% increase in the tariff for bulk purchases.

**CORPORATE SERVICES****Council General**

Increase in expenditure over the MTREF is as a result of the contribution to the provision for Post Retirement Benefits (IAS 19).

**WC024 Stellenbosch - Table A4 Budgeted Financial Performance (revenue and expenditure)**

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Revenue By Source</b>									
Property rates	101,779	117,471	179,194	159,509	169,415	169,415	179,197	189,837	201,227
Property rates - penalties & collection charges	1,325	1,648	2,132	2,195	2,195	2,195	2,351	2,469	2,592
Service charges - electricity revenue	150,614	183,712	237,391	271,478	271,478	271,478	332,001	398,060	472,173
Service charges - water revenue	42,688	60,019	70,172	58,617	58,617	64,049	69,677	73,855	78,283
Service charges - sanitation revenue	32,425	34,454	42,223	46,442	46,442	42,631	46,896	51,316	56,155
Service charges - refuse revenue	18,884	23,242	25,240	27,004	27,004	25,383	27,936	30,729	33,800
Service charges - other	-	-	44	49	49	49	-	-	-
Rental of facilities and equipment	4,184	8,669	9,919	11,209	11,209	11,209	13,236	14,082	14,868
Interest earned - external investments	22,467	30,243	19,704	17,539	17,539	17,539	18,592	19,707	20,890
Interest earned - outstanding debtors	2,448	3,161	4,226	4,467	4,467	4,467	4,696	4,965	5,250
Dividends received	-	-	-	-	-	-	-	-	-
Fines	16,297	15,931	16,519	14,036	14,036	14,036	16,474	17,299	18,165
Licences and permits	18,651	3,843	4,063	3,975	3,975	3,975	4,483	4,709	4,947
Agency services	1,169	1,007	1,013	516	516	516	1,117	1,172	1,231
Transfers recognised - operational	20,145	24,629	43,718	38,218	61,821	61,821	55,700	44,487	47,387
Other revenue	34,470	31,212	90,721	33,444	33,444	33,444	33,836	35,612	37,491
Gains on disposal of PPE	-	-	-	-	-	-	-	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>467,546</b>	<b>539,241</b>	<b>746,279</b>	<b>688,699</b>	<b>722,207</b>	<b>722,207</b>	<b>806,191</b>	<b>888,299</b>	<b>994,458</b>
<b>Expenditure By Type</b>									
Employee related costs	161,215	178,694	200,894	217,214	217,214	217,214	231,247	248,492	267,031
Remuneration of councillors	4,631	5,668	5,790	7,195	7,195	7,195	12,249	12,984	13,763
Debt impairment	-	2,488	15,345	-	-	-	-	-	-
Depreciation & asset impairment	40,180	42,389	119,482	109,493	109,493	109,493	111,681	113,922	120,758
Finance charges	3,214	3,218	2,825	4,203	4,203	4,203	7,400	11,827	12,536
Bulk purchases	82,587	106,339	137,873	161,481	164,481	164,481	219,189	266,763	328,489
Other materials	-	-	-	-	-	-	-	-	-
Contracted services	-	-	-	-	-	-	-	-	-
Transfers and grants	351	1,295	863	1,130	680	680	830	880	932
Other expenditure	155,454	231,266	207,588	212,887	244,241	244,241	260,205	261,937	279,135
Loss on disposal of PPE	-	-	94	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>447,633</b>	<b>571,357</b>	<b>690,753</b>	<b>713,603</b>	<b>747,507</b>	<b>747,507</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit)</b>	<b>19,913</b>	<b>(32,116)</b>	<b>55,525</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>(36,611)</b>	<b>(28,507)</b>	<b>(28,187)</b>
Transfers recognised - capital	32,507	35,480	51,205	-	-	-	49,955	55,024	73,165
Contributions recognised - capital	-	-	-	-	-	-	-	-	-
Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>
Taxation	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>
Attributable to minorities	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) for the year</b>	<b>52,420</b>	<b>3,364</b>	<b>106,730</b>	<b>(24,903)</b>	<b>(25,300)</b>	<b>(25,300)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>



## **EXPLANATORY NOTES**

### **Table A4: Budgeted Financial Performance (revenue and expenditure)**

#### **Revenue by source**

##### **Transfers recognized – operational**

The fluctuation in the above revenue stream over the medium term is as a result of the inclusion of the top structure of the housing allocation which differs from project to project.

#### **Expenditure by type**

##### **Remuneration of councilors**

The above average increase in Councilors Allowance is attributable to the increase in councilors from a total of 37 to 43, which is as a result of the increase in the number of wards for WC024 as well as budgeting for and reclassifying the social contributions to councilors as separate line items which was previously included in the normal salary bill.

##### **Debt Impairment**

The contribution to the Provision for Bad Debt (Debt Impairment) is budgeted in the expenditure category “Contributions to/and from provisions” which is included in “Other expenditure”.

##### **Finance Charges**

The increase over the medium term is directly attributable to the repayment of the new loan that was taken up during 2010/2011.

##### **Bulk Purchases**

The above average increase for this expenditure category is attributable to the 25% increase in the tariff for bulk purchases.

##### **Other expenditure**

The increase in this category is as result of a continued focus on the repairs and maintenance of our service delivery infrastructure.

WC024 Stellenbosch - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding

Vote Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Capital expenditure - Vote</b>									
<b>Multi-year expenditure to be appropriated</b>									
MUNICIPAL MANAGER	-	-	-	-	-	-	-	-	-
PLANNING AND DEVELOPMENT	-	-	-	-	-	-	-	-	-
COMMUNITY SERVICES	-	-	-	-	-	-	-	-	-
ENGINEERING SERVICES	-	-	-	-	-	-	-	-	-
PUBLIC SAFETY	-	-	-	-	-	-	-	-	-
CORPORATE SERVICES	-	-	-	-	-	-	-	-	-
FINANCIAL SERVICES	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	-	-	-	-	-	-	-	-	-
<b>Single-year expenditure to be appropriated</b>									
MUNICIPAL MANAGER	35	3,934	374	50	50	50	60	50	70
PLANNING AND DEVELOPMENT	27,855	19,947	30,038	39,045	7,919	7,919	39,508	39,488	87,293
COMMUNITY SERVICES	5,496	(28,583)	29,472	5,477	7,275	7,275	7,268	5,927	6,030
ENGINEERING SERVICES	45,137	1,521,184	81,806	162,311	125,423	125,423	146,349	149,656	106,476
PUBLIC SAFETY	3,810	17,255	3,951	5,925	1,766	1,766	2,856	1,710	5,740
CORPORATE SERVICES	2,059	9,349	278	686	505	505	455	3,295	3,290
FINANCIAL SERVICES	2,778	9,661	2,622	2,070	1,750	1,750	2,570	2,070	1,350
Capital single-year expenditure sub-total	87,170	1,552,749	148,540	215,564	144,689	144,689	199,066	202,196	210,249
<b>Total Capital Expenditure - Vote</b>	<b>87,170</b>	<b>1,552,749</b>	<b>148,540</b>	<b>215,564</b>	<b>144,689</b>	<b>144,689</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>
<b>Capital Expenditure - Standard</b>									
<b>Governance and administration</b>	<b>8,823</b>	<b>(194,654)</b>	<b>7,782</b>	<b>4,724</b>	<b>4,448</b>	<b>4,448</b>	<b>10,040</b>	<b>11,885</b>	<b>47,550</b>
Executive and council	846	12,363	646	50	50	50	60	50	70
Budget and treasury office	-	-	-	970	525	525	570	70	1,350
Corporate services	7,977	(207,017)	7,136	3,704	3,873	3,873	9,410	11,765	46,130
<b>Community and public safety</b>	<b>30,548</b>	<b>210,297</b>	<b>54,614</b>	<b>48,459</b>	<b>14,658</b>	<b>14,658</b>	<b>42,607</b>	<b>40,585</b>	<b>56,223</b>
Community and social services	1,237	(5,688)	1,901	3,611	3,168	3,168	1,593	1,110	800
Sport and recreation	3,378	(16,276)	27,023	1,850	3,984	3,984	5,675	4,817	5,230
Public safety	3,222	5,072	3,240	5,925	1,766	1,766	2,856	1,710	5,740
Housing	22,666	232,617	22,451	37,073	5,740	5,740	32,483	32,948	44,453
Health	46	(5,429)	-	-	-	-	-	-	-
<b>Economic and environmental services</b>	<b>17,384</b>	<b>607,064</b>	<b>30,201</b>	<b>25,610</b>	<b>38,434</b>	<b>38,434</b>	<b>19,159</b>	<b>19,420</b>	<b>36,650</b>
Planning and development	2,082	20,905	4,801	70	160	160	70	70	-
Road transport	14,685	586,925	25,400	25,540	38,274	38,274	19,089	19,350	36,650
Environmental protection	618	(766)	-	-	-	-	-	-	-
<b>Trading services</b>	<b>30,414</b>	<b>884,795</b>	<b>55,943</b>	<b>133,761</b>	<b>84,139</b>	<b>84,139</b>	<b>126,260</b>	<b>130,186</b>	<b>69,826</b>
Electricity	9,070	459,402	27,613	29,588	23,450	23,450	23,783	17,306	9,400
Water	3,665	258,778	5,939	23,700	17,765	17,765	14,600	28,400	2,400
Waste water management	13,354	157,031	16,173	64,585	28,954	28,954	56,307	68,330	49,526
Waste management	4,324	9,584	6,218	15,888	13,969	13,969	31,570	16,150	8,500
<b>Other</b>	<b>-</b>	<b>45,246</b>	<b>-</b>	<b>3,010</b>	<b>3,010</b>	<b>3,010</b>	<b>1,000</b>	<b>120</b>	<b>-</b>
<b>Total Capital Expenditure - Standard</b>	<b>87,170</b>	<b>1,552,749</b>	<b>148,540</b>	<b>215,564</b>	<b>144,689</b>	<b>144,689</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>
<b>Funded by:</b>									
National Government	9,452	14,216	31,225	18,773	18,537	18,537	20,955	25,480	30,576
Provincial Government	18,793	(2,260)	21,440	40,332	16,079	16,079	29,000	29,544	42,589
District Municipality	-	-	-	-	2,900	2,900	-	-	-
Other transfers and grants	4,261	10,985	11,040	5,068	5,068	5,068	-	-	-
<b>Transfers recognised - capital</b>	<b>32,507</b>	<b>22,942</b>	<b>63,705</b>	<b>64,173</b>	<b>42,584</b>	<b>42,584</b>	<b>49,955</b>	<b>55,024</b>	<b>73,165</b>
<b>Public contributions &amp; donations</b>	<b>-</b>	<b>(7,255)</b>	<b>144</b>	<b>1,850</b>	<b>264</b>	<b>264</b>	<b>7,593</b>	<b>18,750</b>	<b>3,000</b>
<b>Borrowing</b>	<b>37,587</b>	<b>(131)</b>	<b>11,124</b>	<b>94,700</b>	<b>47,652</b>	<b>47,652</b>	<b>47,048</b>	<b>66,779</b>	<b>60,000</b>
<b>Internally generated funds</b>	<b>17,076</b>	<b>1,537,193</b>	<b>73,567</b>	<b>54,841</b>	<b>54,188</b>	<b>54,188</b>	<b>94,470</b>	<b>61,643</b>	<b>74,084</b>
<b>Total Capital Funding</b>	<b>87,170</b>	<b>1,552,749</b>	<b>148,540</b>	<b>215,564</b>	<b>144,689</b>	<b>144,689</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>

**WC024 Stellenbosch - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding**

Vote Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Capital expenditure - Municipal Vote</b>									
<b>Single-year expenditure appropriation</b>									
<b>MUNICIPAL MANAGER</b>	35	3,934	374	50	50	50	60	50	70
MUNICIPAL MANAGER'S OFFICE	35	3,934	374	50	50	50	60	50	70
CORPORATE STRATEGY	-	-	-	-	-	-	-	-	-
LOCAL ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-
INTERNAL AUDIT UNIT	-	-	-	-	-	-	-	-	-
LEGAL SERVICES	-	-	-	-	-	-	-	-	-
SECRETARIATE AND ADMINISTRATIO	-	-	-	-	-	-	-	-	-
<b>PLANNING AND DEVELOPMENT</b>	27,855	19,947	30,038	39,045	7,919	7,919	39,508	39,488	87,293
PLANNING AND DEVELOPMENT GENERA	1,550	37,954	4,796	70	160	160	70	70	-
BUILDING CONTROL	-	2,995	-	-	-	-	-	-	-
TOWN PLANNING	-	(15,519)	-	-	-	-	-	-	-
TOWN DEVELOPMENT	-	(7,211)	-	-	-	-	-	-	-
INTEGRATED HUMAN SETTLEMENTS	22,666	251,047	22,451	37,073	5,740	5,740	32,383	32,948	44,453
PROPERTY MANAGEMENT	3,639	(230,889)	2,792	1,702	2,019	2,019	6,955	6,470	42,840
HOUSING ADMINISTRATION	-	(18,430)	-	200	-	-	100	-	-
<b>COMMUNITY SERVICES</b>	5,496	(28,583)	29,472	5,477	7,275	7,275	7,268	5,927	6,030
COMMUNITY SERVICES GENERAL	565	(6,985)	568	580	580	580	400	-	-
PARKS AND RIVERS	2,288	(10,733)	3,774	2,058	1,754	1,754	3,360	3,177	4,920
SPORTSGROUNDS AND PICNIC SITES	1,707	(6,079)	23,249	1,850	3,984	3,984	2,315	1,640	310
CEMETERIES	404	1,005	625	510	510	510	576	600	600
HALLS	-	(4,352)	-	50	50	50	50	-	-
LIBRARIES	314	(1,439)	708	363	374	374	568	510	200
HOUSING ADMINISTRATION	-	-	-	-	-	-	-	-	-
PUBLIC PARTICIPATION	-	-	-	66	24	24	-	-	-
CLEANING STREETS	218	-	549	-	-	-	-	-	-
<b>ENGINEERING SERVICES</b>	45,137	1,521,184	81,806	162,311	125,423	125,423	146,349	149,656	106,476
ENGINEERING SERVICES GENERAL	256	(680)	1,011	3,010	3,010	3,010	1,000	120	-
REFUSE REMOVAL	4,107	66,599	5,669	15,888	13,969	13,969	31,570	16,150	8,500
SEWERAGE	12,841	114,937	15,121	64,585	28,954	28,954	56,307	68,330	49,526
ROADS AND STORMWATER	15,198	622,148	26,453	25,540	38,274	38,274	19,089	19,350	36,650
WATER SERVICES	3,665	258,778	5,939	23,700	17,765	17,765	14,600	28,400	2,400
ELECTRICAL ENGINEERING SERVICE	9,070	459,402	27,613	88	88	88	252	-	-
CLIENT SERVICES	-	-	-	-	-	-	-	-	-
SYSTEM OPERATIONS	-	-	-	29,500	23,362	23,362	23,531	17,306	9,400
<b>PUBLIC SAFETY</b>	3,810	17,255	3,951	5,925	1,766	1,766	2,856	1,710	5,740
PUBLIC SAFETY GENERAL	523	257	1,324	300	12	12	500	400	300
FIRE SERVICES	1,279	(3,033)	814	950	550	550	1,520	300	3,500
TRAFFIC SERVICES	1,420	2,164	1,103	3,650	73	73	240	440	1,200
DISASTER MANAGEMENT	-	1,165	-	-	-	-	-	-	-
LAW ENFORCEMENT	588	16,703	711	1,025	1,132	1,132	596	570	740
<b>CORPORATE SERVICES</b>	2,059	9,349	278	686	505	505	455	3,295	3,290
CORPORATE SERVICES GENERAL	-	-	-	-	37	37	375	3,215	3,190
HUMAN RESOURCES	699	(308)	256	450	443	443	80	80	100
PROPERTY MANAGEMENT	766	741	-	-	-	-	-	-	-
SECRETARIATE AND ADMINISTRATIO	-	5,878	-	236	25	25	-	-	-
COUNCIL GENERAL AND SUPPORT	-	238	-	-	-	-	-	-	-
FACILITIES MANAGEMENT	-	-	-	-	-	-	-	-	-
INFORMATION TECHNOLOGY	-	-	-	-	-	-	-	-	-
CORPORATE STRATEGY	594	2,801	21	-	-	-	-	-	-
LOCAL ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-
<b>FINANCIAL SERVICES</b>	2,778	9,661	2,622	2,070	1,750	1,750	2,570	2,070	1,350
FINANCIAL SERVICES GENERAL	812	8,080	272	970	525	525	570	70	1,350
STORES	-	(77)	-	-	-	-	-	-	-
SUPPLY CHAIN MANAGEMENT	-	-	-	-	-	-	-	-	-
FREE BASIC SERVICES	-	111	-	-	-	-	-	-	-
INFORMATION TECHNOLOGY	1,966	1,547	2,350	1,100	1,225	1,225	2,000	2,000	-
<b>Capital single-year expenditure sub-total</b>	87,170	1,552,749	148,540	215,564	144,689	144,689	199,066	202,196	210,249
<b>Total Capital Expenditure</b>	87,170	1,552,749	148,540	215,564	144,689	144,689	199,066	202,196	210,249

**WC024 Stellenbosch - Table A6 Budgeted Financial Position**

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>ASSETS</b>									
<b>Current assets</b>									
Cash	16,679	16,436	14,856	1,705	3,547	3,547	11,213	16,466	18,080
Call investment deposits	208,598	198,463	224,973	264,518	264,518	264,518	229,386	239,386	245,386
Consumer debtors	44,731	55,706	78,820	126,421	120,077	120,077	136,018	154,362	175,362
Other debtors	25,324	25,649	14,069	5,118	5,118	5,118	5,373	5,642	5,924
Current portion of long-term receivables	402	348	307	188	188	188	198	208	218
Inventory	6,346	6,256	3,175	5,112	5,112	5,112	5,368	5,636	5,918
<b>Total current assets</b>	<b>302,079</b>	<b>302,857</b>	<b>336,199</b>	<b>403,061</b>	<b>398,560</b>	<b>398,560</b>	<b>387,557</b>	<b>421,700</b>	<b>450,888</b>
<b>Non current assets</b>									
Long-term receivables	1,333	881	471	471	471	471	471	471	471
Investments	1,313								
Investment property	-	512,891	522,612	512,891	512,891	512,891	512,891	512,891	512,891
Investment in Associate									
Property, plant and equipment	868,032	2,481,954	2,595,216	2,698,311	2,630,412	2,630,412	2,716,897	2,805,350	2,894,272
Agricultural	-	-	-	-	-	-	-	-	-
Biological	20,756	18,346	13,529	13,529	13,529	13,529	13,529	13,529	13,529
Intangible	1,433	1,276	-	2,975	-	-	900	720	1,290
Other non-current assets		529	19,897						
<b>Total non current assets</b>	<b>892,868</b>	<b>3,015,877</b>	<b>3,151,725</b>	<b>3,228,178</b>	<b>3,157,303</b>	<b>3,157,303</b>	<b>3,244,689</b>	<b>3,332,962</b>	<b>3,422,453</b>
<b>TOTAL ASSETS</b>	<b>1,194,947</b>	<b>3,318,734</b>	<b>3,487,924</b>	<b>3,631,239</b>	<b>3,555,863</b>	<b>3,555,863</b>	<b>3,632,245</b>	<b>3,754,662</b>	<b>3,873,341</b>
<b>LIABILITIES</b>									
<b>Current liabilities</b>									
Bank overdraft									
Borrowing	3,835	1,538	2,986	2,705	2,705	2,705	3,713	4,104	4,536
Consumer deposits	6,887	7,633	8,212	8,212	8,212	8,212	8,212	8,212	8,212
Trade and other payables	125,391	139,676	137,865	101,226	91,226	91,226	103,938	108,842	114,369
Provisions	10,347	13,814	6,954	5,788	5,788	5,788	5,788	6,077	6,381
<b>Total current liabilities</b>	<b>146,461</b>	<b>162,661</b>	<b>156,017</b>	<b>117,931</b>	<b>107,931</b>	<b>107,931</b>	<b>121,651</b>	<b>127,235</b>	<b>133,498</b>
<b>Non current liabilities</b>									
Borrowing	27,144	25,468	35,481	130,181	77,723	77,723	117,344	175,915	226,842
Provisions	81,709	85,345	152,921	172,928	172,928	172,928	188,561	197,989	207,888
<b>Total non current liabilities</b>	<b>108,853</b>	<b>110,814</b>	<b>188,402</b>	<b>303,109</b>	<b>250,651</b>	<b>250,651</b>	<b>305,905</b>	<b>373,904</b>	<b>434,731</b>
<b>TOTAL LIABILITIES</b>	<b>255,314</b>	<b>273,475</b>	<b>344,419</b>	<b>421,040</b>	<b>358,582</b>	<b>358,582</b>	<b>427,556</b>	<b>501,139</b>	<b>568,229</b>
<b>NET ASSETS</b>	<b>939,633</b>	<b>3,045,259</b>	<b>3,143,506</b>	<b>3,210,199</b>	<b>3,197,281</b>	<b>3,197,281</b>	<b>3,204,689</b>	<b>3,253,523</b>	<b>3,305,112</b>
<b>COMMUNITY WEALTH/EQUITY</b>									
Accumulated Surplus/(Deficit)	(42,127)	879,044	1,491,534	1,469,580	1,479,184	1,479,184	1,530,366	1,570,034	1,673,812
Reserves	981,774	2,166,215	1,651,971	1,740,619	1,718,097	1,718,097	1,674,323	1,683,489	1,631,299
Minorities' interests									
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	<b>939,647</b>	<b>3,045,259</b>	<b>3,143,506</b>	<b>3,210,199</b>	<b>3,197,281</b>	<b>3,197,281</b>	<b>3,204,689</b>	<b>3,253,523</b>	<b>3,305,112</b>

WC024 Stellenbosch - Table A7 Budgeted Cash Flows

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>									
<b>Receipts</b>									
Ratepayers and other	420,921	470,336	639,900	614,461	624,367	624,367	710,658	800,126	899,191
Government - operating	19,446	24,137	43,718	38,218	61,821	61,821	55,700	44,487	47,387
Government - capital	32,507	35,480	51,205	64,173	42,584	42,584	49,955	55,024	73,165
Interest	27,271	33,404	23,930	21,872	21,872	21,872	23,146	24,523	25,982
Dividends	-	-	-	-	-	-	-	-	-
<b>Payments</b>									
Suppliers and employees	(375,402)	(460,470)	(592,172)	(585,143)	(619,498)	(619,498)	(708,842)	(775,431)	(872,857)
Finance charges	(3,214)	(3,218)	(2,825)	(4,203)	(4,203)	(4,203)	(7,400)	(11,827)	(12,536)
Transfers and Grants	(351)	(1,293)	(863)	(1,130)	(680)	(680)	(830)	(880)	(932)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>	<b>121,177</b>	<b>98,377</b>	<b>162,893</b>	<b>148,249</b>	<b>126,264</b>	<b>126,264</b>	<b>122,388</b>	<b>136,024</b>	<b>159,399</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>									
<b>Receipts</b>									
Proceeds on disposal of PPE	14,957	102	1,046	-	-	-	-	-	-
Decrease (Increase) in non-current debtors	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables	2,584	54	451	-	-	-	7,593	18,750	3,000
Decrease (increase) in non-current investments	(13)	1,313	-	-	-	-	-	-	-
<b>Payments</b>									
Capital assets	(87,170)	(106,357)	(148,540)	(215,564)	(144,689)	(144,689)	(199,066)	(202,196)	(210,249)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>	<b>(69,642)</b>	<b>(104,887)</b>	<b>(147,043)</b>	<b>(215,564)</b>	<b>(144,689)</b>	<b>(144,689)</b>	<b>(191,473)</b>	<b>(183,446)</b>	<b>(207,249)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>									
<b>Receipts</b>									
Short term loans	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing	-	-	11,124	94,700	47,652	47,652	47,048	66,779	60,000
Increase (decrease) in consumer deposits	33	746	574	-	-	-	-	-	-
<b>Payments</b>									
Repayment of borrowing	(4,550)	(4,666)	(2,565)	(2,705)	(2,705)	(2,705)	(3,713)	(4,104)	(4,536)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>	<b>(4,517)</b>	<b>(3,920)</b>	<b>9,132</b>	<b>91,995</b>	<b>44,947</b>	<b>44,947</b>	<b>43,335</b>	<b>62,675</b>	<b>55,464</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>	<b>47,018</b>	<b>(10,431)</b>	<b>24,982</b>	<b>24,680</b>	<b>26,522</b>	<b>26,522</b>	<b>(25,751)</b>	<b>15,253</b>	<b>7,614</b>
Cash/cash equivalents at the year begin:	178,259	225,277	214,846	239,828	239,828	239,828	266,350	240,600	255,852
Cash/cash equivalents at the year end:	225,277	214,846	239,828	264,508	266,350	266,350	240,600	255,852	263,466

***EXPLANATORY NOTES***

**Table A7: Budgeted Cash Flows**

Private and Development Contributions are included in the line item "Decrease/(increase) other non-current receivables" as there is no other appropriate line item for disclosure.

**WC024 Stellenbosch - Table A8 Cash backed reserves/accumulated surplus reconciliation**

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Cash and investments available</b>									
Cash/cash equivalents at the year end	225,277	214,846	239,828	264,508	266,350	266,350	240,600	255,852	263,466
Other current investments > 90 days	(0)	52	(0)	1,715	1,715	1,715	-	-	-
Non current assets - Investments	1,313	-	-	-	-	-	-	-	-
<b>Cash and investments available:</b>	<b>226,590</b>	<b>214,898</b>	<b>239,828</b>	<b>266,223</b>	<b>268,065</b>	<b>268,065</b>	<b>240,600</b>	<b>255,852</b>	<b>263,466</b>
<b>Application of cash and investments</b>									
Unspent conditional transfers	68,841	76,294	63,164	22,790	12,790	12,790	21,580	22,366	23,569
Unspent borrowing	-	-	14,700	-	47,048	47,048	-	-	-
Statutory requirements	-	-	-	-	-	-	-	-	-
Other working capital requirements	58,299	60,774	50,669	(20,354)	(25,696)	(25,696)	(32,580)	(44,228)	(58,908)
Other provisions	-	-	-	-	-	-	-	-	-
Long term investments committed	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments	-	-	-	-	-	-	-	-	-
<b>Total Application of cash and investments:</b>	<b>127,141</b>	<b>137,069</b>	<b>128,533</b>	<b>2,436</b>	<b>34,142</b>	<b>34,142</b>	<b>(11,000)</b>	<b>(21,862)</b>	<b>(35,339)</b>
<b>Surplus(shortfall)</b>	<b>99,450</b>	<b>77,830</b>	<b>111,296</b>	<b>263,787</b>	<b>233,923</b>	<b>233,923</b>	<b>251,599</b>	<b>277,714</b>	<b>298,805</b>

WC024 Stellenbosch - Table A9 Asset Management

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>CAPITAL EXPENDITURE</b>									
<b>Total New Assets</b>	88,518	1,845,319	151,418	120,376	69,159	69,159	122,914	99,853	148,373
<i>Infrastructure - Road transport</i>	14,008	627,463	17,784	15,071	8,208	8,208	6,120	8,950	11,150
<i>Infrastructure - Electricity</i>	3,647	333,122	14,511	9,200	3,050	3,050	17,207	9,243	7,400
<i>Infrastructure - Water</i>	3,128	422,705	5,501	13,100	2,752	2,752	16,150	10,350	2,400
<i>Infrastructure - Sanitation</i>	10,292	101,282	12,814	10,250	2,350	2,350	1,078	3,350	2,450
<i>Infrastructure - Other</i>	3,782	45,033	8,148	6,693	3,569	3,569	27,195	19,050	19,750
Infrastructure	34,858	1,529,604	58,758	54,314	19,928	19,928	67,750	50,943	43,150
Community	31,860	(413,979)	61,906	10,809	7,199	7,199	39,551	39,405	52,923
Heritage assets	-	-	-	-	-	-	-	-	-
Investment properties	-	-	-	-	-	-	-	-	-
Other assets	21,373	727,447	30,754	52,278	42,031	42,031	14,713	9,505	51,550
Agricultural Assets	-	-	-	-	-	-	-	-	-
Biological assets	-	-	-	-	-	-	-	-	-
Intangibles	428	2,247	-	2,975	-	-	900	-	750
<b>Total Renewal of Existing Assets</b>	-	-	-	95,188	75,531	75,531	76,152	102,343	61,876
<i>Infrastructure - Road transport</i>	-	-	-	27,610	26,194	26,194	7,142	4,800	10,800
<i>Infrastructure - Electricity</i>	-	-	-	400	190	190	6,931	8,063	2,000
<i>Infrastructure - Water</i>	-	-	-	17,850	12,819	12,819	2,400	18,000	-
<i>Infrastructure - Sanitation</i>	-	-	-	18,685	4,510	4,510	50,679	64,980	47,076
<i>Infrastructure - Other</i>	-	-	-	-	-	-	7,000	5,000	2,000
Infrastructure	-	-	-	64,545	43,713	43,713	74,152	100,843	61,876
Community	-	-	-	7,211	1,940	1,940	-	-	-
Heritage assets	-	-	-	-	-	-	-	-	-
Investment properties	-	-	-	-	-	-	-	-	-
Other assets	-	-	-	23,432	29,877	29,877	2,000	1,500	-
Agricultural Assets	-	-	-	-	-	-	-	-	-
Biological assets	-	-	-	-	-	-	-	-	-
Intangibles	-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure</b>									
<i>Infrastructure - Road transport</i>	14,008	627,463	17,784	42,681	34,402	34,402	13,262	13,750	21,950
<i>Infrastructure - Electricity</i>	3,647	333,122	14,511	9,600	3,240	3,240	24,138	17,306	9,400
<i>Infrastructure - Water</i>	3,128	422,705	5,501	30,950	15,571	15,571	18,550	28,350	2,400
<i>Infrastructure - Sanitation</i>	10,292	101,282	12,814	28,935	6,860	6,860	51,757	68,330	49,526
<i>Infrastructure - Other</i>	3,782	45,033	8,148	6,693	3,569	3,569	34,195	24,050	21,750
Infrastructure	34,858	1,529,604	58,758	118,859	63,642	63,642	141,902	151,786	105,026
Community	31,860	(413,979)	61,906	18,020	9,139	9,139	39,551	39,405	52,923
Heritage assets	-	-	-	-	-	-	-	-	-
Investment properties	-	-	-	-	-	-	-	-	-
Other assets	21,373	727,447	30,754	75,710	71,908	71,908	16,713	11,005	51,550
Agricultural Assets	-	-	-	-	-	-	-	-	-
Biological assets	-	-	-	-	-	-	-	-	-
Intangibles	428	2,247	-	2,975	-	-	900	-	750
<b>TOTAL CAPITAL EXPENDITURE - Asset class</b>	<b>88,518</b>	<b>1,845,319</b>	<b>151,418</b>	<b>215,564</b>	<b>144,689</b>	<b>144,689</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>
<b>ASSET REGISTER SUMMARY - PPE (WDV)</b>									
<i>Infrastructure - Road transport</i>	40,176	67,334	660,867	673,046	664,767	664,767	644,758	625,736	614,914
<i>Infrastructure - Electricity</i>	100,759	135,728	456,013	447,872	441,512	441,512	448,544	449,136	442,496
<i>Infrastructure - Water</i>	40,165	10,408	376,858	392,915	377,536	377,536	380,765	393,844	381,238
<i>Infrastructure - Sanitation</i>	28,443	19,732	137,480	159,447	146,372	146,372	190,450	251,397	293,558
<i>Infrastructure - Other</i>	2,916	7,958	37,030	32,391	27,482	27,482	58,832	75,872	81,052
Infrastructure	212,459	241,159	1,668,248	1,705,671	1,657,670	1,657,670	1,723,348	1,795,984	1,813,258
Community	114,244	334,580	65,195	81,907	75,539	75,486	113,577	151,432	202,764
Heritage assets	-	-	-	-	-	-	-	-	-
Investment properties	-	512,891	522,612	512,891	512,891	512,891	512,891	512,891	512,891
Other assets	280,643	450,530	861,773	910,733	897,203	897,256	879,972	857,934	878,250
Agricultural Assets	-	-	-	-	-	-	-	-	-
Biological assets	20,756	18,346	13,529	13,529	13,529	13,529	13,529	13,529	13,529
Intangibles	1,433	1,276	-	2,975	-	-	900	720	1,290
<b>TOTAL ASSET REGISTER SUMMARY - PPE (WDV)</b>	<b>629,536</b>	<b>1,558,783</b>	<b>3,131,357</b>	<b>3,227,707</b>	<b>3,156,832</b>	<b>3,156,832</b>	<b>3,244,218</b>	<b>3,332,491</b>	<b>3,421,982</b>
<b>EXPENDITURE OTHER ITEMS</b>									
<b>Depreciation &amp; asset impairment</b>	40,180	42,389	119,482	109,493	109,493	109,493	111,681	113,922	120,758
<b>Repairs and Maintenance by Asset Class</b>	-	-	-	55,167	54,850	54,850	61,210	65,851	70,600
<i>Infrastructure - Road transport</i>	-	-	-	10,872	13,041	13,041	4,035	3,198	7,406
<i>Infrastructure - Electricity</i>	-	-	-	2,418	1,228	1,228	7,428	4,692	3,172
<i>Infrastructure - Water</i>	-	-	-	5,985	5,903	5,903	5,708	9,297	810
<i>Infrastructure - Sanitation</i>	-	-	-	4,846	6,012	6,012	15,927	22,409	16,710
<i>Infrastructure - Other</i>	-	-	-	1,713	1,353	1,353	10,522	7,887	7,338
Infrastructure	-	-	-	25,834	27,538	27,538	43,620	47,482	35,435
Community	-	-	-	3,293	3,296	3,296	12,171	12,923	17,856
Heritage assets	-	-	-	-	-	-	-	-	-
Investment properties	-	-	-	-	-	-	-	-	-
Other assets	-	-	-	26,041	24,017	24,017	5,420	5,446	17,308
<b>TOTAL EXPENDITURE OTHER ITEMS</b>	<b>40,180</b>	<b>42,389</b>	<b>119,482</b>	<b>164,661</b>	<b>164,344</b>	<b>164,344</b>	<b>172,891</b>	<b>179,773</b>	<b>191,358</b>
<b>% of capital exp on renewal of assets</b>	0.0%	0.0%	0.0%	79.1%	109.2%	109.2%	62.0%	102.5%	41.7%
<b>Renewal of Existing Assets as % of deprecn"</b>	0.0%	0.0%	0.0%	86.9%	69.0%	69.0%	68.2%	89.8%	51.2%
<b>R&amp;M as a % of PPE</b>	0.0%	0.0%	0.0%	2.0%	2.1%	2.1%	2.3%	2.3%	2.4%
<b>Renewal and R&amp;M as a % of PPE</b>	0.0%	0.0%	0.0%	5.0%	4.0%	4.0%	4.0%	5.0%	4.0%



WC024 Stellenbosch - Table A10 Basic service delivery measurement

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Household service targets (000)</b>									
<b>Water:</b>									
Piped water inside dwelling									
Piped water inside yard (but not in dwelling)									
Using public tap (at least min.service level)									
Other water supply (at least min.service level)									
<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
Using public tap (< min.service level)									
Other water supply (< min.service level)									
No water supply									
<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
<b>Total number of households</b>	-	-	-	-	-	-	-	-	-
<b>Sanitation/sewerage:</b>									
Flush toilet (connected to sewerage)									
Flush toilet (with septic tank)									
Chemical toilet									
Pit toilet (ventilated)									
Other toilet provisions (> min.service level)									
<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
Bucket toilet							0	0	0
Other toilet provisions (< min.service level)							-	-	-
No toilet provisions							-	-	-
<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	0	0	0
<b>Total number of households</b>	-	-	-	-	-	-	0	0	0
<b>Energy:</b>									
Electricity (at least min.service level)									
Electricity - prepaid (min.service level)									
<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
Electricity (< min.service level)									
Electricity - prepaid (< min. service level)									
Other energy sources									
<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
<b>Total number of households</b>	-	-	-	-	-	-	-	-	-
<b>Refuse:</b>									
Removed at least once a week									
<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
Removed less frequently than once a week									
Using communal refuse dump									
Using own refuse dump									
Other rubbish disposal									
No rubbish disposal									
<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
<b>Total number of households</b>	-	-	-	-	-	-	-	-	-
<b>Households receiving Free Basic Service</b>									
Water (6 kilolitres per household per month)	20	20	17	14	14	14	15	15	15
Sanitation (free minimum level service)	20	20	17	14	14	14	15	15	15
Electricity/other energy (50kwh per household per month)	19	18	17	14	14	14	15	15	16
Refuse (removed at least once a week)	20	20	17	14	14	14	15	15	15
<b>Cost of Free Basic Services provided (R'000)</b>									
Water (6 kilolitres per household per month)	2,515	3,340	4,175	3,227	3,602	3,602	6,250	6,822	6,974
Sanitation (free sanitation service)	6,668	8,798	10,562	9,057	10,107	10,107	14,245	15,615	16,100
Electricity/other energy (50kwh per household per month)	3,256	4,428	2,548	1,666	1,666	1,666	6,835	8,227	9,904
Refuse (removed once a week)	7,434	9,450	7,890	9,361	10,448	10,448	9,648	10,588	11,013
<b>Total cost of FBS provided (minimum social package)</b>	<b>19,872</b>	<b>26,016</b>	<b>25,176</b>	<b>23,312</b>	<b>25,824</b>	<b>25,824</b>	<b>36,977</b>	<b>41,252</b>	<b>43,992</b>
<b>Highest level of free service provided</b>									
Property rates (R'000 value threshold)	60	60	85	85	85	85	85	85	85
Water (kilolitres per household per month)	6	6	6	6	6	6	6	6	6
Sanitation (kilolitres per household per month)									
Sanitation (Rand per household per month)	41	44	52	56	56	56	61	67	73
Electricity (kwh per household per month)	50	50	60	60	60	60	60	60	60
Refuse (average litres per week)	47	50	54	57	57	57	63	69	76
<b>Revenue cost of free services provided (R'000)</b>									
Property rates (R15 000 threshold rebate)									
Property rates (other exemptions, reductions and rebates)	2,611	2,893	20,753	21,143	21,143	21,143	22,518	23,981	25,420
Water	2,515	3,340	4,175	3,227	3,602	3,602	6,250	6,822	6,974
Sanitation	6,668	8,798	10,562	9,057	10,107	10,107	14,245	15,615	16,100
Electricity/other energy	3,256	4,428	2,548	1,666	1,666	1,666	6,835	8,227	9,904
Refuse	7,434	9,450	7,890	9,361	10,448	10,448	9,648	10,588	11,013
Municipal Housing - rental rebates									
Housing - top structure subsidies			13,044	-	21,050	21,050	14,420		
Other									
<b>Total revenue cost of free services provided (total social package)</b>	<b>22,483</b>	<b>28,909</b>	<b>58,972</b>	<b>44,455</b>	<b>68,017</b>	<b>68,017</b>	<b>73,915</b>	<b>65,233</b>	<b>69,412</b>

## **Explanatory notes regarding Basic Service Delivery Measurement – Directorate: Engineering Services**

1. The provision of information as requested via Table A10 is difficult. The Directorate: Engineering Services do not have the information available in the format as requested.
2. The availability of basic services to everyone in the area is as set out below:
  - a. Water services – All households have access to basic water. Most of the residences in the area have access to tap-water inside the dwelling. Informal areas have access to water via communal taps. There are no residents in the area with no access to water.
  - b. Sanitation services – All areas have access to waterborne sewerage systems. All residents have sewerage connections, except in informal settlements, where communal waterborne ablution facilities are provided, according to basic service level requirements. The one exception is in an informal settlement where 55 households are serviced via a bucket system. This settlement is however on private land and the service is provided to assist in the area.
  - c. Electricity services – There is a 100% access to electricity in the area, both for free basic services and above. The exception is in the “un-recognised” informal settlement areas where residents do not have access to basic services. In the formally “recognised” informal areas, electricity is available.

These comments refer to the Stellenbosch WCO24 area of electricity provision, but exclude the Eskom service provision areas.
  - d. Refuse Removal – Refuse removal services is available to all. (97.5% of residents receive a municipal service of once-a-week removal). This includes access to such removal service via communal drop-off facilities in informal areas, where collection is more regular than once a week. The proportion not receiving a municipal service makes use of private services through choice.
3. “New” provision of basic services is done via the Integrated Human Settlements program, where houses that are provided include basic services such as water, sanitation and electricity. The budgets are therefore linked to the Housing Provision budgets.

## PART 2

### **SECTION A: OVERVIEW OF ANNUAL BUDGET PROCESS**

In terms of Section 24 of the MFMA, Council must, at least 30 days before the start of the financial year, consider the annual budget for approval. Section 53 requires the Mayor of a municipality to provide general political guidance over the budget process and the priorities that must guide the preparation of the budget. In addition, Chapter 2 of the Municipal Budget and Reporting Regulations, gazetted on 17 April 2009, states that the Mayor of a municipality must establish a Budget Steering Committee to provide technical assistance to the Mayor in discharging with the responsibilities set out in section 53 of the Act.

A time schedule outlining important dates and deadlines as prescribed for the IDP/Budget process was approved on 26 August 2010. The budget process for the 2011/2012 MTREF period proceeded/will proceed according to the following timeline

<b>Activity</b>	<b>Time frame</b>
Formulation of budget assumptions	October 2010
Detailed programmes and projects to further define budget	December 2010 – February 2011
Draft IDP and Budget considered by Council	March 2011
Draft IDP and Budget - public participation	1 – 13 April 2011
Final approval of budget	5 May 2011

## **SECTION B: OVERVIEW OF ALIGNMENT OF ANNUAL BUDGET WITH INTEGRATED DEVELOPMENT PLAN**

The strategic initiatives or focus areas of the IDP are as follow:

- Good governance and Public Participation
- Municipal viability and financial management
- Local Economic Development
- Municipal Institutional Development and Transformation
- Basic Service Delivery

Throughout the IDP document these objectives are broken down into Key Performance Areas and Key Strategic Objectives which are in essence the programmes that the budget is linked to. The following ward priorities (community feedback) were also used to inform the compilation of the budget as far as same was allowed in terms of available funding:

- 1 Housing and land for housing
- 2 Public safety/law enforcement
- 3 Unemployment / job creation / poverty alleviation
- 4 Traffic flow (traffic calming) and parking problems
- 5 Skills Development & Training
- 6 Sports facilities and land for sport facilities
- 7 Littering/ Cleanliness of areas & streets
- 8 Youth / Women development / empowerment programs
- 9 Proper participatory and sensitive planning (respect character of the area)
- 10 Conservation (urban areas)
- 11 Multi-purpose Centre for community development(infrastructure)
- 12 Densification – effect on character of residential areas
- 13 Management and maintenance of public open spaces and parks
- 14 Waste management (recycling and composting)
- 15 Emergency Services
- 16 Roads and Storm water & Sewerage systems
- 17 Application of Planning and building regulations
- 18 Business opportunities and local economic development
- 19 Cemetery
- 20 Water network
- 21 Monitoring of Student houses
- 22 River management & rehabilitation
- 23 Primary Healthcare
- 24 Enforcement of heritage law
- 25 Agricultural land – maintenance
- 26 Misbehaviour at night (students)

Please consult the IDP for the detail.

## **SECTION C: OVERVIEW OF BUDGET AND OTHER RELATED POLICIES**

### **Property Rates Policy**

The revised Rates Policy in terms of the Municipal Property Rates Act (Act no 6 of 2004) is attached as Appendix 5.

### **Supply Chain Management Policy**

Section 111 of the MFMA requires each Municipality and municipal entity to adopt and implement a supply chain management policy, which gives effect to the requirements of the Act. The Supply Chain Management Policy was adopted at Council on 27 March 2010. Refer to Appendix 6.

### **Budget Policy**

The policy sets out the budgeting principles which Stellenbosch Municipality will follow in preparing each annual budget. The policy aims to give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework in terms of the planning, preparation and approval of the annual and adjustments budgets. The framework for virementations is also explained in this policy. Refer to Appendix 7.

### **Irrecoverable Debt Policy**

This policy enables Council and the CFO to write off irrecoverable debt of indigent consumers, debt which can not be recovered due to consumers not being traceable or due to prescription of debt. Refer to Appendix 8.

### **Travel and Subsistence Policy**

This policy sets out the basis for the payment of subsistence, travel allowance, hourly rate when applicable for the purpose of official travelling. Refer to Appendix 9.

### **Indigent Policy**

Due to the level of unemployment and subsequent poverty in the municipal area, there are households which are unable to pay for basic municipal services. The provision of free basic services ensures that indigent consumers have access to basic services. This policy serves as the official framework for the administration of free basic services to indigent consumers. Refer to Appendix 10.

### **Tariff Policy**

This policy serves as the implementing tool which guides the levying of tariffs for municipal services in accordance with the provisions of the Municipal Systems Act and any other applicable legislation. Tariffs represent the charges levied by Council on consumers for the utilization of services provided by the Municipality and rates on properties. Tariffs will be calculated in various ways, dependent upon the nature of the service being provided. Refer to Appendix 11.

### **Credit Control and Debt Collection Policy**

This policy provides a framework to enable Council to proactively manage and collect all money due for services rendered and outstanding property taxes, subject to the provisions of the Municipal Systems Act of 2000 and any other applicable legislation and internal policies of Council. Refer to Appendix 12.

**Petty Cash Policy**

All purchases below R 2 000 are regulated by this policy. Clear processes and procedures are stipulated to ensure that all transactions are processed effectively and efficiently in a bid to ensure prudent financial control. Refer to Appendix 13.

**The following existing budget related policies were reviewed but no amendments were necessary:**

Non-Financial Asset Management Policy  
Accounting Policy  
Cash Management and Investment Policy  
Funding and Reserves Policy  
Skills Development Policy  
Leave Policy  
Overtime and Standby Policy

## **SECTION D: OVERVIEW OF BUDGET ASSUMPTIONS**

Municipalities' long-term financial viability depends largely on the extent to which improved and sustainable revenue capacity on the one hand and sound financial management of its resources on the other hand can be achieved. These imperatives necessitate proper multi-year financial planning. Future impacts of revenue and expenditure streams and the financial implications for the community at large (i.e. the potential influence on rates, tariffs and service charges) must be identified and assessed to determine the sustainability of planned interventions, programmes, projects and sundry service delivery actions.

Taking these principals into consideration, the following assumptions were made and relates to the parameters within which the budget was compiled

	<b>2011/2012</b>	<b>2012/2013</b>	<b>2013/2014</b>
<b>Percentage Increase:</b>			
Water	6.0%	6.0%	6.0%
Electricity	20.38%	20.38%	20.38%
Electricity (growth)	1.2%		
Sanitation	9.5%	9.5%	9.5%
Refuse	10.0%	10.0%	10.0%
Property Rates	0.0%	5.5%	5.9%
<b>Collection Rates</b>			
Water	94%	94%	94%
Electricity	99%	99%	99%
Sanitation	97%	97%	97%
Refuse	97%	97%	97%
Rates	100%	100%	100%
Housing	52%	52%	52%
<b>Employee Related Costs</b>			
Salaries and Wages and related costs	7.5%	7.5%	7.5%

Budgetary constraints and economic challenges meant that the municipality had to apply a combination of cost-saving interventions and higher than headline CPI revenue increases to ensure a sustainable budget over the medium term.

The budget theme of “*Driving Efficiencies; i.e. reprioritization of existing resources / current allocations*”, resulted from the realization that no, or limited, scope for additional externally- or internally-funded revenue growth existed and the challenge that more needed to be done with the existing resource envelope. This was reiterated in National Treasury Budget Circular 54 as well as a National Treasury presentation to municipalities in August 2010.



## **SECTION E: OVERVIEW OF BUDGET FUNDING**

### **Financing of the Capital Budget**

The proposed financing sources of the capital budget for the next three years are as follows:

	<b><u>2011/2012</u></b>	<b><u>2012/2013</u></b>	<b><u>2013/2014</u></b>
	<b>R</b>	<b>R</b>	<b>R</b>
Capital Replacement Reserve	94 470 400	61 642 800	74 084 200
Grants National Government	20 955 000	25 480 000	30 576 000
Grants Provincial Government	29 000 167	29 544 001	42 589 000
External Loans	47 047 780	66 778 844	60 000 000
Public Contributions	5 514 400	18 350 000	3 000 000
Other	2 078 293	400 000	
	<b>199 066 040</b>	<b>202 195 645</b>	<b>210 249 200</b>

Grant funding from National Government includes the following:

- Municipal Infrastructure Grant

Grant funding from Provincial Government includes the following:

- Provincial Housing Board Allocation
- Integrated Transport Planning Allocation

Public Contributions includes the following:

- Development Contributions Water
- Development Contributions Sewerage
- Development Contributions Refuse
- Development Contributions Roads
- Development Contributions Electricity

### **Financing of the Operational Budget**

The operational budget is financed from the tariff increases as displayed above. In addition to these, the following grant allocations are expected and expenditure was adjusted accordingly:

- Equitable Share Allocation
- Community Development Worker Assistance Grant
- Library Assistance Grant
- Financial Management Grant
- Municipal Systems Improvement Grant

## SECTION F: EXPENDITURE ON ALLOCATION AND GRANT PROGRAMMES

WC024 Stellenbosch - Supporting Table SA19 Expenditure on transfers and grant programme

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
R thousand									
<b>EXPENDITURE:</b>									
<b>Operating expenditure of Transfers and Grants</b>									
National Government:	-	22,774	24,269	35,422	35,422	35,422	39,017	43,302	46,142
Equitable share		22,124	22,964	34,272	34,272	34,272	36,977	41,252	43,992
Finance Management		250	919	750	750	750	1,250	1,250	1,250
Municipal Systems Improvement		400	386	400	400	400	790	800	900
Other transfers/grants [insert description]									
Provincial Government:	-	2,851	15,925	2,774	34,934	34,934	15,899	108	112
Sports and Recreation		574	593	1,077	1,077	1,077	1,015		
Housing			13,300		32,160	32,160	14,420		
Other Grants		2,277	2,032	1,697	1,697	1,697	264	108	112
District Municipality:	-	-	-	-	7	7	-	-	-
Tourism SMMEs					7	7			
Other grant providers:	-	-	-	-	-	-	-	-	-
[insert description]									
<b>Total operating expenditure of Transfers and Grants:</b>	<b>-</b>	<b>25,625</b>	<b>40,194</b>	<b>38,196</b>	<b>70,363</b>	<b>70,363</b>	<b>54,716</b>	<b>43,410</b>	<b>46,254</b>
<b>Capital expenditure of Transfers and Grants</b>									
National Government:	-	30,520	16,731	17,423	17,423	17,423	20,955	25,480	26,881
Municipal Infrastructure (MIG)		11,770	14,753	17,423	17,423	17,423	20,955	25,480	26,881
Water Affairs		450	183	-	-	-	-	-	-
Public Transport		18,300	-	-	-	-	-	-	-
Other capital transfers [insert description]			1,796						
Provincial Government:	-	26,793	-	33,556	1,396	1,396	29,000	37,117	41,604
Housing & Integrated Transport Planning & NMT & Sport Grounds		26,793		33,556	1,396	1,396	29,000	37,117	41,604
District Municipality:	-	-	-	-	2,900	2,900	-	-	-
Tourism SMMEs					2,900	2,900			
Roads Reconstruction									
Other grant providers:	-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme									
<b>Total capital expenditure of Transfers and Grants</b>	<b>-</b>	<b>57,313</b>	<b>16,731</b>	<b>50,979</b>	<b>21,719</b>	<b>21,719</b>	<b>49,955</b>	<b>62,597</b>	<b>68,485</b>
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>	<b>-</b>	<b>82,938</b>	<b>56,926</b>	<b>89,175</b>	<b>92,082</b>	<b>92,082</b>	<b>104,671</b>	<b>106,007</b>	<b>114,739</b>

## SECTION G: ALLOCATION AND GRANTS MADE BY THE MUNICIPALITY

WC024 Stellenbosch - Supporting Table SA21 Transfers and grants made by the municipality

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Transfers to other municipalities</b>									
<i>Insert description</i>									
<b>TOTAL TRANSFERS TO MUNICIPALITIES:</b>	-	-	-	-	-	-	-	-	-
<b>Transfers to Entities/Other External Mechanisms</b>									
<i>Insert description</i>									
<b>TOTAL TRANSFERS TO ENTITIES/EMs'</b>	-	-	-	-	-	-	-	-	-
<b>Transfers to other Organs of State</b>									
<i>Insert description</i>									
<b>TOTAL TRANSFERS TO OTHER ORGANS OF STATE:</b>	-	-	-	-	-	-	-	-	-
<b>Grants to other Organisations</b>									
<i>Grants in Aid: Sundry</i>	513	538	641	641	641	641	679	720	763
<i>Grants in Aid: Tourism</i>	2,000	2,050	2,173	2,173	2,173	2,173	2,303	2,442	2,588
<i>Grants in Aid: Animal Welfare</i>	405	425	451	451	451	451	478	506	537
<i>Grants in Aid: Exemption Property Rates</i>	1,064	803	851	-	-	-	-	-	-
<i>Grants in Aid: Rental</i>	174	209	122	122	122	122	129	137	145
<b>TOTAL GRANTS TO OTHER ORGANISATIONS:</b>	<b>4,155</b>	<b>4,025</b>	<b>4,237</b>	<b>3,386</b>	<b>3,386</b>	<b>3,386</b>	<b>3,589</b>	<b>3,805</b>	<b>4,033</b>
<b>TOTAL TRANSFERS AND GRANTS</b>	<b>4,155</b>	<b>4,025</b>	<b>4,237</b>	<b>3,386</b>	<b>3,386</b>	<b>3,386</b>	<b>3,589</b>	<b>3,805</b>	<b>4,033</b>

## SECTION H: COUNCILOR AND BOARD MEMBER ALLOWANCES AND EMPLOYEE BENEFITS

WC024 Stellenbosch - Supporting Table SA22 Summary councilor and staff benefits

Summary of Employee and Councilor remuneration R thousand	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
	A	B	C	D	E	F	G	H	I
<b>Councillors (Political Office Bearers plus Other)</b>									
Salary	4,631	5,099	7,419	6,782	6,782	6,782	7,836	8,306	8,805
Pension Contributions	567	779	408	904	904	904	758	804	852
Medical Aid Contributions	144	107	67	146	146	146	96	101	107
Motor vehicle allowance	1,842	2,047	1,152	2,610	2,610	2,610	2,897	3,070	3,255
Cell phone allowance	375	413	292	537	537	537	605	642	680
Housing allowance	83								
Other benefits or allowances									
In-kind benefits									
<b>Sub Total - Councillors</b>	<b>7,641</b>	<b>8,445</b>	<b>9,338</b>	<b>10,979</b>	<b>10,979</b>	<b>10,979</b>	<b>12,192</b>	<b>12,923</b>	<b>13,699</b>
<b>% increase</b>		<b>10.5%</b>	<b>10.6%</b>	<b>17.6%</b>	<b>-</b>	<b>-</b>	<b>11.0%</b>	<b>6.0%</b>	<b>6.0%</b>
<b>Senior Managers of the Municipality</b>									
Salary	4,971	5,523	5,305	7,288	7,288	7,288	7,177	7,716	8,294
Pension Contributions		686	649	900	900	900	1,220	1,311	1,409
Medical Aid Contributions		212	20	253	253	253	136	146	157
Motor vehicle allowance	946	1,035	449	1,003	1,003	1,003	581	624	671
Cell phone allowance	397	-	-	12	12	12	71	77	83
Housing allowance	155	426	276	474	474	474	19	21	22
Performance Bonus	439			752	752	752	-	-	-
Other benefits or allowances	3,210	117	18				105	113	122
In-kind benefits									
<b>Sub Total - Senior Managers of Municipality</b>	<b>10,117</b>	<b>7,999</b>	<b>6,717</b>	<b>10,682</b>	<b>10,682</b>	<b>10,682</b>	<b>9,310</b>	<b>10,008</b>	<b>10,759</b>
<b>% increase</b>		<b>(20.9%)</b>	<b>(16.0%)</b>	<b>59.0%</b>	<b>-</b>	<b>-</b>	<b>(12.8%)</b>	<b>7.5%</b>	<b>7.5%</b>
<b>Other Municipal Staff</b>									
Basic Salaries and Wages	108,806	109,817	137,645	129,410	129,410	129,410	160,375	172,403	185,333
Pension Contributions		19,187	20,473	22,218	22,218	22,218	24,385	26,214	28,180
Medical Aid Contributions	26,518	8,178	9,169	10,036	10,036	10,036	12,302	13,225	14,217
Motor vehicle allowance	4,734	5,250	6,201	5,809	5,809	5,809	8,207	8,823	9,485
Cell phone allowance		404	479	446	446	446	470	505	543
Housing allowance	2,023	2,332	1,692	2,580	2,580	2,580	1,654	1,778	1,912
Overtime	6,054	4,113	6,724	4,883	4,883	4,883	6,529	7,019	7,545
Performance Bonus	2,283	8,891		9,837	9,837	9,837			
Other benefits or allowances	7,787	16,781	8,246	21,312	21,312	21,312	8,014	8,615	9,261
In-kind benefits									
<b>Sub Total - Other Municipal Staff</b>	<b>158,205</b>	<b>174,952</b>	<b>190,629</b>	<b>206,531</b>	<b>206,531</b>	<b>206,531</b>	<b>221,937</b>	<b>238,582</b>	<b>256,476</b>
<b>% increase</b>		<b>10.6%</b>	<b>9.0%</b>	<b>8.3%</b>	<b>-</b>	<b>-</b>	<b>7.5%</b>	<b>7.5%</b>	<b>7.5%</b>
<b>Total Parent Municipality</b>	<b>175,963</b>	<b>191,397</b>	<b>206,684</b>	<b>228,193</b>	<b>228,193</b>	<b>228,193</b>	<b>243,439</b>	<b>261,514</b>	<b>280,933</b>
		<b>8.8%</b>	<b>8.0%</b>	<b>10.4%</b>	<b>-</b>	<b>-</b>	<b>6.7%</b>	<b>7.4%</b>	<b>7.4%</b>

### **Explanatory notes:**

The above average increase in Councilors Allowance is attributable to the increase in councilors from a total of 37 to 43, which is as a result of the increase in the amount of wards for WC024 as well as budgeting for and reclassifying the social contributions to councilors as separate line items which was previously included in the normal salary bill.

**SECTION H: COUNCILOR AND BOARD MEMBER ALLOWANCES AND EMPLOYEE BENEFITS (continued)**

**WC024 Stellenbosch - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)**

Disclosure of Salaries, Allowances & Benefits 1.	No. 10	Salary	Contrib. 1.	Allowances	Performance Bonuses	In-kind benefits 2.	Total Package 3.
<b>Rand per annum</b>							
<b>Councillors</b>							
Speaker	1	333,062	49,959	146,613			529,634
Chief Whip							-
Executive Mayor	1	416,328	62,449	197,534			676,311
Deputy Executive Mayor	1	312,245	46,837	138,633			497,715
Executive Committee	8	2,604,388	268,267	1,109,066			3,981,721
Total for all other councillors	32	4,076,459	519,761	1,910,040			6,506,260
<b>Total Councillors</b>	<b>43</b>	<b>7,742,482</b>	<b>947,273</b>	<b>3,501,886</b>			<b>12,191,641</b>
<b>Senior Managers of the Municipality</b>							
Municipal Manager (MM)	1	1,284,568	253,800	33,876			1,572,244
Chief Finance Officer	1	897,214	174,957	133,479			1,205,650
Director: Planning and Development	1	1,000,561	-	21,440			1,022,001
Director: Community Services	1	766,794	171,538	78,188			1,016,520
Director: Engineering Services	1	785,746	153,220	70,930			1,009,896
Director: Public Safety	1	565,806	110,332	75,182			751,320
Director: Strategic and Corporate Services	1	680,701	184,451	154,022			1,019,174
<i>List of each official with packages &gt;= senior manager</i>							
Manager: IDP and Performance Management	1	622,685	169,424	64,436			856,545
Manager: Informal Settlements	1	573,312	154,233	129,000			856,545
							-
<b>Total Senior Managers of the Municipality</b>	<b>9</b>	<b>7,177,387</b>	<b>1,371,955</b>	<b>760,553</b>	<b>-</b>	<b>-</b>	<b>9,309,894</b>
<b>A Heading for Each Entity</b>							
List each member of board by designation							
Chief Executive Officer (CEO)							-
							-
<b>Total for municipal entities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION</b>	<b>52</b>	<b>14,919,869</b>	<b>2,319,228</b>	<b>4,262,439</b>	<b>-</b>	<b>-</b>	<b>21,501,535</b>



**SECTION I: MONTHLY TARGETS FOR REVENUE, EXPENDITURE AND CASH FLOW**  
 WC024 Stellenbosch - Supporting Table SA25 Budgeted monthly revenue and expenditure

R thousand	Description	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	
	<b>Revenue By Source</b>																
	Property rates	181,300	(638)	(480)	(3,549)	531	792	(1)	(312)	1,882	(28)	(22)	(277)	179,197	189,837	201,227	
	Property rates - penalties & collection charges	189	192	209	219	153	205	201	204	205	207	207	162	2,351	2,469	2,592	
	Service charges - electricity revenue	23,625	28,834	25,147	35,173	28,630	16,888	26,906	32,803	30,310	28,401	23,996	31,278	332,001	398,060	472,173	
	Service charges - water revenue	5,246	4,164	4,821	4,771	7,112	2,091	6,322	7,120	6,917	7,121	6,333	7,659	69,677	73,855	78,283	
	Service charges - sanitation revenue	36,326	1,242	861	770	1,078	1,293	842	908	793	883	814	1,076	46,896	51,316	56,155	
	Service charges - refuse revenue	28,470	2	(107)	(8)	(90)	(95)	-	(47)	(4)	(15)	(108)	(60)	27,936	30,729	33,800	
	Service charges - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Rent of facilities and equipment	1,124	1,169	1,156	1,126	1,127	1,105	1,037	1,075	1,085	1,075	1,058	1,119	13,236	14,082	14,868	
	Interest earned - external investments	-	1,477	1,138	1,072	1,166	1,860	1,353	1,124	2,090	320	253	6,740	18,592	19,707	20,890	
	Interest earned - outstanding debtors	308	315	308	636	476	449	495	479	298	361	265	306	4,686	4,965	5,250	
	Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Fines	1,146	1,162	1,208	1,480	1,471	1,616	1,162	1,788	1,596	1,547	1,657	642	16,474	17,299	18,165	
	Licences and permits	15	(84)	9	(59)	21	(8)	(130)	(922)	50	3	(87)	5,414	4,483	4,709	4,947	
	Agency services	46	110	72	107	77	61	-	123	228	20	99	172	1,117	1,172	1,231	
	Transfers recognised - operational	633	894	669	992	910	626	646	816	1,200	1,199	924	46,191	55,700	44,487	47,387	
	Other revenue	14,379	1,785	1,268	1,542	1,268	1,268	11,811	1,268	16,191	1,319	1,268	(19,530)	33,836	35,612	37,491	
	Gains on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total Revenue (excluding capital transfers and contrib</b>	<b>292,807</b>	<b>40,625</b>	<b>36,278</b>	<b>44,272</b>	<b>43,928</b>	<b>28,100</b>	<b>50,904</b>	<b>46,426</b>	<b>62,821</b>	<b>42,423</b>	<b>36,654</b>	<b>80,893</b>	<b>806,191</b>	<b>888,299</b>	<b>994,458</b>	
	<b>Expenditure By Type</b>																
	Employee related costs	19,826	18,333	17,804	17,498	28,253	18,658	20,030	20,686	16,870	17,083	17,517	18,688	231,247	248,492	267,031	
	Remuneration of councillors	992	1,002	995	1,007	984	1,017	1,017	1,223	1,000	999	1,009	1,004	12,249	12,984	13,763	
	Debt impairment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Depreciation & asset impairment	26	26	26	26	26	26	26	26	26	26	26	111,398	111,661	113,922	120,758	
	Finance charges	0	0	0	0	0	1,976	0	0	0	0	0	5,421	7,400	11,827	12,536	
	Bulk purchases	-	30,192	29,701	17,615	16,755	18,153	14,230	11,890	13,619	14,640	13,231	39,163	219,189	266,763	328,489	
	Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Contracted services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Transfers and grants	-	-	25	28	17	386	77	116	33	57	8	82	830	880	932	
	Other expenditure	18,282	11,666	20,648	16,436	20,408	37,335	13,089	15,721	16,908	10,807	16,467	62,437	260,205	281,937	279,135	
	Loss on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total Expenditure</b>	<b>39,126</b>	<b>81,219</b>	<b>86,199</b>	<b>52,610</b>	<b>66,443</b>	<b>77,551</b>	<b>48,489</b>	<b>49,663</b>	<b>48,456</b>	<b>43,612</b>	<b>48,259</b>	<b>236,183</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>	
	<b>Surplus/(Deficit)</b>	<b>253,880</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,300)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,199)</b>	<b>(11,605)</b>	<b>(157,301)</b>	<b>(36,611)</b>	<b>(28,507)</b>	<b>(28,187)</b>	
	Transfers recognised - capital	-	-	-	-	-	-	-	-	-	-	-	-	49,955	55,024	73,165	
	Contributions recognised - capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>253,880</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,300)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,199)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>	
	Taxation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Surplus/(Deficit)</b>	<b>253,880</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,300)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,199)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>	

## SECTION J: CONTRACTS HAVING FUTURE BUDGETARY IMPLICATIONS

WC024 Stellenbosch - Supporting Table SA33 Contracts having future budgetary implications

Description	Preceding Years	Current Year 2010/11	2011/12 Medium Term Revenue & Expenditure Framework		
	Total	Original Budget	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
R thousand					
<b>Parent Municipality:</b>					
<u>Revenue Obligation By Contract</u>					
Contract 1					
Contract 2					
Contract 3 etc					
<b>Total Operating Revenue Implication</b>	-	-	-	-	-
<u>Expenditure Obligation By Contract</u>					
Ann Mth Trading			239	479	479
Sondelle Security Services			303		
Romon Protection Solutions			348		
<b>Total Operating Expenditure Implication</b>	-	-	890	479	479
<u>Capital Expenditure Obligation By Contract</u>					
Consolidated Power Projects			10,803		
Iron			3,994	7,989	7,989
Keuleni Civils South (Pty) Ltd		3,222	3,222		
<b>Total Capital Expenditure Implication</b>	-	3,222	18,019	7,989	7,989
<b>Total Parent Expenditure Implication</b>	-	3,222	18,909	8,468	8,468
<b>Entities:</b>					
<u>Revenue Obligation By Contract</u>					
Contract 1					
Contract 2					
Contract 3 etc					
<b>Total Operating Revenue Implication</b>	-	-	-	-	-
<u>Expenditure Obligation By Contract</u>					
Contract 1					
Contract 2					
Contract 3 etc					
<b>Total Operating Expenditure Implication</b>	-	-	-	-	-
<u>Capital Expenditure Obligation By Contract</u>					
Contract 1					
Contract 2					
Contract 3 etc					
<b>Total Capital Expenditure Implication</b>	-	-	-	-	-
<b>Total Entity Expenditure Implication</b>	-	-	-	-	-

**SECTION K: CAPITAL EXPENDITURE DETAILS**

<i>Projects</i>	<i>Source of Finance</i>	<i>Type of Finance</i>	<i>Budget Type</i>	<i>2011/2</i>	<i>BUDGET 2012/3</i>	<i>2013/4</i>
<b>Municipal Manager's Office</b>						
<b>Municipal Manager's Office</b>						
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>					
pj-08-0027 a	Furniture, Tools and Equipment - Municipal Manager	Contribution	Capital	60,000	50,000	70,000
	Capital Replacement					
	<b>SUBTOTAL - Municipal Manager's Office:</b>	Contribution	Capital	60,000	50,000	70,000
	Capital Replacement					
	<b>TOTAL - Municipal Manager's Office:</b>	Contribution	Capital	60,000	50,000	70,000
	Capital Replacement					



Projects		Source of Finance	Type of Finance	Budget Type	2011/2	BUDGET 2012/3	2013/4
<b>Engineering Services</b>							
<b>Engineering Services General</b>							
<b>Strat Init :</b>	<b>Construction and maintenance of Municipal buildings and facilities</b>						
pj-08-0083	Upgrade buildings - Beitana	Capital Replacement	Contribution	Capital	500,000	0	0
<b>Strat Init :</b>	<b>Providing access to appropriate infrastructure and services</b>						
pj-07-0176	Upgrade GIS	Capital Replacement	Contribution	Capital	400,000	0	0
<b>Strat Init :</b>	<b>Purchase, maintain and replace municipal furniture, tools and equipment</b>						
pj-07-0209fa	Small Capital: FTE Civil Engineering Services	Capital Replacement	Contribution	Capital	50,000	50,000	0
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>						
pj-08-0027 1	Furniture, Tools and Equipment- Engineering Services	Capital Replacement	Contribution	Capital	50,000	70,000	
<b>SUBTOTAL - Engineering Services General:</b>							
		Capital Replacement	Contribution	Capital	1,000,000	120,000	0
<b>Water</b>							
<b>Strat Init :</b>	<b>Bulk water treatment, storage capacity and supply</b>						
pj-03-0120	Reservoirs and dam safety	Capital Replacement	Contribution	Capital	450,000	600,000	
pj-04-0002 a	Bulk service upgrading : Franschoek	Capital Replacement	Contribution	Capital	1,000,000	1,500,000	
pj-07-0086	Bulk water supply Improvements	CDF Water	Contribution	Capital	1,000,000	1,000,000	
pj-07-0089	Idas Valley filtration plant: New filterbeds	Capital Replacement	Contribution	Capital	0	900,000	
pj-07-0090	Upgrade bulk water meters	Capital Replacement	Contribution	Capital	500,000	500,000	
pj-09-0165	Reservoir- Jamestown	Other Fin Institutions	External Loan	Capital	4,000,000		
pj-09-2238	Reservoir- Paradykloof	Other Fin Institutions	External Loan	Capital	4,000,000		
<b>Strat Init :</b>	<b>Maintenance and upgrading of the water and sewer distribution network</b>						
pj-02-0146	Waterpipe replacement	Capital Replacement	Contribution	Capital	2,000,000	2,000,000	
pj-03-0153	Water telemetry	CDF Water	Contribution	Capital	200,000	300,000	
<b>Strat Init :</b>	<b>Maintenance of the waste water treatment works</b>						
pj-09-2221	Bulk Water Infrastructure- Planning & Development	CDF Water	Contribution	Capital		4,000,000	
<b>Strat Init :</b>	<b>Provision of new water and sanitation infrastructure and facilities</b>						
pj-06-0001	Water Master Plan implementation - Municipal Area	Capital Replacement	Contribution	Capital	1,000,000	1,000,000	

<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>2012/3</b>	<b>2013/4</b>
<b>Strat Init :</b> pj-07-0209fc	<b>Purchase, maintain and replace municipal furniture, tools and equipment</b> Small Capital: FTE Water Filtration Paradykskloof	Capital Replacement	Contribution	Capital	50,000	50,000	
<b>Strat Init :</b> pj-02-0197	<b>Water supply and sanitation planning</b> Basic water programme : Water sources	Capital Replacement	Contribution	Capital	0	150,000	
pj-09-2231	Bulk Watermain: Idasvalley to Cloetesville	Capital Replacement	Contribution	Capital	400,000		
pj-09-2232	Design and Construction of New Reservoir: Klapmuis	Other Fin Institutions Capital Replacement	External Loan Contribution	Capital		16,000,000	
pj-09-2233	Water Serviv Development Plan: Upgrde and impl.	Other Fin Institutions Capital Replacement	External Loan Contribution	Capital		400,000	2,000,000
<b>SUBTOTAL - Water:</b>							
		Capital Replacement	Contribution	Capital	5,400,000	7,100,000	400,000
		CDF Water	Contribution	Capital	1,200,000	5,300,000	
		Other Fin Institutions	External Loan	Capital	8,000,000	16,000,000	2,000,000
<b>Sanitation</b>							
<b>Strat Init :</b> pj-07-0077	<b>Adequate capacity for waste water treatment</b> Upgrade Waste Water Treatment Works (Franschhoek)	Other Fin Institutions Capital Replacement	External Loan Contribution	Capital	1,800,000		
pj-07-0083	Refurbishment of Stellenbosch Waste Water Treatment Works	Other Fin Institutions Capital Replacement	External Loan Contribution	Capital	4,000,000		
pj-09-0148	Sewerpipe upgrade and replacement	Other Fin Institutions Capital Replacement	External Loan Contribution	Capital	18,000,000	38,000,000	15,000,000
<b>Strat Init :</b> pj-06-0010	<b>Maintenance and upgrading of the water and sewer distribution network</b> Upgrading of 375mm mainline sewerage	Capital Replacement	Contribution	Capital	600,000	800,000	
pj-07-0149	Sewerage Master Plans Implementation	CDF Sewerage Capital Replacement	Contribution	Capital	1,000,000	1,000,000	1,000,000
pj-07-0150	Water Services Development Plan Upgrade and Implementation	Capital Replacement	Contribution	Capital		300,000	
<b>Strat Init :</b> pj-09-0173	<b>Maintenance of the waste water treatment works</b> Upgrade Waste Water Treatment Works Wemmershoek	MIG	Contribution	Capital	13,678,979	25,480,000	30,576,000
<b>Strat Init :</b> pj-07-0075	<b>Operation of sewer pump stations</b> Upgrade pump stations	Capital Replacement	Contribution	Capital	13,500,000		
		Capital Replacement	Contribution	Capital		750,000	

<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Strat Init :</b> pj-08-0084	<b>Provision of new water and sanitation infrastructure and facilities</b> La Motte Decommission	Capital Replacement	Contribution	Capital		500,000	
pj-09-0167	Civil Works	National Lotto Fund Other Other Fin Institutions	Contribution Contribution External Loan	Capital Capital Capital	333,333 344,960 1,000,000		
<b>Strat Init :</b> pj-07-0151 b	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b> Specialized vehicles: Sewerage network	Capital Replacement	Contribution	Capital	500,000		
pj-07-0209fg	Small Capital : FTE Sewerage & Purification	Capital Replacement	Contribution	Capital	50,000		
<b>Strat Init :</b> pj-09-2228	<b>Waste management</b> Waste Water Treatment Works: Klapmuts	Capital Replacement	Contribution	Capital			1,000,000
pj-09-2229	Decommission Franschoek WWTW	Capital Replacement	Contribution	Capital			250,000
pj-09-2230	Upgrade of WWTW at Priel- Design & Supervision	Capital Replacement	Contribution	Capital			200,000
<b>SUBTOTAL - Sanitation:</b>							
		Capital Replacement	Contribution	Capital	6,650,000	3,850,000	2,950,000
		CDF Sewerage MIG	Contribution Contribution	Capital Capital	1,000,000 13,678,979	1,000,000 29,480,000	1,000,000 30,576,000
		National Lotto Fund Other Other Fin Institutions	Contribution Contribution External Loan	Capital Capital Capital	333,333 344,960 34,300,000		15,000,000
<b>Cleansing</b>							
<b>Strat Init :</b> pj-08-0119	<b>Ensuring a clean environment</b> Refuse Bins for parks and public open spaces	Capital Replacement	Contribution	Capital		100,000	
pj-09-0018	Mini Waste drop-off facilities at informal settlements	Other	Contribution	Capital		6,500,000	
<b>Strat Init :</b> pj-08-0118	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b> Notice Boards WC 024	Capital Replacement	Contribution	Capital		100,000	
pj-09-0022	Specialised vehicle - cleansing	Capital Replacement	Contribution	Capital		300,000	
<b>Strat Init :</b> pj-05-0085	<b>Waste management</b> Wheely bins	Capital Replacement	Contribution	Capital		500,000	
pj-10-0007 b	Ward 6: Cleansing projects	Capital Replacement	Contribution	Capital		50,000	

Projects	Source of Finance	Type of Finance	Budget Type	BUDGET		
				2011/2	2012/3	2013/4
<b>SUBTOTAL - Cleansing:</b>						
	Capital Replacement	Contribution	Capital	550,000	1,000,000	
	Other	Contribution	Capital		6,500,000	
<b>Roads and Stormwater</b>						
<b>Strat Init :</b> Ensuring the effective maintenance and optimum utilisation of existing roads and storm water						
pj-02-0339	Stormwater projects	Contribution	Capital	500,000	500,000	500,000
pj-02-0397	Reconstruction of roads	Contribution	Capital	2,000,000	2,000,000	2,000,000
pj-03-0133	River rehabilitation	Contribution	Capital	600,000	800,000	800,000
pj-07-0095	Upgrade gravel roads	Contribution	Capital	400,000	500,000	600,000
pj-09-0009	Flood prevention projects	Contribution	Capital	200,000	200,000	200,000
pj-09-0010	Transport Facilities	Contribution	Capital	0		1,000,000
pj-09-0011	Structural Improvements (parking)	Contribution	Capital	300,000	300,000	500,000
pj-09-0096	Upgrade Roads: Klapmuts	Contribution	Capital	500,000	500,000	1,000,000
pj-09-0149	Upgrading Main Roads and Streets	Contribution	Capital	2,276,021		
<b>Strat Init :</b> Providing access to appropriate infrastructure and services						
pj-09-2213 a	Upgrading Marais Street	Contribution	Capital	1,000,000	2,000,000	2,000,000
pj-09-2213 b	Upgrading Martinson Street	Contribution	Capital			2,000,000
pj-09-2213 c	Upgrading Banhoek Street	Contribution	Capital			2,000,000
pj-09-2217	Franschhoek Transport Master plan	Contribution	Capital		200,000	200,000
pj-09-2219	Pedestrian in Church Street	Contribution	Capital		500,000	2,000,000
<b>Strat Init :</b> Provision of new roads and storm water, pedestrian routes and cycle paths						
pj-02-0424	Pedestrian and cycle paths	Contribution	Capital	400,000	600,000	1,000,000
pj-04-0006	Major roads	Contribution	Capital	708,400		
pj-07-0096	Construction of River Road Priel	Contribution	Capital	2,833,600		2,000,000

Projects	Source of Finance			Type of Finance	Budget Type	BUDGET		
	2011/2	2012/3	2013/4					
pj-09-0016	Specialized equipment (small plant)	Capital Replacement	Contribution	Capital	100,000	100,000	150,000	
pj-09-0151	Construction of Tar sidewalks	Capital Replacement	Contribution	Capital	150,000	250,000	250,000	
<b>Strat Init :</b> pj-07-0151 j	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b> Specialized vehicles: Roads	Capital Replacement	Contribution	Capital	300,000	300,000	300,000	
<b>Strat Init :</b> pj-02-0335	<b>Road and transport master plans</b> Stormwater Master Plan implementation	Capital Replacement	Contribution	Capital	1,000,000	1,000,000	1,500,000	
pj-07-0092	Storm water master plan update	Capital Replacement	Contribution	Capital	300,000	300,000	300,000	
pj-09-0017	Comprehensive Integrated Transport Master Plan	Capital Replacement Provincial Gov	Contribution	Capital	396,000	204,000	204,000	
<b>Strat Init :</b> pj-08-0085	<b>Transport planning and public transport</b> Public Transport	Capital Replacement	Contribution	Capital	500,000	500,000	500,000	
<b>SUBTOTAL - Roads and Stormwater:</b>								
		Capital Replacement	Contribution	Capital	7,250,000	8,754,000	21,004,000	
		CDF Roads	Contribution	Capital	1,708,400	2,000,000	2,000,000	
		MIG	Contribution	Capital	2,276,021			
		Provincial Gov	Contribution	Capital	3,229,600	396,000	396,000	
<b>Electrical Engineering Services General</b>								
<b>Strat Init :</b> pj-09-2234	<b>Construction and maintenance of Municipal buildings and facilities</b> Merriman to Langenhoven 3rd Feeder (ND 24)	Capital Replacement	Contribution	Capital			1,000,000	
pj-09-2235	Cloetesville- Curry 5th & 6th Feeder	Capital Replacement	Contribution	Capital			3,500,000	
pj-09-2236	Denneoord 11kV Switchgear replacement	Capital Replacement	Contribution	Capital			1,900,000	
pj-10-0008 b	Ward 7: Streetlighting Lovers' Lane by Koloniesland	Capital Replacement	Contribution	Capital	30,000			
pj-10-0019 d	Ward 18: Streetlights Stellenbosch kloof pad	Capital Replacement	Contribution	Capital	45,000			
<b>Strat Init :</b> pj-07-0209da	<b>Purchase, maintain and replace municipal furniture, tools and equipment</b> Small Capital: FTE Electrical Engineering Services	Capital Replacement	Contribution	Capital	96,800	0	0	



<b>Projects</b>	<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
pj-11-0001 Bulk Electricity Infrastructure Expansion	CDF Electricity	Contribution	Capital	15,927,100	3,000,000	3,000,001
<b>SUBTOTAL - Operations and Maintenance:</b>						
	Capital Replacement	Contribution	Capital	5,477,001		
	CDF Electricity	Contribution	Capital	1,306,000	3,250,000	0
	Other Fin Institutions	External Loan	Capital	4,747,780	7,278,844	1
<b>Solid Waste Management</b>						
<b>Strat Init :</b> pj-07-0201 S78 Investigation	Capital Replacement	Contribution	Capital		350,000	
<b>Ensuring the effective maintenance and optimum utilisation of existing waste management infrastructure</b>						
<b>Strat Init :</b> pj-06-0017 Hopper systems	Capital Replacement	Contribution	Capital		300,000	
pj-06-0018 Transfer Station	Capital Replacement	Contribution	Capital		2,500,000	5,500,000
pj-08-0089 Small Plant Item	Capital Replacement	Contribution	Capital	20,000		
<b>Strat Init :</b> pj-07-0151 i Specialized vehicles: Solid Waste Management						
<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>						
<b>Strat Init :</b> pj-07-0101 Refuse disposal site	Capital Replacement	Contribution	Capital	2,000,000		
pj-07-0101 a Refuse disposal site (Permit Compliance)	MIG Capital Replacement	Contribution	Capital	5,000,000	0	
pj-07-0101 b Refuse disposal site (New Cell)	Capital Replacement	Contribution	Capital	22,000,000		
pj-07-0103 Refuse drop-off facilities	Other Fin Institutions	External Loan	Capital		3,000,000	
pj-07-0104 Refuse recycling sorting centre	Other Fin Institutions	External Loan	Capital			3,000,000
pj-09-0147 Transfer station La Motte	Other Fin Institutions	External Loan	Capital		2,500,000	
<b>SUBTOTAL - Solid Waste Management:</b>						
	Capital Replacement	Contribution	Capital	26,020,000	3,150,000	5,500,000
	MIG	Contribution	Capital	5,000,000	0	
	Other Fin Institutions	External Loan	Capital		5,500,000	3,000,000
<b>Traffic Engineering</b>						
<b>Strat Init :</b> pj-09-0154 Depot Improvements and Planning	Capital Replacement	Contribution	Capital	0	200,000	400,000

<b>Strat Init :</b>	<b>Projects</b>	<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>BUDGET</b>		
					<b>2011/2</b>	<b>2012/3</b>	<b>2013/4</b>
<b>Ensuring the effective maintenance and optimum utilisation of existing roads and storm water</b>							
pj-02-0409	Traffic calming projects	Capital Replacement	Contribution	Capital	0	500,000	500,000
pj-09-0155	Traffic Calming: Improve visibility of existing measures	Capital Replacement	Contribution	Capital	250,000	250,000	250,000
pj-09-0156	Traffic Calming: Jamestown	Capital Replacement	Contribution	Capital	250,000		
pj-10-0005 b	Ward 4: Traffic & Pedestrian Safety projects- Gousblom street	Capital Replacement	Contribution	Capital	60,000		
pj-10-0011 c	Ward 10: Traffic & Pedestrian Safety project- Fortuin street	Capital Replacement	Contribution	Capital	30,000		
pj-10-0014 c	Ward 13: Traffic & Pedestrian Safety Projects	Capital Replacement	Contribution	Capital	30,000		
pj-10-0016 a	Ward 15: Traffic & Pedestrian Safety projects	Capital Replacement	Contribution	Capital	85,000		
<b>Improvement of system availability and reliability</b>							
<b>Strat Init :</b>							
pj-09-0158	Traffic Signal Control: WC024 (SCOOT)	Capital Replacement	Contribution	Capital	500,000	600,000	1,250,000
pj-09-0159	Traffic signal control: Upgrading of signal lights	Capital Replacement	Contribution	Capital	400,000	500,000	500,000
<b>Provision of new roads and storm water, pedestrian routes and cycle paths</b>							
<b>Strat Init :</b>							
pj-09-2216	NMT upgrade	Capital Replacement	Contribution	Capital		2,000,000	2,000,000
pj-09-2218	NMT Bird Street	Capital Replacement	Contribution	Capital		1,900,000	1,900,000
pj-10-0004 b	Ward 3: Traffic & Pedestrian Safety projects	Capital Replacement	Contribution	Capital	70,000		
pj-10-0006 b	Ward 5: Traffic & pedestrian Safety projects	Capital Replacement	Contribution	Capital	70,000		
pj-10-0008 a	Ward 7: Traffic & Pedestrian Safety Projects	Capital Replacement	Contribution	Capital	85,000		
pj-10-0010 a	Ward 9: Traffic & pedestrian Safety projects- Rouquit Street	Capital Replacement	Contribution	Capital	145,000		
pj-10-0012 b	Ward 11: Traffic & Pedestrian Safety Projects	Capital Replacement	Contribution	Capital	65,000		
pj-10-0013 a	Ward 12: Traffic & Pedestrian Safety Projects	Capital Replacement	Contribution	Capital	120,000		
pj-10-0015 a	Ward 14: Traffic & Pedestrian Safety projects	Capital Replacement	Contribution	Capital	85,000		
pj-10-0022	Ward 21: NMT projects	Capital Replacement	Contribution	Capital	145,000		
pj-10-0023	Ward 22: NMT projects	Capital Replacement	Contribution	Capital	145,000		



<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>2012/3</b>	<b>2013/4</b>
<b>Strat Init :</b> pj-09-0157	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b> Directional Information Signage	Capital Replacement	Contribution	Capital	400,000	500,000	500,000
pj-09-0160	Specialised Vehicles: Traffic Signal Maintenance	Capital Replacement	Contribution	Capital	150,000	150,000	150,000
pj-09-0161	Specialised vehicles: Roads and signs Maintenance	Capital Replacement	Contribution	Capital	300,000	400,000	200,000
<b>Strat Init :</b> pj-09-0162	<b>Road and transport master plans</b> Roads Signs Management System	Capital Replacement	Contribution	Capital	250,000	250,000	250,000
pj-10-0017 a	Ward 16: Upgrade walkways next to Piet Retief Street	Capital Replacement	Contribution	Capital	145,000		
<b>Strat Init :</b> pj-02-0405	<b>Traffic management</b> Traffic Management Improvement Programme	Capital Replacement	Contribution	Capital	500,000	500,000	500,000
pj-07-0155	Traffic Improvement Programme	Capital Replacement	Contribution	Capital	300,000	450,000	550,000
pj-09-2222	Traffic Signal Implementation: Merriman & Bosman	Capital Replacement	Contribution	Capital			650,000
pj-09-2223	Traffic Signal Implementation: R304 & Welgevonden	Capital Replacement	Contribution	Capital			650,000
pj-09-2224	Intersection improvement: R44 & Van Rheede	Capital Replacement	Contribution	Capital			625,000
pj-09-2225	Intersection improvement: R44 & Merriman	Capital Replacement	Contribution	Capital			625,000
pj-09-2226	Intersection improvement: R44 & R310 & Alaxander street	Capital Replacement	Contribution	Capital			500,000
pj-09-2227	Traffic Circles on Main Road (x2): Franschoek	Capital Replacement	Contribution	Capital			1,250,000
pj-10-0019 f	Ward 18: Traffic & Pedestrian Safety Projects	Capital Replacement	Contribution	Capital	45,000		
<b>SUBTOTAL - Traffic Engineering:</b> Capital Replacement					4,625,000	8,200,000	13,250,000
<b>Planning and Design</b> <b>Strat Init :</b> pj-05-0042	<b>Management of loss control and enforcement</b> Energy balancing between metering and mini-sub	Capital Replacement	Contribution	Capital	250,000	0	0
<b>SUBTOTAL - Planning and Design:</b> Capital Replacement					250,000	0	0

<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Vending and Metering</b>							
<b>Strat Init :</b>	<b>Improvement of system availability and reliability</b>						
pj-06-0034	Meter Panels	CDF Electricity	Contribution	Capital	300,000	300,000	0
<b>Management of loss control and enforcement</b>							
<b>Strat Init :</b>	<b>Automatic Meter Reader</b>	Capital Replacement	Contribution	Capital	500,000	500,000	0
pj-04-0021		Capital Replacement	Contribution	Capital	500,000	500,000	0
pj-05-0008	Replace Ineffective Meters						
<b>SUBTOTAL - Vending and Metering:</b>							
		Capital Replacement	Contribution	Capital	1,000,000	1,000,000	0
		CDF Electricity	Contribution	Capital	300,000	300,000	0
<b>TOTAL - Engineering Services:</b>							
		Capital Replacement	Contribution	Capital	68,923,901	38,651,001	52,504,001
		CDF Electricity	Contribution	Capital	1,606,000	3,550,000	0
		CDF Roads	Contribution	Capital	1,708,400	2,000,000	2,000,000
		CDF Sewerage	Contribution	Capital	1,000,000	1,000,000	1,000,000
		CDF Water	Contribution	Capital	1,200,000	5,300,000	
		MIG	Contribution	Capital	20,955,000	25,480,000	30,576,000
		National Lotto Fund	Contribution	Capital	333,333		
		Other	Contribution	Capital	344,960	6,500,000	
		Provincial Gov	Contribution	Capital	3,229,600	396,000	396,000
		Other Fin Institutions	External Loan	Capital	47,047,780	66,778,844	20,000,001

Projects	Source of Finance	Type of Finance	Budget Type	2011/2	BUDGET 2012/3	2013/4
<b>Public Safety</b>						
<b>Public Safety General</b>						
<b>Strat Init :</b> pj-09-2198	<b>Proper management of records</b> Onboard Computer monitors	Capital Replacement	Contribution		100,000	
<b>Strat Init :</b> pj-09-0109	<b>Providing an effective law enforcement service</b> Municipal Court	Capital Replacement	Contribution	500,000	300,000	300,000
<b>SUBTOTAL - Public Safety General:</b>						
<b>Traffic Services</b>						
<b>Strat Init :</b> pj-09-2202	<b>Construction and maintenance of Municipal buildings and facilities</b> Upgrading Office Building	Capital Replacement	Contribution	100,000		
<b>Strat Init :</b> pj-09-2200	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b> 1 LDV (Bakkie)	Capital Replacement	Contribution		240,000	
pj-09-2201	Grade A testing yard	Capital Replacement	Contribution		200,000	1,200,000
pj-09-2205	AARTO Compliance- 12 Printers	Capital Replacement	Contribution	20,000		
<b>Strat Init :</b> pj-09-2203 a	<b>Traffic management</b> VTS-Non Compliance- Scuff Guard	Capital Replacement	Contribution	16,000		
pj-09-2203 b	VTS-Non Compliance- Play Detector	Capital Replacement	Contribution	34,000		
pj-09-2204	iPas (Accident Data capturing) 2 printers & 1 Scanner	Capital Replacement	Contribution	70,000		
<b>SUBTOTAL - Traffic Services:</b>						
<b>Law Enforcement and Security</b>						
<b>Strat Init :</b> pj-02-0491	<b>Ensuring the safety and security of municipal buildings and property and the staff and communities who use them</b> Deploy computerized security systems and CCTV at municipal buildings in Greater Stellenbosch	Capital Replacement	Contribution	150,000	150,000	
pj-08-0073	Perimeter Clock System Phase 2	Capital Replacement	Contribution	40,000	40,000	
<b>Strat Init :</b> pj-04-0015	<b>Providing an effective law enforcement service</b> CCTV cameras in Greater Stellenbosch	Capital Replacement	Contribution	300,000	300,000	

Projects	Source of Finance	Type of Finance	Budget Type	BUDGET	
				2011/2	2012/3 2013/4
pj-09-0028	Law Enforcement Equipment	Capital Replacement	Capital	10,000	10,000
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>				
pj-08-0027 e	Furniture, Tools and Equipment - Municipal Court	Contribution	Capital	70,000	70,000
pj-09-2206 a	26 Bicycles	Contribution	Capital	26,000	
pj-09-2206 b	1x Tonne LDV Police Van	Contribution	Capital		180,000
pj-09-2206 c	2x Sedan Vehicles	Contribution	Capital		230,000
pj-09-2207 a	1x 10 Seater Minibus	Contribution	Capital		330,000
<b>SUBTOTAL - Law Enforcement and Security:</b>					
			Capital Replacement	596,000	740,000
<b>Fire and Rescue Services</b>					
<b>Strat Init :</b>	<b>Fire prevention</b>				
pj-07-0046	Satellite fire station at Klapmuts	Contribution	Capital	300,000	300,000
pj-07-0048	Revamping of single quarters at Stellenbosch fire station	Contribution	Capital	100,000	2,500,000
pj-07-0062	Rescue tools	Contribution	Capital	100,000	
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>				
pj-09-2208 a	10 Mobile Radios	Contribution	Capital	120,000	
pj-09-2208 b	5 Base Radios	Contribution	Capital	100,000	
pj-09-2209	2 Light Fire Engines + Rescue Vehicle	Contribution	Capital	500,000	
pj-09-2211	Overhaul of FMC Fire Engine	Contribution	Capital	300,000	
pj-09-2212	1 Light Pumper	Contribution	Capital		1,000,000
<b>SUBTOTAL - Fire and Rescue Services:</b>					
			Capital Replacement	1,520,000	300,000
			Provincial Gov		2,500,000

<i>Projects</i>	<i>Source of Finance</i>		<i>Type of Finance</i>	<i>Budget Type</i>	<i>BUDGET</i>		
	<i>Capital Replacement</i>	<i>Provincial Gov</i>			<i>2011/2</i>	<i>2012/3</i>	<i>2013/4</i>
<b>TOTAL - Public Safety:</b>					2,856,000	1,710,000	3,240,000
			Contribution	Capital			
			Contribution	Capital			2,500,000

Projects	Source of Finance	Type of Finance	Budget Type	2011/2	BUDGET 2012/3	2013/4
<b>Strategic and Corporate Services</b>						
<b>Strategic and Corporate Services General</b>						
<b>Strat Init :</b> pj-08-0117	<b>Development and implementation of ward plans for all wards that are relevant to and have influence on the IDP</b>		Capital Contribution		3,190,000	3,190,000
	Implementation of ward based plans					
pj-10-0021	Ward 20: Ward Allocation	Capital Replacement	Capital	145,000		
<b>Strat Init :</b> pj-10-0003 a	<b>Development and maintenance of community gardens, parks and rivers, and landscaping</b>		Capital Contribution	10,000		
	Ward 2: Noticeboards La Motte & Mooiwater	Capital Replacement				
<b>Strat Init :</b> pj-06-0039	<b>Effective governance support</b>		Capital Contribution	180,000	25,000	
	Archives Development	Capital Replacement				
<b>Strat Init :</b> pj-08-0027 d	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>		Capital Contribution	70,000	70,000	90,000
	Furniture, Tools and equipment - Corporate Services	Capital Replacement				
pj-10-0002 b	Ward 1: Furniture, Tools & Equipment	Capital Replacement	Capital	40,000		
				445,000	3,285,000	3,280,000
	<b>SUBTOTAL – Strategic and Corporate Services General:</b>		Capital Replacement			
<b>Human Resources Management</b>						
<b>Strat Init :</b> pj-09-2196	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>		Capital Contribution	10,000	10,000	10,000
	Training equipment	Capital Replacement				
	<b>SUBTOTAL - Human Resources Management:</b>		Capital Replacement	10,000	10,000	10,000
	<b>TOTAL – Strategic and Corporate Services:</b>		Capital Replacement	455,000	3,295,000	3,290,000

<b>Projects</b>	<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Financial Services</b>						
<b>Financial Services General</b>						
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>					
pj-07-0152	Plant, machinery and equipment - Global	Contribution	Capital Replacement	0	0	500,000
pj-08-0027	Furniture, tools & equipment - Expenditure < R10 000	Contribution	Capital Replacement	70,000	70,000	100,000
<b>Strat Init :</b>	<b>Upgrading, maintenance and integration of financial and management systems</b>					
pj-07-0172	Upgrading of Financial Management Systems and Modules	Contribution	Capital Replacement	500,000	500,000	750,000
<b>SUBTOTAL - Financial Services General: Capital Replacement</b>						
<b>Information and Communication Technology</b>						
<b>Strat Init :</b>	<b>Updating, producing and maintaining up-to-date computerised and communication systems</b>					
pj-02-0499	Purchasing and replacement of new computer systems, equipment, software,	Contribution	Capital Replacement	1,500,000	1,500,000	
<b>SUBTOTAL - Information and Communication Technology: Capital Replacement</b>						
<b>Client Services &amp; Innovation</b>						
<b>Strat Init :</b>	<b>Improvement of system availability and reliability</b>					
pj-09-0145	Telephone systems	Contribution	Capital Replacement	500,000	500,000	
<b>SUBTOTAL - Client Services &amp; Innovation: Capital Replacement</b>						
<b>TOTAL - Financial Services: Capital Replacement</b>				<b>2,570,000</b>	<b>2,070,000</b>	<b>1,350,000</b>

Projects		Source of Finance	Type of Finance	Budget Type	2011/2	2012/3	2013/4
<b>Planning and Development</b>							
<b>Planning and Development General</b>							
<b>Strat Init :</b> <i>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</i>							
pj-08-0027 b	Furniture, Tools and Equipment - Planning and Development	Capital Replacement	Contribution	Capital	70,000	70,000	
<b>SUBTOTAL - Planning and Development General:</b>							
		Capital Replacement	Contribution	Capital	70,000	70,000	
<b>Facilities Management</b>							
<b>Strat Init :</b> <i>Construction and maintenance of Municipal buildings and facilities</i>							
pj-07-0064	Groendal Resource Centre	Capital Replacement	Contribution	Capital	750,000	270,000	290,000
pj-08-0004	Upgrading of Office Space - Reception Areas	Capital Replacement	Contribution	Capital	200,000	0	
pj-08-0009	Upgrading of Municipal Halls - Stellenbosch Town Hall	Capital Replacement	Contribution	Capital	100,000		
pj-08-0216	Wemmershoek Community Hall	Capital Replacement	Contribution	Capital	500,000		
pj-09-0045	Klapmuts Community Centre	Capital Replacement	Contribution	Capital	250,000		
pj-09-0051	Structural Improvements: Flats	Capital Replacement	Contribution	Capital	1,200,000		
pj-09-2147	Structural Improvements: Historic Buildings	Capital Replacement	Contribution	Capital	1,800,000	1,500,000	1,500,000
pj-09-2148	Mooiwater Youth Centre	Capital Replacement	Contribution	Capital	600,000		
pj-09-2149	Triangle Site Franschoek- Development	Capital Replacement	Contribution	Capital	250,000	100,000	
pj-09-2150	Upgrading of Informal traders area: Franschoek	Capital Replacement	Contribution	Capital	50,000		
pj-09-2151	La Motte Sport Clubhouse	Capital Replacement	Contribution	Capital	250,000	250,000	250,000
pj-09-2152	Wemmershoek Sport Clubhouse	Capital Replacement	Contribution	Capital	60,000	150,000	150,000
pj-09-2154	Kayamandi: Parking for Corridor	Capital Replacement	Contribution	Capital	60,000	150,000	150,000
pj-09-2155	New Office space	Capital Replacement	Contribution	Capital		1,000,000	
		Capital Replacement	Contribution	Capital	1,200,000	1,000,000	
pj-09-2156	Replacement of air-conditions: General	Other Fin Institutions	External Loan	Capital			40,000,000
		Capital Replacement	Contribution	Capital		100,000	100,000
pj-09-2157	Rhenish Complex: Re development Strategy/ implementation Plan	Capital	Contribution	Capital	300,000	500,000	



	<i>Projects</i>	<i>Source of Finance</i>			<i>Type of Finance</i>	<i>Budget Type</i>	<i>BUDGET</i>		
							<i>2011/2</i>	<i>2012/3</i>	<i>2013/4</i>
		Capital Replacement	Contribution	Capital			200,000	100,000	
		Capital Replacement	Contribution	Capital		400,000	100,000	100,000	
<b>Strat Init :</b>	<b>Ensure effective internal and external communication and public relations</b>	Capital Replacement	Contribution	Capital			50,000	50,000	
	Corporate communication signs								
<b>Strat Init :</b>	<b>Management of Council-owned immovable property</b>	Capital Replacement	Contribution	Capital			50,000	50,000	
	Planning: Jonkershoek and Meerlust								
<b>Strat Init :</b>	<b>Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>	Capital Replacement	Contribution	Capital		85,000	100,000		
	Capital requirements related to the appointment of new personnel as per organogram								
	Furniture, Tools & Equipment - Global	Capital Replacement	Contribution	Capital			100,000	100,000	
<b>SUBTOTAL - Facilities Management:</b>		Capital Replacement	Contribution	Capital		6,955,000	6,470,000	2,840,000	
		Other Fin Institutions	External Loan	Capital				40,000,000	
<b>New Housing</b>									
<b>Strat Init :</b>	<b>Accelerated delivery of new housing opportunities</b>	Capital Replacement	Contribution	Capital		1,340,000			
	Housing: The Steps/Orlean Lounge								
	Housing: Vloottenburg Longlands	PHB	Contribution	Capital		3,180,000			
	Housing: Klapmuts 342 (Municipal)/ Erf 1336	PHB	Contribution	Capital		12,182,000	13,648,000	19,998,000	
	Housing: Jamestown Farm 527	Capital Replacement	Contribution	Capital		1,200,000			
	Housing: Kayamandi Watergang Phase 2	PHB	Contribution	Capital		3,120,000	9,000,000		
		Capital Replacement	Contribution	Capital		1,000,000			
		PHB	Contribution	Capital		5,512,000	6,500,000	19,695,000	
	Housing: Idas Valley, Lindida 1	PHB	Contribution	Capital					
	Housing: Idas Valley, Erf 11330	Capital Replacement	Contribution	Capital		130,000			
	Housing: Kylemore	Capital Replacement	Contribution	Capital		120,000			
	Housing: La Motte	Capital Replacement	Contribution	Capital		500,000			
<b>Strat Init :</b>	<b>Ensuring a sound financial base for the water and sanitation service</b>	Capital Replacement	Contribution	Capital		440,000			
	Kayamandi infill- Basic Services								



<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Community Services</b>							
<b>Sports Grounds and Picnic Sites</b>							
<b>Strat Init : Management and development of sport facilities</b>							
pj-07-0002	Koelenhof Sportsgrounds	Capital Replacement	Contribution	Capital		200,000	
pj-07-0158	Sportsgrounds: Rural Sportsgrounds	Capital Replacement	Contribution	Capital	300,000	300,000	
pj-08-0159	Van der Stel:Upgrading and extension of office building	Capital Replacement	Contribution	Capital	150,000	0	
pj-08-0162	Cloetesville:Pop-up irrigation	Capital Replacement	Contribution	Capital		200,000	
pj-08-0163	Idas Valley:Pop-up irrigation	Capital Replacement	Contribution	Capital		150,000	
pj-08-0208	Radio's	Capital Replacement	Contribution	Capital		30,000	
pj-09-2159	Paving at Van der Stel	Other	Contribution	Capital	750,000	150,000	
pj-09-2160	Resurface of tennis court	Other	Contribution	Capital		200,000	
pj-09-2161	Installation of irrigation (rugby field) Van der Stel	Other	Contribution	Capital		50,000	
pj-09-2162	Fencing tennis courts Van der Stel	Other	Contribution	Capital			
pj-09-2163	Langquodoc: Installation of drainage system	Other	Contribution	Capital	300,000		
pj-09-2164	Installation of borehole in Wemmershoek	Other	Contribution	Capital	150,000		
pj-09-2165	Installation of irrigation system at Klappmuts	Other	Contribution	Capital	200,000		
pj-09-2166	Manufacture and install sight screens	Capital Replacement	Contribution	Capital		60,000	
pj-09-2167	Idas Valley: Replacement of cricket pitch (B Field)	Capital Replacement	Contribution	Capital	80,000		
pj-09-2167 a	Idas Valley: Replacement of cricket pitch ( A field)	Capital Replacement	Contribution	Capital		80,000	
pj-09-2168	Purchasing of sports equipment	Capital Replacement	Contribution	Capital	20,000		
pj-09-2169	Installation of pre-paid meters at all fields	Capital Replacement	Contribution	Capital	150,000	150,000	150,000
pj-09-2170	Kylemore: Fence around playing fields	Capital Replacement	Contribution	Capital			160,000
pj-10-0018 c	Ward 17: Equipment at sport stadiums ( Jamestown & Raithby)	Capital Replacement	Contribution	Capital	145,000		
<b>Strat Init : Purchasing, maintaining and replacing municipal vehicles, furniture, tools and equipment</b>							
pj-08-0027 c	Furniture, Tools and Equipment - Community Services	Capital Replacement	Contribution	Capital	70,000	70,000	

<b>Projects</b>	<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>2012/3</b>	<b>2013/4</b>
<b>SUBTOTAL - Sports Grounds and Picnic Sites:</b>						
	Capital Replacement	Contribution	Capital	915,000	1,240,000	310,000
	Other	Contribution	Capital	1,400,000	400,000	
<b>Parks and Rivers</b>						
<b>Strat Init :</b>						
<b>Construction and maintenance of Municipal buildings and facilities</b>						
pj-10-0014 a	Ward 13: Upgrade of parks		Capital Replacement	35,000		
<b>Strat Init :</b>						
<b>Development and maintenance of community gardens, parks and rivers, and landscaping</b>						
pj-07-0029	Develop park in Wemmershoek	Contribution	Capital	0	430,000	460,000
pj-07-0031	Play equipment La Motte	Contribution	Capital		50,000	50,000
pj-08-0149	Parks Cloetesville	Contribution	Capital	100,000	212,000	238,000
pj-08-0153	Upgrade Parks Klapmuts	Contribution	Capital		60,000	60,000
pj-08-0154	Install benches in all parks	Contribution	Capital	0	43,000	45,500
pj-08-0155	Install new public friendly info boards on all parks	Contribution	Capital		60,000	20,000
pj-08-0175	Rivers outdoor classroom	Contribution	Capital		100,000	
pj-08-0177	Signage	Contribution	Capital	0	31,800	33,700
pj-09-2173	Upgrade Parks Jamestown	Contribution	Capital	100,000	0	0
pj-09-2174	Landscaping of 6 River Banks	Contribution	Capital	200,000	212,000	238,000
pj-09-2175	Upgrade park in Pniel	Contribution	Capital		430,000	460,000
pj-09-2176	Develop Parks Kayamandi	Contribution	Capital	100,000	200,000	100,000
pj-09-2177	Landscaping of POS-Sitebeuel river	Contribution	Capital		50,000	50,000
pj-09-2178	Play equipment Sitebeuel River	Contribution	Capital		50,000	50,000
pj-09-2179	Formalise walkway along Planckenbrug river	Contribution	Capital		100,000	100,000
pj-09-2180	Lighting along paths at Sitebeuel River	Contribution	Capital		100,000	
pj-09-2240	Specialised Equipment and vehicles: Parks & Rivers	Contribution	Capital	400,000		1,500,000
pj-10-0002 a	Ward 1: Street Furniture for park	Contribution	Capital	45,000		

<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
pj-10-0002 c	Ward 1: Rehabilitation of Stiebeuelriver	Capital Replacement	Contribution	Capital	60,000		
pj-10-0004 a	Ward 3: Parks apparatus & Benches	Capital Replacement	Contribution	Capital	75,000		
pj-10-0005 a	Ward 4: Upgrade of Parks	Capital Replacement	Contribution	Capital	85,000		
pj-10-0006 a	Ward 5: Parks apparatus & Benches	Capital Replacement	Contribution	Capital	75,000		
pj-10-0007 a	Ward 8: Upgrading and Beautify riverbanks- Eerste river)	Capital Replacement	Contribution	Capital	145,000		
pj-10-0007 c	Ward 6: Upgrading Parks (Irene & Tennantville)	Capital Replacement	Contribution	Capital	95,000		
pj-10-0008 d	Ward 7: Rehabilitation Eersteriver	Capital Replacement	Contribution	Capital	30,000		
pj-10-0011 a	Ward 10: Upgrading of Waalerpalm park	Capital Replacement	Contribution	Capital	80,000		
pj-10-0012 a	Ward 11: Street furniture for parks	Capital Replacement	Contribution	Capital	80,000		
pj-10-0013 b	Ward 12: Park Furniture	Capital Replacement	Contribution	Capital	25,000		
pj-10-0015 b	Ward 14: Upgrade of parks	Capital Replacement	Contribution	Capital	60,000		
pj-10-0016 b	Ward 15: Upgrade of Parks	Capital Replacement	Contribution	Capital	30,000		
pj-10-0019 e	Ward 18: Upgrade of parks	Capital Replacement	Contribution	Capital	60,000		
pj-10-0020 b	Ward 19: Upgrade of Klapmuts Library	Capital Replacement	Contribution	Capital	145,000		
<b>SUBTOTAL - Parks and Rivers: Capital Replacement</b>					2,025,000	2,128,800	3,405,200
<b>Cemeteries</b>							
<b>Strat Init :</b> <i>Updating, producing and maintaining up-to-date computerised and communication systems</i>							
pj-09-2172	Electronic Records System	Capital Replacement	Contribution	Capital	25,500		
<b>Strat Init :</b> <i>Upgrade and maintain cemeteries and increase burial space</i>							
pj-04-0091	Cemeteries - Global	Capital Replacement	Contribution	Capital	100,000		
pj-06-0082	Cemetery - Onderpapegaaiberg: Fencing	Capital Replacement	Contribution	Capital	50,000	100,000	100,000
pj-08-0178	Extensions of cemeteries infrastructure	Capital Replacement	Contribution	Capital	400,000	500,000	500,000

Projects	Source of Finance	Type of Finance	Budget Type	BUDGET		
				2011/2	2012/3	2013/4
<b>SUBTOTAL - Cemeteries:</b>						
	Capital Replacement	Contribution	Capital	575,500	600,000	600,000
<b>Urban Greening</b>						
<b>Strat Init :</b>						
pj-08-0130	The ridge Landscaping and amend irrigation system to an automated pop-up system	Contribution	Capital	0	45,000	
pj-08-0131 a	Adam Tas Landscaping Phase 4 (Masterplan)	Contribution	Capital	50,000		
pj-08-0134 a	R44 Landscaping Phase 4 (Masterplan)	Contribution	Capital	150,000		
pj-08-0135	Kylemore entrance landscaping and automated irrigation system	Contribution	Capital	30,000		
pj-08-0136	Langquodoc Entrance Landscaping & automated irrigation system	Contribution	Capital	0	20,000	
pj-08-0147 a	Restoration of 1x propagation greenhouse	Contribution	Capital	200,000		
pj-09-0049	Head office Plein street: Landscaping	Contribution	Capital	0	20,000	
pj-09-2183	Landscaping of cnr Merriman/ R44	Contribution	Capital	20,000		
pj-09-2184	Landscaping: Cnr of Flamingo street & Oude Libertas	Contribution	Capital	30,000		
pj-09-2185	Idasvalley Entrance: Replacement of hard landscaping & extension of	Contribution	Capital	25,000		
pj-09-2186	Landscape upgrade of Mark Street	Contribution	Capital	30,000		
pj-09-2187	Building of a hardening- off area at the Nursery	Contribution	Capital	40,000		
pj-09-2188	Re-landscaping of Burgerhuys Gardens	Contribution	Capital	10,000		
pj-09-2239	Specialised Equipment and vehicles: Urban Greening	Contribution	Capital	400,000	400,000	1,500,000
pj-10-0011 b	Ward 10: Beautification entrance to Rietenbosch Primary school	Contribution	Capital	35,000		
<b>Strat Init :</b>						
pj-03-0030	Beautification of main streets and tourist routes in the Greater Stellenbosch	Contribution	Capital	100,000		
<b>SUBTOTAL - Urban Greening:</b>						
	Capital Replacement	Contribution	Capital	1,020,000	585,000	1,500,000

		<b>Projects</b>		<b>Source of Finance</b>		<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Libraries</b>										
<b>Strat Init :</b>										
pj-08-0194	<b>Construction and maintenance of Municipal buildings and facilities</b>	Priel Library: Upgrade of lights		Capital Replacement	Contribution	Capital		10,000		
pj-08-0027 k	<b>Deliver all the required library functions</b>	Furniture, Tools and Equipment- Library		Capital Replacement	Contribution	Capital		60,000	120,000	140,000
pj-09-2182		Kayamandi & Franschoek Libraries- Airconditioner		Provincial Gov Capital Replacement	Contribution	Capital		117,740		
				Capital Replacement	Contribution	Capital		30,000	40,000	60,000
<b>Strat Init :</b>										
pj-08-0184	<b>Ensuring the safety and security of municipal buildings and property and the staff and communities who use them</b>	Security System at 6 libraries		Capital Replacement	Contribution	Capital			350,000	
pj-09-2181		Book detector systems at 2 libraries (Idas Valley & Cloetesville)		Capital Replacement	Contribution	Capital		350,000		
<b>SUBTOTAL - Libraries:</b>										
				Capital Replacement	Contribution	Capital		450,000	510,000	200,000
				Provincial Gov	Contribution	Capital		117,740		
<b>Nature Conservation</b>										
<b>Strat Init :</b>										
pj-09-2191 b	<b>Construction and maintenance of Municipal buildings and facilities</b>	Jan Marais Park: Eco centre/ Conference Facility		Capital Replacement	Contribution	Capital		150,000		
<b>Strat Init :</b>										
pj-09-2191	<b>Development and maintenance of community gardens, parks and rivers, and landscaping</b>	Jan Marais Park: Upgrade footpaths		Capital Replacement	Contribution	Capital			50,000	
pj-09-2191 a		Jan Marais Park: Interpretative Signage		Capital Replacement	Contribution	Capital		15,000	15,000	15,000
pj-09-2191 d		Jan Marais Park: Building of a Medicinal Garden		Capital Replacement	Contribution	Capital		30,000		
pj-09-2192		Natural areas/ Plantations: Call for proposals		Capital Replacement	Contribution	Capital			200,000	
pj-09-2193		Plantations: Public Signage at all entrances to plantations		Capital Replacement	Contribution	Capital		20,000	20,000	
pj-09-2194		Plantations: Installation of fencing for access control at entrances of		Capital Replacement	Contribution	Capital		80,000	30,000	
pj-09-2195		Jonkershoek Picnic Site: Upgrade Entrance Roads		Capital Replacement	Contribution	Capital			100,000	
pj-09-2195 a		Jonkershoek Picnic Site: Install bullet proof windows at kiosk		Capital Replacement	Contribution	Capital		20,000		
pj-09-2195 b		Jonkershoek Picnic Site: Installation of play equipment		Capital Replacement	Contribution	Capital			30,000	

<b>Projects</b>		<b>Source of Finance</b>	<b>Type of Finance</b>	<b>Budget Type</b>	<b>2011/2</b>	<b>BUDGET 2012/3</b>	<b>2013/4</b>
<b>Strat Init :</b> pj-09-2190	<b>Waste management</b> Jonkershoek Picnic Site: Purchase Recycling Bins	Capital Replacement	Contribution	Capital		10,000	
pj-09-2191 c	Jan Marais Purchase Recycling Bins	Capital Replacement	Contribution	Capital		8,000	
	<b>SUBTOTAL - Nature Conservation:</b> Capital Replacement			Capital	315,000	463,000	15,000
<b>Social Development</b>							
<b>Strat Init :</b> pj-09-2171	<b>Construction and maintenance of Municipal buildings and facilities</b> F/hoek Youth House, grounds development and refurbishment	Capital Replacement	Contribution	Capital	400,000		
	<b>SUBTOTAL - Social Development:</b> Capital Replacement			Capital	400,000		
<b>Halls</b>							
<b>Strat Init :</b> pj-08-0199	<b>Improvement of the state and condition of all halls in Greater Stellenbosch</b> Furniture: Halls - Facilities & Amenities	Capital Replacement	Contribution	Capital	50,000		
	<b>SUBTOTAL - Halls:</b> Capital Replacement			Capital	50,000		
	<b>TOTAL - Community Services:</b> Capital Replacement Other Provincial Gov			Capital	5,750,501	5,526,800	6,030,200
				Capital	1,400,000	400,000	
				Capital	117,740		



Projects	Source of Finance	Type of Finance	Budget Type	BUDGET		
				2011/2	2012/3	2013/4
	<b>GRAND TOTAL:</b>			94,470,401	61,642,800	74,084,202
	Capital Replacement	Contribution	Capital			
	CDF Electricity	Contribution	Capital	1,606,000	3,550,000	0
	CDF Roads	Contribution	Capital	1,708,400	2,000,000	2,000,000
	CDF Sewerage	Contribution	Capital	1,000,000	1,000,000	1,000,000
	CDF Water	Contribution	Capital	1,200,000	5,300,000	
	MIG	Contribution	Capital	20,955,000	25,480,000	30,576,000
	National Lotto Fund	Contribution	Capital	333,333		
	Other	Contribution	Capital	1,744,960	6,900,000	0
	PHB	Contribution	Capital	23,994,000	29,148,000	39,693,000
	PHB	Contribution (Carried over)	Capital	1,658,827		
	Provincial Gov	Contribution	Capital	3,347,340	396,000	2,896,000
	Other Fin Institutions	External Loan	Capital	47,047,780	66,778,844	60,000,001

## **SECTION L: LEGISLATION COMPLIANCE**

Compliance with the MFMA implementation requirements has been substantially adhered to through the following activities:

- Budget and Treasury Office - A Budget Office and Treasury Office has been established in accordance with the MFMA.
- Budgeting - The annual budget is prepared in accordance with the requirements prescribed by National Treasury and the MFMA.
- Financial reporting - 100% compliance with regards to monthly, quarterly and annual reporting to the Executive Mayor, Mayoral Committee, Council, Provincial and National Treasury.
- Annual Report - The annual report is prepared in accordance with the MFMA and National Treasury requirements.

## **SECTION M: OTHER SUPPORTING DOCUMENTS**

Additional information/schedules in accordance with the budget and reporting regulations:

- SA1 - Supporting detail to Budgeted Financial Performance
- SA2 - Matrix Financial Performance Budget (revenue source/expenditure type)
- SA3 - Supporting detail to Budgeted Financial Position
- SA4 - Reconciliation of IDP strategic objectives and budget (revenue)
- SA5 - Reconciliation of IDP strategic objectives and budget (operational expenditure)
- SA6 - Reconciliation of IDP strategic objectives and budget (capital expenditure)
- SA7 - Measurable Performance Objectives
- SA8 - Performance indicators and benchmarks
- SA9 - Social, economic and demographic statistics and assumptions
- SA10 - Funding measurement
- SA11 - Property Rates Summary
- SA12 - Property rates by category (2010/2011)
- SA13 - Property rates by category (2011/2012)
- SA14 - Household bills
- SA15 - Investment particulars by type
- SA16 - Investment particulars by maturity
- SA17 - Borrowing
- SA18 - Transfers and grant receipts
- SA20 - Reconciliation of transfers grant receipts and unspent funds
- SA24 - Summary of personnel numbers
- SA26 - Budgeted monthly revenue and expenditure (municipal vote)
- SA27 - Budgeted monthly revenue and expenditure (standard)
- SA28 - Budgeted monthly capital expenditure (municipal vote)
- SA29 - Budgeted monthly capital expenditure (standard)
- SA30 - Budgeted monthly cash flow
- SA31 - Not applicable
- SA32 - Not applicable
- SA34a- Capital expenditure on new asset class
- SA34b- Capital expenditure on the renewal of existing assets by asset class
- SA34c- Repairs and maintenance expenditure by asset class
- SA35 - Future financial implications of the capital budget
- SA36 - Detailed Capital Budget
- SA37 - Projects delayed from previous financial years

Capital expenditure linked to ward priorities.  
Operating expenditure linked to ward priorities.  
Operating income linked to ward priorities.

WC024 Stellenbosch - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance'

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>REVENUE ITEMS:</b>									
<b>Property rates</b>									
Total Property Rates <sup>1</sup>	101,769	117,471	199,946	180,653	190,558	190,558	201,715	213,818	226,647
less Revenue Foregone	(10)	-	20,753	21,143	21,143	21,143	22,518	23,981	25,420
<b>Net Property Rates</b>	<b>101,779</b>	<b>117,471</b>	<b>179,194</b>	<b>159,509</b>	<b>169,415</b>	<b>169,415</b>	<b>179,197</b>	<b>189,837</b>	<b>201,227</b>
<b>Service charges - electricity revenue</b>									
Total Service charges - electricity revenue	150,614	183,712	237,391	271,478	271,478	271,478	332,001	398,060	472,173
less Revenue Foregone	-	-	-	-	-	-	-	-	-
<b>Net Service charges - electricity revenue</b>	<b>150,614</b>	<b>183,712</b>	<b>237,391</b>	<b>271,478</b>	<b>271,478</b>	<b>271,478</b>	<b>332,001</b>	<b>398,060</b>	<b>472,173</b>
<b>Service charges - water revenue</b>									
Total Service charges - water revenue <sup>2</sup>	42,698	60,019	70,172	58,617	58,617	64,049	69,677	73,855	78,283
less Revenue Foregone	10	-	-	-	-	-	-	-	-
<b>Net Service charges - water revenue</b>	<b>42,688</b>	<b>60,019</b>	<b>70,172</b>	<b>58,617</b>	<b>58,617</b>	<b>64,049</b>	<b>69,677</b>	<b>73,855</b>	<b>78,283</b>
<b>Service charges - sanitation revenue</b>									
Total Service charges - sanitation revenue	32,425	34,454	42,223	46,442	46,442	42,631	46,896	51,316	56,155
less Revenue Foregone	-	-	-	-	-	-	-	-	-
<b>Net Service charges - sanitation revenue</b>	<b>32,425</b>	<b>34,454</b>	<b>42,223</b>	<b>46,442</b>	<b>46,442</b>	<b>42,631</b>	<b>46,896</b>	<b>51,316</b>	<b>56,155</b>
<b>Service charges - refuse revenue</b>									
Total refuse removal revenue	18,884	23,242	25,240	27,004	27,004	25,383	27,936	30,729	33,800
Total landfill revenue	-	-	-	-	-	-	-	-	-
less Revenue Foregone	-	-	-	-	-	-	-	-	-
<b>Net Service charges - refuse revenue</b>	<b>18,884</b>	<b>23,242</b>	<b>25,240</b>	<b>27,004</b>	<b>27,004</b>	<b>25,383</b>	<b>27,936</b>	<b>30,729</b>	<b>33,800</b>
<b>Other Revenue by source</b>									
Fuel levy	-	-	-	-	-	-	-	-	-
Other revenue	34,470	31,212	90,721	33,444	33,444	33,444	33,836	35,612	37,491
<b>Total 'Other' Revenue</b>	<b>34,470</b>	<b>31,212</b>	<b>90,721</b>	<b>33,444</b>	<b>33,444</b>	<b>33,444</b>	<b>33,836</b>	<b>35,612</b>	<b>37,491</b>
<b>EXPENDITURE ITEMS:</b>									
<b>Employee related costs<sup>3</sup></b>									
Salaries and Wages	102,468	115,453	130,084	137,831	145,940	145,940	155,221	166,781	179,209
Contributions to UIF, pensions, medical aid	27,229	30,114	33,592	36,742	38,044	38,044	40,926	43,997	47,298
Travel, motor car, accom; & other allowances	22,955	23,813	28,526	32,556	25,606	25,606	26,898	28,896	31,044
Housing benefits and allowances	2,105	2,562	1,967	2,359	1,550	1,550	1,674	1,799	1,935
Overtime	6,054	6,712	6,724	7,725	6,073	6,073	6,529	7,019	7,546
Performance bonus	403	39	-	-	-	-	-	-	-
Long service awards	-	-	-	-	-	-	-	-	-
Payments in lieu of leave	-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	-	-	-	-	-	-	-	-	-
<b>sub-total</b>	<b>161,215</b>	<b>178,694</b>	<b>200,894</b>	<b>217,214</b>	<b>217,214</b>	<b>217,214</b>	<b>231,247</b>	<b>248,492</b>	<b>267,031</b>
Less: Employees costs capitalised to PPE	-	-	-	-	-	-	-	-	-
<b>Total Employee related costs<sup>3</sup></b>	<b>161,215</b>	<b>178,694</b>	<b>200,894</b>	<b>217,214</b>	<b>217,214</b>	<b>217,214</b>	<b>231,247</b>	<b>248,492</b>	<b>267,031</b>
<b>Contributions recognised - capital</b>									
Contract 1	-	-	-	-	-	-	-	-	-
Contract 2	-	-	-	-	-	-	-	-	-
<b>Total Contributions recognised - capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Depreciation &amp; asset impairment</b>									
Depreciation of Property, Plant & Equipment	40,180	42,389	119,482	109,493	109,493	109,493	111,681	113,922	120,758
Lease amortisation	-	-	-	-	-	-	-	-	-
Capital asset impairment	-	-	-	-	-	-	-	-	-
<b>Total Depreciation &amp; asset impairment</b>	<b>40,180</b>	<b>42,389</b>	<b>119,482</b>	<b>109,493</b>	<b>109,493</b>	<b>109,493</b>	<b>111,681</b>	<b>113,922</b>	<b>120,758</b>
<b>Bulk purchases<sup>4</sup></b>									
Electricity Bulk Purchases	73,129	96,267	126,685	148,498	151,498	151,498	205,428	252,676	313,318
Water Bulk Purchases	9,459	10,073	11,188	12,983	12,983	12,983	13,762	14,087	15,171
<b>Total bulk purchases</b>	<b>82,587</b>	<b>106,339</b>	<b>137,873</b>	<b>161,481</b>	<b>164,481</b>	<b>164,481</b>	<b>219,189</b>	<b>266,763</b>	<b>328,489</b>
<b>Contracted services</b>									
Contract 1	-	-	-	-	-	-	-	-	-
Contract 2	-	-	-	-	-	-	-	-	-
<b>sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Allocations to organs of state:</b>									
Electricity	-	-	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-	-	-
Sanitation	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
<b>Total contracted services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Expenditure By Type</b>									
Repairs and maintenance (to be deleted)	-	-	-	-	-	-	-	-	-
Collection costs	468	169	82	108	108	108	108	114	121
Contributions to 'other' provisions	8,761	46,742	14,872	25,468	25,468	25,468	37,938	39,919	42,486
Consultant fees	5,051	4,264	5,338	4,889	5,625	5,625	7,378	6,057	6,246
Audit fees	1,059	1,370	2,758	3,087	3,087	3,087	3,087	3,273	3,469
General expenses	140,115	178,721	184,537	179,335	209,954	209,954	211,693	212,575	226,812
<b>Total 'Other' Expenditure</b>	<b>155,454</b>	<b>231,266</b>	<b>207,588</b>	<b>212,887</b>	<b>244,241</b>	<b>244,241</b>	<b>260,205</b>	<b>261,937</b>	<b>279,135</b>

WC024 Stellenbosch - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

Description	MUNICIPAL MANAGER	PLANNING AND DEVELOPME N T	COMMUNITY SERVICES		ENGINEERING SERVICES	PUBLIC SAFETY	CORPORATE SERVICES		FINANCIAL SERVICES					Total
<b>R thousand</b>														
<b>Revenue By Source</b>														
Property rates	-	-	-	-	-	-	-	-	179,197	-	-	-	-	179,197
Property rates - penalties & collection charges	-	-	-	-	2,351	-	-	-	-	-	-	-	-	2,351
Service charges - electricity revenue	-	-	-	-	332,001	-	-	-	-	-	-	-	-	332,001
Service charges - water revenue	-	-	-	-	69,677	-	-	-	-	-	-	-	-	69,677
Service charges - sanitation revenue	-	-	-	-	46,896	-	-	-	-	-	-	-	-	46,896
Service charges - refuse revenue	-	-	-	-	27,936	-	-	-	-	-	-	-	-	27,936
Service charges - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment	-	12,259	451	-	197	110	218	-	-	-	-	-	-	13,236
Interest earned - external investments	-	-	-	-	-	-	-	-	18,592	-	-	-	-	18,592
Interest earned - outstanding debtors	-	-	-	-	1,217	-	-	-	3,478	-	-	-	-	4,696
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines	-	32	41	-	117	16,284	-	-	-	-	-	-	-	16,474
Licences and permits	-	-	-	-	653	3,601	-	-	228	-	-	-	-	4,483
Agency services	-	-	-	-	-	1,117	-	-	-	-	-	-	-	1,117
Other revenue	1	4,941	2,923	-	20,783	2,071	2,694	-	422	-	-	-	-	33,836
Transfers recognised - operational	-	14,420	1,423	-	-	-	840	-	39,017	-	-	-	-	55,700
Gains on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue (excluding capital transfers and contrib</b>	<b>1</b>	<b>31,653</b>	<b>4,838</b>	<b>-</b>	<b>501,828</b>	<b>23,184</b>	<b>3,752</b>	<b>-</b>	<b>240,935</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>806,191</b>
<b>Expenditure By Type</b>														
Employee related costs	9,929	25,720	35,094	-	70,218	44,446	15,034	-	26,486	-	-	-	-	226,926
Remuneration of councillors	-	-	-	-	-	-	12,249	-	-	-	-	-	-	12,249
Debt impairment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation & asset impairment	91	15,572	4,168	-	87,512	2,183	1,191	-	963	-	-	-	-	111,681
Finance charges	-	69	38	-	7,271	1	18	-	2	-	-	-	-	7,400
Bulk purchases	-	-	-	-	219,189	-	-	-	-	-	-	-	-	219,189
Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants	150	-	-	-	-	20	660	-	-	-	-	-	-	830
Other expenditure	11,843	36,814	13,234	-	77,660	20,141	43,227	-	61,606	-	-	-	-	264,526
Loss on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>22,013</b>	<b>78,175</b>	<b>52,534</b>	<b>-</b>	<b>461,850</b>	<b>66,791</b>	<b>72,379</b>	<b>-</b>	<b>89,058</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>842,801</b>
<b>Surplus/(Deficit)</b>														
Transfers recognised - capital	(22,012)	(46,523)	(47,695)	-	39,978	(43,607)	(68,627)	-	151,876	-	-	-	-	(36,611)
Contributions recognised - capital	-	25,653	118	-	24,185	-	-	-	-	-	-	-	-	49,955
Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>(22,012)</b>	<b>(20,870)</b>	<b>(47,578)</b>	<b>-</b>	<b>64,163</b>	<b>(43,607)</b>	<b>(68,627)</b>	<b>-</b>	<b>151,876</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,345</b>



WC024 Stellenbosch - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

Strategic Objective	Goal	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>										
Basic service delivery and infrastructure development (national KPA)	A	(296,066)	(374,823)	(534,727)	(471,323)	(473,833)	(473,833)	(549,843)	(633,543)	(724,790)
Local economic development (national KPA)	B	-	(93)	(223)	-	(7)	(7)	(218)	(229)	(240)
Social development	C	(2,373)	(4,315)	(4,223)	(4,602)	(5,012)	(5,012)	(3,301)	(2,273)	(2,396)
Community safety	D	(38,062)	(25,925)	(23,698)	(22,345)	(22,345)	(22,345)	(23,184)	(24,343)	(25,560)
Planning, heritage and environment	E	(19,474)	(13,478)	(26,287)	(2,961)	(23,547)	(23,547)	(21,864)	(7,929)	(8,327)
Municipal transformation and institutional development (national KPA)	F	(784)	(581)	(881)	(1,293)	(1,261)	(1,261)	(1,023)	(1,074)	(1,130)
Municipal financial viability (national KPA)	G	(140,451)	(154,912)	(205,803)	(182,693)	(192,605)	(192,605)	(203,958)	(215,970)	(228,905)
Good governance and community participation (national KPA)	H	(2,833)	(594)	(1,641)	(3,482)	(3,596)	(3,596)	(2,799)	(2,938)	(3,110)
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>(500,043)</b>	<b>(574,721)</b>	<b>(797,483)</b>	<b>(688,699)</b>	<b>(722,207)</b>	<b>(722,207)</b>	<b>(806,191)</b>	<b>(888,299)</b>	<b>(994,458)</b>





WC024 Stellenbosch - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

Strategic Objective	Goal	Goal Code	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>											
Basic service delivery and infrastructure development (national KPA)		A							184,390	188,874	193,389
Local economic development (national KPA)		B							-	-	-
Social development		C							5,458	4,922	5,710
Community safety		D							2,256	1,410	5,440
Planning, heritage and environment		E							1,910	435	150
Municipal transformation and institutional development (national KPA)		F							3,592	3,065	1,320
Municipal financial viability (national KPA)		G							500	-	750
Good governance and community participation (national KPA)		H							960	3,490	3,490
			-	-	-	-	-	-	199,066	202,196	210,249

References

1. Total capital expenditure must reconcile to Budgeted Capital Expenditure
2. Goal code must be used on Table A36

WC024 Stellenbosch - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Vote 1 - Municipal Manager</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	35	3,934	374	50	50	50	60	50	70
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	8,123	14,548	13,075	15,356	18,030	18,030	18,638	19,555	20,539
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	-	-	247	-	-	-	1	1	1
<i>Insert measure/s description</i>										
<b>Vote 2 - Planning and Development</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	27,855	19,947	30,038	39,045	7,919	7,919	39,508	39,488	87,293
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	36,117	55,932	52,093	50,830	72,336	72,336	73,579	62,759	67,166
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	23,358	20,925	99,180	12,226	32,811	32,811	31,653	18,286	19,292
<i>Insert measure/s description</i>										
<b>Vote 3 - Community Services</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	5,496	(28,583)	29,472	5,477	7,275	7,275	7,268	8,527	6,030
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	35,495	46,342	50,359	47,936	50,065	50,065	52,461	55,123	59,212
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	4,230	6,283	6,975	6,010	6,503	6,503	4,838	3,885	4,090
<i>Insert measure/s description</i>										
<b>Vote 4 - Public Safety</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	3,810	17,255	3,951	5,925	1,766	1,766	2,856	1,710	5,740
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	60,195	54,864	48,247	59,447	59,603	59,603	60,503	64,648	69,208
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	38,062	25,925	23,698	22,345	22,345	22,345	23,184	24,343	25,560
<i>Insert measure/s description</i>										
<b>Vote 5 - Engineering Services</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	45,137	1,521,184	81,806	162,311	125,423	125,423	146,198	146,656	106,476
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	253,365	273,954	469,763	437,256	450,764	450,764	522,274	590,570	673,917
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	272,994	342,950	434,062	426,676	426,676	426,676	501,893	580,857	668,705
<i>Insert measure/s description</i>										
<b>Vote 6 - Strategic and Corporate Services</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	2,059	9,349	278	686	505	505	455	3,295	3,290
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	21,335	41,631	21,250	41,551	29,859	29,859	47,527	50,400	53,681
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	3,431	1,145	2,262	4,477	4,484	4,484	3,752	3,940	4,163
<i>Insert measure/s description</i>										
<b>Vote 7 - Financial Services</b>										
<b>Function 1 - Budget Performance</b>										
Sub-function 1 - Capital Expenditure	Amount spent (R)	2,778	9,661	2,622	2,070	1,750	1,750	2,570	2,070	1,350
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure	Amount spent (R)	32,994	84,085	35,966	61,226	66,849	66,849	68,192	74,529	79,874
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue	Amount collected(R)	157,978	177,494	231,058	216,965	229,390	229,390	240,935	257,222	272,897
<i>Insert measure/s description</i>										
<b>And so on for the rest of the Votes</b>										

1. Include a measurable performance objective for each revenue source (within a relevant function) and each vote (MFMA s17(3)(b))
2. Include all Basic Services performance targets from 'Basic Service Delivery' to ensure Table SA7 represents all strategic responsibilities
3. Only include prior year comparative information for individual measures where relevant activity occurred in that year's

WC024 Stellenbosch - Entities measureable performance objectives

Description	Unit of measurement	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Entity 1 - (name of entity)</b>										
<i>Insert measure/s description</i>										
<b>Entity 2 - (name of entity)</b>										
<i>Insert measure/s description</i>										
<b>Entity 3 - (name of entity)</b>										
<i>Insert measure/s description</i>										
<b>And so on for the rest of the Entities</b>										

1. Include a measurable performance objective as agreed with the parent municipality (MFMA s87(5)(d))
2. Only include prior year comparative information for individual measures where relevant activity occurred in that year's

**WC024 Stellenbosch - Supporting Table SA8 Performance indicators and benchmarks**

Description of financial indicator	Basis of calculation	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b><u>Borrowing Management</u></b>										
Borrowing to Asset Ratio	Total Long-Term Borrowing/Total Assets	2.3%	0.8%	1.0%	3.6%	2.2%	2.2%	3.2%	4.7%	5.9%
Credit Rating										
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	1.7%	1.4%	0.8%	1.0%	0.9%	0.9%	1.3%	1.7%	1.7%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0.0%	0.0%	13.1%	63.3%	46.8%	46.8%	33.2%	52.0%	44.7%
<b><u>Safety of Capital</u></b>										
Debt to Equity	Loans, Creditors, Overdraft & Tax Provision/ Funds & Reserves	27.2%	9.0%	11.0%	13.1%	11.2%	11.2%	13.3%	15.4%	17.2%
Gearing	Long Term Borrowing/ Funds & Reserves	2.8%	1.2%	2.1%	7.5%	4.5%	4.5%	7.0%	10.4%	13.9%
<b><u>Liquidity</u></b>										
Current Ratio	Current assets/current liabilities	2.1	1.9	2.2	3.4	3.7	3.7	3.2	3.3	3.4
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	2.1	1.9	2.2	3.4	3.7	3.7	3.2	3.3	3.4
Liquidity Ratio	Monetary Assets/Current Liabilities	1.5	1.3	1.5	2.3	2.5	2.5	2.0	2.0	2.0
<b><u>Revenue Management</u></b>										
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		100.2%	97.8%	94.4%	94.4%	94.4%	97.8%	98.8%	100.0%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	15.4%	15.3%	12.6%	19.2%	17.4%	17.4%	17.6%	18.1%	18.3%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old									
<b><u>Creditors Management</u></b>										
Creditors System Efficiency	% of Creditors Paid Within Terms (within 'MFMA' s 65(e))							90.0%	90.0%	90.0%
<b><u>Funding of Provisions</u></b>										
Provisions not funded - %	Unfunded Provs./Total Provisions									
<b><u>Other Indicators</u></b>										
Electricity Distribution Losses (2)	% Volume (units purchased and generated less units sold)/units purchased and generated							15.0%	15.0%	15.0%
Water Distribution Losses (2)	% Volume (units purchased and own source less units sold)/Total units purchased and own source							15.0%	15.0%	15.0%
Employee costs	Employee costs/(Total Revenue - capital revenue)	34.5%	33.1%	26.9%	31.5%	30.1%	30.1%	28.7%	28.0%	26.9%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	37.6%	35.5%	27.7%	33.1%	31.6%	31.6%	30.2%	29.4%	28.2%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	9.3%	8.5%	16.4%	16.5%	15.7%	15.7%	14.8%	14.2%	13.4%
<b><u>IDP regulation financial viability indicators</u></b>										
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year	11.8	19.4	28.6	26.5	26.5	26.5	26.2	27.6	31.0
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	20.0%	19.0%	16.5%	22.8%	21.4%	21.4%	21.1%	21.1%	21.1%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	10.4	8.3	7.7	7.9	7.9	7.9	6.0	5.5	5.0

**References**

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

WC024 Stellenbosch - Supporting Table SA9 Social, economic and demographic statistics and assumptions

Description of economic indicator	Basis of calculation	1996 Census	2001 Census	2007 Survey	2007/8	2008/9	2009/10	Current Year 2010/11	2011/12 Medium Term Revenue & Expenditure Framework		
<b>Demographics</b>											
Population				201		207	223	278	283	292	301
Females aged 5 - 14											
Males aged 5 - 14											
Females aged 15 - 34											
Males aged 15 - 34											
Unemployment				62		60	67	83	85	88	90
<b>Household income (households) (1.)</b>											
None											
R1 - R4800											
R4800 - R9600											
<b>Poverty profiles (2.)</b>											
Insert description											
<b>Household/demographics (000)</b>											
Number of people in municipal area				200,527		207	223	278	283	292	301
Number of poor people in municipal area				100,264		104	111	139	142	146	150
Number of households in municipal area											
Number of poor households in municipal area											
Definition of poor household (R per month)				2,100		2,300	2,500	2,800	3,000	3,000	3,000
<b>Housing statistics (3.)</b>											
Formal								29,292	30,171	31,076	32,008
Informal								10,930	11,258	11,596	11,944
<b>Total number of households</b>				-	-	-	-	40,222	41,429	42,672	43,952
Dwellings provided by municipality (4.)											
Dwellings provided by province/s											
Dwellings provided by private sector (5.)											
<b>Total new housing dwellings</b>				-	-	-	-	-	-	-	-
<b>Economic (6.)</b>											
Inflation/inflation outlook (CPIX)								5.7%	4.3%	5.3%	5.5%
Interest rate - borrowing								10.5%	10.5%	10.5%	10.5%
Interest rate - investment								9.5%	9.5%	9.5%	9.5%
Remuneration increases								7.5%	7.5%	7.5%	7.5%
Consumption growth (electricity)								0.0%	1.2%	0.0%	0.0%
Consumption growth (water)								0.0%	0.0%	0.0%	0.0%
<b>Collection rates (7.)</b>											
Property tax/service charges								95.0%	97.0%	97.0%	97.0%
Rental of facilities & equipment								83.0%	83.0%	83.0%	83.0%
Interest - external investments								100.0%	100.0%	100.0%	100.0%
Interest - debtors								97.0%	97.0%	97.0%	97.0%
Revenue from agency services								100.0%	100.0%	100.0%	100.0%

WC024 Stellenbosch Supporting Table SA10 Funding measurement

Description	MFMA section	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Funding measures</b>										
Cash/cash equivalents at the year end - R'000	18(1)b	225,277	214,846	239,828	264,508	266,350	266,350	240,600	255,852	263,466
Cash + investments at the yr end less applications - R'000	18(1)b	99,450	77,830	111,296	263,787	233,923	233,923	251,599	277,714	298,805
Cash year end/monthly employee/supplier payments	18(1)b	10.4	8.3	7.7	7.9	7.9	7.9	6.0	5.5	5.0
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	83,651	34,458	97,483	4,428	4,032	4,032	43,264	57,035	77,328
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	N.A.	14.9%	26.3%	(4.4%)	(4.2%)	(6.0%)	8.4%	7.4%	7.1%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	93.4%	95.6%	92.8%	92.1%	93.1%	93.1%	96.4%	95.5%	95.4%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	0.0%	0.6%	2.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capital payments % of capital expenditure	18(1)c;19	100.0%	6.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	0.0%	0.0%	13.1%	62.6%	46.7%	46.7%	31.6%	45.4%	43.8%
Grants % of Govt. legislated/gazetted allocations	18(1)a	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.9%	93.9%	105.1%
Current consumer debtors % change - incr(decr)	18(1)a	N.A.	16.0%	14.1%	41.3%	(4.8%)	0.0%	12.9%	13.2%	13.3%
Long term receivables % change - incr(decr)	18(1)a	N.A.	(33.9%)	(46.6%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	0.0%	0.0%	0.0%	2.0%	2.1%	2.1%	2.3%	2.3%	2.4%
Asset renewal % of capital budget	20(1)(vi)	0.0%	0.0%	0.0%	44.2%	52.2%	52.2%	38.3%	50.6%	29.4%

## ***EXPLANATORY NOTES***

### **Table SA10: Funding Measurement**

#### **Debt impairment expense as a % of total billable revenue**

The contribution to the Provision for Bad Debt (Debt Impairment) is budgeted in the expenditure category "Contributions to/and from provisions" which is included in "Other expenditure".

WC024 Stellenbosch - Supporting Table SA11 Property rates summary

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Valuation:</b>									
Date of valuation:			2 July 2008	2 July 2008					
Financial year valuation used	2004/2005	2004/2005	2008/2009	2008/2009					
Municipal by-laws s6 in place? (Y/N)			Yes	Yes			Yes		
Municipal/assistant valuer appointed? (Y/N)			Yes	Yes			Yes		
Municipal partnership s38 used? (Y/N)			No	No	No	No	No	No	No
No. of assistant valuers (FTE)			-	-	-	-	-	-	-
No. of data collectors (FTE)			7	7	7	7	7	7	7
No. of internal valuers (FTE)			-	-	-	-	-	-	-
No. of external valuers (FTE)			-	-	-	-	-	-	-
No. of additional valuers (FTE)			-	-	-	-	-	-	-
Valuation appeal board established? (Y/N)			Yes	Yes			Yes		
Implementation time of new valuation roll (mths)			18 months	18 months			18 months		
No. of properties			29,395	29,799	29,799	29,799			
No. of sectional title values			5,885	6,336	6,336	6,336			
No. of unreasonably difficult properties s7(2)									
No. of supplementary valuations			2	4	4	4			
No. of valuation roll amendments				-	-	-			
No. of objections by rate payers			51	16	16	16			
No. of appeals by rate payers			6	-	-	-			
No. of successful objections			6	9	9	9			
No. of successful objections > 10%			22	-	-	-			
Supplementary valuation									
Public service infrastructure value (Rm)									
Municipality owned property value (Rm)									
<b>Valuation reductions:</b>									
Valuation reductions-public infrastructure (Rm)									
Valuation reductions-nature reserves/park (Rm)									
Valuation reductions-mineral rights (Rm)									
Valuation reductions-R15,000 threshold (Rm)									
Valuation reductions-public worship (Rm)									
Valuation reductions-other (Rm)									
<b>Total valuation reductions:</b>	-	-	-	-	-	-	-	-	-
Total value used for rating (Rm)									
Total land value (Rm)									
Total value of improvements (Rm)									
Total market value (Rm)									
<b>Rating:</b>									
Residential rate used to determine rate for other categories? (Y/N)			Yes	Yes			Yes		
Differential rates used? (Y/N)			No	Yes			Yes		
Limit on annual rate increase (s20)? (Y/N)									
Special rating area used? (Y/N)			No	No			No		
Phasing-in properties s21 (number)			No	No			No		
Rates policy accompanying budget? (Y/N)			Yes	Yes			Yes		
Fixed amount minimum value (R'000)			No	No			No		
Non-residential prescribed ratio s19? (%)			1:2%	1:2%			1:2%		
<b>Rate revenue:</b>									
Rate revenue budget (R '000)			146,187	180,653	190,558	190,558	201,715	213,818	226,647
Rate revenue expected to collect (R'000)			135,954	171,620	181,030	181,030	191,629	203,127	215,315
Expected cash collection rate (%)			100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Special rating areas (R'000)				-	-	-	-	-	-
Rebates, exemptions - indigent (R'000)				-	-	-	-	-	-
Rebates, exemptions - pensioners (R'000)			1,520	-	-	-	-	-	-
Rebates, exemptions - bona fide farm. (R'000)			19,107	-	-	-	-	-	-
Rebates, exemptions - other (R'000)				21,831	21,831	21,831	22,518	23,981	25,420
Phase-in reductions/discounts (R'000)									
<b>Total rebates, exemptns, reductns, discs (R'000)</b>	-	-	<b>20,628</b>	<b>21,831</b>	<b>21,831</b>	<b>21,831</b>	<b>22,518</b>	<b>23,981</b>	<b>25,420</b>

WC024 Stellenbosch - Supporting Table SA12 Property rates by category (current year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/ts	Public benefit organs.	Mining Props.	
<b>Current Year 2010/11</b>																		
<b>Valuation:</b>																		
No. of properties		18,618	679		1,168		3,532											
No. of sectional title property values		4,560	838															
No. of unreasonably difficult properties s7(2)		1																
No. of supplementary valuations		1																
Supplementary valuation (Rm)		2																
No. of valuation roll amendments																		
No. of objections by rate-payers		2,448																
No. of appeals by rate-payers		163																
No. of appeals by rate-payers finalised		163																
No. of successful objections	5	2,448																
No. of successful objections > 10%	5	887																
Estimated no. of properties not valued		-																
Years since last valuation (select)		1																
Frequency of valuation (select)		4																
Method of valuation used (select)		Market Value																
Base of valuation (select)		Land & Improv																
Phasing-in properties s21 (number)		none																
Combination of rating types used? (Y/N)																		
Flat rate used? (Y/N)																		
Is balance rated by uniform rate/variable rate?																		
<b>Valuation reductions:</b>																		
Valuation reductions-public infrastructure (Rm)																		
Valuation reductions-nature reserves/park (Rm)																		
Valuation reductions-mineral rights (Rm)																		
Valuation reductions-R15,000 threshold (Rm)																		
Valuation reductions-public worship (Rm)																		
Valuation reductions-other (Rm)	2																	
<b>Total valuation reductions:</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total value used for rating (Rm)	6																	
Total land value (Rm)	6																	
Total value of improvements (Rm)	6																	
Total market value (Rm)	6																	
<b>Rating:</b>																		
Average rate	3																	
Rate revenue budget (R'000)																		
Rate revenue expected to collect (R'000)																		
Expected cash collection rate (%)	4																	
Special rating areas (R'000)																		
Rebates, exemptions - indigent (R'000)																		
Rebates, exemptions - pensioners (R'000)																		
Rebates, exemptions - bona fide farm. (R'000)																		
Rebates, exemptions - other (R'000)																		
Phase-in reductions/discounts (R'000)																		
<b>Total rebates,exemptns,eductns,discs (R'000)</b>																		

References

1. Land & Assistance Act, Restitution of Land Rights, Communal Property Associations
2. Include value of additional reductions is 'free' value greater than MPRA minimum.
3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum
4. Include arrears collections



WC024 Stellenbosch - Supporting Table SA13 Property rates by category (budget year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/nts	Public benefit organs.	Mining Props.	
<b>Budget Year 2011/12</b>																		
<b>Valuation:</b>																		
No. of properties		22,732	-	3,527	1,953		1,078	417	11					8		47	-	
No. of sectional title property values		4,560	838															
No. of unreasonably difficult properties s7(2)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
No. of supplementary valuations		417		58	31		3										1	
Supplementary valuation (Rm)		316		(13)	59		2										2	
No. of valuation roll amendments		417		59	31		3											
No. of objections by rate-payers		2		5	3								3					
No. of appeals by rate-payers		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
No. of appeals by rate-payers finalised		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
No. of successful objections	5	2		5	3								3					
No. of successful objections > 10%	5	1		2	3								3					
Estimated no. of properties not valued		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Years since last valuation (select)		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Frequency of valuation (select)		Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	Every 4 years	
Method of valuation used (select)		Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	Mass appraisal	
Base of valuation (select)		Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	Market Value	
Phasing-in properties s21 (number)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Combination of rating types used? (Y/N)		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Flat rate used? (Y/N)		N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
Is balance rated by uniform rate/variable rate?		N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
<b>Valuation reductions:</b>																		
Valuation reductions-public infrastructure (Rm)								9										
Valuation reductions-nature reserves/park (Rm)														43				
Valuation reductions-mineral rights (Rm)		-																
Valuation reductions-R15,000 threshold (Rm)		328																
Valuation reductions-public worship (Rm)				270														
Valuation reductions-other (Rm)	2	1,532																
<b>Total valuation reductions:</b>																		
Total value used for rating (Rm)	6																	
Total land value (Rm)	6	9,932		2,945	6,855		493	9	0					24		94		
Total value of improvements (Rm)	6	12,057		5,587	2,692		233	1						18		156		
Total market value (Rm)	6	21,989	-	8,532	9,547	-	726	9	0	-	-	-	-	43	-	250	-	
<b>Rating:</b>																		
Average rate	3																	
Rate revenue budget (R'000)																		
Rate revenue expected to collect (R'000)																		
Expected cash collection rate (%)	4																	
Special rating areas (R'000)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Rebates, exemptions - indigent (R'000)																		
Rebates, exemptions - pensioners (R'000)		1,739																
Rebates, exemptions - bona fide farm (R'000)		-																
Rebates, exemptions - other (R'000)		16,152																
Phase-in reductions/discounts (R'000)		-																
<b>Total rebates, exemptions, reductns, discs (R'000)</b>																		

References

1. Land & Assistance Act, Restitution of Land Rights, Communal Property Associations
2. Include value of additional reductions is 'free' value greater than MPRA minimum.
3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum
4. Include arrears collections
5. In favour of the rate-payer
6. Provide relevant information for historical comparisons.

WC024 Stellenbosch - Supporting Table SA14 Household bills

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework			
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12 % incr.	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Rand/cent</b>										
<b>Monthly Account for Household - 'Large' Household</b>										
<b>Rates and services charges:</b>										
Property rates	419.43	461.33	787.49	787.32	787.32	787.32	0.00%	787.32	830.62	879.63
Electricity: Basic levy	30.00	56.18	73.76	78.19	78.19	78.19	(16.9%)	65.00	78.25	94.19
Electricity: Consumption	440.00	530.00	672.90	865.40	865.40	865.40	9.6%	948.50	1,141.80	1,374.50
Water: Basic levy	-	27.90	30.13	33.75	33.75	33.75	10.5%	37.31	39.55	41.92
Water: Consumption	122.10	109.20	117.78	124.92	124.92	124.92	28.2%	160.18	169.79	179.98
Sanitation	86.47	91.66	108.98	116.50	116.50	116.50	6.0%	123.49	135.22	148.06
Refuse removal	60.80	64.44	69.60	73.78	73.78	73.78	10.0%	81.16	89.28	98.20
Other								-		
<b>sub-total</b>	<b>1,158.80</b>	<b>1,340.71</b>	<b>1,860.64</b>	<b>2,079.86</b>	<b>2,079.86</b>	<b>2,079.86</b>	<b>5.9%</b>	<b>2,202.96</b>	<b>2,484.51</b>	<b>2,816.49</b>
VAT on Services										
<b>Total large household bill:</b>	<b>1,158.80</b>	<b>1,340.71</b>	<b>1,860.64</b>	<b>2,079.86</b>	<b>2,079.86</b>	<b>2,079.86</b>	<b>5.9%</b>	<b>2,202.96</b>	<b>2,484.51</b>	<b>2,816.49</b>
<b>% increase/-decrease</b>		<b>15.7%</b>	<b>38.8%</b>	<b>11.8%</b>	<b>-</b>	<b>-</b>	<b>5.9%</b>	<b>12.8%</b>	<b>13.4%</b>	
<b>Monthly Account for Household - 'Small' Household</b>										
<b>Rates and services charges:</b>										
Property rates	8.62	9.47	12.56	12.56	12.56	12.56	-	12.56	13.25	14.03
Electricity: Basic levy	30.00	56.18	73.76	78.19	78.19	78.19	(16.9%)	65.00	78.25	94.19
Electricity: Consumption	217.92	262.79	345.06	430.97	430.97	430.97	(8.9%)	392.54	472.54	568.84
Water: Basic levy	-	27.90	30.13	33.75	33.75	33.75	10.5%	37.31	39.55	41.92
Water: Consumption	78.40	90.05	97.13	103.02	103.02	103.02	18.7%	122.33	129.67	137.45
Sanitation	53.21	56.40	67.06	71.69	71.69	71.69	9.5%	78.50	85.96	94.12
Refuse removal	60.80	64.44	69.60	73.78	73.78	73.78	10.0%	81.16	89.28	98.20
Other										
<b>sub-total</b>	<b>448.95</b>	<b>567.24</b>	<b>695.31</b>	<b>803.96</b>	<b>803.96</b>	<b>803.96</b>	<b>(1.8%)</b>	<b>789.40</b>	<b>908.49</b>	<b>1,048.77</b>
VAT on Services	61.65	78.09	95.58	110.80	110.80	110.80		108.76	125.33	144.86
<b>Total small household bill:</b>	<b>510.60</b>	<b>645.32</b>	<b>790.89</b>	<b>914.76</b>	<b>914.76</b>	<b>914.76</b>	<b>(1.8%)</b>	<b>898.16</b>	<b>1,033.82</b>	<b>1,193.63</b>
<b>% increase/-decrease</b>		<b>26.4%</b>	<b>22.6%</b>	<b>15.7%</b>	<b>-</b>	<b>-</b>	<b>(1.8%)</b>	<b>15.1%</b>	<b>15.5%</b>	
<b>Monthly Account for Household - 'Small' Household receiving free basic services</b>										
<b>Rates and services charges:</b>										
Property rates	8.62	9.47	12.56	12.56	12.56	12.56	-	12.56	13.25	14.03
Electricity: Basic levy	-	-	-	-	-	-		-	-	-
Electricity: Consumption	-	-	-	-	-	-		-	-	-
Water: Basic levy	-	-	-	-	-	-		-	-	-
Water: Consumption	-	-	-	-	-	-		-	-	-
Sanitation	41.47	12.44	14.79	15.81	15.81	15.81	9.5%	17.32	18.96	20.76
Refuse removal	47.29	14.31	15.46	16.39	16.39	16.39	10.0%	18.03	19.83	21.82
Other										
<b>sub-total</b>	<b>97.38</b>	<b>36.22</b>	<b>42.81</b>	<b>44.76</b>	<b>44.76</b>	<b>44.76</b>	<b>7.0%</b>	<b>47.91</b>	<b>52.04</b>	<b>56.61</b>
VAT on Services	12.43	3.75	4.24	4.51	4.51	4.51	9.8%	4.95	5.43	5.96
<b>Total small household bill:</b>	<b>109.81</b>	<b>39.97</b>	<b>47.05</b>	<b>49.27</b>	<b>49.27</b>	<b>49.27</b>	<b>7.3%</b>	<b>52.85</b>	<b>57.48</b>	<b>62.57</b>
<b>% increase/-decrease</b>		<b>(63.6%)</b>	<b>17.7%</b>	<b>4.7%</b>	<b>-</b>	<b>-</b>	<b>7.3%</b>	<b>8.7%</b>	<b>8.9%</b>	

References

1 Use as basis 1 000m<sup>2</sup> erf, 150m<sup>2</sup> improvements, 1 000 units electricity and 30kl water.

2 Use as basis 300m<sup>2</sup> erf, 48m<sup>2</sup> improvements, 498 units electricity and 25kl water.

3 Use as basis 300m<sup>2</sup> erf, 48m<sup>2</sup> improvements, 60kw electricity and 6kl water (TO BE CONFIRMED).

WC024 Stellenbosch - Supporting Table SA15 Investment particulars by type

Investment type	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Parent municipality</b>									
Securities - National Government									
Listed Corporate Bonds									
Deposits - Bank									
Deposits - Public Investment Commissioners									
Deposits - Corporation for Public Deposits									
Bankers Acceptance Certificates									
Negotiable Certificates of Deposit - Banks	208,598	198,463	224,973	264,518	264,518	264,518	229,386	239,386	245,386
Guaranteed Endowment Policies (sinking)									
Repurchase Agreements - Banks									
Municipal Bonds									
<b>Municipality sub-total</b>	<b>208,598</b>	<b>198,463</b>	<b>224,973</b>	<b>264,518</b>	<b>264,518</b>	<b>264,518</b>	<b>229,386</b>	<b>239,386</b>	<b>245,386</b>
<b>Entities</b>									
Securities - National Government									
Listed Corporate Bonds									
Deposits - Bank									
Deposits - Public Investment Commissioners									
Deposits - Corporation for Public Deposits									
Bankers Acceptance Certificates									
Negotiable Certificates of Deposit - Banks									
Guaranteed Endowment Policies (sinking)									
Repurchase Agreements - Banks									
<b>Entities sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Consolidated total:</b>	<b>208,598</b>	<b>198,463</b>	<b>224,973</b>	<b>264,518</b>	<b>264,518</b>	<b>264,518</b>	<b>229,386</b>	<b>239,386</b>	<b>245,386</b>

References

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

WC024 Stellenbosch - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity	Period of Investment	Type of Investment	Expiry date of investment	Monetary value	Interest to be realised
Name of institution & investment ID	Yrs/Months			Rand thousand	
<b>Parent municipality</b>					
SIM (Sanlam)	3-6 Months	Call Deposits		264,518	18,592
<b>Municipality sub-total</b>				264,518	18,592
<b>Entities</b>					
<b>Entities sub-total</b>				-	-
<b>TOTAL INVESTMENTS AND INTEREST</b>				264,518	18,592

**WC024 Stellenbosch - Supporting Table SA17 Borrowing**

Borrowing - Categorized by type	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Parent municipality</b>									
Long-Term Loans (annuity/reducing balance)	30,479	27,006	36,730	132,886	80,428	80,428	121,057	180,019	231,379
Long-Term Loans (non-annuity)									
Local registered stock									
Instalment Credit									
Financial Leases	501	141	-	-	-	-	-	-	-
PPP liabilities									
Finance Granted By Cap Equipment Supplier									
Marketable Bonds									
Non-Marketable Bonds									
Bankers Acceptances									
Financial derivatives									
Other Securities	-	2,764	1,455	-	-	-	-	-	-
<b>Municipality sub-total</b>	<b>30,980</b>	<b>29,911</b>	<b>38,185</b>	<b>132,886</b>	<b>80,428</b>	<b>80,428</b>	<b>121,057</b>	<b>180,019</b>	<b>231,379</b>
<b>Entities</b>									
Long-Term Loans (annuity/reducing balance)									
Long-Term Loans (non-annuity)									
Local registered stock									
Instalment Credit									
Financial Leases									
PPP liabilities									
Finance Granted By Cap Equipment Supplier									
Marketable Bonds									
Non-Marketable Bonds									
Bankers Acceptances									
Financial derivatives									
Other Securities									
<b>Entities sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Borrowing</b>	<b>30,980</b>	<b>29,911</b>	<b>38,185</b>	<b>132,886</b>	<b>80,428</b>	<b>80,428</b>	<b>121,057</b>	<b>180,019</b>	<b>231,379</b>

WC024 Stellenbosch - Supporting Table SA18 Transfers and grant receipts

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>RECEIPTS:</b>									
<b>Operating Transfers and Grants</b>									
<b>National Government:</b>	-	22,774	24,269	35,422	35,422	35,422	39,017	43,302	46,142
Equitable share		22,124	22,964	34,272	34,272	34,272	36,977	41,252	43,992
Finance Management		250	919	750	750	750	1,250	1,250	1,250
Municipal Systems Improvement		400	386	400	400	400	790	800	900
Other transfers/grants [insert description]									
<b>Provincial Government:</b>	-	2,851	15,925	2,774	34,934	34,934	15,699	108	112
Sports and Recreation		574	593	1,077	1,077	1,077	1,015		
Housing			13,300		32,160	32,160	14,420		
Other Grants		2,277	2,032	1,697	1,697	1,697	264	108	112
<b>District Municipality:</b>	-	-	-	-	7	7	-	-	-
Tourism SMMEs					7	7			
<b>Other grant providers:</b>	-	-	-	-	-	-	-	-	-
[insert description]									
<b>Total Operating Transfers and Grants</b>	-	25,625	40,194	38,196	70,363	70,363	54,716	43,410	46,254
<b>Capital Transfers and Grants</b>									
<b>National Government:</b>	-	30,520	16,731	17,423	17,423	17,423	20,955	25,480	26,881
Municipal Infrastructure (MIG)		11,770	14,753	17,423	17,423	17,423	20,955	25,480	26,881
Water Affairs		450	183	-	-	-	-	-	-
Public Transport		18,300	-	-	-	-	-	-	-
Other capital transfers [insert description]			1,796						
<b>Provincial Government:</b>	-	26,793	-	33,556	1,396	1,396	27,341	37,117	41,604
Housing & Integrated Transport Planning & NMT & Sport Grounds		26,793		33,556	1,396	1,396	27,341	37,117	41,604
<b>District Municipality:</b>	-	-	-	-	2,900	2,900	-	-	-
Tourism SMMEs					2,900	2,900			
Roads Reconstruction									
<b>Other grant providers:</b>	-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme									
Electricity Demand Side Management									
<b>Total Capital Transfers and Grants</b>	-	57,313	16,731	50,979	21,719	21,719	48,296	62,597	68,485
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	-	82,938	56,926	89,175	92,082	92,082	103,013	106,007	114,739

**WC024 Stellenbosch - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds**

Description	2007/8	2008/9	2009/10	Current Year 2010/11			2011/12 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>									
<b>Operating transfers and grants:</b>									
<b>National Government:</b>									
Balance unspent at beginning of the year		443	1,727	2,633	2,633	2,633	7,418	12,300	13,196
Current year receipts		24,683	27,466	35,422	35,422	35,422	39,017	43,302	46,142
<b>Conditions met - transferred to revenue</b>	-	23,399	26,560	25,293	30,637	30,637	34,135	42,407	44,961
Conditions still to be met - transferred to liabilities		1,727	2,633	12,762	7,418	7,418	12,300	13,196	14,377
<b>Provincial Government:</b>									
Balance unspent at beginning of the year		680	675	399	399	399			
Current year receipts		694	913	2,774	34,934	34,934	15,699	108	112
<b>Conditions met - transferred to revenue</b>	-	699	1,189	3,173	35,333	35,333	15,699	108	112
Conditions still to be met - transferred to liabilities		675	399						
<b>District Municipality:</b>									
Balance unspent at beginning of the year									
Current year receipts				-	7	7			
<b>Conditions met - transferred to revenue</b>	-	-	-	-	7	7	-	-	-
Conditions still to be met - transferred to liabilities									
<b>Other grant providers:</b>									
Balance unspent at beginning of the year		2,633	2,334	1,690	1,690	1,690			
Current year receipts		232	1,223						
<b>Conditions met - transferred to revenue</b>	-	531	1,867	1,690	1,690	1,690	-	-	-
Conditions still to be met - transferred to liabilities		2,334	1,690						
<b>Total operating transfers and grants revenue</b>	-	24,629	29,616	30,156	67,667	67,667	49,834	42,515	45,073
<b>Total operating transfers and grants - CTBM</b>	-	4,736	4,722	12,762	7,418	7,418	12,300	13,196	14,377
<b>Capital transfers and grants:</b>									
<b>National Government:</b>									
Balance unspent at beginning of the year		25,794	32,157	16,816	16,816	16,816			
Current year receipts		20,593	22,787	17,423	17,423	17,423	20,955	25,480	26,881
<b>Conditions met - transferred to revenue</b>	-	14,230	38,128	34,239	34,239	34,239	20,955	25,480	26,881
Conditions still to be met - transferred to liabilities		32,157	16,816						
<b>Provincial Government:</b>									
Balance unspent at beginning of the year		17,979	22,413	13,993	13,993	13,993	1,659		
Current year receipts		14,766	536	33,556	1,396	1,396	27,341	37,117	41,604
<b>Conditions met - transferred to revenue</b>	-	10,331	8,956	47,549	15,389	13,730	29,000	37,117	41,604
Conditions still to be met - transferred to liabilities		22,413	13,993			1,659			
<b>District Municipality:</b>									
Balance unspent at beginning of the year									
Current year receipts				-	2,900	2,900	-	-	-
<b>Conditions met - transferred to revenue</b>	-	-	-	-	2,900	2,900	-	-	-
Conditions still to be met - transferred to liabilities									
<b>Other grant providers:</b>									
Balance unspent at beginning of the year		23,223	22,574	27,632	27,632	27,632	5,372	9,279	9,170
Current year receipts		3,379	16,082	-	-	-			
<b>Conditions met - transferred to revenue</b>	-	10,919	11,024	17,605	22,260	22,260	(3,908)	109	(22)
Conditions still to be met - transferred to liabilities		15,682	27,632	10,027	5,372	5,372	9,279	9,170	9,192
<b>Total capital transfers and grants revenue</b>	-	35,480	58,108	99,393	74,788	73,130	46,048	62,706	68,463
<b>Total capital transfers and grants - CTBM</b>	-	70,253	58,441	10,027	5,372	7,030	9,279	9,170	9,192
<b>TOTAL TRANSFERS AND GRANTS REVENUE</b>	-	60,109	87,724	129,548	142,455	140,796	95,881	105,221	113,536
<b>TOTAL TRANSFERS AND GRANTS - CTBM</b>	-	74,989	63,163	22,790	12,790	14,448	21,580	22,366	23,569

WC024 Stellenbosch - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers Number	2009/10			Current Year 2010/11			Budget Year 2011/12		
	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees
<b>Municipal Council and Boards of Municipal Entities</b>									
Councillors (Political Office Bearers plus Other Councillors)	37			37	37		43	43	
Board Members of municipal entities									
<b>Municipal employees</b>									
Municipal Manager and Senior Managers	8	2	6	7	7		7	7	
Other Managers	64	64		18	18		18	18	
Professionals	-	-	-	57	46	-	57	57	-
<i>Finance</i>				26	25		26	26	
<i>Spatial/town planning</i>				10	7		10	10	
<i>Information Technology</i>				7	7		7	7	
<i>Roads</i>				5	2		5	5	
<i>Electricity</i>				2	1		2	2	
<i>Water</i>				2	1		2	2	
<i>Sanitation</i>				1	1		1	1	
<i>Refuse</i>				4	2		4	4	
<i>Other</i>				46	46		46	46	
Technicians	-	-	-	59	53	-	59	59	-
<i>Finance</i>				-	-		-	-	
<i>Spatial/town planning</i>				-	-		-	-	
<i>Information Technology</i>				-	-		-	-	
<i>Roads</i>				8	6		8	8	
<i>Electricity</i>				28	26		28	28	
<i>Water</i>				17	15		17	17	
<i>Sanitation</i>				5	5		5	5	
<i>Refuse</i>				1	1		1	1	
<i>Other</i>				15	15		15	15	
Clerks (Clerical and administrative)				227	219		227	227	
Service and sales workers				118	115		118	118	
Skilled agricultural and fishery workers				-	-		-	-	
Craft and related trades				-	-		-	-	
Plant and Machine Operators				58	56		58	58	
Elementary Occupations				481	472		481	481	
<b>TOTAL PERSONNEL NUMBERS</b>	<b>109</b>	<b>66</b>	<b>6</b>	<b>1,123</b>	<b>1,084</b>	<b>-</b>	<b>1,129</b>	<b>1,129</b>	<b>-</b>
<b>% increase</b>		(39.4%)	(90.9%)	18,616.7%	17,966.7%	(100.0%)	-	-	(100.0%)
<b>Total municipal employees headcount</b>				<b>1,123</b>	<b>1,084</b>		<b>1,129</b>	<b>1,129</b>	
Finance personnel headcount				<b>105</b>	<b>96</b>		<b>105</b>	<b>105</b>	
Human Resources personnel headcount				<b>12</b>	<b>12</b>		<b>12</b>	<b>12</b>	



WC024 Stellenbosch - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>R thousand</b>															
<b>Revenue by Vote</b>															
MUNICIPAL MANAGER	-	-	0	-	1	0	-	-	-	-	-	0	1	1	1
PLANNING AND DEVELOPMENT	2,471	2,692	2,625	2,753	2,675	2,444	2,474	2,580	2,417	2,528	2,573	29,075	57,305	47,434	58,985
COMMUNITY SERVICES	165	619	194	480	231	284	196	165	1,087	808	298	429	4,956	3,885	4,090
ENGINEERING SERVICES	94,119	34,690	31,133	41,187	37,113	20,583	34,560	41,135	38,517	36,814	31,472	84,691	526,013	606,497	699,427
PUBLIC SAFETY	1,258	1,312	1,318	1,639	1,659	1,707	1,238	1,220	2,137	1,565	1,699	6,432	23,184	24,343	28,060
CORPORATE SERVICES	31	149	36	33	36	30	106	38	41	45	68	3,138	3,752	3,940	4,163
FINANCIAL SERVICES	194,763	1,162	973	(1,819)	2,214	3,113	12,330	1,288	18,622	663	545	7,083	240,935	257,222	272,897
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	<b>292,807</b>	<b>40,625</b>	<b>36,278</b>	<b>44,272</b>	<b>43,928</b>	<b>28,160</b>	<b>50,904</b>	<b>46,426</b>	<b>62,821</b>	<b>42,423</b>	<b>36,654</b>	<b>130,848</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>
<b>Expenditure by Vote to be appropriated</b>															
MUNICIPAL MANAGER	1,503	1,303	4,190	1,761	4,680	2,163	1,540	1,357	1,631	1,369	2,271	(5,328)	18,438	19,355	20,339
PLANNING AND DEVELOPMENT	3,052	2,788	4,202	3,563	4,736	3,359	2,906	3,297	2,967	2,930	2,879	36,518	73,196	62,291	66,597
COMMUNITY SERVICES	2,896	3,456	4,062	3,616	5,223	3,968	3,752	4,678	4,221	3,359	3,014	10,291	52,534	55,089	59,122
ENGINEERING SERVICES	7,977	38,830	40,665	28,498	30,708	30,987	25,058	24,666	24,636	23,163	24,436	222,610	522,235	590,319	673,651
PUBLIC SAFETY	5,056	6,673	4,928	5,924	7,361	5,407	6,054	5,758	4,890	5,059	5,971	(2,575)	60,509	64,653	69,214
CORPORATE SERVICES	6,205	5,005	6,133	5,742	8,331	26,344	5,168	5,501	5,381	4,358	5,946	(36,838)	47,277	50,123	53,375
FINANCIAL SERVICES	12,438	3,162	5,019	3,507	5,404	5,323	3,992	4,407	4,730	3,375	3,740	13,515	68,613	74,975	80,347
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	<b>39,126</b>	<b>61,219</b>	<b>69,199</b>	<b>52,610</b>	<b>66,443</b>	<b>77,551</b>	<b>48,469</b>	<b>49,663</b>	<b>48,456</b>	<b>43,612</b>	<b>48,259</b>	<b>238,193</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) before assoc.</b>	<b>253,680</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,390)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,189)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>
Taxation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit)</b>	<b>253,680</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,390)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,189)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>

WC024 Stellenbosch - Supporting Table SA27 Budgeted monthly revenue and expenditure (standard classification)

Description	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Revenue - Standard</b>															
<b>Governance and administration</b>	195,156	1,674	1,371	(1,424)	2,613	3,505	12,798	1,686	19,025	1,070	975	10,583	249,032	265,833	281,965
Executive and council	13	14	18	15	18	12	88	18	23	27	50	16	312	328	345
Budget and treasury office	194,763	1,162	973	(1,819)	2,214	3,113	12,330	1,288	18,622	663	545	7,076	240,927	257,214	272,889
Corporate services	380	498	380	380	381	380	380	380	380	380	380	3,491	7,792	8,291	8,731
<b>Community and public safety</b>	3,325	3,808	3,415	3,956	3,695	3,822	3,260	4,103	4,400	3,657	3,714	29,539	70,693	60,074	74,767
Community and social services	91	546	114	393	96	110	62	88	679	65	94	281	2,620	1,438	1,512
Sport and recreation	73	73	80	87	95	109	80	78	153	81	75	93	1,077	1,139	1,206
Public safety	1,187	1,220	1,253	1,548	1,540	1,640	1,198	2,016	1,644	1,563	1,625	700	17,135	17,991	21,391
Housing	1,973	1,970	1,967	1,928	1,963	1,963	1,921	1,922	1,923	1,948	1,919	28,464	49,861	39,505	50,658
Health	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>	228	503	397	591	500	209	321	(466)	666	313	383	11,448	15,092	10,298	10,795
Planning and development	136	360	295	462	349	118	246	298	132	270	291	247	3,204	3,366	3,535
Road transport	92	143	101	129	151	90	75	(764)	534	43	92	11,201	11,889	6,932	7,260
Environmental protection	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Trading services</b>	94,082	34,625	31,073	41,123	37,060	20,544	34,514	41,089	38,463	36,762	31,437	79,204	519,977	605,710	698,618
Electricity	23,712	28,907	25,199	35,244	28,671	16,952	27,020	32,810	30,397	28,421	24,087	35,766	337,187	403,747	478,189
Water	5,416	4,320	4,964	4,930	7,232	2,245	6,451	7,261	7,082	7,283	6,493	11,355	75,033	79,481	84,193
Waste water management	36,371	1,298	911	835	1,133	1,345	903	964	859	964	927	22,471	68,981	85,623	95,999
Waste management	28,584	100	(1)	114	25	2	139	53	125	94	(70)	9,612	38,775	36,859	40,237
<b>Other</b>	16	15	23	26	60	81	11	14	267	621	145	74	1,352	1,407	1,477
<b>Total Revenue - Standard</b>	<b>292,807</b>	<b>40,625</b>	<b>36,278</b>	<b>44,272</b>	<b>43,928</b>	<b>28,160</b>	<b>50,904</b>	<b>46,426</b>	<b>62,821</b>	<b>42,423</b>	<b>36,654</b>	<b>130,848</b>	<b>856,146</b>	<b>943,323</b>	<b>1,067,623</b>
<b>Expenditure - Standard</b>															
<b>Governance and administration</b>	22,670	12,322	16,659	13,674	21,232	36,046	13,073	13,390	13,447	10,678	13,915	(26,718)	160,388	170,498	180,535
Executive and council	3,737	3,802	4,664	4,366	5,295	4,337	4,082	4,106	4,039	3,480	3,777	(4,569)	41,116	43,371	45,953
Budget and treasury office	12,080	2,668	4,364	3,445	5,011	5,822	3,865	3,885	4,411	3,054	4,204	13,644	66,453	72,700	77,911
Corporate services	6,852	5,853	7,631	5,863	10,926	25,887	5,126	5,399	4,996	4,144	5,934	(35,793)	52,818	54,428	56,671
<b>Community and public safety</b>	6,635	8,130	8,822	8,260	10,736	7,990	8,077	8,849	7,838	7,290	7,786	38,338	128,753	121,061	129,620
Community and social services	1,375	1,382	1,773	1,433	1,992	1,569	1,449	1,546	1,335	1,254	1,327	2,302	18,738	18,886	20,297
Sport and recreation	826	1,192	1,281	1,278	1,940	1,396	1,311	2,041	1,765	1,346	999	6,556	21,930	23,489	25,190
Public safety	3,199	4,715	4,357	4,184	5,190	3,942	4,202	4,014	3,670	3,754	4,382	4,521	50,131	53,559	57,280
Housing	1,235	841	1,411	1,364	1,614	1,083	1,115	1,248	1,069	936	1,078	24,816	37,810	24,981	26,698
Health	-	-	-	-	-	-	-	-	-	-	-	144	144	146	155
<b>Economic and environmental services</b>	3,077	3,192	3,921	2,991	5,091	3,807	3,244	4,176	3,633	3,374	3,460	35,694	75,662	79,359	84,526
Planning and development	1,730	1,957	2,494	1,812	3,076	2,266	1,841	2,331	2,182	2,114	1,841	1,866	25,510	27,009	28,781
Road transport	1,212	1,101	1,271	1,035	1,805	1,355	1,225	1,695	1,291	1,126	1,481	33,532	48,128	50,158	53,373
Environmental protection	136	134	155	144	210	186	178	150	161	135	138	296	2,024	2,191	2,372
<b>Trading services</b>	6,643	37,464	39,650	27,522	29,163	29,555	23,948	23,113	23,415	22,161	23,036	188,145	473,816	541,540	623,342
Electricity	1,545	31,640	32,628	17,912	18,749	18,900	15,897	14,797	15,323	15,544	15,280	111,155	309,369	364,854	433,425
Water	1,535	1,926	2,242	4,684	4,155	5,285	2,904	2,745	3,731	2,812	3,237	34,594	69,851	73,790	79,406
Waste water management	1,872	2,181	2,745	3,243	3,964	3,628	3,448	3,812	2,584	2,383	2,935	29,851	62,646	68,901	74,188
Waste management	1,691	1,718	2,036	1,682	2,296	1,742	1,699	1,759	1,778	1,422	1,584	12,545	31,950	33,995	36,322
<b>Other</b>	101	110	147	163	221	153	127	135	123	109	61	2,734	4,183	4,349	4,621
<b>Total Expenditure - Standard</b>	<b>39,126</b>	<b>61,219</b>	<b>69,199</b>	<b>52,610</b>	<b>66,443</b>	<b>77,551</b>	<b>48,469</b>	<b>49,663</b>	<b>48,456</b>	<b>43,612</b>	<b>48,259</b>	<b>238,193</b>	<b>842,801</b>	<b>916,806</b>	<b>1,022,645</b>
<b>Surplus/(Deficit) before assoc.</b>	<b>253,680</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,390)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,189)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>
Share of surplus/ (deficit) of associate															
<b>Surplus/(Deficit)</b>	<b>253,680</b>	<b>(20,594)</b>	<b>(32,921)</b>	<b>(8,338)</b>	<b>(22,515)</b>	<b>(49,390)</b>	<b>2,435</b>	<b>(3,237)</b>	<b>14,365</b>	<b>(1,189)</b>	<b>(11,605)</b>	<b>(107,345)</b>	<b>13,345</b>	<b>26,517</b>	<b>44,978</b>

WC024 Stellenbosch - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Multi-year expenditure to be appropriated</b>															
MUNICIPAL MANAGER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PLANNING AND DEVELOPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
COMMUNITY SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ENGINEERING SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC SAFETY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CORPORATE SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FINANCIAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Capital multi-year expenditure sub-total</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Single-year expenditure to be appropriated</b>															
MUNICIPAL MANAGER	-	-	-	-	-	-	-	-	-	-	60	-	60	50	70
PLANNING AND DEVELOPMENT	895	1,239	1,638	2,080	3,372	2,246	9,198	10,024	563	3,466	4,787	-	39,508	39,488	87,293
COMMUNITY SERVICES	165	228	301	383	620	413	1,692	1,844	104	638	881	-	7,268	5,927	6,030
ENGINEERING SERVICES	3,316	4,589	6,067	7,707	12,492	8,319	34,072	37,131	2,086	12,838	17,731	0	146,349	149,656	106,476
PUBLIC SAFETY	65	90	118	150	244	162	665	725	41	251	346	-	2,856	1,710	5,740
CORPORATE SERVICES	10	14	19	24	39	26	106	115	6	40	55	-	455	3,295	3,290
FINANCIAL SERVICES	58	81	107	135	219	146	598	652	37	225	311	-	2,570	2,070	1,350
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Capital single-year expenditure sub-total</b>	<b>4,509</b>	<b>6,241</b>	<b>8,250</b>	<b>10,480</b>	<b>16,986</b>	<b>11,312</b>	<b>46,331</b>	<b>50,491</b>	<b>2,836</b>	<b>17,457</b>	<b>24,171</b>	<b>0</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>
<b>Total Capital Expenditure</b>	<b>4,509</b>	<b>6,241</b>	<b>8,250</b>	<b>10,480</b>	<b>16,986</b>	<b>11,312</b>	<b>46,331</b>	<b>50,491</b>	<b>2,836</b>	<b>17,457</b>	<b>24,171</b>	<b>0</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>

WC024 Stellenbosch - Supporting Table SA29 Budgeted monthly capital expenditure (standard classification)

Description	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Capital Expenditure - Standard</b>															
<b>Governance and administration</b>	226	313	414	526	852	567	2,323	2,532	142	875	1,269	-	10,040	11,885	47,550
Executive and council	-	-	-	-	-	-	-	-	-	-	60	-	60	50	70
Budget and treasury office	13	18	24	30	49	32	133	145	8	50	69	-	570	70	1,350
Corporate services	213	295	390	496	803	535	2,191	2,387	134	825	1,140	-	9,410	11,765	46,130
<b>Community and public safety</b>	965	1,336	1,766	2,244	3,637	2,422	9,919	10,810	607	3,738	5,162	-	42,607	40,585	56,223
Community and social services	36	50	66	84	136	91	371	404	23	140	193	-	1,593	1,110	800
Sport and recreation	129	178	235	299	484	323	1,321	1,440	81	498	688	-	5,675	4,817	5,230
Public safety	65	90	118	150	244	162	665	725	41	251	346	-	2,856	1,710	5,740
Housing	736	1,019	1,347	1,711	2,773	1,846	7,562	8,241	463	2,849	3,936	-	32,483	32,948	44,453
Health	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>	434	601	794	1,009	1,635	1,089	4,460	4,861	273	1,681	2,321	0	19,159	19,420	36,650
Planning and development	2	2	3	4	6	4	16	18	1	6	8	-	70	70	-
Road transport	433	599	791	1,005	1,629	1,085	4,444	4,843	272	1,675	2,313	0	19,089	19,350	36,650
Environmental protection	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Trading services</b>	2,861	3,959	5,234	6,649	10,777	7,177	29,395	32,034	1,800	11,076	15,297	-	126,260	130,186	69,826
Electricity	539	746	986	1,252	2,030	1,352	5,537	6,034	339	2,086	2,881	-	23,783	17,306	9,400
Water	331	458	605	769	1,246	830	3,399	3,704	208	1,281	1,769	-	14,600	28,400	2,400
Waste water management	1,276	1,766	2,334	2,965	4,806	3,201	13,109	14,286	803	4,939	6,822	-	56,307	68,330	49,526
Waste management	715	990	1,309	1,662	2,695	1,795	7,350	8,010	450	2,769	3,825	-	31,570	16,150	8,500
<b>Other</b>	23	31	41	53	85	57	233	254	14	88	121	-	1,000	120	-
<b>Total Capital Expenditure - Standard</b>	<b>4,509</b>	<b>6,241</b>	<b>8,250</b>	<b>10,480</b>	<b>16,986</b>	<b>11,312</b>	<b>46,331</b>	<b>50,491</b>	<b>2,836</b>	<b>17,457</b>	<b>24,171</b>	<b>0</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>

WC024 Stellenbosch - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2011/12												Medium Term Revenue and Expenditure Framework			
	R thousand	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
<b>Cash Receipts By Source</b>													1			
Property rates	181,300	(638)	(480)	(3,549)	531	792	(1)	(312)	1,882	(28)	(22)	(277)	179,197	189,837	201,227	
Property rates - penalties & collection charges	189	192	209	219	153	205	201	204	205	207	207	162	2,351	2,469	2,592	
Service charges - electricity revenue	22,916	27,969	24,393	34,118	27,771	16,391	26,099	31,819	29,400	27,549	23,276	30,340	322,041	386,118	458,007	
Service charges - water revenue	5,089	4,040	4,677	4,627	6,898	2,029	6,133	6,906	6,710	6,907	6,143	7,429	67,587	71,639	75,934	
Service charges - sanitation revenue	35,236	1,205	835	747	1,046	1,254	817	880	769	866	790	1,044	45,489	49,777	54,470	
Service charges - refuse revenue	27,615	2	(104)	(8)	(88)	(92)	-	(45)	(4)	(14)	(105)	(58)	27,098	29,807	32,786	
Service charges - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Rental of facilities and equipment	933	970	959	935	935	917	861	892	884	892	878	929	10,986	11,688	12,341	
Interest earned - external investments	-	1,477	1,138	1,072	1,166	1,860	1,353	1,124	2,090	320	253	6,740	18,592	19,707	20,890	
Interest earned - outstanding debtors	299	306	299	617	462	435	480	465	290	350	257	297	4,555	4,816	5,093	
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fines	1,146	1,162	1,208	1,480	1,471	1,616	1,162	1,788	1,596	1,547	1,657	642	16,474	17,299	18,165	
Licences and permits	15	(84)	9	(59)	21	(8)	130	(922)	50	3	(87)	5,414	4,483	4,709	4,947	
Agency services	46	110	72	107	77	61	-	123	228	20	99	172	1,117	1,172	1,231	
Transfer receipts - operational	633	894	669	992	910	626	646	816	1,200	1,199	924	46,191	55,700	44,487	47,387	
Other revenue	14,379	1,785	1,268	1,542	1,268	1,268	11,811	1,268	16,191	1,319	1,268	(19,530)	33,836	35,612	37,491	
<b>Cash Receipts by Source</b>	<b>289,796</b>	<b>39,389</b>	<b>35,151</b>	<b>42,840</b>	<b>42,620</b>	<b>27,353</b>	<b>49,691</b>	<b>45,005</b>	<b>61,491</b>	<b>41,137</b>	<b>35,535</b>	<b>79,494</b>	<b>789,504</b>	<b>869,137</b>	<b>972,560</b>	
<b>Other Cash Flows by Source</b>																
Transfer receipts - capital	1,303	1,804	2,385	3,030	4,911	3,270	13,394	14,596	820	5,047	6,988	0	57,548	73,774	76,165	
Contributions recognised - capital & Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowing long term/refinancing	1,066	1,475	1,950	2,477	4,015	2,674	10,950	11,933	670	4,126	5,713	0	47,048	66,779	60,000	
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (Increase) in non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (increase) other non-current receivable:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Cash Receipts by Source</b>	<b>292,165</b>	<b>42,668</b>	<b>39,486</b>	<b>48,346</b>	<b>51,546</b>	<b>33,297</b>	<b>74,035</b>	<b>71,535</b>	<b>62,981</b>	<b>50,310</b>	<b>48,235</b>	<b>79,495</b>	<b>894,100</b>	<b>1,009,690</b>	<b>1,108,725</b>	
<b>Cash Payments by Type</b>																
Employee related costs	19,826	18,333	17,804	17,498	28,253	18,658	20,030	20,686	16,870	17,083	17,517	18,688	231,247	248,492	267,031	
Remuneration of councillors	992	1,002	995	1,007	984	1,017	1,017	1,223	1,000	999	1,009	1,004	12,249	12,984	13,763	
Collection costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest paid	0	0	0	0	0	1,976	0	0	0	0	0	5,421	7,400	11,827	12,536	
Bulk purchases - Electricity	-	30,192	29,701	15,660	15,728	15,306	14,230	11,890	12,229	13,464	11,880	35,149	205,428	266,763	328,489	
Bulk purchases - Water & Sewer	-	-	-	1,956	1,027	2,847	-	-	1,390	1,176	1,351	4,014	13,762	-	-	
Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Contracted services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants and subsidies paid - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants and subsidies paid - other	-	-	25	28	17	386	77	116	33	57	8	82	830	880	932	
General expenses	17,806	11,190	20,172	15,960	19,932	36,859	12,613	15,245	16,432	10,331	15,991	53,625	246,156	247,191	263,574	
<b>Cash Payments by Type</b>	<b>38,625</b>	<b>60,717</b>	<b>68,698</b>	<b>52,108</b>	<b>65,942</b>	<b>77,049</b>	<b>47,968</b>	<b>49,161</b>	<b>47,955</b>	<b>43,110</b>	<b>47,757</b>	<b>117,983</b>	<b>717,072</b>	<b>788,137</b>	<b>886,326</b>	
<b>Other Cash Flows/Payments by Type</b>																
Capital assets	4,509	6,241	8,250	10,480	16,986	11,312	46,331	50,491	2,836	17,457	24,171	0	199,066	202,196	210,249	
Repayment of borrowing	-	-	-	-	-	1,857	-	-	-	-	-	1,857	3,713	4,104	4,536	
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Cash Payments by Type</b>	<b>43,134</b>	<b>66,958</b>	<b>76,948</b>	<b>62,588</b>	<b>82,928</b>	<b>90,218</b>	<b>94,299</b>	<b>99,652</b>	<b>50,791</b>	<b>60,568</b>	<b>71,928</b>	<b>119,840</b>	<b>919,851</b>	<b>994,437</b>	<b>1,101,111</b>	
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>249,032</b>	<b>(24,290)</b>	<b>(37,462)</b>	<b>(14,242)</b>	<b>(31,382)</b>	<b>(56,921)</b>	<b>(20,264)</b>	<b>(28,117)</b>	<b>12,190</b>	<b>(10,258)</b>	<b>(23,693)</b>	<b>(40,345)</b>	<b>(25,751)</b>	<b>15,253</b>	<b>7,614</b>	
Cash/cash equivalents at the month/year begin	266,350	515,382	491,093	453,631	439,389	408,007	351,086	330,822	302,705	314,895	304,637	280,945	266,350	240,600	255,852	
Cash/cash equivalents at the month/year end	515,382	491,093	453,631	439,389	408,007	351,086	330,822	302,705	314,895	304,637	280,945	240,600	240,600	255,852	263,466	









WC024 Stellenbosch - Supporting Table SA35 Future financial implications of the capital budget

Vote Description	2011/12 Medium Term Revenue & Expenditure Framework			Forecasts			
	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Forecast 2014/15	Forecast 2015/16	Forecast 2016/17	Present value
<b>R thousand</b>							
<b>Capital expenditure</b>							
MUNICIPAL MANAGER	60	50	70				
PLANNING AND DEVELOPMENT	39,508	39,488	87,293				
COMMUNITY SERVICES	7,268	5,927	6,030				
	-	-	-				
ENGINEERING SERVICES	146,349	149,656	106,476				
PUBLIC SAFETY	2,856	1,710	5,740				
CORPORATE SERVICES	455	3,295	3,290				
	-	-	-				
FINANCIAL SERVICES	2,570	2,070	1,350				
	-	-	-				
	-	-	-				
	-	-	-				
	-	-	-				
	-	-	-				
<i>List entity summary if applicable</i>							
<b>Total Capital Expenditure</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>	-	-	-	-
<b>Future operational costs by vote</b>							
MUNICIPAL MANAGER							
PLANNING AND DEVELOPMENT							
COMMUNITY SERVICES							
ENGINEERING SERVICES							
PUBLIC SAFETY							
CORPORATE SERVICES							
FINANCIAL SERVICES							
<i>List entity summary if applicable</i>							
<b>Total future operational costs</b>	-	-	-	-	-	-	-
<b>Future revenue by source</b>							
Property rates							
Property rates - penalties & collection charges							
Service charges - electricity revenue							
Service charges - water revenue							
Service charges - sanitation revenue							
Service charges - refuse revenue							
Service charges - other							
Rental of facilities and equipment							
<i>List other revenues sources if applicable</i>							
<i>List entity summary if applicable</i>							
<b>Total future revenue</b>	-	-	-	-	-	-	-
<b>Net Financial Implications</b>	<b>199,066</b>	<b>202,196</b>	<b>210,249</b>	-	-	-	-

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information	
							Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal
Parent municipality:													
List all capital projects grouped by Municipal Vote													
				Examples	Examples								
Municipal Manager	Furniture, Tools and Equipment - Municipal Manager	pj-08-0027 a	F	MISCF/CABNT/CHAIR/TABLE		180			60	50	70		0
Planning and Development	Furniture, Tools and Equipment - Planning and Development	pj-08-0027 b	F	MISCF/CABNT/CHAIR/TABLE		140			70	70	-		0
Planning and Development	Groendal Resource Centre	pj-07-0064	C	PUBCN		1,310			750	270	290		11
Planning and Development	Upgrading of Office Space - Reception Areas	pj-08-0004	F	OFBLD		200			200	-	-		0
Planning and Development	Upgrading of Municipal Halls - Stellenbosch Town Hall	pj-08-0009	F	COMC		100			-	100	-		0
Planning and Development	Wemmershoek Community Hall	pj-08-0216	C	COMC		500			-	500	-		0
Planning and Development	Klapmuts Community Centre	pj-09-0045	C	COMC		1,450			1,200	250	-		0
Planning and Development	Structural Improvements: Flats	pj-09-0051	A	PUBCN		4,800			1,800	1,500	1,500		0
Planning and Development	Structural improvements: Historic Buildings	pj-09-2147	A	COMC		600			600	-	-		9
Planning and Development	Mooiwater Youth Centre	pj-09-2148	C	PUBCN		350			250	100	-		0
Planning and Development	Triangle Site Franschoek- Development	pj-09-2149	A	PUBCN		50			50	-	-		0
Planning and Development	Upgrading of Informal traders area: Franschoek	pj-09-2150	A	PUBCN		500			-	250	250		0
Planning and Development	La Motte Sport Clubhouse	pj-09-2151	C	RECR		360			60	150	150		0
Planning and Development	Wemmershoek Sport Clubhouse	pj-09-2152	C	RECR		360			60	150	150		0
Planning and Development	Kayamandi: Parking for Corridor	pj-09-2154	A	CPARK		1,000			-	1,000	-		0
Planning and Development	New Office space	pj-09-2155	A	OFBLD		42,200			1,200	1,000	40,000		0
Planning and Development	Replacement of air-conditions: General	pj-09-2156	A	AIRC		200			-	100	100		0
Planning and Development	Rhenish Complex: Re development Strategy/ implementation Plan	pj-09-2157	A	COMC		800			300	500	-		0
Planning and Development	Restoration: Historic Building: Pniel	pj-09-2158	E	COMC		300			-	200	100		0
Planning and Development	Structural Improvements: General	pj-10-0001	A	OFBLD		600			400	100	100		0
Planning and Development	Corporate communication signs	pj-03-0113	F	GENPL		100			-	50	50		0
Planning and Development	Planning: Jonkershoek and Meerlust	pj-09-0052	E	COMC		100			-	50	50		0
Planning and Development	Capital requirements related to the appointment of new personnel as per organogram	pj-03-0162	F	GENPL		185			85	100	-		0
Planning and Development	Furniture, Tools & Equipment - Property Management	pj-08-0006	F	GENPL		200			-	100	100		0
Planning and Development	Housing: The Steps/Orlean Lounge	pj-09-0123	A	HSCM		1,340			1,340	-	-		1
Planning and Development	Housing: Vlotenburg Longlands	pj-09-2137	A	HSCM		3,180			3,180	-	-		1
Planning and Development	Housing: Klapmuts 342 (Municipal)/ Erf 1336	pj-09-2138	A	HSCM		45,828			12,182	13,648	19,998		1
Planning and Development	Housing: Jamestown Farm 527	pj-09-2139	A	HSCM		13,320			4,320	9,000	-		1
Planning and Development	Housing: Kayamandi Watergang Phase 2	pj-09-2140	A	HSCM		13,012			6,512	6,500	-		1
Planning and Development	Housing: Idas Valley, Lindida 1	pj-09-2141	A	HSCM		19,695			-	-	19,695		1
Planning and Development	Housing: Idas Valley, Erf 11330	pj-09-2142	E	HSCM		130			130	-	-		1
Planning and Development	Housing: Kylemore	pj-09-2143	E	HSCM		120			120	-	-		1
Planning and Development	Housing: La Motte	pj-09-2144	E	HSCM		500			500	-	-		1
Planning and Development	Kayamandi infill- Basic Services	pj-09-2145	E	HSCM		440			440	-	-		1
Planning and Development	Upgrading of Services: Langrug	pj-09-0072	A	HSCM		1,659			1,659	-	-		1
Planning and Development	Basic Services: Insitu Upgrading	pj-09-2237	A	HSCM		10,560			2,000	3,800	4,760		1
Planning and Development	Creation of housing demand Data Base	pj-09-0063	H	COMSW		100			100	-	-		0
Community Services	Koelenhof Sportsgrounds	pj-07-0002	A	OUTSP		200			-	200	-		6
Community Services	Sportsgrounds: Rural Sportsgrounds	pj-07-0158	A	OUTSP		600			300	300	-		6
Community Services	Van der Stel:Upgrading and extention of office building	pj-08-0159	A	OFBLD		150			150	-	-		6
Community Services	Cloetesville:Pop-up irrigation	pj-08-0162	A	IRRI		200			-	200	-		6
Community Services	Idas Valley:Pop-up irrigation	pj-08-0163	A	IRRI		150			-	150	-		6
Community Services	Radio's	pj-08-0208	F	PLANT		30			-	30	-		6
Community Services	Paving at Van der Stel	pj-09-2159	A	PAVE		750			750	-	-		6
Community Services	Resurface of tennis court	pj-09-2160	A	TENCT		150			-	150	-		6
Community Services	Installation of irrigation (rugby field) Van der Stel	pj-09-2161	A	IRRI		200			-	200	-		6
Community Services	Fencing tennis courts Van der Stel	pj-09-2162	A	FENCE		50			-	50	-		6
Community Services	Lanquedoc: Installation of drainage system	pj-09-2163	A	IRRI		300			300	-	-		6
Community Services	Installation of borehole in Wemmershoek	pj-09-2164	A	IRRI		150			150	-	-		6
Community Services	Installation of irrigation system at Klapmuts	pj-09-2165	A	IRRI		200			200	-	-		6
Community Services	Manufacture and install sight screens	pj-09-2166	A	OUTSP		60			-	60	-		6

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information	
							Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal
Parent municipality:													
Community Services	Idas Valley: Replacement of cricket pitch (B Field)	pj-09-2167	A	OUTSP		80			80	-	-		6
Community Services	Idas Valley: Replacement of cricket pitch ( A field)	pj-09-2167 a	A	OUTSP		80			-	80	-		6
Community Services	Purchasing of sports equipment	pj-09-2168	A	PLANT		20			20	-	-		6
Community Services	Installation of pre-paid meters at all fields	pj-09-2169	A	METW		450			150	150	150		6
Community Services	Kylemore: Fence around playing fields	pj-09-2170	A	FENCE		160			-	-	160		6
Community Services	Ward 17: Equipment at sport stadiums ( Jamestown & Raithby)	pj-10-0018 c	A	PLANT		145			145	-	-		6
Community Services	Furniture, Tools and Equipment - Community Services	pj-08-0027 c	F	MISCF/CABNT/CHAIR/TABLE		140			70	70	-		6
Community Services	Jan Marais Park: Eco centre/ Conference Facility	pj-09-2191 b	C	PARKS		150			150	-	-		10
Community Services	Jan Marais Park: Upgrade footpaths	pj-09-2191	C	PARKS		50			-	50	-		10
Community Services	Jan Marais Park: Interpretative Signage	pj-09-2191 a	C	PARKS		45			15	15	15		10
Community Services	Jan Marais Park: Building of a Medicinal Garden	pj-09-2191 d	C	PARKS		30			30	-	-		10
Community Services	Natural areas/ Plantations: Call for proposals	pj-09-2192	C	PARKS		200			-	200	-		10
Community Services	Plantations: Public Signage at all entrances to plantations	pj-09-2193	C	PARKS		40			20	20	-		10
Community Services	Plantations: Installation of fencing for access control at entrances of plantations	pj-09-2194	C	PARKS		110			80	30	-		10
Community Services	Jonkershoek Picnic Site: Upgrade Entrance Roads	pj-09-2195	C	PARKS		100			-	100	-		10
Community Services	Jonkershoek Picnic Site: Install bullet proof windows at kiosk	pj-09-2195 a	C	PARKS		20			20	-	-		10
Community Services	Jonkershoek Picnic Site: Installation of play equipment	pj-09-2195 b	C	PARKS		30			-	30	-		10
Community Services	Jonkershoek Picnic Site: Purchase Recycling Bins	pj-09-2190	C	PARKS		10			-	10	-		10
Community Services	Jan Marais Purchase Recycling Bins	pj-09-2191 c	C	PARKS		8			-	8	-		10
Community Services	The ridge Landscaping and amend irrigation system to an automated pop-up system	pj-08-0130	E	IRRIG		45			-	45	-		0
Community Services	Adam Tas Landscaping Phase 4 (Masterplan)	pj-08-0131 a	E	PARKS		50			50	-	-		0
Community Services	R44 Landscaping Phase 4 (Masterplan)	pj-08-0134 a	E	PARKS		150			150	-	-		0
Community Services	Kylemore entrance landscaping and automated irrigation system	pj-08-0135	E	PARKS		30			30	-	-		0
Community Services	Lanquedoc Entrance Landscaping & automated irrigation system	pj-08-0136	E	PARKS		20			-	20	-		0
Community Services	Restoration of 1x propagation greenhouse	pj-08-0147 a	E	PARKS		200			200	-	-		0
Community Services	Head office Plein street: Landscaping	pj-09-0049	E	PARKS		20			-	20	-		0
Community Services	Landscaping of cnr Merriman/ R44	pj-09-2183	E	PARKS		20			-	20	-		0
Community Services	Landscaping: Cnr of Flamingo street & Oude Libertas	pj-09-2184	E	PARKS		30			30	-	-		0
Community Services	Idasvalley Entrance: Replacement of hard landscaping & extension of gardens	pj-09-2185	E	PARKS		25			25	-	-		0
Community Services	Landscape upgrade of Mark Street	pj-09-2186	E	PARKS		30			-	30	-		0
Community Services	Building of a hardening- off area at the Nursery	pj-09-2187	E	PARKS		40			-	40	-		0
Community Services	Re-landscaping of Burgerhuys Gardens	pj-09-2188	E	PARKS		10			-	10	-		0
Community Services	Ward 10: Beautification entrance to Rietenbosch Primary school	pj-10-0011 b	E	PARKS		35			35	-	-		0
Community Services	Beautification of main streets and tourist routes in the Greater Stellenbosch area	pj-03-0030	E	PARKS		100			100	-	-		0
Community Services	Specialised Equipment and vehicles: Urban Greening	pj-09-2239	C	VEHTK		2,300			400	400	1,500		13
Community Services	Ward 13: Upgrade of parks	pj-10-0014 a	C	PARKS		35			35	-	-		13
Community Services	Develop park in Wemmershoek	pj-07-0029	C	PARKS		890			-	430	460		13
Community Services	Play equipment La Motte	pj-07-0031	C	PARKS		100			-	50	50		13
Community Services	Parks Cloetesville	pj-08-0149	C	PARKS		550			100	212	238		13
Community Services	Upgrade Parks Klapmuts	pj-08-0153	C	PARKS		120			-	60	60		13
Community Services	Install benches in all parks	pj-08-0154	C	PARKS		89			-	43	46		13
Community Services	Install new public friendly info boards on all parks	pj-08-0155	C	PARKS		80			-	60	20		13
Community Services	Rivers outdoor classroom	pj-08-0175	C	LAKES		100			-	100	-		13
Community Services	Signage	pj-08-0177	C	TSIGN		66			-	32	34		13
Community Services	Upgrade Parks Jamestown	pj-09-2173	C	PARKS		100			100	-	-		13
Community Services	Landscaping of 6 River Banks	pj-09-2174	C	PARKS		650			200	212	238		13
Community Services	Upgrade park in Pniel	pj-09-2175	C	PARKS		890			-	430	460		13
Community Services	Develop Parks Kayamandi	pj-09-2176	C	PARKS		400			100	200	100		13
Community Services	Landscaping of POS-Stiebeuel river	pj-09-2177	C	PARKS		100			-	50	50		13
Community Services	Play equipment Stiebeuel River	pj-09-2178	C	PARKS		100			-	50	50		13
Community Services	Formalise walkway along Plankenbrug river	pj-09-2179	C	PARKS		200			-	100	100		13
Community Services	Lighting along paths at Stiebeuel River	pj-09-2180	C	PARKS		100			-	100	-		13
Community Services	Ward 1: Street Furniture for park	pj-10-0002 a	C	PARKS		45			45	-	-		13
Community Services	Ward 1: Rehabilitation of Stiebeuelriver	pj-10-0002 c	C	PARKS		60			60	-	-		13
Community Services	Ward 3: Parks apparatus & Benches	pj-10-0004 a	C	PARKS		75			75	-	-		13

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information		
							Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal	
R thousand														
Parent municipality:														
Community Services	Ward 4: Upgrade of Parks	pj-10-0005 a	C	PARKS		85			85	-	-			13
Community Services	Ward 5: Parks apparatus & Benches	pj-10-0006 a	C	PARKS		75			75	-	-			13
Community Services	Ward 8: Upgrading and Beautify riverbanks- Eerste river)	pj-10-0007 a	C	PARKS		145			145	-	-			13
Community Services	Ward 6: Upgrading Parks (Irene & Tennantville)	pj-10-0007 c	C	PARKS		95			95	-	-			13
Community Services	Ward 7: Rehabilitation Eersteriver	pj-10-0008 d	C	PARKS		30			30	-	-			13
Community Services	Ward 10: Upgrading of Waaierpalm park	pj-10-0011 a	C	PARKS		80			80	-	-			13
Community Services	Ward 11: Street furniture for parks	pj-10-0012 a	C	PARKS		80			80	-	-			13
Community Services	Ward 12: Park Furniture	pj-10-0013 b	C	PARKS		25			25	-	-			13
Community Services	Ward 14: Upgrade of parks	pj-10-0015 b	C	PARKS		60			60	-	-			13
Community Services	Ward 15: Upgrade of Parks	pj-10-0016 b	C	PARKS		30			30	-	-			13
Community Services	Ward 18: Upgrade of parks	pj-10-0019 e	C	PARKS		60			60	-	-			13
Community Services	Ward 19: Upgrade of Klappmuts Library	pj-10-0020 b	C	PARKS		145			145	-	-			13
Community Services	Specialised Equipment and vehicles: Parks & Rivers	pj-09-2240	C	VEHTK		1,900			400	-	1,500			13
Community Services	Electronic Records System	pj-09-2172	F	COMSW		26			26	-	-			19
Community Services	Upgrade Cemeteries	pj-04-0091	A	CEMET		100			100	-	-			19
Community Services	Cemetery - Onderpapegaaiberg: Fencing	pj-06-0082	A	CEMET		250			50	100	100			19
Community Services	Extentions of cemeteries infrastructure	pj-08-0178	A	CEMET		1,400			400	500	500			19
Community Services	Pniel Library: Upgrade of lights	pj-08-0194	C	OFBLD		10			10	-	-			0
Community Services	Furniture, Tools and Equipment- Library	pj-08-0027 k	C	MISCF/CABNT/CHAIR/TABLE		438			178	120	140			0
Community Services	Kayamandi & Franschoek Libraries- Airconditioner	pj-09-2182	C	AIRCN		130			30	40	60			0
Community Services	Security System at 6 libraries	pj-08-0184	C	SECUR		350			-	350	-			0
Community Services	Book detector systems at 2 libraries (Idas Valley & Cloetesville)	pj-09-2181	C	COMSW		350			350	-	-			0
Community Services	F/hoek Youth House, grounds development and refurbishment	pj-09-2171	C	OFBLD		400			400	-	-			8
Community Services	Furniture: Halls - Facilities & Amenities	pj-08-0199	C	MISCF/CABNT/CHAIR/TABLE		50			50	-	-			0
Public Safety	Onboard Computer monitors	pj-09-2198	D	COMHW		100			-	100	-			0
Public Safety	Municipal Court	pj-09-0109	H	BUILD		1,100			500	300	300			24
Public Safety	Upgrading Office Building	pj-09-2202	F	OFBLD		100			100	-	-			15
Public Safety	1 LDV (Bakkie)	pj-09-2200	D	VEHTK		240			-	240	-			15
Public Safety	Grade A testing yard	pj-09-2201	D	OFBLD		1,400			-	200	1,200			15
Public Safety	AARTO Compliance- 12 Printers	pj-09-2205	D	COMHW		20			20	-	-			15
Public Safety	VTS-Non Compliance- Scuff Guard	pj-09-2203 a	D	COMHW		16			16	-	-			15
Public Safety	VTS-Non Compliance- Play Detector	pj-09-2203 b	D	COMHW		34			34	-	-			15
Public Safety	iPas (Accident Data capturing) 2 printers & 1 Scanner	pj-09-2204	D	COMHW		70			70	-	-			15
Public Safety	Deploy computerized security systems and CCTV at municipal buildings in Greater Stellenbosch	pj-02-0491	D	SECUR		300			150	150	-			2
Public Safety	Perimeter Clock System Phase 2	pj-08-0073	D	SECUR		80			40	40	-			2
Public Safety	CCTV cameras in Greater Stellenbosch	pj-04-0015	D	SECUR		600			300	300	-			2
Public Safety	Law Enforcement Equipment	pj-09-0028	D	EOTRF		20			10	10	-			2
Public Safety	Furniture, Tools and Equipment - Municipal Court	pj-08-0027 e	D	MISCF/CABNT/CHAIR/TABLE		140			70	70	-			2
Public Safety	26 Bicycles	pj-09-2206 a	D	MISCF		26			26	-	-			2
Public Safety	1x Tonne LDV Police Van	pj-09-2206 b	D	VEHTK		180			-	-	180			2
Public Safety	2x Sedan Vehicles	pj-09-2206 c	D	VEH		230			-	-	230			2
Public Safety	1x 10 Seater Minibus	pj-09-2207 a	D	VEHBS		330			-	-	330			2
Public Safety	Satellite fire station at Klappmuts	pj-07-0046	D	FIRES		3,100			300	300	2,500			15
Public Safety	Revamping of single quarters at Stellenbosch fire station	pj-07-0048	D	OFBLD		100			100	-	-			15
Public Safety	Rescue tools	pj-07-0062	D	FIREE		100			100	-	-			15
Public Safety	10 Mobile Radios	pj-09-2208 a	D	PLANT		120			120	-	-			15
Public Safety	5 Base Radios	pj-09-2208 b	D	PLANT		100			100	-	-			15
Public Safety	2 Light Fire Engines + Rescue Vehicle	pj-09-2209	D	VEHFE		500			500	-	-			15
Public Safety	Overhaul of FMC Fire Engine	pj-09-2211	D	VEHFE		300			300	-	-			15
Public Safety	1 Light Pumper	pj-09-2212	D	HOSEF		1,000			-	-	1,000			15
Engineering Services	Upgrade buildings - Beltana	pj-08-0083	A	MUNB		500			500	-	-			0
Engineering Services	Upgrade GIS	pj-07-0176	F	COMSW		400			400	-	-			0
Engineering Services	Small Capital: FTE Civil Engineering Services	pj-07-0209fa	F	MISCF		100			50	50	-			0

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R thousand													
Parent municipality:													
Engineering Services	Furniture, Tools and Equipment- Engineering Services	pj-08-0027 l	F	MISCF/CABNT/CHAIR/TABLE		120			50	70	-		0
Engineering Services	Reservoirs and dam safety	pj-03-0120	A	TANKW		1,050			450	600	-		20
Engineering Services	Bulk service upgrading : Franschhoek	pj-04-0002 a	A	SUPRW		2,500			1,000	1,500	-		20
Engineering Services	Bulk water supply Improvements	pj-07-0086	A	SUPRW		2,000			1,000	1,000	-		20
Engineering Services	Idas Valley filtration plant: New filterbeds	pj-07-0089	A	MAINW		900			-	900	-		20
Engineering Services	Upgrade bulk water meters	pj-07-0090	A	METW		1,000			500	500	-		20
Engineering Services	Reservoir - Jamestown	pj-09-0165	A	TANKW		4,000			4,000	-	-		20
Engineering Services	Reservoir- Paradykskloof	pj-09-2238	A	TANKW		4,000			4,000	-	-		0
Engineering Services	Waterpipe replacement	pj-02-0146	A	SUPRW		4,000			2,000	2,000	-		20
Engineering Services	Water telemetry	pj-03-0153	A	METW		500			200	300	-		20
Engineering Services	Bulk Water Infrastructure- Planning & Development	pj-09-2221	A	MAINW		4,000			-	4,000	-		20
Engineering Services	Water Master Plan implementation - Municipal Area	pj-06-0001	A	MAINW		2,000			1,000	1,000	-		20
Engineering Services	Small Capital: FTE Water Filtration Paradykskloof	pj-07-0209fc	A	MISCF/CABNT/CHAIR/TABLE		100			50	50	-		20
Engineering Services	Basic water programme : Water sources	pj-02-0197	A	MAINW		150			-	150	-		20
Engineering Services	Bulk Watermain: Idasvalley to Cloetesville	pj-09-2231	A	MAINW		16,400			400	16,000	-		20
Engineering Services	Design and Construction of New Reservoir: Klapmuts	pj-09-2232	A	TANKW		2,400				400	2,000		20
Engineering Services	Water Servc Development Plan: Upgrde and impl.	pj-09-2233	A	SUPRW		400					400		20
Engineering Services	Upgrade Waste Water Treatment Works (Franschhoek) Phase 1	pj-07-0077	A	PURWK		1,800			1,800	-	-		16
Engineering Services	Refurbishment of Stellenbosch Waste Water Treatment Works	pj-07-0083	A	PURWK		75,000			22,000	38,000	15,000		16
Engineering Services	Sewerpipe upgrade and replacement	pj-09-0148	A	PIPE		4,500			1,500	1,500	1,500		16
Engineering Services	Upgrading of 375mm mainline sewerage	pj-06-0010	A	SEWER		1,400			600	800	-		16
Engineering Services	Sewerage Master Plans Implementation	pj-07-0149	A	SEWER		3,000			1,000	1,000	1,000		16
Engineering Services	Water Services Development Plan Upgrade and Implementation	pj-07-0150	A	PURWK		300			-	300	-		16
Engineering Services	Upgrade Waste Water Treatment Works Wemmershoek	pj-09-0173	A	PURWK		83,235			27,179	25,480	30,576		16
Engineering Services	Upgrade pump stations	pj-07-0075	A	SPUMP		750			-	750	-		16
Engineering Services	La Motte Decommission	pj-08-0084	A	PURWK		500			-	500	-		16
Engineering Services	Civil Works	pj-09-0167	A	SEWER		1,678			1,678	-	-		16
Engineering Services	Specialized vehicles: Sewerage network	pj-07-0151 b	A	VEHTK		500			500	-	-		16
Engineering Services	Small Capital : FTE Sewerage & Purification	pj-07-0209fg	A	MISCF/CABNT/CHAIR/TABLE		50			50	-	-		16
Engineering Services	Waste Water Treatment Works: Klapmuts	pj-09-2228	A	PURWK		1,000			-	-	1,000		16
Engineering Services	Decommission Franschhoek WWTW	pj-09-2229	A	PURWK		250			-	-	250		16
Engineering Services	Upgrade of WWTW at Pniel- Design & Supervision	pj-09-2230	A	PURWK		200			-	-	200		16
Engineering Services	S78 Investigation	pj-07-0201	A	TIPST		350			-	350	-		14
Engineering Services	Hopper systems	pj-06-0017	A	VEHCT		300			-	300	-		14
Engineering Services	Transfer Station	pj-06-0018	A	TIPST		8,000			-	2,500	5,500		14
Engineering Services	Small Plant Item	pj-08-0089	A	GENPL		20			20	-	-		14
Engineering Services	Specialized vehicles: Solid Waste Management	pj-07-0151 i	A	VEHTK		2,000			2,000	-	-		14
Engineering Services	Refuse disposal site	pj-07-0101	A	TIPST		5,000			5,000	-	-		14
Engineering Services	Refuse disposal site (Permit Compliance)	pj-07-0101 a	A	TIPST		2,000			2,000	-	-		14
Engineering Services	Refuse disposal site (New Cell)	pj-07-0101 b	A	TIPST		22,000			22,000	-	-		14
Engineering Services	Refuse drop-off facilities	pj-07-0103	A	BULKB		3,000			-	3,000	-		14
Engineering Services	Refuse recycling sorting centre	pj-07-0104	A	TIPST		3,000			-	-	3,000		14
Engineering Services	Transfer station La Motte	pj-09-0147	A	TIPST		2,500			-	2,500	-		14
Engineering Services	Refuse Bins for parks and public open spaces	pj-08-0119	A	HHREF		100			-	100	-		7
Engineering Services	Mini Waste drop-off facilities at informal settlements	pj-09-0018	A	BULKB		6,500			-	6,500	-		14
Engineering Services	Notice Boards WC 024	pj-08-0118	A	GENPL		100			-	100	-		14
Engineering Services	Specialised vehicle - cleansing	pj-09-0022	A	VEHTK		300			-	300	-		14
Engineering Services	Wheely bins	pj-05-0085	A	HHREF		1,000			500	500	-		14
Engineering Services	Ward 6: Cleansing projects	pj-10-0007 b	A	HHREF		50			50	-	-		7
Engineering Services	Depot Improvements and Planning	pj-09-0154	F	WRKSH		600			-	200	400		4
Engineering Services	Traffic calming projects	pj-02-0409	A	ROADS		1,000			-	500	500		4
Engineering Services	Traffic Calming: Improve visibility of existing measures	pj-09-0155	A	ROADS		750			250	250	250		4
Engineering Services	Traffic Calming: Jamestown	pj-09-0156	A	ROADS		250			250	-	-		4
Engineering Services	Ward 4: Traffic & Pedestrian Safety projects- Gousblom street	pj-10-0005 b	A	FOOTW		60			60	-	-		4
Engineering Services	Ward 10: Traffic & Pedestian Safety project- Fortuin street	pj-10-0011 c	A	FOOTW		30			30	-	-		4

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Parent municipality:													
Engineering Services	Ward 13: Traffic & Pedestrian Safety Projects	pj-10-0014 c	A	FOOTW		30			30	-	-		4
Engineering Services	Ward 15: Traffic & Pedestrian Safety projects	pj-10-0016 a	A	FOOTW		85			85	-	-		4
Engineering Services	Traffic Signal Control: WC024 (SCOOT)	pj-09-0158	A	TSIGN		2,350			500	600	1,250		4
Engineering Services	Traffic signal control: Upgrading of signal lights	pj-09-0159	A	TRLIT		1,400			400	500	500		4
Engineering Services	NMT upgrade	pj-09-2216	A	TRLIT		4,000			-	2,000	2,000		4
Engineering Services	NMT Bird Street	pj-09-2218	A	TRLIT		3,800			-	1,900	1,900		4
Engineering Services	Ward 3: Traffic & Pedestrian Safety projects	pj-10-0004 b	A	FOOTW		70			70	-	-		4
Engineering Services	Ward 5: Traffic & pedestrian Safety projects	pj-10-0006 b	A	FOOTW		70			70	-	-		4
Engineering Services	Ward 7: Traffic & Pedestrian Safety Projects	pj-10-0008 a	A	FOOTW		85			85	-	-		4
Engineering Services	Ward 9: Traffic & pedestrian Safety projects- Rouquit Street	pj-10-0010 a	A	FOOTW		145			145	-	-		4
Engineering Services	Ward 11: Traffic & Pedestrian Safety Projects	pj-10-0012 b	A	FOOTW		65			65	-	-		4
Engineering Services	Ward 12: Traffic & Pedestrian Safety Projects	pj-10-0013 a	A	FOOTW		120			120	-	-		4
Engineering Services	Ward 14: Traffic & Pedestrian Safety projects	pj-10-0015 a	A	FOOTW		85			85	-	-		4
Engineering Services	Ward 21: NMT projects	pj-10-0022	A	TRLIT		145			145	-	-		4
Engineering Services	Ward 22: NMT projects	pj-10-0023	A	TRLIT		145			145	-	-		4
Engineering Services	Directional Information Signage	pj-09-0157	A	TSIGN		1,400			400	500	500		4
Engineering Services	Specialised Vehicles: Traffic Signal Maintenance	pj-09-0160	A	VEH		450			150	150	150		4
Engineering Services	Specialised vehicles: Roads and signs Maintenance	pj-09-0161	A	VEHTK		900			300	400	200		4
Engineering Services	Roads Signs Management System	pj-09-0162	A	TSIGN		750			250	250	250		4
Engineering Services	Ward 16: Upgrade walkways next to Piet Retief Street	pj-10-0017 a	A	FOOTW		145			145	-	-		4
Engineering Services	Traffic Management Improvement Programme	pj-02-0405	A	TRLIT		1,500			500	500	500		4
Engineering Services	Traffic Improvement Programme	pj-07-0155	A	TRLIT		1,300			300	450	550		4
Engineering Services	Traffic Signal Implementation: Merriman & Bosman	pj-09-2222	A	TSIGN		650			-	-	650		4
Engineering Services	Traffic Signal Implementation: R304 & Welgevonden	pj-09-2223	A	TSIGN		650			-	-	650		4
Engineering Services	Intersection improvement: R44 & Van Rheede	pj-09-2224	A	TRISL		625			-	-	625		4
Engineering Services	Intersection improvement: R44 & Merriman	pj-09-2225	A	TRISL		625			-	-	625		4
Engineering Services	Intersection improvement: R44 & R310 & Alaxander street	pj-09-2226	A	TRISL		500			-	-	500		4
Engineering Services	Traffic Circles on Main Road (x2): Franschoek	pj-09-2227	A	TRISL		1,250			-	-	1,250		4
Engineering Services	Ward 18: Traffic & Pedestrian Safety Projects	pj-10-0019 f	A	FOOTW		45			45	-	-		4
Engineering Services	Stormwater projects	pj-02-0339	A	SWDRN		1,500			500	500	500		16
Engineering Services	Reconstruction of roads	pj-02-0397	A	ROADS		6,000			2,000	2,000	2,000		16
Engineering Services	River rehabilitation	pj-03-0133	A	SWDRN		2,200			600	800	800		16
Engineering Services	Upgrade gravel roads	pj-07-0095	A	ROADS		1,500			400	500	600		16
Engineering Services	Flood prevention projects	pj-09-0009	A	SWDRN		600			200	200	200		16
Engineering Services	Transport Facilities	pj-09-0010	A	TAXIW		1,000			-	-	1,000		16
Engineering Services	Structural Improvements (parking)	pj-09-0011	A	OFBLD		1,100			300	300	500		16
Engineering Services	Upgrade Roads: Klapmuts	pj-09-0096	A	ROADS		4,276			2,776	500	1,000		16
Engineering Services	Upgrading Main Roads and Streets	pj-09-0149	A	ROADS		5,000			1,000	2,000	2,000		16
Engineering Services	Upgrading Marais Street	pj-09-2213 a	A	ROADS		2,000			-	-	2,000		16
Engineering Services	Upgrading Martinson Street	pj-09-2213 b	A	ROADS		2,000			-	-	2,000		16
Engineering Services	Upgrading Banhoek Street	pj-09-2213 c	A	ROADS		2,000			-	-	2,000		16
Engineering Services	Franschoek Transport Master plan	pj-09-2217	A	ROADS		400			-	200	200		16
Engineering Services	Pedestrian in Church Street	pj-09-2219	A	FOOTW		2,500			-	500	2,000		16
Engineering Services	Pedestrian and cycle paths	pj-02-0424	A	FOOTW		2,000			400	600	1,000		16
Engineering Services	Major roads	pj-04-0006	A	MOTWY		3,542			3,542	-	-		16
Engineering Services	Construction of River Road Pniel	pj-07-0096	A	ROADS		2,000			-	-	2,000		16
Engineering Services	Specialized equipment (small plant)	pj-09-0016	A	GENPL		350			100	100	150		16
Engineering Services	Construction of Tar sidewalks	pj-09-0151	A	FOOTW		650			150	250	250		16
Engineering Services	Specialized vehicles: Roads	pj-07-0151 j	A	VEHTK		900			300	300	300		16
Engineering Services	Stormwater Master Plan implementation	pj-02-0335	A	SWDRN		3,500			1,000	1,000	1,500		16
Engineering Services	Storm water master plan update	pj-07-0092	A	SWDRN		900			300	300	300		16
Engineering Services	Comprehensive Integrated transport Master plan	pj-09-0017	A	GENPL		1,596			396	600	600		16
Engineering Services	Public transport	pj-08-0085	A	TAXIW		1,500			500	500	500		16
Engineering Services	Ward 7: Streetlighting Lovers' Lane by Koloniesland	pj-10-0008 b	A	STLIT		30			30	-	-		0
Engineering Services	Ward 18: Streetlights Stellenbosch kloof pad	pj-10-0019 d	A	STLIT		45			45	-	-		0

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information	
							Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal
R thousand													
Parent municipality:													
Engineering Services	Small Capital: FTE Electrical Engineering Services	pj-07-0209da	F	MISCF/CABNT/CHAIR/TABLE		97			97	-	-		0
Engineering Services	Ward 13: Streetlights	pj-10-0014 b	A	STLIT		80			80	-	-		0
Engineering Services	Merriman Z to Langenhoven 3rd Feeder (ND 24)	pj-09-2234	A	SUPRE		1,000			-		1,000		0
Engineering Services	C:loetesville- Curry 5th & 6th Feeder	pj-09-2235	A	SUPRE		3,500			-		3,500		0
Engineering Services	Denneoord 11kV Switchgear replacement	pj-09-2236	A	SWGR		1,900			-		1,900		0
Engineering Services	General system improvements	pj-02-0265	A	COMSW		6,000		2,000	2,000	2,000			0
Engineering Services	Upgrade Telemetry	pj-02-0291	A	METE		250		250	-	-			0
Engineering Services	Low voltage lines upgrading: Huguenot/Post Office	pj-04-0043	A	SUPRE		450		450	-	-			0
Engineering Services	Street lighting: Lighting at entrance to Kylemore	pj-05-0013	A	STLIT		1,000		-	-	1,000			0
Engineering Services	Replace protection relays	pj-06-0027	A	MAINE		500		250	250	-			0
Engineering Services	Tindal 11kV switchgear replacement (NR 7)	pj-07-0112	A	SWGR		1,230		-	1,230	-			0
Engineering Services	La Colline 11kV switchgear replacement (NR 14)	pj-07-0127	A	SWGR		966		966	-	-			0
Engineering Services	Tortelduif 11kV switchgear replacement (NR 15)	pj-07-0128	A	SWGR		966		966	-	-			0
Engineering Services	Sonneblom 11kV switchgear replacement (NR 18)	pj-07-0131	A	SWGR		1,160		-	1,160	-			0
Engineering Services	Krige 11kV switchgear replacement (NR 19)	pj-07-0132	A	SWGR		1,160		-	1,160	-			0
Engineering Services	Marais Park 11kV switchgear replacement (NR 20)	pj-07-0133	A	SWGR		1,160		1,160	-	-			0
Engineering Services	Kromrivier 11kV switchgear replacement (NR 21)	pj-07-0134	A	SWGR		1,353		-	1,353	-			0
Engineering Services	Lang street 11kV switchgear replacement (NR 22)	pj-07-0135	A	SWGR		960		960	-	-			0
Engineering Services	Coetzenburg 11kV switchgear replacement (NR 23)	pj-07-0136	A	SWGR		1,160		-	1,160	-			0
Engineering Services	Lower Dorp 11kV switchgear replacement (NR 24)	pj-07-0137	A	SWGR		879		879	-	-			0
Engineering Services	Markotter- University 66kV cable (ND 14) Phase 2	pj-07-0144	A	SUPRE		9,548		9,548	-	-			0
Engineering Services	System Control Centre	pj-08-0057	A	MAINE		2,000		1,000	1,000	-			0
Engineering Services	Watergang supply cable (ND17)	pj-08-0058	A	SUPRE		2,477		-	2,477	-			0
Engineering Services	Huguenote RMU (ND39)	pj-08-0059	A	SUPRE		806		806	-	-			0
Engineering Services	Karendal Switchgear (NR25)	pj-08-0061	A	SWGR		1,216		-	1,216	-			0
Engineering Services	Unie Park Switchgear (NR26)	pj-08-0062	A	SWGR		1,546		1,546	-	-			0
Engineering Services	Suidwal: Mainsub switchgear replacement	pj-09-0163	A	SWGR		1,200		1,200	-	-			0
Engineering Services	Energy balancing between metering and mini-sub	pj-05-0042	A	LOADC		250		250	-	-			0
Engineering Services	Meter Panels	pj-06-0034	A	METE		600		300	300	-			0
Engineering Services	Automatic Meter Reader	pj-04-0021	A	METE		1,000		500	500	-			0
Engineering Services	Replace Ineffective Meters	pj-05-0008	A	METE		1,000		500	500	-			0
Engineering Services	Bulk Electricity Infrastructure Expansion	pj-11-0001	A	COMSW		3,000		-	3,000	-			0
Strategic and Corporate Services	Implementation of ward based plans	pj-08-0117	H	GENPL		6,380		-	3,190	3,190			0
Strategic and Corporate Services	Ward 20: Ward Allocation	pj-10-0021	H	GENPL		145		145	-	-			0
Strategic and Corporate Services	Ward 2: Noticeboards La Motte & Mooiwater	pj-10-0003 a	H	TSIGN		10		10	-	-			0
Strategic and Corporate Services	Archives Development	pj-06-0039	F	OFBLD		205		180	25	-			0
Strategic and Corporate Services	Ward 1: Furniture, Tools & Equipment	pj-10-0002 b	H	MISCF/CABNT/CHAIR/TABLE		40		40	-	-			0
Strategic and Corporate Services	Furniture, Tools and equipment - Corporate Services	pj-08-0027 d	F	MISCF/CABNT/CHAIR/TABLE		230		70	70	90			0
Strategic and Corporate Services	Training equipment	pj-09-2196	F	PLANT		30		10	10	10			0
Financial Services	Plant, machinery and equipment - Financial Services	pj-07-0152	F	PLANT		500		-	-	500			0
Financial Services	Furniture, tools & equipment - Expenditure < R10 000	pj-08-0027	F	MISCF/CABNT/CHAIR/TABLE		240		70	70	100			0
Financial Services	Upgrading of Financial Management Systems and Modules	pj-07-0172	G	COMSW		1,250		500	-	750			0
Financial Services	Purchasing and replacement of new computer systems, equipment, software, etc.	pj-02-0499	F	COMHW		3,000		1,500	1,500	-			0
Financial Services	Telephone systems	pj-09-0145	F	GENPL		1,000		500	500	-			0
<b>Total Capital expenditure</b>									<b>199,066</b>	<b>202,196</b>	<b>210,249</b>	<b>2</b>	
Entities: <i>List all capital projects grouped by Entity</i>													
Entity A Water project A													
Entity B													

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project  R thousand	Program/Project description	Project number	IDP Goal code 3.	Asset Class 4.	Asset Sub-Class 4.	Total Project Estimate	Prior year outcomes		2011/12 Medium Term Revenue & Expenditure Framework			Project information	
							Audited Outcome 2009/10	Current Year 2010/11 Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14	Ward location	New or renewal
Parent municipality: Electricity project B													
<b>Total Capital expenditure</b>									-	-	-		

- References
1. Must reconcile with Budgeted Capital Expenditure
  2. Must reconcile with table A34
  3. As per Table A6
  4. As per Table 34



WC024 Stellenbosch - Supporting Table SA37 Projects delayed from previous financial year/s

Municipal Vote/Capital project	Project name	Project number	Asset Class 3.	Asset Sub-Class 3.	Previous target year to complete	Current Year 2010/11		2011/12 Medium Term Revenue & Expenditure Framework		
						Original Budget	Full Year Forecast	Budget Year 2011/12	Budget Year +1 2012/13	Budget Year +2 2013/14
					R thousand					Year
<b>Parent municipality:</b>										
<i>List all capital projects grouped by Municipal Vote</i>										
			<i>Examples</i>	<i>Examples</i>						
Engineering Services	Upgrade Waste Water Treatment Works (Franschhoek) Phase 1	pj-07-0077				7,000	5,200	1,800		
Engineering Services	Refurbishment of Stellenbosch Waste Water Treatment Works	pj-07-0083				23,500	5,500	18,000		
Engineering Services	Civil Works	pj-09-0167				6,500	5,500	1,000		
Engineering Services	Upgrade Waste Water Treatment Works Wemmershoek	pj-09-0173				15,000	1,500	13,500		
Engineering Services	Markotter- University 66kV cable (ND 14) Phase 2	pj-07-0144				12,000	8,452	3,548		
Engineering Services	Suidwal: Mainsub switchgear replacement	pj-09-0163				12,000	10,800	1,200		
Engineering Services	Reservoir - Jamestown	pj-09-0165				8,700	700	8,000		
<b>Entities:</b>										
<i>List all capital projects grouped by Municipal Entity</i>										
<b>Entity Name</b>										
<i>Project name</i>										

**Capital Expenditure linked to ward priorities**

	Priorities	No. of Wards	Total score	2011/2012	2012/2013	2013/2014
1	Housing and land for housing	10	50	32,382,827	32,948,000	44,453,000
2	Public safety/law enforcement	8	24	596,000	570,000	740,000
3	Unemployment / job creation / poverty alleviation	8	21	-	-	-
4	Traffic flow (traffic calming) and parking problems	4	17	4,625,000	8,200,000	13,250,000
5	Skills Development & Training	6	16	-	-	-
6	Sports facilities and land for sport facilities	5	13	2,315,000	1,640,000	310,000
7	Littering/ Cleanliness of areas & streets	3	12	50,000	100,000	-
8	Youth / Women development / empowerment programs	4	10	400,000	-	-
9	Proper participatory and sensitive planning (respect character of the area)	3	9	1,000,000	-	-
10	Conservation (urban areas)	2	9	315,000	463,000	15,000
11	Multi-purpose Centre for community development(infrastructure)	3	8	500,000	270,000	290,000
12	Densification – effect on character of residential areas	2	8	-	-	-
13	Management and maintenance of public open spaces and parks	1	5	2,425,000	2,528,800	4,905,200
14	Waste management (recycling and composting)	1	5	31,520,000	16,050,000	8,500,000
15	Emergency Services	1	4	1,760,000	740,000	4,700,000
16	Roads and Storm water & Sewerage systems	1	4	66,771,293	82,480,000	72,926,000
17	Application of Planning and building regulations	1	4	-	-	-
18	Business opportunities and local economic development	1	4	-	-	-
19	Cemetery	1	4	575,500	600,000	600,000
20	Water network	1	4	18,600,000	28,400,000	2,400,000
21	Monitoring of Student houses	1	3	-	-	-
22	River management & rehabilitation	2	3	-	-	-
23	Primary Healthcare	2	3	-	-	-
24	Enforcement of heritage law	1	2	500,000	300,000	300,000
25	Agricultural land – maintenance	1	2	-	-	-
26	Misbehaviour at night (students)	1	1	-	-	-
				<b>164,335,620</b>	<b>175,289,800</b>	<b>153,389,200</b>

**Operational Expenditure linked to ward priorities**

	Priorities	No. of Wards	Total score	2011/2012	2012/2013	2013/2014
1	Housing and land for housing	10	50	4,763,800	5,093,220	5,467,320
2	Public safety/law enforcement	8	24	9,980,265	10,623,864	11,397,650
3	Unemployment / job creation / poverty alleviation	8	21	-	-	-
4	Traffic flow (traffic calming) and parking problems	4	17	43,844,276	45,566,642	48,448,150
5	Skills Development & Training	6	16	4,725,766	5,064,645	5,433,845
6	Sports facilities and land for sport facilities	5	13	6,972,070	7,446,193	8,027,564
7	Littering/ Cleanliness of areas & streets	3	12	-	-	-
8	Youth / Women development / empowerment programs	4	10	2,322,220	2,495,216	2,680,899
9	Proper participatory and sensitive planning (respect character of the area)	3	9	-	-	-
10	Conservation (urban areas)	2	9	-	-	-
11	Multi-purpose Centre for community development(infrastructure)	3	8	-	-	-
12	Densification – effect on character of residential areas	2	8	-	-	-
13	Management and maintenance of public open spaces and parks	1	5	19,164,523	20,563,125	22,024,489
14	Waste management (recycling and composting)	1	5	-	-	-
15	Emergency Services	1	4	50,528,373	54,029,463	57,816,402
16	Roads and Storm water & Sewerage systems	1	4	60,550,602	66,689,002	71,819,728
17	Application of Planning and building regulations	1	4	-	-	-
18	Business opportunities and local economic development	1	4	-	-	-
19	Cemetery	1	4	-	-	-
20	Water network	1	4	65,823,547	69,494,644	74,827,765
21	Monitoring of Student houses	1	3	-	-	-
22	River management & rehabilitation	2	3	-	-	-
23	Primary Healthcare	2	3	-	-	-
24	Enforcement of heritage law	1	2	-	-	-
25	Agricultural land – maintenance	1	2	-	-	-
26	Misbehaviour at night (students)	1	1	-	-	-
				<b>268,675,442</b>	<b>287,066,014</b>	<b>307,943,812</b>

**Operational Revenue linked to ward priorities**

	Priorities	No. of Wards	Total score	2011/2012	2012/2013	2013/2014
1	Housing and land for housing	10	50	-	-	-
2	Public safety/law enforcement	8	24	-	-	-
3	Unemployment / job creation / poverty alleviation	8	21	-	-	-
4	Traffic flow (traffic calming) and parking problems	4	17	(333,420)	(183,830)	(194,860)
5	Skills Development & Training	6	16	-	-	-
6	Sports facilities and land for sport facilities	5	13	(192,019)	(201,620)	(211,702)
7	Littering/ Cleanliness of areas & streets	3	12	-	-	-
8	Youth / Women development / empowerment programs	4	10	-	-	-
9	Proper participatory and sensitive planning (respect character of the area)	3	9	-	-	-
10	Conservation (urban areas)	2	9	-	-	-
11	Multi-purpose Centre for community development(infrastructure)	3	8	-	-	-
12	Densification – effect on character of residential areas	2	8	-	-	-
13	Management and maintenance of public open spaces and parks	1	5	(2,039,968)	(2,137,876)	(2,253,952)
14	Waste management (recycling and composting)	1	5	-	-	-
15	Emergency Services	1	4	(23,184,048)	(24,343,251)	(25,560,410)
16	Roads and Storm water & Sewerage systems	1	4	(55,302,389)	(60,143,278)	(65,423,385)
17	Application of Planning and building regulations	1	4	-	-	-
18	Business opportunities and local economic development	1	4	-	-	-
19	Cemetery	1	4	-	-	-
20	Water network	1	4	(75,032,960)	(79,481,023)	(84,193,278)
21	Monitoring of Student houses	1	3	-	-	-
22	River management & rehabilitation	2	3	-	-	-
23	Primary Healthcare	2	3	-	-	-
24	Enforcement of heritage law	1	2	-	-	-
25	Agricultural land – maintenance	1	2	-	-	-
26	Misbehaviour at night (students)	1	1	-	-	-
				<b>(156,084,804)</b>	<b>(166,490,878)</b>	<b>(177,837,587)</b>

**MONTHLY HOUSEHOLD AND BUSINESS ACCOUNTS SCENARIOS**

**APPENDIX 2**

SMALL HOUSEHOLD		600202000	Erf 36	Monthly Account	Exc Vat Current 2010/2011	Exc Vat 2011/2012	Exc Vat 2012/2013	Exc Vat 2013/2014
Stand - sq.m		416		Property Rates	35.98	35.98	37.96	40.20
Buildings - sq.m		57		Electricity - Basic	78.19	-	-	-
Elec. - Kwh/pm		237		Electricity - Units	204.81	166.14	200.00	240.76
Electricity-Basic		78.19		Water	72.36	75.24	79.75	84.54
Water - Kl./pm		18		Water Basic	33.75	37.31	39.55	41.92
Water-Basic		33.75		Sewerage	71.69	78.50	85.96	94.12
Valuation		175,500.00		Refuse Removal	73.78	81.16	89.27	98.20
New Valuation		175,500.00						
<b>Free Water</b>		0						
<b>Free Elec.</b>		0						
					<b>570.56</b>	<b>474.33</b>	<b>532.49</b>	<b>599.74</b>
					<b>% Increase</b>	<b>-16.87%</b>	<b>12.26%</b>	<b>12.63%</b>
					<b>Tariff Increase</b>	<b>R -96.23 R</b>	<b>58.16 R</b>	<b>67.25</b>

MEDIUM HOUSEHOLD		373420016	Erf 7018	Monthly Account	Exc Vat Current 2010/2011	Exc Vat 2011/2012	Exc Vat 2012/2013	Exc Vat 2013/2014
Stand - sq.m		626		Property Rates	224.19	224.19	236.52	250.48
Buildings - sq.m		189		Electricity - Basic	78.19	65.00	78.25	94.19
Elec. - Kwh/pm		701		Electricity - Units	606.35	607.64	731.48	880.55
Electricity-Basic		78.19		Water	84.04	88.33	93.63	99.25
Water - Kl./pm		21		Water Basic	33.75	37.31	39.55	41.92
Water-Basic		33.75		Sewerage	89.65	98.17	107.49	117.70
Valuation		649,000.00		Refuse Removal	73.78	81.16	89.27	98.20
New Valuation		649,000.00						
<b>Free Water</b>		0						
<b>Free Elec.</b>		0						
					<b>1,189.95</b>	<b>1,201.80</b>	<b>1,376.19</b>	<b>1,582.30</b>
					<b>% Increase</b>	<b>1.00%</b>	<b>14.51%</b>	<b>14.98%</b>
					<b>Tariff Increase</b>	<b>R 11.84 R</b>	<b>174.39 R</b>	<b>206.11</b>

LARGE HOUSEHOLD		70270004	Erf 1480	Monthly Account	Exc Vat Current 2010/2011	Exc Vat 2011/2012	Exc Vat 2012/2013	Exc Vat 2013/2014
Stand - sq.m		1255		Property Rates	1,234.32	1,234.32	1,302.21	1,379.04
Buildings - sq.m		293		Electricity - Basic	78.19	65.00	78.25	94.19
Elec. - Kwh/pm		791		Electricity - Units	684.82	710.24	854.99	1,029.23
Electricity-Basic		78.19		Electricity Demand Levy	-	-	-	-
Water - Kl./pm		94		Water	811.31	946.04	1,002.80	1,062.97
Water-Basic		33.75		Water Basic	33.75	37.31	39.55	41.92
Valuation		3,190,200.00		Sewerage	127.73	139.86	153.15	167.70
New Valuation		3,190,200.00		Refuse Removal	73.78	81.16	89.27	98.20
<b>Free Water</b>		0						
<b>Free Elec.</b>		0						
					<b>A/c Excluding VAT 3,043.90</b>	<b>3,213.93</b>	<b>3,520.22</b>	<b>3,873.26</b>
					<b>% Increase</b>	<b>5.59%</b>	<b>9.53%</b>	<b>10.03%</b>
					<b>Tariff Increase</b>	<b>R 170.03 R</b>	<b>306.29 R</b>	<b>353.04</b>

SMALL BUSINESS	441930003	Erf 8721	Monthly Account	Exc Vat	Exc Vat	Exc Vat	Exc Vat
				Current 2010/2011	2011/2012	2012/2013	2013/2014
Stand - sq.m	500		Property Rates	795.09	795.09	838.82	888.31
Buildings - sq.m	411		Electricity - Basic	139.18	160.00	192.61	231.86
Elec. - Kwh/pm	783		Electricity - Units	691.91	861.67	1,037.27	1,248.67
Electricity-Basic	139.18		Electricity Demand Levy	-	-	-	-
Water - Kl./pm	9		Water	86.33	95.48	101.21	107.28
Water-Basic	36.29		Water Basic	36.29	40.14	42.55	45.10
Valuation	1,000,000.00		Sewerage	308.73	338.06	370.17	405.34
New Valuation	1,000,000.00		Refuse Removal	261.79	287.97	316.77	348.44
Free Water	0		<b>A/c Excluding VAT</b>	<b>2,319.33</b>	<b>2,578.41</b>	<b>2,899.40</b>	<b>3,275.01</b>
Free Elec.	0		% Increase		11.17%	12.45%	12.95%
			Tariff Increase	R 259.08	R 321.00	R 375.61	

INDUSTRIAL	341000004	Erf 6284	Monthly Account	Exc Vat	Exc Vat	Exc Vat	Exc Vat
				Current 2010/2011	2011/2012	2012/2013	2013/2014
Stand - sq.m	252 802		Property Rates	103,360.83	103,360.83	109,045.68	115,479.37
Buildings - sq.m	76 054		Electricity - Basic	1,506.46	1,800.00	2,166.84	2,608.44
Elec. - Kwh/pm	664319		Electricity - Units	249,651.20	305,586.89	367,865.50	442,836.49
Electricity-Basic	2581		Electricity Demand Levy	330,712.43	400,003.33	481,524.01	579,658.61
Water - Kl./pm	12453		Water	115,193.33	127,397.60	135,041.46	143,143.94
Water-Basic	36.29		Water Basic	36.29	40.14	42.55	45.10
Valuation	130,000,000.00		Sewerage	11,783.48	12,902.91	14,128.69	15,470.92
New Valuation	130,000,000.00		Refuse Removal	1,308.95	1,439.85	1,583.83	1,742.21
Free Water	0		<b>A/c Excluding VAT</b>	<b>813,552.99</b>	<b>952,531.56</b>	<b>1,111,398.56</b>	<b>1,300,985.09</b>
Free Elec.	0		% Increase		17.08%	16.68%	17.06%
			Tariff Increase	R 138,978.57	R 158,867.00	R 189,586.53	

# APPENDIX 3

## PROPERTY TAX RATES

The proposed property rates are to be levied in accordance with existing Council policies unless otherwise indicated and both the Local Government Municipal Property Rates Act 2004, (MPRA) and the Local Government Municipal Finance Management Act 2003 is applicable.

Property tax rates are based on values indicated in the new General Valuation Roll (GV drawn up in terms of the MPRA, implemented on 1 July 2009). The Roll is updated for properties affected by land sub-division, alterations to buildings, demolitions and new buildings (improvements) through Supplemental Valuations Rolls. All values are as at the date of the GV.

Rebates and concessions are granted to certain categories of property usage and / or property owner.

The definitions and listing of categories are reflected in the Rates Policy attached as **APPENDIX 5**.

### **Residential Properties**

For all residential properties, as defined per the Rates Policy, up to the first R 85 000 of property value will be rebated by the amount of rates payable on a property of up to the first R 85 000 in value.

The cent-in-the-rand to be levied on all residential properties, as defined per the Rates Policy for 2011/2012, is proposed to remain unchanged at R0, 004770. This is the base rate and all other rates levied will be shown as a ratio to the residential rate.

### **Industrial / Commercial Properties –Undeveloped Land**

All properties (including all undeveloped properties) other than those defined as residential will be rated at the ratio of 1:2 to the rate levied on residential properties. The cent-in-the-rand for all properties other than residential for 2011/2012 is therefore proposed to be R0, 009541(unchanged).

### **Agricultural Properties**

Agriculture properties (including farms and small holdings) fall into three categories;

- (a) those used for bona fide farming purpose
- (b) those used for residential purpose
- (c) those used for other purposes such as industrial or commercial

Properties that are not used for farming in terms of the policy , but are used as residential properties will be categorized as “ residential” and qualify for the rebate of up to the first R

85 000 of municipal value as per the General Valuation Roll and the residential cent- in-the-rand. The cent-in-the-rand for agricultural properties or small holdings that qualify for residential status is proposed to be **R0, 004770 (unchanged)**.

All properties other than those defined as residential will be rated at the ratio of 1:2 to the residential rate and the cent-in-the-rand for 2011/2012 is proposed to be R0, 009541. Properties used for agriculture as defined per the Rates Policy will qualify for the agricultural rate.

All other properties not used for agriculture as per the rates policy or residential purposes will be rated at the ratio of 1:2 to the residential rate and the cent-in-the-rand for 2011/2012 is proposed to be **R0, 009541**.

### **Public Service Infrastructure**

Public Service Infrastructure (as defined in the MPRA) will be rated as allowed for in the Regulations.

### **Senior Citizens and Disabled Persons**

Registered owners of properties who are senior citizens and/or who are disabled persons, qualify for special rebates according to gross monthly household income.

To qualify for the rebate(s) referred to above, a property owner must be a natural person and be the owner of a property which satisfies the requirements for the residential rebate and in addition to the above-mentioned, the property owner must also:

- occupy the property as his/ her normal residence; and
- be at least 60 years of age and in receipt of a pension or
- In receipt of a disability pension from the Department of Social Development; and or
- be in receipt of a total monthly income from all sources (including income of spouses of owners) not exceeding R 10 000; and
- not be the owner of more than one property; and
- in the case of owning more than one property, it must be noted that a rebate will be granted only on the occupied property; and
- where the owner is unable to occupy the property due to no fault of his/ her own, the spouse or minor children may satisfy the occupancy requirement; and
- submit the application with proof of income, which can include proof of a SARS assessment, by 31 October of the financial year preceding the year in respect of which the rate is to be levied, failing which the rebate will not be granted.

Council reserves the right to request any additional information as may be deemed necessary



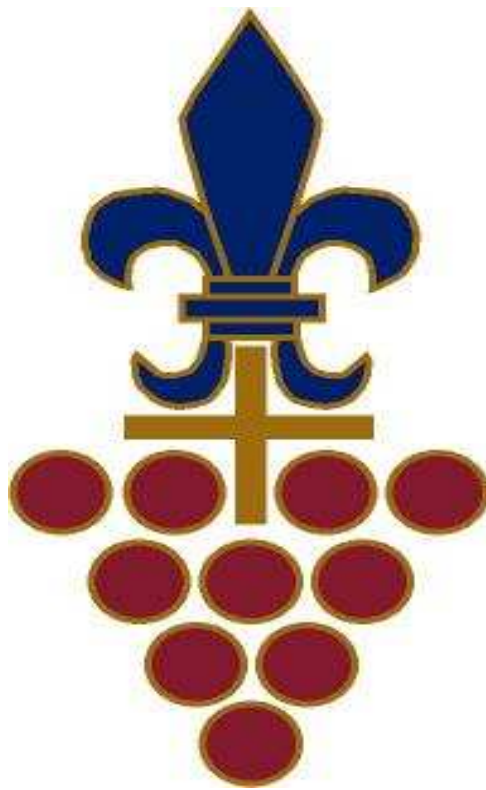
The percentage rebate granted to different monthly household income levels will be determined according to the schedule below. The proposed income and rebates for the 2011/2012 financial year are as follows:

Gross Monthly Household Income in rands				% Rebate
Salary bands		2011/2012		
Up to			4 500	100%
From	4 501	To	6 500	75%
From	6 501	To	8 500	50%
From	8 501	To	10 000	25%

#### **Rebates for certain categories of Properties/Property Users**

Special rebates will be considered for certain categories of property upon application before 31 October as per the Rates Policy.

**STELLENBOSCH MUNICIPALITY**



**TARIFFS  
2011/2012**

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# STELLENBOSCH MUNICIPALITY

PROPERTY TAX RATES FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012.  
Applicable from 1 July 2011.

Non Residential properties	R 0.009541
Residential properties	R 0.004770
Agricultural properties	R 0.001193

## REBATES :

### 1. Gross Monthly Household Income (Senior Citizens & Disabled Persons)

Gross Monthly Household Income			% Rebate	
Salary bands			2011/2012	
Up to			R 4,500	100%
From	R 4,501	To	R 6,500	75%
From	R 6,501	To	R 8,500	50%
From	R 8,501	To	R 10,000	25%

### 2. Municipal valuation

100 % i.r.o. Residential property with a municipal valuation of R 85 000

# STELLENBOSCH MUNICIPALITY

## ELECTRICITY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

	Application 2011/2012 (excl. VAT)
<b>Domestic Pre-Paid Lifeline (registered indigent consumers)</b>	
Fixed Charge per month	0
Energy Rate (c/kWh) (<= 50kWh)	63
Energy Rate (c/kWh) (51 - 350kWh)	72
Energy Rate (c/kWh) (351 - 600kWh)	98
Energy Rate (c/kWh) (> 600kWh)	114
<b>Domestic Regular Pre-Paid ≤ 600kWh (based on average usage: previous year)</b>	
Fixed Charge per month (Rand)	0
Energy Rate (c/kWh) (<= 50kWh)	63
Energy Rate (c/kWh) (51 - 350kWh)	90
Energy Rate (c/kWh) (351 - 600kWh)	107
Energy Rate (c/kWh) (> 600kWh)	118
<b>Domestic Regular Pre-Paid &gt; 600 kWh</b>	
Fixed Charge per month (Rand)	65
Energy Rate (c/kWh) (<= 50kWh)	63
Energy Rate (c/kWh) (51 - 350kWh)	72
Energy Rate (c/kWh) (351 - 600kWh)	98
Energy Rate (c/kWh) (> 600kWh)	114
<b>Domestic Regular (conventional meters)</b>	
Fixed Charge per month (Rand)	65
Energy Rate (c/kWh) (<= 50kWh)	63
Energy Rate (c/kWh) (51 - 350kWh)	72
Energy Rate (c/kWh) (351 - 600kWh)	98
Energy Rate (c/kWh) (> 600kWh)	114
<b>Commercial Low</b>	
Fixed Charge per month	0
Energy Rate (c/kWh)	122
<b>Commercial Pre-Paid Low</b>	
Fixed Charge per month	0
Energy Rate (c/kWh)	122
<b>Commercial Regular</b>	
Fixed Charge per month (Rand)	160
Energy Rate (c/kWh)	110
<b>Commercial Pre-Paid Regular</b>	
Fixed Charge per month (Rand)	100
Energy Rate (c/kWh)	110

# STELLENBOSCH MUNICIPALITY

## ELECTRICITY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

	Application 2011/2012 (excl. VAT)
<b>Agricultural Regular</b>	
Fixed Charge per month (Rand)	160
Energy Rate (c/kWh)	110
<b>Bulk Low Voltage</b>	
Fixed Charge per month (Rand)	900
Energy Rate (c/kWh)	46.9
Maximum Demand Charge (R/Amp)	0
Maximum Demand Charge (R/kVA)	160
<b>Bulk Medium Voltage</b>	
Fixed Charge per month (Rand)	1800
Energy Rate (c/kWh)	46
Maximum Demand Charge (R/Amp)	0
Maximum Demand Charge (R/kVA)	155
<b>Municipal use</b>	
Fixed Charge per month (Rand)	0
Energy Rate (c/kWh)	110
<b>Mun&lt;80</b>	
Fixed Charge per month	0
Energy Rate (c/kWh)	100
<b>Mun&gt;80</b>	
Fixed Charge per month	0
Energy Rate (c/kWh)	40
Maximum Demand Charge (R/Amp)	0
Maximum Demand Charge (R/kVA)	140
<b>Mun HVOLT</b>	
Fixed Charge per month	0
Energy Rate (c/kWh)	38
Maximum Demand Charge (R/Amp)	0
Maximum Demand Charge (R/kVA)	130

# STELLENBOSCH MUNICIPALITY

## ELECTRICITY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

	Application 2011/2012 (excl. VAT)
<b>Time of Use (Low Voltage)</b>	
Fixed Charge per month (Rand)	1,500.00
<b>SUMMER:</b> Demand Charge (R/kVA)	16.81
Access Charge (R/kVA)	21.06
Peak Energy (c/kWh)	75.96
Standard Energy (c/kWh)	49.68
Off-peak Energy (c/kWh)	37.24
Reactive Energy (c/kVArh)	0
<b>WINTER:</b> Demand Charge (R/kVA)	16.81
Access Charge (R/kVA)	21.06
Peak Energy (c/kWh)	250.89
Standard Energy (c/kWh)	71.27
Off-peak Energy (c/kWh)	41.89
Reactive Energy (c/kVArh)	9.78
<b>Time of Use (Medium Voltage)</b>	
Fixed Charge per month (Rand)	3,000.00
<b>SUMMER:</b> Demand Charge (R/kVA)	15.64
Access Charge (R/kVA)	19.59
Peak Energy (c/kWh)	70.66
Standard Energy (c/kWh)	46.21
Off-peak Energy (c/kWh)	34.64
Reactive Energy (c/kVArh)	0
<b>WINTER:</b> Demand Charge (R/kVA)	15.64
Access Charge (R/kVA)	19.59
Peak Energy (c/kWh)	233.39
Standard Energy (c/kWh)	66.3
Off-peak Energy (c/kWh)	38.97
Reactive Energy (c/kVArh)	9.1

# STELLENBOSCH MUNICIPALITY

WATER TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

Monthly consumption	Normal consumption periods	20% Water restriction periods
	Amount Excl VAT	Amount Excl VAT
<b>DOMESTIC</b>		
0 kiloliters to 6 kiloliters	R 3.30 per kl.	R 3.30 per kl.
7 kiloliters to 20 kiloliters	R 4.62 per kl.	R 5.08 per kl.
21 kiloliters to 40 kiloliters	R 7.57 per kl.	R 9.08 per kl.
41 kiloliters to 60 kiloliters	R 10.79 per kl.	R 14.81 per kl.
61 kiloliters and above	R 14.54 per kl.	R 20.71 per kl.
<b>DOMESTIC CLUSTER</b>		
0 kiloliters to 6 kiloliters	R 3.30 per kl.	R 3.30 per kl.
7 kiloliters and above	R 7.57 per kl.	R 9.86 per kl.
<b>COMMERCIAL AND INDUSTRIAL</b>		
	R 10.23 per kl.	
<b>MUNICIPAL &amp; DOMESTIC LEAKAGES</b>		
	R 5.20 per kl.	
<b>MISCELLANEOUS AND ALL OTHER USERS</b>		
	R 9.69 per kl.	
<b>BASIC CHARGE</b>		
Domestic + domestic cluster	R 37.31	
All other	R 40.14	
<b>MASO</b>		
0 kiloliters to 55 kiloliters	R 0.72 per kl.	
Above	R 9.69 per kl.	

**Basic charge not applicable to registered indigent consumers**

## BULK USERS

Water consumption for irrigation of sportsgrounds of schools, irrigation of Council property by sports clubs, as well as irrigation of parks and other grounds by Council's Dept's. of Parks and Recreation:

Monthly consumption	Normal consumption periods	20% Water restriction periods
	Amount Excl VAT	Amount Excl VAT
To 2000 kiloliters	R 5.54 per kl.	R 6.86 per kl
Above 2000 kiloliters	R 6.41 per kl.	R 9.28 per kl

Vacant Erf Availability

R 789.95 per annum



# STELLENBOSCH MUNICIPALITY

## SOLID WASTE TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

SERVICES RENDERED	UNIT	COMMENTS	2010/11	2011/2012	%
			R VAT excl		
<b>Residential Waste Collection (Households, Flats, Hostels, Retirement homes, Churches, Schools, Welfare Organisations, etc.)</b>					
Definition: 1 refuse unit = 240ℓ = 3 standard refuse bags					
Indigent subsidy: A monthly subsidy (to be determined by Council) to be credited to a registered indigent consumer's account					
<b>Black bags (Only were Wheelie bins have not been introduced)</b>					
Single residential properties for indigent households. Plot not exceeding 250 m <sup>2</sup> and a maximum building value of R85 000	per month	Account payable by property owner. Max 3 closed bags. No other extra's. Service will cancel when 240ℓ bin is issued.	R 57.39	R63.13	10%
Basic residential collection based on 3 standard refuse bags once per week - 1 <sup>st</sup> refuse unit - One dwelling on erf	per month	Account payable by property owner. Max 3 closed bags. No other extra's. Service will cancel when 240ℓ bin is issued.	R 73.78	R81.16	10%
Basic residential collection based on 3 standard refuse bags per dwelling (1 refuse unit) for additional dwellings on same erf	per refuse unit per month	Account payable by property owner. Max 3 additional closed bags. No other extra's. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued. At cluster housing, flats, etc. 1 refuse unit to be charged for every living unit (per month)	R 73.78	R81.16	10%
Additional collection based on an additional 3 standard refuse bags once per week - 2 <sup>nd</sup> refuse unit or more	per month	Account payable by property owner. Max 3 additional closed bags. No other extra's. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 73.78	R81.16	10%
<b>Mobile bins (240ℓ Wheelie bin)</b>					
<b>Black Bin (Black lid Black bin)</b>					
Basic residential collection based on 1 X 240ℓ per week - 1 <sup>st</sup> bin - One dwelling per erf	per month	Account payable by property owner. No extra's beside bin. At cluster housing, flats, etc. ( units to be charged per quantity of bins used.Only WCO 24 bins will be collected	R 73.78	R81.16	10%
Basic residential collection based on 1 X 240ℓ per week for additional dwellings on same erf	per refuse unit per month	Account payable by property owner. No extra's beside bin. At cluster housing, flats, etc. Units to be charged per quantity of bins used.Only WCO 24 bins will be collected.	R 73.78	R81.16	10%
Basic residential collection based on 1 x 240 L bin pw for additional dwellings		Account payable by property owner. No extra's beside bin. At cluster housing, flats, etc. Units to be charged per quantity of bins used.Only WCO 24 bins will be collected.	R 73.78	R81.16	10%
<b>Blue Bin (Blue lid Black bin)</b>					
Three times per week removal with a blue lid 240ℓ refuse bin (sectional title, residential zoned i.e. Hostels, Flats, Old age/retirement villages - NOT HOUSEHOLDS)	Per add 240ℓ bin per month	Account payable by property owner. No extra's beside bin. (Sectional title, residential zoned i.e. Hostels, Flats, Old age/retirement villages).( Businesses to be charged per quantity of bins)	R 261.79	R287.97	10%
<b>Non Residential Waste Collections (Business and Commercial)</b>					
Definition: 1 refuse unit = 240ℓ = 3 standard refuse bags					
<b>Black bags (Only were Wheelie bins have not been introduced)</b>					
Additional collection based on an additional refuse bags, once per week - measured in the number of additional refuse units (3 standard refuse bags) per week	per month	Account payable by business owner. No other extra's. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 77.45	R85.20	10%
Collection based on 3 standard refuse bags 3 x per week - three refuse units per month	per month	Account payable by business owner. Max 3 closed bags. No other extra's. Service will cancel when 240ℓ bin is issued.	R 261.79	R287.97	10%
Additional collection based on an additional refuse bags, 3 x per week - measured in the number of additional refuse units (3 standard refuse bags) per week	per month	Account payable by business owner. No other extra's. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 261.79	R287.97	10%
<b>Mobile bins (240ℓ Wheelie bin)</b>					
<b>Blue Bin (Blue lid Black bin)</b>					
Collection based on 1 X 240ℓ three times per week measured as one blue bin.	per month	Account payable by business owner. No other extra's. Per fixed arrangement - not variable.	R 261.79	R287.97	10%
Additional 240ℓ removals three times per week measured as the number of additional blue bins	per month	Account payable by business owner. No other extra's. Per fixed arrangement - not variable.	R 261.79	R287.97	10%

# STELLENBOSCH MUNICIPALITY

**SOLID WASTE TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
 Applicable to services rendered from 1 July 2011.

SERVICES RENDERED	UNIT	COMMENTS	2010/11	2011/2012	%
			R VAT excl		
<b>Charges and Levies</b>					
Solid Waste availability charge	per month	All vacant erven	R 36.89	R 42.42	15%
Waste Disposal Levy	per month	To make provision for waste disposal options such as recycling that is required by new Waste Bill. ALL erven (Waste Infrastructure) - <b>subject to special approval as envisaged by the Municipal Fiscal Powers and Functions Act (Act No. 12 of 2007).</b>	<b>New</b>	R5.50	

# STELLENBOSCH MUNICIPALITY

## SEWERAGE TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

### A. PROPERTIES UTILISED FOR DWELLING PURPOSES ONLY : ( Tariff RES )

Size of erf in m <sup>2</sup>	Sewerage levy	
	2010/2011	2011/2012
0 - 250	R 670.51	R 734.21
251 - 500	R 860.28	R 942.00
501 - 600	R 969.12	R 1,061.19
601 - 700	R 1,075.78	R 1,177.98
701 - 800	R 1,183.51	R 1,295.94
801 - 900	R 1,291.15	R 1,413.81
901 - 1 000	R 1,397.95	R 1,530.76
Above - 1 000	R 1,397.95	R 1,530.76

R 147.53 for each additional 500m<sup>2</sup>  
or part thereof.

Should there be more than one dwelling unit on a property, the area is divided by the number of dwellings and a levy is calculated for each such portion as if it constitutes a separate erf. The above formula is applied i.r.o. each portion.

### B. VACANT RESIDENTIAL ERVEN : ( Tariff RES )

Size of erf in m <sup>2</sup>	Sewerage availability levy	
To - 1 000	808.04	R 884.80
Above - 1 000	1,045.45	R 1,144.77

### C. ALL OTHER DEVELOPED ERVEN : ( Tariff NRES )

Size of erf in m <sup>2</sup>	Sewerage levy	
0 - 500	852.47	R 933.46
501 - 1 000	986.23	R 1,079.92
1 001 - 1 500	1,102.94	R 1,207.72
1 501 - 2 000	1,352.73	R 1,481.24
2 001 - 3 000	1,754.26	R 1,920.92
3 001 - 4 000	2,104.89	R 2,304.86
4 001 - 5 000	2,355.85	R 2,579.66
5 001 - 7 500	2,882.63	R 3,156.48
7 501 - 10 000	3,358.46	R 3,677.51
10 001 - 15 000	4,134.03	R 4,526.76
15 001 - 20 000	4,760.87	R 5,213.15
Above - 20 000	5,460.72	R 5,979.49

In addition to the above amounts, the following fees, based on the area and usage of the buildings are payable :

# STELLENBOSCH MUNICIPALITY

**SEWERAGE TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
Applicable to services rendered from 1 July 2011.

## LEVIES BASED ON USAGE AND FLOOR AREAS OF BUILDINGS

DESCRIPTION	AREA	SEWERAGE	
Use of buildings	Intervals ( m <sup>2</sup> )	Tariffs	
		Code	per m <sup>2</sup>
a) Offices, Consulting rooms, Power-station, Ambulance station, Fire-station	To - 2 500	ADD03	R 7.26
	2 501 - 5 000		R 7.26
	Above 5 000		R 7.26
b) Halls for the purposes of letting, Cinemas, Theatres, Venues for Meetings	To - 2 500	ADD03	
	2 501 - 5 000		R 7.26
	5 001 - 10 000		R 7.26
	Above 10 000		R 7.26
c) Shops not included under (d)		ADD03	R 7.26
d) Fish shops, Greengrocer shops, Butcheries		ADD06	R 17.95
e) Cafe's, Restaurants		ADD03	R 7.26
f) Educational & Research buildings, Transformers, Techno park		ADD03	R 7.26
g) Private hostels, Boarding homes, Hostels		ADD09	R 12.66
h) Licenced hotels, Guest-houses		ADD10	R 9.11
i) Hospitals, Prisons, Clinics, Old age and other homes, Hospices, Shelters		ADD09	R 12.66
j) Religious institutions, Sports clubs, Youth organisations, Libraries, Museums, Halls not for letting, Physical fitness centres, Health centres, Messes, Under cover parking		ADD12	R 339.67
		ADD13	R 183.17
k) Public amenities.			See (j)
l) Factories, Warehouses, Workshops, Garages, Dry cleaners, Laundries		ADD17	R 1,041.05
		ADD18	R 521.67
m) Dwelling units that are part of buildings described under (a) to (l)		ADD20	R 1,041.05
n) Rooms used for dwelling purposes, forming part of buildings under (a) to (l)		ADD13	R 183.17

per water closet, or  
per urinal, or 0,5 m of urinal  
wall or part thereof, whichever  
the greatest.

See (j)

per water closet, or  
per urinal, or 0,5 m of urinal  
wall or part thereof, whichever  
the greatest.

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
**Applicable to services rendered from 1 July 2011.**

## DIRECTORATE: FINANCIAL SERVICES

	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>ALGEMEEN/GENERAL</b>				
Belastinguitklaringsfooi(waardasiesertifikaat ingesluit) / Rates clearance fee(valuation certificate included)	115.00	100.88	14.12	115.00
Not rated clearance (Sect title units)	115.00	100.88	14.12	115.00
Administrasiekoste Onteerde betaling/Admin Fee for dishonoured payment	126.00	110.53	15.47	126.00
Spesiale meterlesings per verbruikersrekening ( per geleentheid) / occasion	60.00	61.40	8.60	70.00
Afsluitingsfooi vir wanbetalings/ Disconnection fee for non payments	200.00	175.44	24.56	200.00
Ongeïdentifiseerde/foutiewe deposito's op bankstaat / Unidentified/incorrect deposits on bank statement	34.00	43.86	6.14	50.00
<b>VERSKAFFING VAN INLIGTING/PROVISION OF INFORMATION</b>				
Gemagtigde rekenaarverslae per bladsy / Authorized computer printouts per page	5.00	4.39	0.61	5.00
Uitrek van waardasiesertifikaat / Issue of valuation certificate	65.00	57.02	7.98	65.00
Uittreksels uit rekeninge - per maandstaat Extracts from accounts - per monthly statement	30.00	26.32	3.68	30.00
Uittreksels uit rekords : uurtarif Extracts from records : rate per hour	165.00	144.74	20.26	165.00
Fotostate / Copies : per A4 - bladsy / page	5.00	4.39	0.61	5.00
Fotostate / Copies : per A3 - bladsy / page	10.00	8.77	1.23	10.00
Waardasie Inligting / Valuation Information	6.00	8.77	1.23	10.00
<b>DEPOSITO'S VIR DIENSTE/DEPOSIT FOR SERVICES</b>				
Water/Water	600.00	600.00		600.00
Elektrisiteit (huishoudelik) / Electricity (domestic)	1,100.00	1,100.00		1,100.00
Elektrisiteit (ander): bereken met minimum van/ Electricity ( other ): calculate with a minimum of	5,000.00	4,500.00		5,000.00
Aanpassing van deposito's as gevolg van wanbetaling Adjustment of deposits due to non payment			** 2 times and more on cut-off list; deposit to be adjusted to cover increased risk.	

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>TOEGANGSGELDE/ENTRANCE FEES:</b>				
<b>Jonkershoek piekniekterrein / picnic site</b>				
Personne / Persons	15.00	14.04	1.96	16.00
Voertuie / Vehicles	10.00	7.02	0.98	11.00
Children below 5 years old				Free
Official year end function for Council employees (by prior arrangement only)				Free
<b>Cloetesville swembad / swimming pool</b>				
Kinders onder die ouderdom van 10 jaar vergesel deur volwassenes	<b>Gratis/ Free</b>	<b>Gratis/ Free</b>	<b>Gratis/ Free</b>	<b>Gratis/ Free</b>
Children under the age of 10 years accompanied by adults	5.00	5.26	0.74	6.00
Kinders 10 tot 18 jaar / Children from the age of 10-18 years	10.00	7.02	0.98	11.00
Volwassenes / Adults				
Annual club fee / Annual School fee	<b>NEW</b>	<b>NEW</b>	<b>NEW</b>	221.00
Group bookings must be pre-arranged at (021) 808-8160 - the above tariffs apply				
<b>BEGRAAFPLAASDIENSTE / CEMETERY SERVICES: WC024</b>				
Waar 'n familie as behoeftige geregistreer is by die Munisipaliteit, kan die familie (slegs naaste familie) kwalifiseer vir 50% afslag op die tarief vir 'n grafperseel. Die familie of delegasie moet aansoek doen by 'n beaampte wat daartoe gemagtig is om dit te doen. Die aansoek moet gerig word aan die Direkteur Gemeenskapsdienste met bewys van registrasie van behoeftiges.				
Where a family has been properly registered as an indigent beneficiary at the Municipality, the members of the family (not including extended members) could qualify for 50% discount on the tariff of a gravesite. The family or a delegate must apply for the discount at an official properly to do so. The delegation must be made to the Director Community Services with proof of indigent registration.				
<b>1. Grafperseel : kinders onder 12 jaar oud / Grave site children under the age of 12 years</b>	420.00	394.74	55.26	450.00
<b>2. Grafperseel : persone 12 jaar en ouer / Grave site persons 12 years and older</b>	840.00	745.61	104.39	850.00
<b>3. Teraardebestelling : kinders onder 12 / Burial : children under 12 years</b>	260.00	232.46	32.54	265.00
<b>4. Teraardebestelling : persone bo 12 jaar en ouer / Burial : Persons 12 years and older</b>	525.00	464.91	65.09	530.00
<b>5. Ekstra grafdiepte per 600mm of gedeelte: tot maksimum van 6vt of 8vt</b> Additional excavation of grave depth per 600mm or part thereof: to a max. of 8ft or 6ft	<b>NEW</b>	65.79	9.21	75.00 per vt
<b>6. Ekstra grafwydte per 100mm of gedeelte daarvan: tot maks 2.4m</b> (standaardwydte = 550mm onder 12 jaar / 750mm bo 12 jaar) Additional excavation of grave width per 100mm or part thereof: to a max. of 2.4m (standard width = 550mm under 12 years / 750mm over 12 years) Standard width = 550mm under 12 years / 750mm over 12 years	90.00	83.33	11.67	95.00
<b>7. Opgrawings / Disinterments</b>	650.00	605.27	84.73	690.00
<b>8. Begrawe van veraste oorblyfsels in bestaande grafte / Burial of ashes in existing grave</b>	90.00	83.33	11.67	95.00
<b>9. Herbespreking van grafpersele / Reconfirmation of grave site</b>	125.00	118.42	16.58	135.00
<b>10. Wysiging of oordrag van reservering / Change in reservation</b>	48.00	43.86	6.14	50.00
Addisionele heffing vir dienste aangevra vir Sondae / Additional levy for services on Sundays Groepe vrygestel deur Munisipale Verordening/Groups exempted by Municipal By-Law				
<b>11. Groepe nie vrygestel deur Munisipale Verordening / Groups not exempted by Municipal By-Law</b>	2,730.00	2,276.69	618.69	2,895.00
<b>12. Addisionele heffing vir dienste aangevra vir Saterdag / Additional levy for services on Saturdays (weekly tariff)</b>	945.00	878.95	123.05	1,002.00
Geregistreeerde behoeftige gebruikers/ Registered indigent consumers	445.00	414.06	57.94	472.00
<b>13. Verkoop van losstaande nisse / Sale of free standing niches</b>	1,745.00	1,622.81	227.19	1,850.00
<b>14. Ingeboude nisse / Built-in niches</b>	400.00	372.81	52.19	425.00
<b>15. Nuwe Grafsteenpermit / New Permit for gravestone</b>	170.00	157.89	22.11	180.00
<b>16. Research fee/ opsporings fooi</b>	<b>NEW</b>	307.02	42.98	350.00

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>BEGRAAFPLAASDIENSTE / CEMETERY SERVICES: outside WC024</b>				
<p>Tariewe vir persone wat buite die munisipale grense gewoon het by oorlye = 4 maal die tariewe hierbo, behalwe die verkoop van nisse, waarop n 50% belading geld. Indien sulke sulke persone reeds 'n graf besit, geld hierdie belading steeds op die maak van grafte. / Tariffs for persons residing outside of the municipal area at the time of death = 4 times the tariffs above, with the exception of the sale of niches, to which a 50% surcharge applies. Should such a person already possess a grave site, the excess still applies to the digging of the grave and other related charges.</p> <p>Verordening / Normal tariffs will apply for burials on Sundays and public holidays for certain religious groups as determined by the By-Law.</p>				
<b>TARIFFS FOR ANY PARK OR PUBLIC OPEN SPACE FOR EVENTS</b>				
<p>Event = includes commercial photography, cinema photography and film productions. birthday parties, creches &amp; school events, religious events, festivals, markets, motor rallies, cycling events Event = one (1) day</p>				
<b>TARIFFS FOR THE BRAAK</b>				
Tariff for non profitable organizations per day	500.00	464.91	65.09	530.00
Tariff for profitable organizations within WC024 per day	2,200.00	2,048.25	286.75	2,335.00
Tariff for profitable organizations outside WC024 per day	4,800.00	4,464.91	625.09	5,090.00
<b>TARIFFS FOR ALL OTHER PUBLIC OPEN SPACES</b>				
Tariff for non profitable organizations per day	200.00	188.60	26.40	215.00
Tariff for profitable organizations within WC024 per day	2,200.00	2,048.25	286.75	2,335.00
Tariff for profitable organizations outside WC024 per day	4,800.00	4,464.91	625.09	5,090.00
<b>NATURE RESERVES / PLANTATIONS</b>				
Tariff for non-profitable/religious usage per event	<b>NEW</b>	175.44	24.56	215.00
Wedding ceremony, including electricity usage where applicable.	<b>NEW</b>	877.19	122.81	1,000.00
Tariff for profitable organizations	<b>NEW</b>	4,210.52	589.75	5,090.00
Initiations in plantations (tariff as per council decision)	<b>NEW</b>	<b>N/A</b>	<b>N/A</b>	1,000.00
<p><b>Lessees are not entitled to sole right of the venue</b> <b>Refundable deposit of R1000 applies to profitable organisations.</b></p>				

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
 Applicable to services rendered from 1 July 2011.

DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>LIBRARY SERVICES</b> (including Community Youth Centres)				
<b>Faxes</b>				
Fee for receiving a fax - per page	1.14	0.16	1.30	1.50
Fee for sending a local fax per page	2.28	0.32	2.60	3.00
Fee for sending a national fax per page	5.70	0.80	6.50	7.00
<b>Photostats</b>				
1 X A4 black and white copy	0.53	0.07	0.50	0.50
1 X A3 black and white copy	0.96	0.14	1.00	1.00
1 X A4 colour copy	5.70	0.80	6.50	6.00
<b>Penalties</b>				
Fine for late books, magazines and CD's: Fee for first two weeks - per week	0.70	0.10	0.80	0.80
Fine for late books, magazines and CD's: Fee from third week - per week	1.14	0.16	1.30	1.30
Maximum fine to be charged for late books, magazines and CD's	28.07	3.93	32.00	32.00
Fine for late video's and DVD's per day	4.74	0.66	5.40	5.40
Maximum fine to be charged for late video's and DVD's	47.37	6.63	54.00	54.00
Fine for late art prints: Fee for first two weeks - per week	9.47	1.33	10.80	10.80
Maximum fine to be charged for late art prints	94.74	13.26	108.00	108.00
<i>No fines will be charged for one month in the year during National Library Week</i>				
<b>Damaged or lost library items:</b>				
1st and 2nd replacement of computerised membership card	11.40	1.60	13.00	14.00
3rd and thereafter, replacement of computerised membership card	23.68	3.32	27.00	28.00
Cost to replace a plastic sleeve	2.89	0.41	3.30	5.00
Replacement of a CD's and DVD case	5.26	0.74	6.00	6.00
Replacement of plastic video holder	28.07	3.93	32.00	10.00
Replacement cost of a damaged and lost library item			As specified on item	
Minor damages to any library item	9.47	1.33	10.80	11.00
<b>Internet Services</b>				
Printing fee for a A4 black and white page	3.07	0.43	3.50	2.00
Internet access per 15 min session	3.51	0.49	4.00	4.00
Internet access for scholars under 18 years	<b>Free</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>
<b>General</b>				
Reservation of library material	2.89	0.41	3.30	3.50
Inter Library Loan reservation fee	2.89	0.41	3.30	3.50
Annual membership fee for users residing outside municipality boundaries	56.14	7.86	64.00	64.00
Visitors fees for users that will be residing in the municipal area for less than 3 months	56.14	7.86	64.00	64.00
<b>Plein Street, Idas Valley and Cloetesville Library Hall</b>				
Rental charged for a Profitable Organisation - per session	333.33	46.67	380.00	380.00
Rental charged for a Non Profitable Organisation - per session	58.77	8.23	67.00	67.00
Rental of kitchen facility per session	65.79	9.21	75.00	75.00
<b>Kayamandi Library Hall</b>				
Rental charged for a Profitable Organisation - per session	140.35	19.65	160.00	160.00
Rental charged for a Non Profitable Organisation - per session	28.07	3.93	32.00	32.00
Rental of kitchen facility per session	58.77	8.23	67.00	67.00
<b>CONDITIONS FOR USAGE OF A LIBRARY HALL</b>				
Not available for the following: weddings, birthdays, christening and parties				
Only Plein Street library is available after library hours				
No equipment and catering supplies is available at the halls				



## STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: GEMEENSKAPSDIENSTE  
DIRECTORATE: COMMUNITY SERVICES

	Current tariff 2010/11			Proposed Full Tariff 2011/12			Proposed Discounted Tariff 2011/12			Additional levy: consumers outside WC024	
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend	Week	Weekend
<b>Town Halls</b>	Foyer not available on its own										
<b>Stellenbosch</b>	Foyer not available on its own										
Hall and Foyer	R 1,320.00	R 2,850.00	R 3,420.00	R 1,400.00	R 3,021.00	R 3,625.00	R 1,400.00	R 1,611.00	R 2,332.00	R 1,230.00	R 2,450.00
Facilities: Kitchen (including all appliances)	R 1,050.00	R 840.00	R 1,050.00	R 1,113.00	R 890.40	R 1,113.00					
Bar				R 562.00							
Foyer											
<b>Franschhoek</b>	Foyer not available on its own										
Hall	R 1,320.00	R 1,850.00	R 2,420.00	R 1,400.00	R 1,961.00	R 2,565.20	R 1,400.00	R 1,484.00	R 1,944.00	R 1,230.00	R 2,450.00
Facilities: Kitchen (including all appliances)				R 562.00	R 636.00	R 848.00					
<b>Community Halls</b>	Foyer not available on its own										
	Current tariff 2010/11			Proposed Full Tariff 2011/12			Proposed Discounted Tariff 2011/12			Additional levy: consumers outside WC024	
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend	Week	Weekend
<b>Community Hall, Kylemore</b>											
Hall	R 530.00	R 580.00	R 790.00	R 562.00	R 615.00	R 837.00	R 392.00	R 323.00	R 451.00	R 583.00	R 1,166.00
<b>Eikestad Hall, Cloetesville</b>											
Hall	R 530.00	R 580.00	R 790.00	R 562.00	R 615.00	R 837.00	R 392.00	R 323.00	R 451.00	R 583.00	R 1,166.00
<b>Admin Hall, Kayamandi</b>											
Hall	Under construction - Free of charge			R 200.00	R 200.00	R 300.00	R 100.00	R 100.00	R 150.00	R 583.00	R 1,166.00
<b>Community Hall, Kayamandi</b>											
Hall				R 200.00	R 200.00	R 300.00	R 100.00	R 100.00	R 150.00	R 583.00	R 1,166.00
<b>Pniel Banquet Hall</b>											
Hall	R 530.00	R 580.00	R 790.00	R 562.00	R 615.00	R 837.00	R 392.00	R 323.00	R 451.00	R 583.00	R 1,166.00
<b>Community Hall, La Motte</b>											
Hall	R 530.00	R 580.00	R 790.00	R 200.00	R 200.00	R 300.00	R 100.00	R 100.00	R 150.00	R 583.00	R 1,166.00
<b>Community Hall, Wemmershoek</b>											
Hall	R 530.00	R 580.00	R 790.00	R 200.00	R 200.00	R 300.00	R 100.00	R 100.00	R 150.00	R 583.00	R 1,166.00
<b>Community Hall, Groendal</b>											
Hall	R 530.00	R 580.00	R 790.00	R 561.80	R 614.80	R 837.40	R 392.20	R 323.30	R 450.50	R 583.00	R 1,166.00
<b>Other facilities</b>	Current tariff 2010/11			Proposed Full Tariff 2011/12			Proposed Discounted Tariff 2011/12			Additional levy: consumers outside WC024	
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend	Week	Weekend
Old Age Facility Kayamandi	Free of charge			Free of charge			Free of charge				
Community Centre Cloetesville	No social events			No social events			No social events				
<b>Council Chambers</b>	Proposed tariff 2011/12										
	Deposit	Profit Generating Organisations	Non-Profit Organisations	Community Based Organizations							
Stellenbosch	R 562.00	R 615.00	R 392.00	R 286.00							
Franschhoek	R 562.00	R 392.00	R 286.00	R 117.00							

**The following groups have been identified for the discounted tariffs:**

- (i) Schools located within the WC024 for an official school function: discounted tariff of 30% on the rental of a hall for the function to a maximum of one (1) function per financial year, excluding the relevant deposit fees (which must be paid in full). Where schools request to utilise halls and municipal facilities for examination purposes, a rebate of 30% will be applicable and furniture, kitchen and utensils are free of charge;
- (ii) Churches located within WC024 for an official church function: discounted tariff of 30% on the rental of a hall for the function to a maximum of one (1) function per financial year, excluding the relevant deposit fees (which must be paid in full). Proof of location/residence will be required.
- (iii) Churches using a hall on a regular basis:
  - a Sermons are limited to 2 (two) hours per Sunday to accommodate other denominations/religious groups at the venue.
  - b The two Town Halls (Stellenbosch and Franschhoek), are excluded.
  - c The grant is subject to availability of the hall.
  - d A formal agreement will be entered into between the parties.
  - e A once-off deposit, until forfeited, and replenished, plus a monthly rental fee equivalent to the tariff for 1 (one) Sunday, relevant for the specific hall will be applicable.
  - f To accommodate churches during the week, the halls could be available for a maximum of two (2) additional bookings during the week over and above the Sunday sermon. This will be at no additional charge (included in e) above).
  - g Furniture will be free of charge, but must be arranged and put back after the sermon by the hirer.
  - h  
Due to the constraints on municipal overtime, no municipal officials will be available on weekdays or weekends to perform any supervisory functions or assistance.
- (iv) Non Governmental Organisations: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge.
- (v) Government Departments in other spheres of Government: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge.
- (vi) The six recognised vulnerable groups namely Aged, Disabled, Children, Youth, Women and People living on the Streets: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge. Note: This discount is not available to individuals but is focused on interest groups representing the vulnerable groups.

- (vii) Individual families registered as indigent at the Municipality will be entitled to a 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full): Furniture, kitchen and utensils are free of charge. This rebate is for a maximum of one (1) booking per financial year per indigent family and the two Town Halls (Stellenbosch and Franschhoek) are excluded.
- (viii) Organisations promoting the Greater Stellenbosch: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge. The following are examples of rebates that will be approved:
  - Van Der Stel Festival
  - Wine Festival (Previously Food and Wine Festival)
  - Flower Show (Stellenbosch and Pniel)
  - Stellenbosch Festival
  - Bastille Festival
- (ix) The rebates mentioned in paragraphs i), ii), iv), v), vi) and vii) will only be considered for weekdays. All applications must be in writing and submitted to the Director: Community Services.
- (x) The Director: Community Services may consider motivated applications for discount in line with the abovementioned and approve rebates.

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: PUBLIEKE VEILIGHEID  
DIRECTORATE: PUBLIC SAFETY

VERKEERSDIENSTE/TRAFFIC SERVICES	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>Spesiale verkeersbystanddienste / Assistance at special occasions</b>				
Uitreiking van Permit / Issue of Permit	100.00	105.26	14.74	120.00
Uurtarief : Maandag - Saterdag / Hourly tariff : Monday - Saturday	160.00	175.44	24.56	200.00
Uurtarief: Sondae en openbare vakansiedae Hourly tariff: Sunday and public holidays	320.00	307.02	42.98	350.00
<b>Bystand tydens verfilming van video-advertensies / Assistance during the filming of video commercials (Addisioneel tot bostaande fooie / Additional to the abovementioned fees )</b>				
Uitreiking van Permit / Issue of Permit	100.00	877.19	122.81	1,000.00
Minimum: Residential / Industrial up to 3 hours	1,750.00	1,754.39	245.61	2,000.00
Maximum: Residential / industrial more than 3 hours	8,500.00	7,894.74	1,105.26	9,000.00
Minimum:Rural up to 3 hours	1,900.00	2,192.98	307.02	2,500.00
Maximum:Rural more than 3 hours	9,000.00	7,894.74	1,105.26	9,000.00
Minimum High Risk Areas (eg, Franschoek Pass + CBD areas) up to 3 hours	8,500.00	8,333.33	1,166.67	9,500.00
Maximum High Risk Areas (eg, Franschoek Pass + CBD areas) more than 3 hours	15,450.00	14,433.68	2,026.32	16,500.00
<b>Verwydering van verlate voertuie : Insleepgelde Removal of abandoned vehicles : Tow-in charges</b>				
Binne Stellenbosch / In Stellenbosch	500.00	482.46	67.54	550.00
Buite Stellenbosch / Outside Stellenbosch -- Franschoek / Klappmuts	600.00	570.18	79.82	650.00
Skutgeld per dag / Impoundment fee per day	60.00	61.40	8.60	70.00
Voertuigongeluk inligting / Vehicle accident information (i.t.o. PN5867/10-5-2002)	150.00	131.58	18.42	150.00
Parkeergelde : Bloemhof / Parking tariff : Bloemhof - Daily	15.00	17.54	2.46	20.00
Parkeergelde : Bloemhof / Parking Tariffs : Bloemhof - Monthly permit	250.00	263.16	36.84	300.00
Gestremde parkeer disket/ Disabled Parking Disc	50.00	43.86	6.14	50.00
Taxi rank permit (WCO24 area ) per jaar/year	150.00	219.30	30.70	250.00
Hiring of Parking Bays per day	60.00	87.72	12.28	100.00
<b>Parking Areas 30 min</b>				
Checkers Parking Area (15 min Max 3 Hours)	2.00	2.19	0.31	2.50
Stelmark Parking Area (15 min Max 3 Hours)	2.50	2.63	0.37	3.00
Town Hall Parking Area (15 min Max 1 Hour)	3.00	3.07	0.43	3.50
Transvalia Parking Area (15 min Max 3 Hours)	2.00	2.19	0.31	2.50
Kerk Street/Church Street (15 min Max 2 Hours)	3.00	3.07	0.43	3.50
Plein Street (15 min Max 1 Hour)	3.00	3.07	0.43	3.50
Bloem Street (15 min Max 1 Hour)	2.00	2.19	0.31	2.50
Bird Street (Braak) (15 min Max 1 Hour)	3.00	3.07	0.43	3.50
Ryneveldt Street (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Andringa/Dorp/Merriman (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Andringa/Banghoek/Merriman (15 min Max 1 Hour)	2.00	2.19	0.31	2.50
Bird/Dorp/Plein (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Bird/Plein/Alexander (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Bird/Alexander/Merriman (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Alexander Dienspad (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Alexander Street (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Meul/Dorp/Plein (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Dorp Street (West) (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Midmar Parking (15 min Max 3 Hours)	2.00	2.19	0.31	2.50
Crozier Street (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Tol Parking (15 min Max 3 Hours)	3.00	3.07	0.43	3.50
Piet Retief (15 min Max 1 Hour)	NEW	2.63	0.37	3.00
Bird/ Crozier/Merriman (15 min Max 1 Hour)	2.50	2.63	0.37	3.00
Banghoek/Andringa/Bird (15 min Max 1 Hour)	2.00	2.19	0.31	2.50

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
**Applicable to services rendered from 1 July 2011.**

**DIREKTORAAT: PUBLIEKE VEILIGHEID**  
**DIRECTORATE: PUBLIC SAFETY**

<b>BRANDWEER DIENSTE / FIRE SERVICES</b>	<b>Tariff 2010/11</b>	<b>Excl Vat 2011/12</b>	<b>VAT 14%</b>	<b>Tariff 2011/12</b>
<b>Brandweerwaens / Fire Engines</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	540.00	482.46	67.54	550.00
<b>Hidroutiese Platform / Hydranlic Platforms</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	1000.00	1052.63	147.37	1200.00
<b>Reddingsvoertuig / Emergency Vehicle (excluding Accidents/Rescue)</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	440.00	438.60	61.40	500.00
<b>Diensvoertuie / Service Vehicle</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	200.00	263.16	36.84	300.00
<b>Draagbare Pompe &amp; Kragopwekker / Portable pumps &amp; Generators</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	160.00	175.44	24.56	200.00
<b>Sleepwaens / Trailers</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	440.00	394.74	55.26	450.00
<b>Bergingseile / Storage Covers</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	70.00	87.72	12.28	100.00
<b>Bos , veld , rommel (Boseenhede) / Bush , field , rubble (Bush units)</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	200.00	263.16	36.84	300.00
<b>Personeel / Personnel</b>				
Per uur of gedeelte daarvan / Per hour or part thereof	150.00	175.44	24.56	200.00
<b>Instandhouding en Brandslangherstel / Maintenance &amp; Fire-Hose Repair</b>				
Skrop , toets & droog / Scrub , test & dry	50.00	87.72	12.28	100.00
Herstel / Repair	30.00	43.86	6.14	50.00
Koppelingbinding : Brandslang / Linkage : Fire-Hose	40.00	43.86	6.41	50.00
Koppelingbinding : Suigslang / Linkage : Suction hose	70.00	70.18	9.82	80.00
Koppelingbinding : Hoë druk / Linkage : High Pressure				
<b>Brandvoorkomingsinspeksies / Fire prevention inspection</b>				
Teninstallasies -Per tenk / Tank installation	170.00	175.44	24.56	200.00
VP Gas -Per installasie / Per installation	170.00	175.44	24.56	200.00
Sprinklaar ens : per jaar / Sprinkler ect per annum	70.00	175.44	24.56	200.00
<b>Patrolliedienste &amp; Ander / Patrol Services &amp; Other</b>				
Nie Operasionele dienste/ Non Operational Services				
Per Brandbestryder / Per Firefighter	120.00	175.44	24.56	200.00
Per Offisier / Per Officer	150.00	175.44	24.56	200.00
<b>Planne of Ontwikkeling Konsultasiefooie (per uur ) / Plans or Development Consultation fee (per hour)</b>	200.00	263.16	36.84	300.00

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: PUBLIEKE VEILIGHEID  
DIRECTORATE: PUBLIC SAFETY

LAW ENFORCEMENT / WETSTOEPASSING	Tariff 2010/11	Excl Vat 2011/12	VAT 14%	Tariff 2011/12
<b>Spesiale Wetstoepassings Dienste / Assistance at special occasions</b>				
Uitreiking van Permit / Issue of Permit	100.00	105.26	14.74	120.00
Uurtarief : Maandag - Saterdag / Hourly tariff : Monday - Saturday	160.00	175.44	24.56	200.00
Uurtarief: Sondae en openbare vakansiedae Hourly tariff: Sunday and public holidays	320.00	307.02	42.98	350.00
<b>Bystand tydens verfilming van video-advertensies / Assistance during the filming of video commercials (Addisioneel tot bostaande fooie / Additional to the abovementioned fees )</b>				
Uitreiking van Permit / Issue of Permit	New	877.19	122.81	1,000.00
Minimum: Residential / Industrial up to 3 hours	New	1,754.39	245.61	2,000.00
Maximum: Residential / industrial more than 3 hours	New	7,894.74	1,105.26	9,000.00
Minimum:Rural up to 3 hours	New	2,192.98	307.02	2,500.00
Maximum:Rural more than 3 hours	New	7,894.74	1,105.26	9,000.00
Minimum High Risk Areas (eg, Franschoek Pass + CBD areas) up to 3 hours	New	8,333.33	1,166.67	9,500.00
Maximum High Risk Areas (eg, Franschoek Pass + CBD areas) more than 3 hours	New	14,433.68	2,026.32	16,500.00
Skut van goedere gekonfiskeer / Inpoundment of goods confiscated	350.00	438.60	61.40	500.00
<b>Provision of CCTV video footage information/ Voorsiening van CCTV video inligting</b>				
Aansoekfooie/ Application Fee	New			160.00
Voorsiening van bewysmateriaal (CCTV video) per CD/ Provision of evidentiary evidence (CCTV video footage) per CD	New			300.00

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
Applicable to services rendered from 1 July 2011.

## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

Electrical Engineering Services	Unit	2011/2012	Vrygestel/ Exempt VAT
<b>MISCELLANEOUS</b>			
<b>Special meter reading</b>			
Office hours (till 15:00)	per occasion	<b>R 150.00</b>	Included
After Hours (After 15:00)	per occasion	<b>R 220.00</b>	Included
Holidays	per occasion	<b>R 440.00</b>	Included
<b>Disconnection or Reconnection of Low Voltage supply:</b>			
Office hours (till 15:00)	per occasion	<b>R 150.00</b>	Included
After Hours (After 15:00)	per occasion	<b>R 220.00</b>	Included
Holidays	per occasion	<b>R 440.00</b>	Included
<b>1st Call to fault on consumer's installation :</b>			
Office hours (till 15:00)	per occasion	<b>R 220.00</b>	Included
After Hours (after 15:00)	per occasion	<b>R 380.00</b>	Included
Sunday's and Public Holidays	per occasion	<b>R 440.00</b>	Included
<b>2nd Call to fault on consumer's installation :</b>			
Office hours (till 15:00)	per visit	<b>R 300.00</b>	Included
After Hours (after 15:00)	per visit	<b>R 400.00</b>	Included
Sunday's and Public Holidays	per visit	<b>R 600.00</b>	Included
Service not ready for connection	per visit	<b>R 300.00</b>	Included
<b>Temporary supply at public venue:</b>			
Existing kiosk with single phase plug point (where available)	per day	<b>R 350.00</b>	Included
Existing kiosk with three phase plug point (where available)	per day	<b>R 470.00</b>	Included
Supply temporary kiosk with single/three phase plug points where supply in close vicinity (Plus day tariff)	per occasion	<b>R 1,050.00</b>	Included
<b>Temporary supply at public venue: (Non-profit organisations only)</b>			
Existing kiosk with single phase plug point (where available)	per day	<b>R 70.00</b>	Included
Existing kiosk with three phase plug point (where available)	per day	<b>R 140.00</b>	Included
Supply temporary kiosk with single/three phase plug points where	per occasion	<b>R 530.00</b>	Included
<b>MV switching on Council's equipment :</b>			
Office hours	per occasion	<b>R 2,000.00</b>	Included
After Hours	per occasion	<b>R 2,600.00</b>	Included
Sundays & Public Holidays	per occasion	<b>R 4,000.00</b>	Included
Installation of banners	per banner	<b>R 670.00</b>	Included
<b>Load control equipment:</b>			
Refusal of installation	per month	<b>R 1,000.00</b>	Included
Penalty for the illegal disconnection of load control equipment	per occasion	<b>R 1,000.00</b>	Included
Cable location on request at municipal property	per occasion	<b>R 600.00</b>	Included
Cable location on request at private property	per occasion	<b>R 1,300.00</b>	Included

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

Electrical Engineering Services	Unit	2011/2012	Vrygestel/ Exempt VAT
<b>NEW SUPPLIES WHERE MUNICIPAL CABLE IS AT ERF BOUNDARY (INCLUDES ENERGY DISPENSER AND EXCLUDE CABLE JOINT ON PROPERTY BOUNDARY)</b>			
60 A single phase energy dispenser installed next to distribution board	each	<b>R 1,100.00</b>	Included
Three phase energy dispenser installed next to distribution board	each	<b>R 2,000.00</b>	Included
Single Phase Energy Dispenser + Ready Board in Informal Settlements	each	<b>R 1,500.00</b>	Included
60 A single phase service connection installed from overhead line to erf boundary with a 60 A single phase energy dispenser installed next to distribution board	each	<b>R 3,900.00</b>	Included
All other new installations or upgrades as per quotation supplied by the Electrical Engineering Services Directorate		Quotation	
<b>INSTALLATION OF ENERGY DISPENSERS</b>			
Single phase energy dispenser installed	each	<b>R 1,100.00</b>	Included
Three phase energy dispenser installed	each	<b>R 2,000.00</b>	Included
Replacement of existing single phase credit meter with single phase energy dispenser	each	<b>R 1,300.00</b>	Included
Replacement of existing three phase credit meter with a three phase electricity dispenser	each	<b>R 2,300.00</b>	Included
Relocation of electricity dispenser within 1m radius	each	<b>R 1,000.00</b>	Included
Replacement of broken/removed seals	each	<b>R 150.00</b>	Included
<b>Tampered single phase meter or supply :</b>			
First offence	per occasion	<b>R 1,500.00</b>	Included
Second offence	per occasion	<b>R 2,600.00</b>	Included
Third offence	per occasion	<b>Supply Removed</b>	Included
Plus estimated cost of consumption not registered			
<b>Tampered three phase meter or supply :</b>			
First offence	per occasion	<b>R 2,500.00</b>	Included
Second offence	per occasion	<b>R 3,400.00</b>	Included
Third offence	per occasion	<b>Supply Removed</b>	Included
Plus estimated cost of consumption not registered			



# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
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## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

Electrical Engineering Services	Unit	2011/2012	Vrygestel/ Exempt VAT
<b>METERING GENERAL</b>			
Testing of single phase meters (on site verification)	each	<b>R 450.00</b>	Included
Testing of three phase meters (on site verification)	each	<b>R 800.00</b>	Included
Testing of three phase bulk meters (on site verification)	each	<b>R 1,600.00</b>	Included
Tariff investigation - based on existing consumption data	each	<b>Free</b>	
Tariff or load profile investigation - requiring equipment and	each	<b>R 2,000.00</b>	Included
Quality of supply investigation - requiring equipment and personnel/site	each	<b>R 2,500.00</b>	Included
Installation of bulk metering and site certification	each	<b>Quotation</b>	Included
Provision of monthly load profile and meter readings via website	per month	<b>R 330.00</b>	Included
<b>DEVELOPMENT CONTRIBUTIONS</b>			
Existing Areas Per kVA		<b>R 459.00</b>	Exclude
Existing areas (per unit)		<b>R 1,836.00</b>	Exclude
<b>kVA Rating</b>			
Cluster housing, Semi-detached townhouses & flats	3kVA		
Urban Residential, Freestanding homes or townhouses (LSM 7-10)	4kVA		
electrical hot water cylinder	6kVA		
New areas (per kVA) Network & Minisub supplied by Developer			
New areas (per Unit) Network & Minisub supplied by Developer			
Medium Voltage Network Contribution (per kVA)		<b>R 1,475.00</b>	Exclude
High Voltage Contribution (per kVA)		<b>R 712.00</b>	Exclude

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
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## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

SECTION	ELECTRICITY PENALITES	2010/11	2011/12
<b>4</b>	<b>SUPPLY BY AGREEMENT</b>	(including VAT)	
4 (1)	Using an electrical supply or consuming electricity without a written agreement. Single phase.	R 360	R 360
4 (1)	Using an electrical supply or consuming electricity without a written agreement. Three phase.	R 1,200	R 1,200
<b>7</b>	<b>APPLICATION FOR SUPPLY</b>		
7 (5)	Additional service connections without approval.	R 360	R 360
<b>12</b>	<b>REFUSAL/FAILURE TO GIVE INFORMATION</b>		
12 (1)	Refusing/failing to give information that is reasonably required of him/her by an authorised official.	R 240	R 240
12 (2)	Giving false information to a duly authorised official about any electrical installation work.	R 240	R 240
<b>13</b>	<b>REFUSAL OF ADMITTANCE</b>		
13	Wilfully hindering, obstructing/interfering with or refusing admittance to the engineer/duly authorised official in the performance of his/her duties.	R 1,200	R 1,200
<b>14</b>	<b>IMPROPER USE</b>		
14	Using electricity in a way that interferes in an improper or unsafe manner, or is calculated to interfere in a improper or unsafe manner, with the efficient supply of electricity to any other consumer.	R 1,200	R 1,200
<b>18</b>	<b>PAYMENT OF CHARGES</b>		
18 (5)	Obstructing or preventing an authorised official when visiting a premise to disconnect/audit the supply.	R 1,200	R 1,000
<b>20</b>	<b>RESALE OF ELECTRICITY</b>		
20 (1)	Selling/supplying or allowing/permitting the selling/supplying of electricity to any other person/persons without permission.	R 1,200	R 1,200
20 (2) (a)	Rendering of a monthly account reflecting tariffs/charges not approved by the municipality.	R 1,200	R 1,200

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

SECTION	ELECTRICITY PENALITES	2010/11	2011/12
		(including VAT)	
<b>25</b>	<b>SEALS AND LOCKS OF THE MUNICIPALITY</b>		
25	Removing/breaking/defacing/tampering/interfering with seals/locks; or being in possession of the security lock keys without authorisation.	R 1,200	R 1,200
<b>26</b>	<b>TAMPERING WITH SERVICE CONNECTION/SUPPLY MAINS</b>		
26 (1)	Tampering/interfering/by-passing the metering equipment of any premises.	R 1,200	R 1,200
<b>27</b>	<b>PROTECTION OF ELECTRICITY DISTRIBUTION SYSTEM</b>		
27 (1) (a)	Without consent - Constructing/erecting or permitting the erection of any building/structure/other object, or plant trees/vegetation, over or in a position/manner that interferes with or endangers the electricity system.	R 1,200	R 1,200
27 (1) (b)	Without consent - Excavating/opening up/removing the ground above/next to/under any part of the electricity system; or dumping anything onto/next to/under electricity distribution system.	R 1,200	R 1,200
27 (1) (c)	Without consent - Damaging/endangering/removing/destroying any part of the electricity system.	R 1,200	R 1,200
27 (1) (d)	Without consent - Abstracting/ branching off/diverting any electricity current or causing any electric current to be abstracted/branched off/diverted or consuming/using any abstracted/branched off/diverted electricity current.	R 1,200	R 1,200
27 (1) (e)	Without consent - installing any paving over the Municipality's cables without adequate sleeves having been installed.	R 1,200	R 1,200
27 (1) (f)	Excavating over the Municipality's cables without a permit.	R 1,200	R 1,200
27 (1) (g)	Excavating over the Municipality's cables with excavating or related machines.	R 1,200	R 1,200
27 (2)	Failing to limit the height of trees or vegetation or the length of projecting branches in the proximity of overhead lines or provide a means of protection.	R 1,200	R 1,200

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
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## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

SECTION	ELECTRICITY PENALITES	2010/11	2011/12
		(including VAT)	
<b>29</b>	<b>UNAUTHORISED CONNECTIONS</b>		
29	Directly or indirectly connect, attempt to connect or cause or permit the connection of a new electrical installation or part of a new electrical installation to the supply mains or service connection.	R 1,200	R 2,000
<b>30</b>	<b>UNAUTHORISED RECONNECTIONS</b>		
30 (1)	Reconnecting, attempting to reconnect or causing or permitting the reconnection of the supply mains or service connection of an electrical installation that has been disconnected by the Municipality.	R 1,200	R 2,000
<b>36</b>	<b>MV AND LV SWITCHGEAR AND EQUIPMENT</b>		
36 (3)	Operating MV switchgear at the points of supply without the written authorisation of the engineer.	R 3,000	R 3,000
<b>37</b>	<b>TRANSFORMER SUBSTATION ACCOMMODATION</b>		
37 (2)	Refusing or restricting an engineer/duly authorised official from operating or maintaining equipment in the performance of his duties.	R 1,200	R 1,200
<b>40</b>	<b>CONSUMER'S EMERGENCY STANDBY SUPPLY EQUIPMENT</b>		
40	Connecting emergency standby supply equipment provided by a consumer to an installation without the prior written approval of the engineer.	R 2,000	R 2,000
<b>50</b>	<b>LOAD LIMITATIONS</b>		
50 (3)	No current-consuming appliance with a rating that exceeds 15 kVA may be connected to the electrical installation without the prior approval of the engineer.	R 1,000	R 1,000
<b>51</b>	<b>INTERFERENCE WITH OTHER CONSUMERS</b>		
51 (1)	Operating electrical equipment having characteristics which give rise to voltage variations, harmonic currents/voltages or unbalanced phase currents that fall outside the standards determined by NRS 048.	R 1,200	R 1,200

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

## DIREKTORAAT INGENIEURS DIENSTE DIRECTORATE ENGINEERING SERVICES

SECTION	ELECTRICITY PENALITES	2010/11	2011/12
		(including VAT)	
<b>55</b>	<b>METERING</b>		
55 (5)	Consumer making alterations or additions or electrical connections of any description on the supply side of the meter.	R 1,200	R 1,200
<b>57</b>	<b>READING OF CONVENTIONAL METERS</b>		
57 (6)	Influencing or interfering with the metering process.	R 1,200	R 1,200
	<b>Note: A second offence/occurrence shall be charged at double the rate. A third offence/occurrence shall result in the electricity supply been disconnected permanently.</b>		

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT : INGENIEURS DIENSTE /  
DIRECTORATE: ENGINEERING SERVICES

Water Services	Tarief/ Tariff 2010/11	Tarief/ Tariff 2011/12	BTW/ VAT	Tarief/ Tariff 2011/12
<b>DIVERSE DIENSTE / SUNDRY SERVICES</b>				
<b>Water connections complete</b>				
Contractor provided leading				
22 mm Wateraansluitings ( slegs koppeling + meter )	2,298.75	2,137.44	299.24	2,436.68
22 mm Water connections (coupling and meter only)				
<b>Complete connection : No road crossing</b>				
15mm complete (stopcock + watermeter + box)	3,308.26	3,076.10	430.65	3,506.76
20mm complete (stopcock + watermeter + box)	3,445.00	3,203.25	448.45	3,651.70
25mm complete (stopcock + watermeter + box)	4,977.76	4,628.44	647.98	5,276.43
40mm complete (stopcock + watermeter + box)	12,758.16	8,538.00	1,195.32	9,733.32
<b>Complete connection : Including road crossing</b>				
15mm complete (stopcock + watermeter + box)	13,637.96	12,680.91	1,775.33	14,456.24
20mm complete (stopcock + watermeter + box)	13,801.20	12,832.69	1,796.58	14,629.27
25mm complete (stopcock + watermeter + box)	15,307.46	14,233.25	1,992.66	16,225.91
40mm complete (stopcock + watermeter + box)	19,467.96	18,101.79	2,534.25	20,636.04
Inspection fee on all connections done by Private Contractors (excluding water deposit)	1,187.20	1,103.89	154.54	1,258.43
<b>Water miscellaneous tariffs</b>				
Moving of watermeter sizes up to 25mm diam. Max distance 2m.	984.74	915.64	128.19	1,043.82
Moving of watermeter size 40mm diam. Max distance 2m.	2,474.04	2,300.42	322.06	2,622.48
Toets van watermeter / Test of water meter.Max. 25mm diam.	1,420.40	1,320.72	184.90	1,505.62
Includes removal,testing at COCT certified facility and replacement				
Toets van watermeter / Test of water meter 40-150mm diam. Actual cost.	Actual cost.	Actual cost	Actual cost	Actual cost
<b>Analise van watermonster / Analysis of water sample</b>				
Heraanskakeling na wanbetaling van rekening / Reconnection after disconnection due to non-payment : Normale ure / Normal hours	309.10	287.41	40.24	327.64
Na - ure / After hours	246.13	228.86	32.04	260.90
Peuter met aansluiting / Tampering with connection:	377.78	351.27	49.18	400.45
<b>Eerste oortreding / First offence</b>				
Tweede oortreding / Second offence	503.70	468.35	65.57	533.92
PLUS : die verwydering van die aansluiting ( Volle aansluitingsfooi weer betaalbaar ) / the removal of the connection ( Full connection fee payable for reconnection )	1,070.39	995.27	139.34	1,134.61
<b>Vervanging van watermeters / Replacement of water meters:</b>				
20 mm.	Actual cost.	Actual cost.	Actual cost.	Actual cost.
25 mm.	Actual cost.	Actual cost.	Actual cost.	Actual cost.
<b>Sewer Connections( Installed by Developer as development requirement)</b>				
Applicant connects to existing connection.				
100mm connection by Developer (first connection)	927.50	862.41	120.74	983.15
150mm connection by Developer (first connection)	1,111.94	1,033.91	144.75	1,178.66
All new sewer connections made at actual cost	Actual cost	Actual cost	Actual cost	Actual cost
<b>Oopmaak van rioolverstopping / Clearing of block sewer:</b>				
Owner responsible to clear private blockage by making use of private contractor				
Blockage teams only responsible for clearing municipal main sewer blockages				
Private blockages only to be cleared if health hazard occurs and clear instruction is given by Management				
Normale ure / Normal hours	375.00	348.69	48.82	397.50
Na-ure / After hours	520.00	483.51	67.69	551.20

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
Applicable to services rendered from 1 July 2011.

**DIREKTORAAT : INGENIEURS DIENSTE /  
DIRECTORATE: ENGINEERING SERVICES**

SERVICES RENDERED	UNIT	COMMENTS	2010/11	2011/2012	%
			R		
Solid Waste Services			VAT excl		
<b>Stellenbosch Landfill Site (Devon Valley Site)(General Waste only - NO Medical or Hazardous Waste)</b>					
<b>Residents of residential properties</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal clean garden waste (Grass cuttings, leaves, Mix waste etc.)	Car, trailer, LDV	Must show the latest account that reflects payment for refuse removal or permit 1 tonne (load) free pm)	Free	Free	
<b>Contractors within WC024</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal of general waste (unsuitable for crusher) based on actual mass (mix waste)	per metric ton or part thereof	Waste from inside WC024.Proof of ownership of waste to be declare by user at disposal facility .(Written proof if requested)	R 114.08	R126	10%
Disposal of general waste (unsuitable for crusher) based on carrying capacity of vehicle (Mix Waste)	per metric ton or part thereof	Waste from outside WCO24.If ownership of waste cannot be declared by users , accepted as waste from outside WCO 24.(Written proof if requested)	R 322.86	R355.15	10%
<b>Garden Services</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal clean garden waste (Grass cuttings, leaves, etc.)NO OTHER WASTE	Per load	Exclusively for Garden Services working within the boundaries of the WC024. No waste will be received from outside the boundaries of WC024	Free	FREE	Only waste to be used for compost
<b>ALL other users of the landfill site</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal of Branches for chipping	Tariff per ton or part thereof	Exclusively for Garden Services working within the boundaries of WC024 (Proof of ownership)	R57.04	R126	High operational cost
Clean Builders Rubble		No iron, plastic, wood	Free	Free	
<b>Klapmuts Transfer Station</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal of general waste/garden waste based on actual mass	per metric ton or part thereof	Waste from in WC024 boundries .Proof of ownership has to be provided on request.	R 114.08	R150	Real cost about R750-R800 per tonne due to formal quotations .Insufficient funding for tenders
Disposal of general waste based on carrying capacity of vehicle	per metric ton or part thereof	Waste from outside WC024 is not accepted at Klapmuts transfer station	R 322.86	NO	NO
<b>Franschhoek Drop-off</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
<b>Residents of residential properties ONLY</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Disposal clean garden waste (Grass cuttings, leaves, etc.)	Car, trailer, LDV	Must show the latest account or permit that reflects payment for refuse removal. ONLY green garden waste. Max 1 ton	Free	R 150	Real cost higher as Klapmuts Transfer station .Insufficient funding ,no tenders only FQ
<b>ALL other waste to go to Stellenbosch Landfill Site</b>					
<b>Special Removals</b>			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
The special removal of general waste at Households	per 1/4 load of 4 Tonne truck or part thereof + 15% admin fee	Removal of waste to be pre-arranged and will only be done on proof of payment. For residents within the urban boundaries of WC024 only. Subject to a 15% admin fee.	R 53.00	R58.30 + 15%	10%
The special removal of general waste at Businesses	per 240l volume or part thereof + 15% admin fee	Removal of waste to be pre-arranged and will only be done on proof of payment. For businesses within the urban boundaries of WC024 only. Subject to a 15% admin fee.	R 74.20	R81.62 +15%	10%

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
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**DIREKTORAAT : INGENIEURS DIENSTE /  
DIRECTORATE: ENGINEERING SERVICES**

SERVICES RENDERED	UNIT	COMMENTS	2010/11	2011/2012	%
			R		
<b>Solid Waste Services</b>			<b>VAT excl</b>		
<b>Replacement of bin or lid or wheel or axel</b>					
<b>For bin age up to 5 years</b>					
For the replacement of a complete bin or any component thereof (body, lid, wheel, axel.)	replacement part	The damaged/missing part or lost bin will be replaced at cost to council plus 15% administrative fee. Lost or stolen bin must be reported to the nearest Police Station and a case number be presented to Council before replacement commences.	Cost + 15%	Cost + 15%	
<b>Hire of 240ℓ bins</b>					
			<b>2010/2011</b>	<b>2011/2012</b>	<b>%</b>
Hire of 240ℓ refuse bins on wheels.	Per bin per day	For the hiring of 240ℓ bins to a third party either in or outside Stellenbosch Municipality. Subject to prior approval and availability.	R 10.60	R12.00	10%
<b>KOMPOSVERKOPE / SALE OF COMPOST</b>					
Grof/Coarse: Kleinhandel per m <sup>3</sup> / Retail per m <sup>3</sup>			R 218.66	R 231.78	6%
Groothandel(<500m <sup>3</sup> p.j.)per m <sup>3</sup> / Wholesale (<500m <sup>3</sup> p.a.) per m <sup>3</sup>			R 152.26	R 161.39	6%
Groothandel (>500m <sup>3</sup> p.j.) per m <sup>3</sup> -- Vooruitbestel en -betaal /			R 146.53	R 155.33	6%
Departementele verbruik per m <sup>3</sup> / Departmental use per m <sup>3</sup>			R 138.52	R 146.83	6%



# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT : INGENIEURS DIENSTE  
DIRECTORATE: ENGINEERING SERVICES

		TOTAAL/TOTAL 2010/2011	2011/12	BTW/VAT	TOTAAL/TOTAL 2011/2012
<b>Nywerheidsafloop/Industrial Effluent</b>	EFFLU	R 5.20	R 4.79	R 0.67	R 5.46
<b>Suigtenktrekkings: per 5 000 liter of deel daarvan Clearance of septic tanks: per 5 000 liter of part thereof</b>	CTANK	R 788.71	R 726.32	R 101.68	R 828.00
<b>Chemical toilet disposal at designated facility</b>	Per Kl	R 38.12	R 35.11	R 4.92	R 40.02
<b>Waste Water disposal at designated facility</b>	Per Kl	R 14.99	R 13.80	R 1.93	R 15.73

# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIREKTORAAT: INGENIEURS DIENSTE  
DIRECTORATE : ENGINEERING SERVICES

	2010/2011 Incl VAT	2011/2012 Excl VAT	2011/2012 VAT	2011/2012 Incl VAT
<b>SCIENTIFIC SERVICES/WETENSKPALIKE DIENSTE</b>				
<b>PARAMETERS</b>				
<b>PHYSICAL ANALYSIS</b>				
Temperature	39.15	36.40	5.10	41.50
Ph @ 25°C	39.15	36.40	5.10	41.50
Electrical conductivity @ 25°Cms <sup>-1</sup>	39.15	36.40	5.10	41.50
Turbidity (NTU)	45.68	42.47	5.95	48.42
Suspended solids (SS) @ 105°C mg/1	97.88	91.01	12.74	103.75
Total suspended solids (TSS) 105°C mg/1	104.41	97.08	13.59	110.67
Total dissolved solids (TDS) mg/1	93.97	87.37	12.23	99.60
Inorganic dissolved solids (VSS) @600°Cmg/1	104.41	97.08	13.59	110.67
Settleable solids@ 30min in ml	39.15	36.40	5.10	41.50
Volatile organic matter percentage (%)	104.41	97.08	13.59	110.67
		0.00	0.00	0.00
<b>CHEMICAL ANALYSIS</b>				
NITRATE (NO <sup>-3</sup> ) mg/1	71.78	66.74	9.34	76.09
NITRITE (NO <sup>-2</sup> ) mg/1	71.78	66.74	9.34	76.09
ORTHO PHOSPHATE (PO <sup>-3</sup> ) mg/1	71.78	66.74	9.34	76.09
TOTAL PHOSPHATE (PO <sup>-3</sup> ) mg/1	107.02	99.51	13.93	113.44
AMMONIA as N (NH <sub>3</sub> ) mg/1	110.93	103.15	14.44	117.59
SULPHIDES (S) mg/1	91.36	84.94	11.89	96.84
SULPHATE (SO <sup>-2</sup> ) (total) mg/1	84.83	78.88	11.04	89.92
FREE & TOTAL residual chlorine (CL <sup>-2</sup> )	58.73	54.61	7.64	62.25
CHLORIDE as Cl mg/1	63.95	59.46	8.32	67.79
PHENOLIS (C <sub>6</sub> H <sub>5</sub> OH)	195.89	182.14	25.50	207.64
COD unfiltered mg/1	123.98	115.28	16.14	131.42
COD filtered mg/1	130.51	121.35	16.99	138.34
COD dilution mg/1	130.51	121.35	16.99	138.34
PHENOLIS C <sub>6</sub> H <sub>5</sub> OH (total) mg/1	120.07	111.64	15.63	127.27
CHROMATE TEST (CHROMIUM cr <sub>6</sub> + ) as Cr mg/1	390.28	362.89	50.81	413.70
CYANIDE as CN	193.15	179.60	25.14	204.74
SULPHIDES (SO <sup>-2</sup> ) mg/1	95.27	88.58	12.40	100.99
		0.00	0.00	0.00
<b>MICROBIOLOGICAL &amp; BACTERIOLOGICAL ANALYSIS</b>				
FAECAL COLIFORMS COUNT/100ml	101.80	94.65	13.25	107.90
E.COLI COUNT/100ml	101.80	94.65	13.25	107.90
DISTILLED WATER 1 LITRE	7.83	7.28	1.02	8.30

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
**Applicable to services rendered from 1 July 2011.**

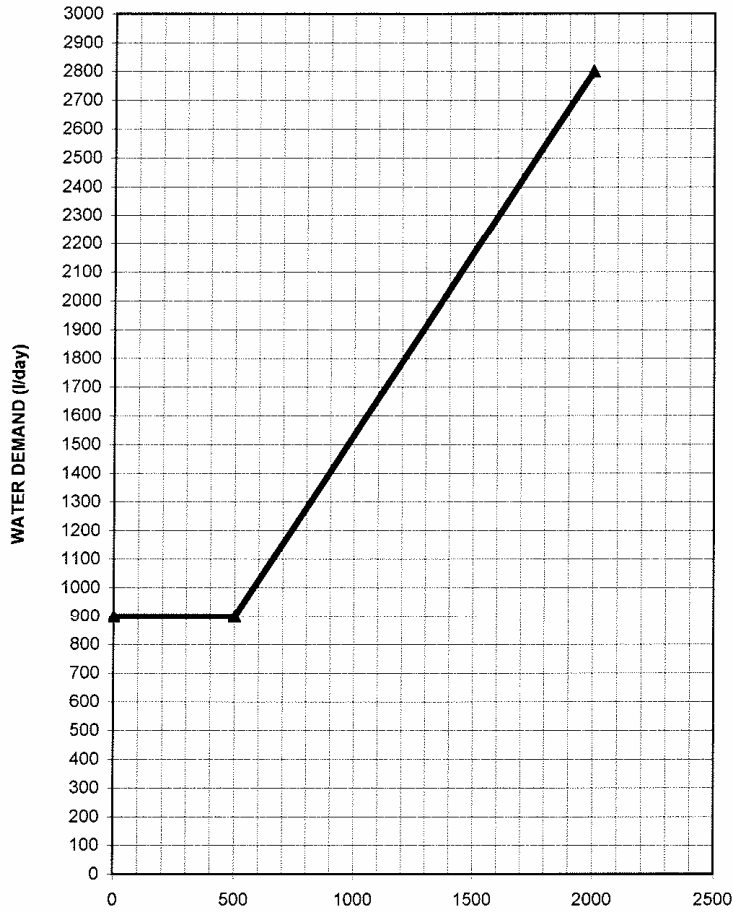
**DIREKTORAAT: INGENIEURS DIENSTE**  
**DIRECTORATE : ENGINEERING SERVICES**

	2010/2011 Incl VAT	2011/2012 Excl VAT	2011/2012 VAT	2011/2012 Incl VAT
<b>ROADS &amp; STORMWATER</b>				
Versak randsteen (plat en skuins) per randsteen / Lowering of kerbs	325.12	306.58	42.92	349.50
Inspeksiefooi vir die oprigting van fasiliteit tekens Inspection fee for the construction of facility signs	513.00	483.75	67.73	551.48
Konstruksie van bruggies oor leiwater/stormwater kanale Construction of vehicle access over stormwater/irrigation channels			Actual Cost/Werklike koste	



**CIVIL ENGINEERING SERVICES  
DEVELOPMENT CONTRIBUTION LEVIES  
01 JULY 2011 – 30 JUNE 2012**

**WATER DEMAND (residential)**



# STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012  
Applicable to services rendered from 1 July 2011.

DIRECTORATE : CORPORATE AND STRATEGIC SERVICES  
(KAYAMANDI ECONOMIC TOURISM CORRIDOR)

Rental Category	Intervals ( m <sup>2</sup> )		Tariffs		Deposit required
			per m <sup>2</sup>	Total	
a) Formal kiosks (shops)	0	10	40	400	400
	0	12	40	480	480
	0	12.5	40	500	500
	0	13	40	520	520
	0	13.5	40	540	540
	0	14	40	560	560
	0	14.5	40	580	580
	0	15	40	600	600
	0	15.5	40	620	620
	0	16	40	640	640
	0	17.3	40	692	692
	0	22	40	880	880
b) Internet Cafe	0	44.3	48	2125	2125
c) Restaurant	0	151.3	48	7238	7238
d) ATM's (as per negotiated agreement)	0	18.25			
e) Informal Kiosks	0	10	per day	30	0
f) Conference Facility	0	144	per day	1,000.00	500
g) Amphi Theatre			per day	1,000.00	500

# STELLENBOSCH MUNICIPALITY

**SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012**  
Applicable to services rendered from 1 July 2011.

**DIREKTORAAT: BEPLANNING EN ONTWIKKELINGSDIENSTE**  
**DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES**

**To be read in conjunction with the Business Rules.**

SERVICES RENDERED	UNIT	REMARKS	2010/11	2011/12	2011/12
			incl VAT	excl VAT	incl VAT
<b>TOWN PLANNING FEES</b>					
<b>STADSBEPLANNINGSFOOIE</b>					
Departure : Section 15(i)(a)(i) / Afwyking : Artikel 15(i)(a)(i)	Erven under 200 m <sup>2</sup>	Residential erven 200 m <sup>2</sup> or less for subsidized housing / Residensiele erwe 200 m <sup>2</sup> vir gesubsidieerde behuising	Zero	Zero	Zero
	Erven up to 500 m <sup>2</sup> /Erwe tot en met 500 m <sup>2</sup>	Building line/Coverage and other Regulation departures get charged separately - i.e. a Building line/Coverage application does not exempt applicant from other (including other departure) fees and vice versa.	119.00	110.53	126.00
	Erven from 501m <sup>2</sup> to 750m <sup>2</sup> / Erwe vanaf 501m <sup>2</sup> tot 750m <sup>2</sup>		235.00	219.30	250.00
Erven exceeding 750m <sup>2</sup> / Erwe groter as 750m <sup>2</sup>	470.00		438.60	500.00	
Deviation from Council Policies & By-laws	Per application per property/Per aansoek per eiendom	Per application per property / Per aansoek per eiendom	none	850.88	970.00
<b>Temporary departures : Section 15(i)(a)(ii) / Tydelike afwykings : Artikel 15(i)(a)(ii)</b>					
Submitted in urban areas / ingedien in stedelike gebiede	Per application per property (per use) / Per aansoek per eiendom (per gebruik)		1,696.00	1578.95	1800.00
Submitted in rural areas (Agricultural zoned land) / ingedien in landelike gebiede (Landbou gesoneerde eiendom)	Per application per property (per use) / Per aansoek per eiendom (per gebruik)		none	2192.98	2500.00
<b>Consent use / Vergunningsgebruik</b>					
Submitted in urban areas / ingedien in stedelike gebiede	Per application per property (per use) / Per aansoek per eiendom (per gebruik)		1,696.00	1578.95	1800.00
Submitted in rural areas (Agricultural zoned land) / ingedien in landelike gebiede (Landbou gesoneerde eiendom)	Per application per property (per use) / Per aansoek per eiendom (per gebruik)			2192.98	2500.00
<b>Special Developments / Spesiale Ontwikkelings</b>	Erven up to 500 m <sup>2</sup> /Erwe tot 500 m <sup>2</sup>	Per application per property / Per aansoek per eiendom	119.00	110.53	126.00
	Erven from 501m <sup>2</sup> to 750m <sup>2</sup> Erwe vanaf 501m <sup>2</sup> tot 750m <sup>2</sup>		235.00	219.30	250.00
	Erven exceeding 750m <sup>2</sup> /Erwe groter as 750m <sup>2</sup>		473.00	438.60	500.00
<b>Subdivision / Onderverdeling</b>					
Up to 3 erven created		Remainder included. Public Roads and Public Open Space excluded	856.00	798.25	910.00
4 - 10 erven created		Calculated as R 1800-00 for first 10 erven + R 860 for every additional 10 erven (or part thereof) created above the first 10	1,696.00	1578.95	1800.00
For every 10 erven created above the first 10			809.00	754.39	860.00
Agricultural Zoned land/Landbou Gesoneerde grond	Per new unit/Per nuwe eenheid	Per additional erf created	1,696.00	1578.95	1800.00
<b>Exempted subdivision (Section 23 Subdivision)</b>					
Vrygestelde onderverdeling (Artikel 23 Onderverdeling)	Per application/Per aansoek		134.00	750.88	856.00
<b>Amendment/cancellation of an approved subdivision plan</b>	Per application/Per aansoek	This fee is payable in all cases if a subdivision for which an approval has been granted (irrespective of whether a general plan has been approved for the subdivision or not) is amended/cancelled.	R 1382-00 or 1/10th of original fee inclusive of VAT, whichever is less	1280.70	1460.00
<b>Rezoning / Hersonerig</b>					
Submitted in Urban Areas/Ingedien in stedelike gebiede	Erven up to 500 m <sup>2</sup> /Erwe tot 500 m <sup>2</sup>	Per application per property / Per aansoek per eiendom	1,696.00	1578.95	1800.00
	Erven from 501m <sup>2</sup> to 750m <sup>2</sup> Erwe vanaf 501m <sup>2</sup> tot 750m <sup>2</sup>		1,696.00	2105.26	2400.00
	Erven exceeding 750m <sup>2</sup> /Erwe groter as 750m <sup>2</sup>		1,696.00	2807.02	3200.00
Submitted in Rural Areas (Agricultural Zoned Land)/Ingedien in Landelike Areas (Landbougesoneerde eiendom)	Per zoning created/Per sonering geskep	Per zoning created/Per sonering geskep	1,696.00	2807.02	3200.00
<b>Site development plan Assessment / Terreinontwikkelingsplanoeweging</b>					
Residential (including multiple dwellings) Residensieel (insluitend meervoudige wooneenhede)		Per plan/set of plans. This fee is not payable if a site development plan is approved at the same time that this is imposed as a condition of approval, and the fee is paid only once if it is submitted to BDM and LUM at the same time. Combined SDP attracts the highest fee. ***** Per plan/stel planne. Hierdie fooi is nie betaalbaar indien 'n terreinontwikkelingsplan tesame met 'n goedkeuring as 'n goedkeuringsvoorwaarde opgelê word nie en die fooi is slegs een keer betaalbaar indien dit terselfdetyd by BDM en LUM ingedien word. Gekombineerde terreinontwikkelingsplanne sal die hoogste fooi vereis.	578.00	543.86	620.00
Non-residential (excluding Business/Commercial) Nie-residensieel (uitsluitend Besigheid/Komersieel)	Per application (plan/set of plans)/Per aansoek (plan/stel planne)		838.00	789.47	900.00
Business/Commercial/Industrial Besigheid/Komersieel/Industrieel			1,150.00	1140.35	1300.00
<b>Amendment of conditions of approval/Wysiging van goedkeuringsvoorwaardes</b>	Per condition amended/Per voorwaarde gewysig		278.00	263.16	300.00
<b>Amendment of Site Development Plans/Wysiging van Terreinontwikkelingsplan</b> <b>Amendment of HOA Constitutions&amp;Design Manuals/Wysiging van Huiseienaarsverenigingskonstitusies &amp; Ontwerpriglyne</b>	Per Constitution/plan (set of plans)amended/Per konstitusie/plan (stel planne) gewysig		278.00	526.32	600.00
<b>Extension of validity period of a LUPO approval</b> <b>Verlenging van geldigheidsperiode van 'n LUPO goedkeuring</b>	Per application/Per aansoek		50% of current application fee inclusive of VAT	50% of current application fee	50% of current application fee inclusive of VAT
<b>Amendment of approved Structure Plans</b> <b>Wysiging van goedgekeurde Struktuurplanne</b>	Per application/Per aansoek		1,150.00	2807.02	3200.00
<b>Removal of Restrictions</b> <b>Opheffing van Beperkings</b>	Per application/Per aansoek		809.00	754.39	860.00
<b>Zoning Certificate / Soneringsertifikaat</b>	Per erf		58.00	219.30	250.00

# STELLENBOSCH MUNICIPALITY

## SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

Business Licence/Besigheidslisensie	Per application/Per aansoek	Various	219.30	250.00	
<b>Complexity fees/Kompleksiteitsfooie</b>					
Heritage Impact Assessment (HIA)	Additional to basic LUPO application fees	Independent of whether an HIA/EIA and/or TIS/TIA are both required, unless a HIA and EIA are required and the HIA and EIA are combined in a single investigation report, in which case the higher of the application fee will apply.	2,883.00	2719.30	3100.00
Environmental Impact Assessment (EIA)	Additional to basic LUPO application fees		2,883.00	2719.30	3100.00
Traffic Impact Statement (TIS) (50 – 150 peak hour trips)	Additional to basic LUPO application fees		1,150.00	1096.49	1250.00
Traffic Impact Assessment (TIA) (more than 150 trips)	Additional to basic LUPO application fees		2,883.00	2719.30	3100.00
<b>Advertising fees</b>					
Advertisements in the press/Advertering in die pers (removal of restrictions/opheffing van beperkings)	Basic per application/Basiese per aansoek	This is a basic advertising fee. Should the actual costs be more, the applicant is liable for such extra costs upon receipt of a quote. Hierdie is 'n basiese adverteringsfooie. Sou die werklike kostes meer beloop, sal die aansoeker aanspreeklik wees vir sulke ekstra kostes by ontvangs van 'n kwotasie.	7,615.00	10526.32	12000.00
Advertisements in the press/Advertering in die pers (All other advertisements/Alle ander advertering) Local weekly newspaper (per placement)/Plaaslike weeklikblad (per plasing)	Basic per placement/ Basiese per plasing	This is a basic advertising fee. Should the actual costs be more, the applicant is liable for such extra costs upon receipt of a quote. Hierdie is 'n basiese adverteringsfooie. Sou die werklike kostes meer beloop, sal die aansoeker aanspreeklik wees vir sulke ekstra kostes by ontvangs van 'n kwotasie.	3,807.00	5263.16	6000.00
Advertisements in the press/Advertering in die pers (All other advertisements/Alle ander advertering) Daily newspaper (per placement)/Dagblad (per plasing)	Per Quotation/Per Kwotasie		5,095.00	per quotation	per quotation
Serving of notices/Geregistreerde kennisgewings	Up to 5 letters/tot 5 briewe		197.00	184.21	210.00
	6 to 10 letters/6 tot 10 briewe		278.00	263.16	300.00
	11 to 25 letters/11 tot 25 briewe		629.00	587.72	670.00
	26 to 50 letters/26 tot 50 briewe		1,150.00	1096.49	1250.00
	For every 50 letters (or part thereof) additional to the first 50 letters/Vir elke 50 briewe (of gedeelte daarvan) addisioneel tot die eerste 50 briewe		1,537.00	1447.37	1650.00
<b>OTHER/ANDER</b>					
<b>Planning Advisory Committee Scrutiny fee (Aesthetics Committee)</b>					
	Minor alterations to existing buildings < 500m <sup>2</sup>	Building plans for buildings older than 60 years or situated in the historical core Per Application	304.00	289.47	330.00
	Major alterations to existing buildings >500m <sup>2</sup> and new developments	Bouplanne vir geboue ouer as 60 jaar of geleë binne die historiese kern. Per aansoek	487.00	456.14	520.00
<b>Appeals/Apelle</b>	Administration cost per appeal/ Administrasiekoste per appel		311.00	543.86	620.00
<b>Transfer Clearance fee/Oordraguitklaringsfooie</b>	per transferable erf / per oordraagbare erf		278.00	263.16	300.00
<b>Search Fees/Soekfooie</b>	per 30 minutes/per 30 minute		63.00	61.40	70.00
<b>Printing Fees :Photocopies (Afskrifte)</b>					
A4	per copy/per kopie		3.40	3.16	3.60
A3	per copy/per kopie		8.00	7.54	8.60
A2	per copy/per kopie		36.00	33.77	38.50
A1	per copy/per kopie		50.00	46.93	53.50
A0	per copy/per kopie		59.00	55.35	63.10
<b>Printing Fees : Computer Prints (Rekenaardrukstukke)</b>					
A4	per copy/per kopie		3.40	3.16	3.60
A3	per copy/per kopie		8.00	7.46	8.50
A2	per copy/per kopie		36.00	33.77	38.50
A1	per copy/per kopie		50.00	46.93	53.50
A0	per copy/per kopie		59.00	55.35	63.10
<b>Printing Fees : Colour Maps (Kleurkaarte)</b>					
A4	per copy/per kopie		3.40	3.16	3.60
A3	per copy/per kopie		8.00	7.46	8.50
A2	per copy/per kopie		36.00	33.77	38.50
A1	per copy/per kopie		65.00	61.40	70.00
A0	per copy/per kopie		109.00	102.63	117.00
<b>Electronic information/Elektroniese informasie</b>	per document/per dokument		66.00	62.28	71.00
<b>Copy of zoning scheme regulations, Spatial Development Framework or Structure Plan/ Afskrif van Soneringskema regulasies, Ruimtelike ontwikkelingsraamwerk of Struktuurplan</b>	per document/per dokument		170.00	175.44	200.00
<b>Application for signage/Aansoek vir advertensietekens</b>					
<b>Signs &lt; 1m<sup>2</sup> (minimum fee)</b>	per sign/ per teken		182.00	169.30	193.00
<b>Signs &gt; 1m<sup>2</sup> minimum fee plus R695/ additional m<sup>2</sup></b>	minimum fee plus R 736-00 per additional m <sup>2</sup> / minimum fooi plus R 736-00 per addisionele m <sup>2</sup>		695.00	645.61	736.00
<b>Sectional Title Plan/Deeltitelplan</b>	per application/ per aansoek		260.00	241.23	275.00
<b>BUILDING DEVELOPMENT FEES</b>					
<b>ALL BUILDING PLAN FEES</b>	<ul style="list-style-type: none"> <li>■ Plan valid for 12 months</li> <li>■ Where covered areas such as carports, patios, entertainment areas etc..are enclosed to create additional floor area the fees are charged as for new floor area.</li> </ul>				



# STELLENBOSCH MUNICIPALITY

## SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

MINOR BUILDING WORKS (NATIONAL BUILDING REGULATIONS)					
Minor building works - Residential			366.00	342.11	390.00
Minor building works - Other than residential		Includes Cultivated tunnels	471.00	438.60	500.00
CATEGORIES					
SINGLE RESIDENTIAL BUILDINGS					
		Includes Double Dwellings, Second Dwellings and Outbuildings and Additions thereto.			
0 - 25m <sup>2</sup>			290.00	271.93	310.00
>25 - 50m <sup>2</sup>			685.00	635.96	725.00
>50 - 75m <sup>2</sup>			1,034.00	961.40	1,096.00
>75 - 100m <sup>2</sup>			1,442.00	1342.11	1,530.00
>100 - 125m <sup>2</sup>			1,852.00	1723.68	1,965.00
>125 - 150m <sup>2</sup>			2,292.00	2131.58	2,430.00
>150 - 175m <sup>2</sup>			2,806.00	2614.04	2,980.00
>175 - 200m			3,400.00	3157.89	3,600.00
>200m <sup>2</sup>		At cost of R1983.60 (2010/11)/ R per m <sup>2</sup>	>200m <sup>2</sup> x .008 x R2292.00	>200m <sup>2</sup> x .008 x R2131.57	>200m <sup>2</sup> x .008 x R2430.00
OTHER RESIDENTIAL					
		Block of flats, Townhouses, Group housing, Single Title			
0 - 25m <sup>2</sup>	Minimum fee		473.00	447.37	510.00
>25m <sup>2</sup>		At cost of R3036.00 (2010/11) per m <sup>2</sup> VAT inclusive	>25 x .008 x R2812.00	>25x.008xR2663.15	>25x.008xR3036.00
OTHER RESIDENTIAL : ADDITIONS					
		Block of flats, Townhouses, Group housing, Single Title	AS PER SINGLE RESIDENTIAL	AS PER SINGLE RESIDENTIAL	AS PER SINGLE RESIDENTIAL
			473.00	447.37	510.00
NON RESIDENTIAL					
NON RESIDENTIAL: COMMERCIAL					
		Includes shops, offices, service stations, hotels			
0 - 25m <sup>2</sup>	Minimum fee		473.00	447.37	510.00
>25m <sup>2</sup>		At cost of R3036.00 per m <sup>2</sup> VAT inclusive	>25 x .008 x R2812.00	>25x.008xR3663.15	>25x.008xR3036.00
NON RESIDENTIAL: OTHER					
		Schools, Churches, Place of Education (i.e. Daycares, technicians etc.)			
0 - 25m <sup>2</sup>	Minimum fee		473.00	447.37	510.00
>25m <sup>2</sup>		At cost of R2278.00 per m <sup>2</sup> VAT inclusive	>25x.008xR2107.00	>25x.008xR1998.24	>25x.008xR2278.00
NON RESIDENTIAL: INDUSTRIAL					
		Includes Factories, Warehouses, Offices in Industrial Areas			
0 - 25m <sup>2</sup>	Minimum fee		473.00	447.37	510.00
>25m <sup>2</sup>		At cost of R2278.00 per m <sup>2</sup> VAT inclusive	>25x.008xR2107.00	>25x.008xR1998.24	>25x.008xR2278.00
NON RESIDENTIAL: RURAL BUILDINGS					
		Incl silos, barns, hangers etc. All farmhouses and labourers accommodation to be taken at residential rate.			
0 - 75m <sup>2</sup>	Minimum fee		473.00	447.37	510.00
> 75m <sup>2</sup>		At cost of R840.00 per m <sup>2</sup> VAT inclusive	>25x.008xR777.00	>25x.008xR736.84	>25x.008xR840.00
INTERNAL ALTERATIONS -- ALL CATEGORIES					
		Qs/Architect Estimate.	0.8% of Estimate. Minimum Fee as per category.	0.8% of Estimate.	0.8% of Estimate.
SKETCH PLAN FEE					
Single Residential	Per application	Fee not deductible from final plan fee.	290.00	276.32	315.00
All other categories	Per application	Fee not deductible from final plan fee.	473.00	447.37	510.00
INSTALLATIONS					
MAJOR HAZARD INSTALLATIONS					
	Per application	As prescribed by Building Development	Minimum of category (inclusive of VAT)	447.37	510.00
LPG INSTALLATIONS (ALL INSTALLATIONS)					
	Per application	As prescribed by Building Development	Minimum of category (inclusive of VAT)	447.37	510.00
MASTS					
Greenfield	Per application		605.00	570.18	650.00
Roof Top	Per application		473.00	447.37	510.00
Sportsfields	Per application		473.00	447.37	510.00
PROVISIONAL AUTHORISATION					
	Per application	Application for provisional authorisation to commence work before approval has been granted in terms of Section 7(1) of the Act. Applications to be in writing. Conditions apply. Not Refundable	Minimum of category (inclusive of VAT)	447.37	510.00
EXTENSION OF VALIDITY					
	Per application	For consideration of extending plan validity. Extensions must be applied for prior to lapse date of the plan.	Minimum of category (inclusive of VAT)	447.37	510.00
REQUEST : OCCUPANCY CERTIFICATE					
		Where an application is received for the issuing of an occupancy certificate for an existing building where such certificate was not issued on completion of building work and prior to occupancy. Request for occupancy certificate for all buildings where the request is received more than 9 months after the buildings deemed completed by Council and/or occupied. An "As Built" plan is required in all circumstances together with required certificates.	297.00	447.37	510.00
SECTIONAL TITLE PRIOR TO 1964 SCRUTINY FEE					
	Per application	For the consideration of plans for existing structures pre 1964 for Sectional Title purposes	915.00	850.88	970.00
SPECIAL EVENTS: TEMPORARY GRANDSTAND, EXHIBITIONS AND TENTS					
	Per application	One application per event. Maximum period of validity: 7 days.	473.00	447.37	510.00
DEMOLITIONS (ALL APPLICATIONS)					
	Per application		473.00	447.37	510.00

# STELLENBOSCH MUNICIPALITY

## SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012 Applicable to services rendered from 1 July 2011.

### ADVERTISING FEES (PAJA)

Advertisements in the press (Advertising where required) Local weekly newspaper (per placement) / Advertering in die pers (Advertering soos vereis) Plaaslike weeklikblad (per plasing)	Per Quotation/Per Kwotasie	Per Quotation/Per Kwotasie		per quotation	per quotation
Serving of notices/Geregistreerde kennisgewings	Up to 5 letters/tot 5 briewe		197.00	184.21	210.00
	6 to 10 letters/6 tot 10 briewe		278.00	263.16	300.00
	11 to 25 letters/11 tot 25 briewe		629.00	587.72	670.00
	26 to 50 letters/26 tot 50 briewe		1,150.00	1096.49	1250.00
	For every 50 letters (or part thereof) additional to the first 50 letters/Vir elke 50 briewe (of gedeelte daarvan) addisioneel tot die eerste 50 briewe		1,537.00	1447.37	1650.00

<b>TARIFF RULES</b> <b>BUILDING DEVELOPMENT MANAGEMENT TARIFF STRUCTURE FOR 2011/2012</b>
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**1. EFFECTIVE DATE**

- 1.1 Fees are effective from 1 July 2011.
- 1.1. These tariffs replace all previous tariffs charged by the Building Development Management branch of Council.

**2. METHOD OF PAYMENT**

- 2.1 Fees can be paid in cash, by cheque or electronically.
- 2.2 Cheques and postal orders must be made payable to: Stellenbosch Municipality.

**3. TIME OF PAYMENT**

- 3.1 Fees are due on submission of the building plan application.
- 3.2 No processing of applications may commence until the fee/s is/are paid.

**4. PROOF OF PAYMENT**

- 4.1 A receipt must be issued to the applicant for all fees received. A copy of the receipt must be attached to the application.

**5. REFUNDS**

- 5.1 All fees payable are set fees and are not deposits.
- 5.2 Applications are valid for 12 months from date of payment.

**6. SUBJECT TO CHANGE**

- 6.1 All fees and business rules are subject to change.
- 6.2 The fees applicable at the time of submission of the application are payable.

**7. EXEMPTIONS**

- 7.1 The following applications are exempt from the payment of scrutiny fees:
- Applications from Central or Provincial Government for work funded by the Government and for use by Government Departments.
  - Building Plans for all buildings and structures erected for and by the Local Authority. (Plans must be submitted and approved prior to construction.)
  - All applications required to address / give effect to successful resettlement claims in terms of the Restitution of Land Rights Act, as well as in cases where land has been allocated to a successful claimant, such claimant is allowed to submit only one application (building plan), for residential development only which application(s) will be exempted from building plan fees as per normal fees.
  - Applications from Orphanages and Homes for the Aged registered under the National Welfare Act 79 of 1965.

- The Director: Planning & Development may grant or refuse applications for the exemption of some or all the applicable Building Development application fees of a particular application which are necessitated due to changes to developments made at the request of the Spatial Development Planning department of the Stellenbosch Municipality in the interests of environmental or heritage conservation.
- In cases where a successful land claimant submits a building plan for a purely non-residential development (which does not include any residential development) on land so obtained, such non-residential application is subject to all the fees applicable to any other similar application which was not obtained by way of the Restitution of Land Rights Act.
- If a successful land claimant submits a building plan for a mixed use development (which includes non-residential development) on land so obtained, such non-residential building plan gets charged the normal fees as specific for such application as if the non-residential part of the application is a separate application from the residential part of the development.

## **8. OTHER FEES**

8.1 Requests for information: if information is specifically requested in terms of the "Access of Information Act," the relevant fees as prescribed in terms of that Act apply.

8.2 Printing fees:

- a) Printing fees are charged per page according to size. Copies will only be made in the sizes that are available at a particular office.

## **9. APPLICATION OF THE TARIFFS**

9.1 Minor Building Work: As defined in the Building Regulations:

- Aviary
- Solid fuel store not exceeding 10m<sup>2</sup> in area and 2 m in height
- Tool shed not exceeding 10m<sup>2</sup> in area
- Child's playhouse not exceeding 5m<sup>2</sup> in area
- Cycle shed not exceeding 5m<sup>2</sup> in area
- Greenhouse not exceeding 15m<sup>2</sup> in area
- Open sided car, caravan or boat shelter or a carport where such shelter or carport does not exceed 40m<sup>2</sup> in area
- Any pergola
- Private swimming pool
- Change room, not exceeding 10m<sup>2</sup> in area, at a private swimming pool
- Lapas and gazebos (with any type of roof covering) under 40m<sup>2</sup> in area
- Any free-standing wall where such wall does not exceed 2.1 m in height: max length 120 m thereafter at 0.8% of the estimated value
- Permits valid for 6 months
- Each item charged for separately even if part of a full plan submission.
- Reconstruction of fire and natural disaster damaged buildings at applicable rate as per single/other/non-residential categories

9.2 Applications for Alterations and Additions: Plans will be assessed as follows:

- Additions: assessed on the area (square metres) per category
- Alterations: assessed on the QS/Architect estimated value and calculated at 0.8% of the value

9.3 Applications for Provisional Authorisation to Commence with the erection of a Building:

Applications for provisional authorisation to proceed with the erection of a building prior to final building plan approval will be considered on condition that:

- The application has been formally submitted (the full scrutiny fees paid) and the plans have been circulated to the applicable service branches.
- The application for provisional authority is in writing and is fully motivated.
- The prescribed provisional authority fee is paid. This fee is not refundable.
- The application is for specific items of work clearly defined on the working drawings accompanying the building plan submission.
- The architectural area of the building under consideration (as defined in Section 1 of Act 103 of 1977) is greater than 500 square metres.
- Full Planning (Zoning) approval has been obtained.
- The property must be not encumbered by private restrictive title deed conditions.
- Any work done prior to the approval the building plans is entirely at the applicants risk and should the plans require amendments or should the application be refused for any reason the work already completed will have to altered or removed as the case may be at the applicant's expense.

These tariff rules must be read in conjunction with the "BUILDING DEVELOPMENT MANAGEMENT TARIFF STRUCTURE FOR 2011/2012."
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**TARIFF RULES**  
**LAND USE MANAGEMENT TARIFF STRUCTURE FOR 2011/2012**

**Note:** As from 1 July 2011, all tariffs are taxable. The tariffs listed in the Land Use Management 2011/2012 tariffs table will therefore also illustrate the 14% VAT addition. Kindly consult the relevant 2011/2012 LUM Tariff table for the correct updated (VAT included) amount.

**1 GENERAL**

**Period applicable**

- 1.1 Fees effective from 1 July 2011.
- 1.2 The fees replace all previous fees charged by Council.

**Method of payment**

- 1.3 Fees can be paid in cash, by cheque, electronically or postal order.
- 1.4 Cheques and postal orders must be made payable to: Stellenbosch Municipality.

**Time of payment**

- 1.5 Applicants must pay the fee/s when application/s is/are submitted, except in the case if Impact statements and assessments, which become payable when the need for such an Impact statement / assessment becomes known to Council, if it is not evident when the application is submitted. The applicant must then be notified in writing of further payments and processing of the application may then only commence once payment is made which must be clearly stipulated in the notification.
- 1.6 No processing of applications may commence until the fee/s is/are paid.
- 1.7 All application fees are payable in the case of multiple applications.

**Proof of payment**

- 1.8 A receipt must be issued to the applicant for all fees received. A copy of the receipt must be filed on the relevant file.

**Refunds**

- 1.9 All fees payable are set fees and not deposits.
- 1.10 In the case of the withdrawal of applications, refunds will be paid as follows:
  - a) Before advertising takes place – the full advertising component/fee and 50% of the total of all the other application fees is refunded.
  - b) After advertising has taken place – no refund.
- 1.11 If an exemption or reduction of fees is granted in terms of the provisions of paragraph 2.27, refunds will be given as per the decision.

**Subject to change**

- 1.12 All fees and business rules are subject to change.
- 1.13 The specific fee applicable at the time when the application is accepted by Council, is payable.

## **2 APPLICATION FEES**

### **Description**

- 2.1 Application fees are the minimum fee payable for submitted applications.
- 2.2 All fees are payable per item applied for (each consent, departure, rezoning, etc, as well as departures from building lines, coverage, height, etc, charged separately) per property, subject to the provisions in 2.3. Amendment of conditions of approval is charged per condition amended and site development / sketch plans are charged per plan (or set of plans) submitted or amended.

### **Departure (Regulations) fee**

- 2.3 The departure fee must be charged for each type of departure separately, i.e. if a building departs from the street and lateral building lines, coverage as well as from height, then the applicable fee must be charged for the building lines, coverage and height separately. In the case of residential erven 200m<sup>2</sup> or less, as well as subsidised housing schemes, no departure fee at all would be required.
- 2.4 Consents, temporary departures, rezonings, etc for properties are charged separately and in addition to any departures (regulations) applied for.
- 2.5 Deviation from Council Policies and By-laws are charged per application per property.

### **Temporary departure**

- 2.6 This fee is payable in respect of each temporary departure application per property applied for. There is a distinction made between applications submitted within urban areas and those submitted in rural areas. Rural areas are clarified by the fact that it refers to Agricultural zoned land. Application fees are further payable in respect of each use applied for.

### **Special development**

- 2.7 An application fee is charged in respect of each application per property applied for. A sliding scale applicable to the size of the application property is relevant to all applications (the larger the property, the higher the fee that becomes applicable). Application fees are further payable in respect of each use applied for.

### **Consent use**

- 2.8 This fee is payable in respect of each application for consent use per property applied for. There is a distinction made between applications submitted within urban areas and those submitted in rural areas. Rural areas are clarified by the fact that it refers to Agricultural zoned land. Application fees are further payable in respect of each use applied for.

### **Subdivision**

- 2.9 The number of erven include the remainder ("parent erf") i.e. if an erf is subdivided into two portions (the remainder and the new erf), this is counted as two erven. Public roads and public open spaces are excluded from the calculation.
- 2.10 When a property is subdivided into 8 erven, then only the application fee applicable to 4-10 erven created is payable.

- 2.11 In the event of a property being subdivided into 23 erven the calculation will be as follows : R1800.00 in respect of the first 10 erven created, plus R 860 for every additional 10 erven (or part thereof) created above the first 10, which would amount to a total of R 3520-00.
- 2.12 Agricultural Zoned land will be charged per new unit/portion created.

#### **Exempted subdivision (Section 23)**

- 2.13 This payable for subdivisions exempted in terms of Section 23 of the Land Use Planning Ordinance, 15 of 1985. This fee is payable per application.

#### **Amendment/cancellation of an approved subdivision plan**

- 2.14 This fee is payable in all cases if a subdivision for which an approval has already been granted (irrespective of whether a general plan has been approved for the subdivision or not) is amended/cancelled.

#### **Rezoning**

- 2.15 This fee is payable in respect of each application for rezoning per property applied for. There is a distinction made between applications submitted within urban areas and those submitted in rural areas. Rural areas are clarified by the fact that it refers to Agricultural zoned land. A sliding scale applicable to the size of the application property is relevant to all applications within the urban areas (the larger the property, the higher the fee that becomes applicable). Rural areas are charged for each new zone/zoning created.

#### **Site development plan / Sketch plan fee**

- 2.16 If a single Site development plan or Sketch plan is made up of a set of more than one plan, the applicable fee is charged for a single Site development plan or Sketch plan only. A Site development plan or Sketch plan fee is not payable if a site development plan or Sketch plan is approved at the same time that it is imposed as a condition of approval.

#### **Amendment of conditions of approval/Site development plan/HOA Constitution & Design Manuals**

- 2.17 This fee is payable per condition or plan or set of plans, constitution or design manual amended.

#### **Extension of validity period of a LUPO approval**

- 2.18 Fees should be paid as depicted on the tariff schedule. For all applications for extension the fee will be 50% of the current application fee, for the financial year in which the application for extension is submitted, inclusive of VAT.

#### **Amendment of approved Structure Plans**

- 2.19 This fee is payable in respect of each application where an approved Structure Plan has to be amended.



### **Removal of restrictions fee**

- 2.20 This fee is payable only in respect of the applications for the removal of restrictive title deed conditions.

### **Zoning Certificate**

- 2.21 This fee is payable when a formal zoning certificate is issued. Payment of this fee is required in respect of each erf for which a zoning certificate is requested.

### **Business Licence**

- 2.22 This fee is payable in respect of each application received for the issuing of a business licence.

### **Exemptions**

- 2.23 All applications submitted by or on behalf of Council are exempt from all the application, advertising and other fees in the attached table. This exemption only applies to applications made by Council or where Council is the developer. All other government institutions must pay the normal fees.
- 2.24 Applications for the establishment of state, provincial and/or council subsidised housing schemes are exempt from all the application and other fees in the attached table. Advertising fees are payable in this regard. Application fees are, however applicable in subsidized housing areas after the establishment of the areas has been completed; subject to the conditions in the establishment of any of the less formal townships.
- 2.25 All applications required to address / give effect to successful resettlement claims in terms of the Restitution of Land Rights Act, as well as in cases where land has been allocated to a successful claimant, such claimant is allowed to submit only one application, for residential development only (but including subdivision, removal of restrictions, etc, related to such residential development), which application(s) are exempt from all the application and other fees in the attached table. Advertising fees are payable in this regard. If a successful land claimant submits a mixed use development application (which includes non-residential development) on land so obtained, such non-residential development gets charged the normal fees as specified for such application, including advertising and service of notice fees, as if the non-residential part of the application is a separate application from the residential part of the development. In cases where a successful land claimant submits a purely non-residential development application (which does not includes any residential development) on land so obtained, such non-residential development application is subject to all the fees applicable to any other similar application which wasn't obtained by way of the Restitution of Land Rights Act.
- 2.26 The above fees, if not specifically exempted, also applies to applications in the BCDA areas where Council is the commenting authority.
- 2.27 The Director : Planning & Development may grant or refuse applications for the exemption of some or all the applicable fees of particular applications which are necessitated due to changes to the developments made at the request of the Environmental Management Services in the interest of environmental or heritage conservation.

### **3 ADDITIONAL FEES FOR HIGH IMPACT APPLICATIONS**

#### **Description**

- 3.1 Additional fees are charged on top of the basic application fees when a Heritage Impact Assessment (HIA), Environmental Impact Assessment (EIA) and Traffic Impact Statement / Assessment (TIA/S) are required, since such applications are more complex and involve more work. The complexity fees are charged to cover additional expenses due to the processing of complex applications, resulting from the fact that such applications normally are more complicated to process and due to the fact that it requires input from specialised staff which would not normally be involved in the assessment of applications which doesn't require an impact statement/assessment. The EIA and HIA fees are charged up front like all other fees if the application requires assessment in terms of the NEMA and/or NHRA. The regulations promulgated in terms of Chapter 5 of NEMA distinguish between listed activities subject to "Basic Assessments" and listed activities subject to "Scoping and Environmental Impact Assessment". NEMA therefore separated listed activities into two groups and stipulates different assessments for each group based on difference in scale, predictability and risk impacts. The complexity of assessing the listed activities within these two groups will therefore differ and it is considered appropriate that this approach also be reflected in the Land Use Management fees structure. See the fees table in this regard. If an EIA and/or HIA fee has been paid when the LUPO application was submitted and it turns out in the end that it did not lead to a full EIA / HIA, the EIA/HIA fee is not refundable.
- 3.2 The difference between a Traffic Impact Statement (TIS) and a Traffic Impact Assessment (TIA) is that the TIS complexity fee becomes payable if the application/s applied for will result in 50 to 150 peak hour trips being generated (calculated in terms of the Department of Transport SA Trip Generation Rates) while the TIA complexity fee becomes payable if the application/s applied for will result in more than 150 peak hour trips being generated (calculated in terms of the Department of Transport SA Trip Generation Rates) – consult with your in-house traffic specialist in this regard.

#### **Multiple impact statements / assessments**

- 3.3 When both a HIA and EIA are required and the HIA and EIA are combined in a single investigation / report, only one additional complexity fee (the higher of the applicable fees) is payable.
- 3.4 The impact statement / assessment fees described above are charged per application. If an applicant for instance submits an application which includes a subdivision, rezoning and departure, the relevant high impact fees will be charged only once (not 3 times).
- 3.5 In all cases except for 3.3 and 3.4 above, the complexity fees for a HIA, EIA and TIS/TIA are charged separately.

### **4 ADVERTISING FEES**

#### **Advertising framework**

- 4.1 Advertising is required in terms of the Stellenbosch Public Participation Policy (A component of the public participation process for land use and development applications), Land Use Planning Ordinance, Removal of Restrictions Act and Western Cape Planning and Development Act.

- 4.2 Advertising will be done in accordance with the Public Participation Policy (A component of the public participation process for land use and development applications) and fees will be charged accordingly.
- 4.3 Advertising in the press and advertising which consists of the serving of notices to interested and affected parties are charged independently (with different fees being applicable). No 'serving of notice' fee is applicable when notifying the applicant of the outcome of an application or notifying any objectors of any of the rights of appeal.

#### **Advertising in the press**

- 4.4 The fee for advertising in the press is applicable whenever press advertising is required in a local weekly newspaper or daily newspaper and Provincial Gazette.
- 4.5 Advertising in the press is a basic advertising fee. Should the actual costs be more, the applicant is liable for such extra costs upon receipt of a quote.
- 4.6 Composite applications for the same property when advertised collectively in the press carry a single advertising fee. If this composite application includes the advertising of a Removal of restrictions application, then the higher advertising fee for the Removal of restrictions shall be charged.

#### **Serving of notices**

- 4.7 The fee for serving of notices is payable when Council conducts the serving of notices. This fee is not applicable when the applicant conducts the advertising.
- 4.8 The fee applicable for different amounts of notices requiring to be served by Council is as follows:  
1-5 notices: R210  
6-10 notices: R300  
11-25 notices: R670  
26-50 notices: R1250 and  
R1650 additional for each 50 notices (or part thereof) additional to the first 50 notices.
- 4.9 The 'serving of notices' fee is also applicable when notices are delivered by Council to interested and affected parties.

### **5 OTHER FEES**

- 5.1 Planning Advisory Committee Scrutiny fees (Aesthetics Committee) are charged when a matter needs to be submitted to the Planning Advisory Committee (Heritage/Aesthetics Committee) for scrutiny, when buildings are older than 60 years or situated in the historical core. The fees are payable per application and are categorized as follows :
- 5.1.1 Minor alterations to existing buildings <500m<sup>2</sup>;
- 5.1.2 Major alterations to existing buildings >500m<sup>2</sup> and new developments.
- 5.2 Appeal fees are charged and are payable by each party submitting an appeal in respect of any decision taken by Council.
- 5.3 Transfer clearance fees are payable per erf for which application is made for clearance in terms of Section 31 of the Land Use Planning Ordinance, 15 of 1985.

- 5.4 Search fees are charged per half hour when the requested information takes 30 minutes or more to find or produce. If information is specifically requested in terms of the Access of Information Act, the relevant fees as prescribed in terms of that Act applies.
- 5.5 Printing fees:
- a) Printing fees are charged per page according to size. Copies will only be made in the sizes that are available at a particular office.
  - b) The fees charged for electronic information does not include the CD, which must be supplied by the applicant.
- 5.6 Application fees for signage are paid in respect of each sign applied for. A minimum fee for signs smaller than 1m<sup>2</sup> is in place, but when signs are larger than 1m<sup>2</sup>, the minimum fee plus R736 will be payable for every additional m<sup>2</sup>.
- 5.7 A standard fee is charged for Sectional Title plans.

<p>These business rules must be read in conjunction with the "LAND USE MANAGEMENT TARIFF STRUCTURE FOR 2011/2012".</p> <p style="text-align: right;">Enquiries: Ilze Couvaras      Tel : 021 808 8604</p>
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# STELLENBOSCH

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## TARIFF STRUCTURE: PROPERTY MANAGEMENT 2011/12 FINANCIAL YEAR

Description	Application Fee	Rental
<b>1. Encroachment Agreements / permits</b>		
1.1. For commercial purposes, other than outdoor dining and parking purposes	R2120 – 00	To be determined by independent valuer: on an <i>ad hoc</i> basis
1.2. For commercial parking purposes -Stellenbosch CBD* ± Technopark -Franschoek CBD* -Other areas  *CBD will be the historic cores	R1060 – 00	R220 – 00 / parking bay / month R240 – 00 / parking bay / month R110 – 00 / parking bay / month
1.3. For residential parking purposes	R 530 – 00	R100 – 00 / parking bay / month
1.4. For outdoor dining purposes -Stellenbosch CBD* -Stellenbosch: other -Franschoek CBD -Other areas  * Between Pleinstreet and Dorpstreeet, east of Millstreet and west of Drosdaystreet	R 1060 – 00	R80 / m <sup>2</sup> / month R45 / m <sup>2</sup> / month R90 / m <sup>2</sup> / month R20 / m <sup>2</sup> / month
1.5 For non – commercial purposes (such as garden purposes, gates, ect.)	R 530 – 00	The same tariff per m <sup>2</sup> payable by applicant in relation to his / her own property (land value), with a minimum monthly fee of R50.00
1.6 Projections and projecting structures - Onto street reserves/side walks  -Onto other council – owned property, where such projection has an impact on development value of council – owned property.	R1060 – 00  R2120 – 00	Once off payment equal to 15% of land value of applicant (municipal valuation /m <sup>2</sup> )  To be determined by an independent valuer (should the estimated value be more than R100 000 – 00, then the weighed average of 2 independent valuations must be obtained)
1.7 For temporary use of Council-owned property for construction work  Stellenbosch CBD & Technopark Franschoek CBD Other areas	R3000 – 00 R2000 – 00 R 500 – 00	The same tariff per m <sup>2</sup> payable by applicant in relation to his / her own property (land value), with a minimum monthly fee of R250.00
<b>Deposit:</b> An amount to be determined in relation to the potential		

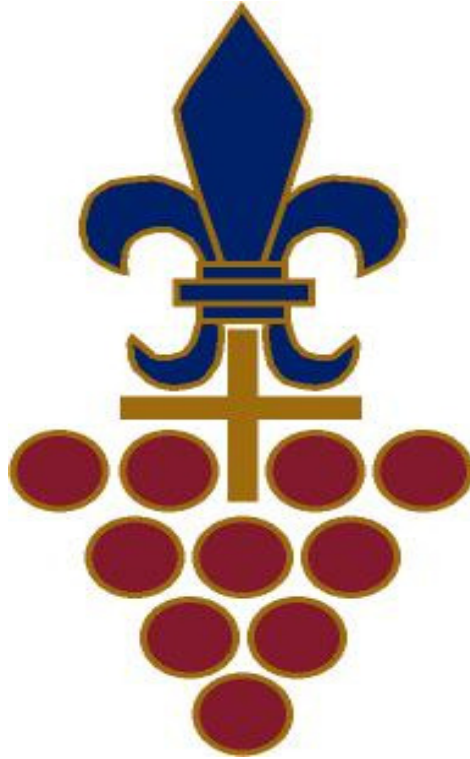
risk to infrastructure/improvement with a minimum amount of R1000 - 00		
<b>2. Lease Agreements*</b>		
2.1. Temporary use of Council-owned property to a maximum of 30 days -daily tariff	R500 – 00	To be determined by CFO
2.2. Short term lease agreements (up to 10 years)	R 530 – 00	
-monthly rental not exceeding R500 – 00		To be determined by CFO
- monthly rental not exceeding R2000 – 00		To be determined by an independent valuer
-monthly rental in excess of R2000 -00		To be determined by two independent valuers (weighed average)
2.3. Long term lease agreements (longer than 10 years)	R1060 – 00	
-monthly rental not exceeding R1000 – 00		To be determined by CFO
- monthly rental not exceeding R10 000 - 00		To be determined by an independent valuer
-Monthly rental in excess of R10 000 - 00		To be determined by two independent valuers (weighed average)
2.4. Telecommunication structures		
-Antennae only (on existing structure)	R1060 – 00	R3000 – 00 / month
-Site for mast and antennae		
-up to 100m <sup>2</sup>	R1600 – 00	R4000 / month
-more than 100m <sup>2</sup>	R2000 – 00	R4000 / month plus R40 – 00 / m <sup>2</sup> / month for each m <sup>2</sup> more than 100m <sup>2</sup>
-more than 1000m <sup>2</sup>	R2000 – 00	To be determined by independent valuer
* <b>Please Note:</b> -		
<ul style="list-style-type: none"> <li>All contracts with an annual contract value exceeding R1M: To be approved by Council, based on 2 independent valuations being obtained</li> <li>Non – profit organizations : 20% of fair market value</li> </ul>		
<b>3. Servitudes*</b>		
3.1. In urban areas	R1060 – 00	Once –off payment of 80% of municipal valuation of land
3.2 In rural area	R1060 – 00	Once – off payment of 60% of municipal valuation of land.
* <b>Please note:</b> Where estimated servitude value exceeds R100 000 – 00, the fair market value is to be determined by an independent valuer. Where estimated servitude value exceeds R1M, the fair market value is to be determined by two independent valuers (weighed average)		

<b>4. Way leaves</b>		
4.1 Application fee		
4.2 Deposit	R2000 – 00	To be determined by the CFO, having considered a recommendation from the MPM
<b>5. Posters</b>		
5.1. Political parties. Deposit	R500 – 00	R5000 – 00
5.2. Commercial purposes Deposit	R500 – 00	R 500 – 00
5.3. Non - commercial purposes Deposit	R100 - 00	R 500 - 00
5.4 In addition to the above, an additional admin fee of R2-00 per additional poster is payable where the number of posters exceeds 100.		
<b>6. Informal Traders permits</b>		
<b>6.1 Category A* sites</b>		
Daily tariff: Residents		R 35 – 00
Non-residents		R 50 – 00
Weekly tariff: Residents		R 200 – 00
Non-residents		R 250 – 00
Monthly tariff: Residents		R 650 – 00
Non-residents		R 900 – 00
Annual tariff: Residents		R7000 – 00
Non-residents		R10000 – 00
Daily tariff: Week-ends only: Residents		R 60 – 00
Non-residents		R 80 – 00
<b>6.2 Category B* Sites</b>		
Daily tariff: Residents		R 20 – 00
Non-residents		R 25 – 00
Weekly tariff: Residents		R 100 – 00
Non-residents		R 125 – 00
Monthly tariff: Residents		R 350 – 00
Non-residents		R 450 – 00
Annual tariff: Residents		R3500 – 00
Non-residents		R5000 – 00
Daily tariff: Week-ends only: Residents		R 30 – 00
Non-residents		R 40 – 00

<p><b>6.3 Festivals</b></p> <p>Where entire demarcated area is made available to organizers: Daily tariff</p> <p>*Category <b>A</b>:            Bergsig, Meulplein, Stelmark, Die Braak and Franschhoek Town Hall</p> <p>Category <b>B</b>:            All other sites</p> <hr/> <p><b>Please note: -</b></p> <p>a) Application fees listed in this tariff structure excludes professional fees such as legal fees, valuation fees, surveying costs, publication of notices, ect. Where such costs is incurred, the Applicant will be responsible for such costs, over and above the application fee.</p> <p>b) All fees includes VAT.</p>		<p>R1000 – 00</p> <p>R250 – 00</p>
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# STELLENBOSCH MUNICIPALITY



## RATES POLICY

Effective from 01 July 2011 – June 2012

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## 1. **BACKGROUND**

In 2007, Stellenbosch Municipality initiated a process to prepare a General Valuation Roll of all property situated within the geographical boundaries of WC024 in terms of the requirements of the Municipal Property Rates Act (Act 6 of 2004) (MPRA) which became effective on 1 July 2009. This Policy is formulated in terms of *Section 3* of the MPRA.

## 2. **LEGISLATIVE CONTEXT**

- 2.1 In terms of Section 229 of the Constitution Act No 108 of 1996, a municipality may impose rates on property.
- 2.2 In terms of Section 4 (1) (c) of the Municipal Systems Act, (Act 32 of 2000), a municipality has the right to finance the affairs of the municipality by imposing, *inter alia*, rates on property.
- 2.3 In terms of Section 2 (1) of the MPRA a metropolitan or Local municipality may levy a rate on property in its area in accordance with the other provisions of the MPRA.
- 2.4 This policy must be read together with, and is subject to the provisions of the MPRA.
- 2.5 In terms of Section 62 (1) (f) (ii) of the Municipal Finance Management Act (Act 56 of 2003), a municipality must have and implement a rates policy as may be prescribed by any applicable national legislation.

## 3. **GUIDING PRINCIPLES**

- 3.1 The rating of property will be implemented impartially, fairly, equitably and without bias, and these principles also apply to the setting of criteria for exemptions, reductions, and rebates contemplated in Section 15 of the MPRA.
- 3.2 The rating of property will be implemented in a way that -
  - (a) is developmentally oriented;
  - (b) supports sustainable local government by providing a stable and buoyant revenue source within the legislative control of the Municipality;
  - (c) supports local and socio-economic development;
  - (d) promotes simplicity, uniformity, and certainty in the property rates assessment process;
  - (e) gives due consideration to the need for simple and practical process of billing and collection of property rates;
  - (f) promotes sustainable land management, especially that which reduces the risk from natural disasters; and
  - (g) achieves national and local environmental management objectives.

## 4. **DEFINITIONS**

In addition to the definitions contained in the MPRA, the following definition applies for the purpose of the application of this Rates Policy:-

- 4.1 **“ratepayer”** means a person or entity that is liable in terms of the MPRA for the payment of rates on property levied by the Stellenbosch Municipality;
- 4.2 **“residential property”** means improved property that is:
- 4.2.1 used predominantly (60% or more) for residential purposes and with not more than two dwelling units per property, and includes any adjoining property registered in the name of the same owner and used together with such residential property as if it were one property. (Any such grouping shall be regarded as one residential property for rate rebate or valuation reduction purposes); or
- 4.2.2 registered in terms of the Sectional Title Act, used predominantly for residential purposes, and includes any unit in the same Sectional Title Scheme registered in the name of the same owner which is used together with the residential unit as if it were one property, for example a garage or servant’s quarters. (for the purposes of 4.2.2, any such grouping shall be regarded as one residential property for rate rebate or valuation reduction purposes.); or
- 4.2.3 owned by a share- block company and used solely for residential purposes; **or**
- 4.2.4 used for residential purposes situated on property used for or related to educational purposes.
- 4.2.5 **a retirement or life right scheme used predominantly (60 % more) for residential purposes.**

For the purpose of clarity, the following properties are specifically excluded from the definition: hostels, *flats*, old age homes, guesthouses.

- 4.3 **“Valuation roll”** means a valuation roll drawn up in terms of section 30 of the MPRA or a supplementary valuation roll made in terms of section 78 of the MPRA.
- 4.4 **“Vacant land”** means a property without any buildings or structures;
- 4.5 **“Agricultural purposes”** refers to the active pursuit by a bona-fide farmer for primary income generation from farming activities;
- 4.6 **“Bona fide farmer”** is a **person/legal entity** that is a full time farmer;.
- 4.7 **“Farm property”** refers to property that is able to be used productively for agricultural and farming services;
- 4.8 **“Chief Financial Officer (CFO)”** means a person designated in terms of section 80(2) (a) of the Local government: Municipal Finance Management Act, 56 of 2003.

## 5. **IMPOSITION OF RATES**

- 5.1 Rates are levied in accordance with the MPRA as a cent in the rand on the property value recorded in the Stellenbosch Municipality's valuation roll drawn up in terms of the MPRA.

- 5.2 The Council shall, when levying property rates for each financial year, take cognizance of the burden of rates and service charges on property owners in the various categories of property ownership
- 5.3 The rates charged as a cent- in the rand for residential properties as per the definitions (above) is the base rate and the rate charged to all other categories of properties are reflected as a ratio to the residential rate.

## 6. APPLICATION OF THE RATES POLICY

### 6.1 Residential property

6.1.1 The Stellenbosch Municipality will not levy a rate on the first R85 000 of the market value of residential properties as follows:

- i) the first R15 000 on residential properties on the basis set out in section 17 (1) (h) of the MPRA;

and

on the further R70 000 in respect of all residential properties to give effect to section 3.1 of this policy.

### 6.2 State Owned Property

State owned property no longer qualifies for any rates rebate by virtue of ownership. However, the exemptions, rebates and reductions relating to the usage of properties as specified in this Policy and the MPRA Regulations, would apply.

### 6.3 Public Service Infrastructure

Public Service Infrastructure (as defined in the MPRA) *will be rated at the ratio as set out in the regulations.*

### 6.4 Agricultural Use

As a result of the contribution of agriculture to the social and economic welfare of farm workers, Stellenbosch Municipality will apply the ratio 1: 0,25 as set out in the regulations(the agricultural rate), to farm properties/smallholdings that is used for agricultural purposes by bona fide farmers (as set out below).

Council reserves the right to inspect the below mentioned properties before or after implementing the applicable rate and to revoke or amend any decision made prior to such investigation.

Farms and smallholdings also being used for commercial or industrial purposes and where the Municipal Valuer considers it reasonable (applied an apportionment value during the general valuation) to apply the category of multiple use properties, for which an apportionment of value of each distinct use of the property will be calculated by the Municipal Valuer and used for billing at the applicable rate.

An Owner or tenant of a property (listed from 6.4.2 to 6.4.3.3) that qualifies for the agricultural rate will not be entitled to the residential rate rebate as set out in paragraph 6.1.

#### **6.4.1 Farm Property**

6.4.1.1 Owners or tenants of farm property of which the property is being used for agriculture purposes, must apply (refer to section 7 of this policy) to receive the agricultural rate and declare in an affidavit, that no contraventions of the usage criteria are taking place on the property.

6.4.1.2 Where a property is being used for commercial or industrial purposes, i.e. truck depots, construction yards, restaurants, functioning venue, factories etc, such properties will not qualify for any agricultural rate or valuation reduction whatsoever.

6.4.1.3 Owners or tenants of farms with a residential component with no or limited agricultural activities and who would in terms of this policy not qualify for an agricultural rate, may apply (refer to section 7 of this policy) to be rated at the residential rate to receive the valuation reduction and or rate rebate and declare in an affidavit that no contraventions of the usage criteria take place on the property. The owners of these properties, should they meet the relevant criteria, are not precluded from applying for a Senior Citizens and Disabled Persons Rate Rebate, in terms of this policy's section 6.7.

#### **6.4.2 Smallholdings**

6.4.2.1 Owners or tenants of smallholdings of which the property is being used for agriculture purposes, must apply, (refer to section 7 of this policy) to receive the agricultural rate and declare in an affidavit, that no contraventions of the usage criteria are taking place on the property.

6.4.2.2 Where a smallholding is being used for commercial or industrial purposes i.e. truck depots, construction yards, restaurants, functioning venue, factories etc, such properties would not qualify for any rebate or valuation reduction whatsoever.

6.4.2.3 Those properties that are primarily residential in nature will qualify in terms of the definition of residential property for the residential valuation reduction and or rate rebate (refer to section 7 of this policy). The owners of these properties, should they meet the relevant criteria, are not precluded from applying for a Senior Citizens and Disabled Persons Rate Rebate, in terms of this policy's section 6.7.

#### **6.5 Multiple use properties**

Properties with multiple uses as per Section 9 of the MPRA will be categorised separately as determined by the Municipal Valuer and used for billing at the appropriate and applicable rate.

#### **6.6 Municipal Properties**

Only municipal properties used by Directorates, will not be rated, all other municipal-owned properties will be exempted from paying property rates, except those municipal properties which are leased in terms of a lease agreement. The latter properties' rates will be passed on to the lessee or included in the rent factor.

## 6.7 Senior Citizens and Disabled Persons

Registered owners of properties who are senior citizens and/or who are disabled persons, may qualify for special rebates according to gross monthly household income.

To qualify for the rebate(s) referred to above, a property owner must be a natural person and be the owner of a property which satisfies the requirements for the residential rebate and in addition to the above-mentioned, the property owner must also:

- 6.7.1 occupy the property as his/ her normal residence; and
- 6.7.2 be at least 60 years of age and in receipt of a pension or
- 6.7.3 In receipt of a disability pension from the Department of Social Development; and or
- 6.7.4 be in receipt of a total monthly income from all sources (including income of spouses of owners) not exceeding R 10 000; and
- 6.7.5 not be the owner of more than one property, and in the case of owning more than one property, it must be noted that a rebate will be granted only on the occupied property; and
- 6.7.6 where the owner is unable to occupy the property due to no fault of his/ her own, the spouse or minor children may satisfy the occupancy requirement; and
- 6.7.7 where the occupant of a residential property is a senior citizen or a disabled person and is the usufructuary of the property, he/she may satisfy the occupancy requirement
- 6.7.8 submit the application with proof of income, which can include proof of a SARS assessment, by 31 October of the financial year preceding the year in respect of which the rate is to be levied, failing which the rebate will not be granted.
- 6.7.9 Any owner who, during a financial year, for the first time, meets all the other criteria above may apply to receive the rebate from the date of receipt by the Stellenbosch Municipality of the application for the remainder of that financial year, whereafter all the criteria of 31 October will apply to applications for subsequent financial years.

Council reserves the right to request any additional information as may be deemed necessary

The percentage rebate granted to different monthly household income levels will be determined according to the schedule below. The income bands and rebates for the 2011/2012 financial year are as follows:



Gross Monthly Household Income				% Rebate	
Salary bands		2011/2012			
Up to		4 500		100%	
From	4 501	To	6 500	75%	
From	6 501	To	8 500	50%	
From	8 501	To	10 000	25%	

### 6.8 Conservation Land

In terms of Section 17 (1) (e) of the MPRA, Council will not levy a rate on those parts of a special nature reserve, national park or nature reserve within the meaning of the Protected Areas Act, or of a national botanical garden within the meaning of the National Environmental Management Biodiversity Act, 2004, which are not developed or used for commercial, farming or residential purposes. The apportioned value of any portion of such properties utilized for any purpose other than that used for such conservation purposes will be rated accordingly.

### 6.9 Religious Organisations

In terms of section 17 (1)(i) of the MPRA, the Stellenbosch Municipality will not levy a rate on properties registered in the name of and used primarily as a place of public worship by a religious community, including an official residence registered in the name of that community which is occupied by an office bearer of that community who officiates at services at that place of worship.

### 6.10 Non- Profit Organizations/ Public Benefit Organizations

The Stellenbosch Municipality may grant a reduction in the rates for the categories of non- profit organisations or public benefit organisations listed below. These categories of properties and owners of properties are deemed to contribute services or benefits to the community and are essentially non- profit organisations. The reductions are considered and granted after applications are made by owners on an annual basis. Owners who fail to apply for the rebate by 31 October will not be entitled to the rebate for the following financial year.

In order to be considered, the organisations listed below must be registered as NPO's under the Non- Profit Organisations Act, 71 of 1997.

#### 6.10.1 Health and welfare institutions

Privately owned properties used exclusively as a hospital, clinic, mental hospital, orphanage, non- profit retirement village, old age home or benevolent institution, including workshops used by the inmates, laundry or cafeteria facilities, provided

that any profits from the use of the property are used entirely for the benefit of the institution and/or for charitable purposes.

6.10.2 *Educational institutions*

Property owned by not-for-profit institutions (declared or registered by law) and used for educational purposes including a residence registered in the name of the educational institution and used by full-time employees of the educational institution.

6.10.3 *Residential Historical Monuments*

Such properties that meet the definition of residential property will receive the applicable residential rebate and valuation reduction.

6.10.4 *Charitable institutions*

Properties owned by not-for-profit institutions or public benefit organisations and are used solely for the performance of charitable work.

6.10.5 *Sporting Bodies*

Properties used predominantly for the purpose of amateur sport and any social activities which are connected with such sports.

6.10.6 *Agricultural societies*

Property owned by agricultural societies affiliated to the SA Agricultural Union used for the purposes of the society.

6.10.7 *Cemeteries and crematoria*

Registered in the name of private persons and operated not for gain.

6.10.8 *Cultural institutions*

Properties declared in terms of the Cultural Institutions Act, Act 29 of 1969 or the Cultural Institution Act, Act 66 of 1989.

6.10.9 *Non Residential Historical Monuments, Museums, libraries, art galleries and botanical gardens*

Registered in the name of private persons or organisations, open to the public and not operated for gain.

6.10.10 *War veterans*

Property registered in the name of a trustee of organisations (as defined in the Social Aid Act, Act 66 of 1989) maintained for the welfare of war veterans and their families.

6.10.11 *Youth development organisations*

Property owned and/or used by organisations such as the Boy Scouts, Girls Guides, Voortrekkers or organisations deemed by Council to have the same objectives.

### 6.10.12 Animal protection

Property owned or used by institutions/ organisations whose exclusive aim is to protect birds, reptiles and other animals on a not-for-gain basis.

## 7. GENERAL

7.1 All applications required in terms of this policy for exemptions, rebates or reductions must be submitted to the Stellenbosch Municipality by 31 October of the financial year preceding the year in respect of which the rate is to be levied. If the rebate applied for is granted, the rebate will apply for the full financial year.

7.2 Persons who have submitted false information and/or false affidavits will have the exemptions, rebates or reductions withdrawn with effect from the commencement of the financial year in question.

7.3 All applications for exemptions, rebates or reductions will require the applicant's municipal accounts to have been paid up to date or the conclusion of a suitable arrangement with the Stellenbosch Municipality as provided for in the Stellenbosch Municipality's Credit Control and Debt Collection By-law and Policy, which may include water saving measures.

## 8. REGULAR REVIEW PROCESSES

This rates policy will be reviewed on an annual basis to ensure that it complies with the Stellenbosch Municipality's strategic objectives and with legislation.

## 9. LIABILITY FOR AND PAYMENT OF RATES

Liability for and payment of rates is further governed by the MPRA, the Stellenbosch Municipality's Credit Control and Debt Collection Policy, By-Laws and any other applicable legislation.

## 10. QUANTIFICATION OF COSTS TO MUNICIPALITY AND BENEFITS TO COMMUNITY

The cost to the Stellenbosch Municipality and benefit to the local community in terms of exemptions, rebates, reductions and exclusions referred to in section 17 (1)(a),(e),(g)(h) and (i) of the MPRA and rates on properties that must be phased in terms of section 21 of the MPRA are reflected in the Stellenbosch Municipality's budget.

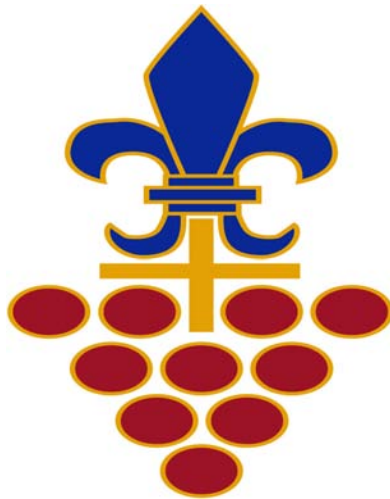
## 11. OBJECTION AND APPEALS

The lodging of an objection or appeal:-

In terms of section 50 of the MPRA does not defer liability for the payment of rates in terms of this policy

In terms of section 54 of the MPRA does not defer liability for the payment of rates in terms of this policy

# **STELLENBOSCH MUNICIPALITY**



## **SUPPLY CHAIN MANAGEMENT POLICY**

Effective 01 July 2011 – 30 June 2012

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## **CHAPTER 1: INTRODUCTION**

### **1.1 Introduction**

Section 217 of the Constitution of the Republic of South Africa, 1996 requires an organ of state to contract for goods or services in accordance with a procurement system which is fair, equitable, transparent, competitive and cost effective

This policy will achieve the above by providing procurement and employment opportunities to Historically Disadvantaged Individual's (HDI) and disadvantaged communities. It will enable socio-economic transformation objectives to be linked to *fair, transparent, equitable, competitive and cost effective* procurement practices that will encourage access of emerging business to Stellenbosch Municipality's procurement needs and in general ad to the capacity of local businesses.

### **1.2 Principles**

In pursuance of these stated objectives the Stellenbosch Municipality commits itself to the following goals:

- 1.2.1 To impact significantly on improving the quality of life of the people of the greater Stellenbosch;
- 1.2.2 Growing the local economy by promoting the competitiveness of local businesses;
- 1.2.3 Continuing improvement in value for money;
- 1.2.4 Enhance competitiveness;
- 1.2.5 Enhance efficient and effective procurement practices;
- 1.2.6 Enhance integrity, honesty, transparency and combat corruption; and
- 1.2.7 Stimulate and promote local economic development in a targeted and focused manner.

### **1.3 Implementation Orientation**

- 1.3.1 Increased Usage of Local Resources;
- 1.3.2 Creation of Opportunities for job creation in order to alleviate poverty;
- 1.3.3 Stimulation of Skills Development and Transfer; and
- 1.3.4 Endeavouring to fast track growth in the region and adding to the capacity of SMME's.

**1.4 Legislative Framework**

1.4.1 The Constitution of the Republic of South Africa, 1996 (as amended), Section 217

1.4.2 The Municipal Finance Management Act, 2003 (Act 56 of 2003) and the Regulations on Supply Chain Management enacted in terms thereof,

1.4.3 The Municipal Systems Act, 2000 (Act 32 of 2000),

1.4.4 Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000)

1.4.5 Preferential Procurement Policy Framework Regulations 2001

1.4.6 The Labour Relations Act, 1995 (Act 66 of 1995)

1.4.7 The Construction Industry Development Board Act

1.4.8 Any other current or subsequent applicable legislation

## **CHAPTER 2: ROLES, RESPONSIBILITIES AND FUNCTIONS**

### **2.1 Management Responsibility**

2.1.1 The ultimate responsibility to ensure that the Stellenbosch Municipality delivers in accordance with its strategic vision that lies with the respective line function components. With regard to Supply Chain Management, it will be the responsibility of the relevant line managers to:

- a) Understand and plan for their future needs.
- b) Identify critical delivery dates in consultation with the Supply Chain Management unit.
- c) Ensure that the necessary funds are available for the products or services to be procured.
- d) Draft specifications.
- e) Timeously provide the Supply Chain Management Unit (the unit) with all the necessary information to arrange for the acquisition of the goods and/or services required.
- f) Provide technical input on bids during the evaluation process.
- g) Entering into Service Level Agreement's, providing for quality control and follow up.

### **2.1.2 Functions of the unit**

The Supply Chain Management Unit of the Stellenbosch Municipality will perform the following functions:

- a) Rendering of all administrative support to the line function managers, Bid Adjudication Committee and the delegated persons in the performance of their duties.
- b) Monitor award of bids for compliance to all legislative and municipal requirements.
- c) Communicate with service providers up until contract has been awarded.
- d) Contribute towards the finalisation of bid specifications in line with the Accounting Officer's delegations.
- e) Procure goods and services for the Stellenbosch Municipality.
- f) Act as secretariat to the Bid Adjudication Committee/Subcommittee. This implies that the unit will be responsible for the preparation and presentation of cases to the Bid Adjudication Committee.
- g) Report on Supply Chain Management matters as prescribed.
- h) Ensure compliance with the Accounting Officer's delegations on Supply Chain Management.
- i) Corporate Services to administer all contracts emanating from the SCM section.
- j) Report on achievements in terms of preferential procurement and recommend changes, if any.
- k) Any other functions the Accounting Officer deems necessary to ensure efficiency.

### 2.1.3 Responsibilities of the Unit

In line with Municipal delegations, the Supply Chain Management Unit will have the following responsibilities:

- a) To procure on behalf of the Stellenbosch Municipality.
- b) To recommend the amendment, unbundling, cancellation and/or ceding of contracts to the Accounting Officer.
- c) To act as the administrative arm of the procurement function of the Stellenbosch Municipality.
- d) Negotiate acceptable prices with service providers as stipulated in the Regulations.
- e) Negotiate and conclude agreements with suppliers.
- f) To support the broad strategic objectives of the Stellenbosch Municipality as it relates to Supply Chain Management.

### 2.1.4 The responsibilities of the Bid Adjudication Committee

The Bid Adjudication Committee will operate within the following procedural framework:

- a) Prior to commencement of meetings, members of the committee must sign a register declaring their interest in a bid (if any) under consideration.
- b) A quorum is at least two-thirds of the members.
- c) Conducts scheduled meetings at least every two weeks and ad-hoc meetings when necessary.
- d) Keep minutes with a record of recommendations made.
- e) Recommendations will be based on a majority vote. Where an equal vote exists, the Chairperson will cast a deciding vote.
- f) Adhere to all legislation on Supply Chain Management and ensure adherence to the implementation of the Municipal Preferential Procurement Policy Plan.
- g) The operation of the committee is limited to the approved system of delegations.

### 2.1.5 Training of supply chain management officials

The training of officials involved in implementing this policy should be in accordance with any Treasury guidelines on supply chain management training.

## 2.2 Delegation of Authority

This entire Policy will be implemented within Council's approved system of delegations. The delegated persons will perform all relevant delegations issued by the Accounting Officer. Persons acting officially in a certain rank may exercise the delegations assigned to that rank unless the delegation specifies otherwise. If a person has failed to comply with the requirements in exercising the delegations and this resulted in irregular, fruitless and wasteful expenditure, disciplinary actions can be instituted against the delegated person. The delegations will be revised annually.

The Council or Accounting officer may **not** delegate or sub delegate any supply chain management powers or duties:

- a) to a person who is not an official of the municipality or
- b) to a committee which is not exclusively composed of officials of the municipality.

This may not be read as permitting an official to whom the power to make final awards has been delegated, to make a final award in a competitive bidding process otherwise than through the committee system. No supply chain management decision-making powers may be delegated to an advisor or consultant.

Notwithstanding the delegations, the Head of Supply Chain Management is authorised to amend orders that was subject to price fluctuations within 2.5 percent of the contract value after satisfying himself with reason /s for amendment.

### 2.3 **Oversight Role of Council**

- (1) The Council must maintain oversight over the implementation of this policy.
- (2) For the purposes of such oversight the Accounting Officer must –
  - (a) within 30 days of the end of each financial year, submit a report on the implementation of the Supply Chain Management Policy of the municipality to the council of the municipality; and
  - (b) whenever there are serious and material problems in the implementation of such Supply Chain Management Policy, immediately submit a report to the Council.
- (3) The Accounting Officer must, within **ten (10) working days of the end of each quarter**, submit a report on the implementation of the Supply Chain Management Policy to the Mayor.
- (4) The reports must be made public in accordance with section 21A of the Municipal Systems Act.

## 2.4 Approval Authority

All the amounts in the table below are inclusive of VAT and the specific goals applicable to bids also apply to quotations. The amount categories as indicated shall be amended as and when the relevant policy change.

MONETARY VALUES	CONDITIONS ATTACHED TO PROCUREMENT
R0 – R2 000	Direct purchases- par – 4.8
R2 001 – R10 000	<ul style="list-style-type: none"> <li>• Three written quotations will be required from suppliers listed on the database where possible. Reasons must be listed, if not possible and verification that the listing requirements are met by the supplier who is not registered on the accredited database. (SCM Reg 17)</li> <li>• The supplier of the lowest quotation is to be appointed, provided that goods and/or services could be supplied immediately and are of the required standard. (Price, Quality and Availability)</li> <li>• Normal items: The Buyer will re-order on the agreed minimum stock level.</li> <li>• For the purchasing of non-stock items authorisation is required in accordance with delegations.</li> <li>• Prices from suppliers will always be used for comparison.</li> <li>• Frequency of same suppliers must be limited to a reasonable degree and monitored.</li> <li>• Ensure a reasonable spread of suppliers.</li> </ul>
R10 001 – R200 000	<p><b><u>Offers below R30 000 (VAT included)</u></b></p> <ul style="list-style-type: none"> <li>• Must be awarded based on compliance to specifications and conditions of contract, ability and capability to deliver the goods and services and lowest price.</li> <li>• Three written quotations will be required from suppliers listed on the database where possible. Reasons must be listed, if not possible and verification that the listing requirements are met by the supplier who is not registered on the accredited database. (SCM Reg 17). (SCM Reg 17)</li> </ul> <p><b><u>Offers of R30 000 (VAT included) and above</u></b></p> <ul style="list-style-type: none"> <li>• Are subject to the preference points system (PPPFA and associated regulations) and must be dealt with in accordance with the Council's approved procurement processes.</li> <li>• Three written quotations are required through a competitive bidding process which entails advertisement.</li> </ul>
R200 001 – R5 000 000	<ul style="list-style-type: none"> <li>• Public bid - for finalisation by the Bid Adjudication Committee chaired by the Chief Financial Officer.</li> </ul>
R5 000 001 – R10 000 000	<ul style="list-style-type: none"> <li>• Public bid - for finalisation by the Bid Adjudication Committee chaired by the Municipal Manager.</li> </ul>
Above R10 000 000	<ul style="list-style-type: none"> <li>• Public bid (Municipal Manager/ Accounting Officer)</li> </ul>

## 2.5 List of centres for advertisements for procurement from R30 000.00 and above.

A list of all centres where these quotations are advertised and / or obtained is to be compiled. These are to be as wide as possible and should include:

- a) Official Notice Boards
- b) Official Website

## CHAPTER 3: PREFERENTIAL PROCUREMENT

### 3.1 Introduction

Stellenbosch Municipality acknowledges that designated groups have been excluded from meaningful participation in the mainstream of the economy and that it is required to address the economic imbalances and lead to increased equalization of opportunity in business. The Stellenbosch Municipal Supply Chain Management Policy seeks to encourage socio-economic transformation within the area of Stellenbosch. To achieve this, empowerment goals have been set, which aim to redress the skewed distribution of wealth and therefore contribute to the alleviation of poverty. Stellenbosch Municipality Supply Chain Management Policy must encourage increased usage of local resources, stimulation of skills development and transfer, fast tracking the growth and ensuring sustainability of SMME's. The Supply Chain Management Policy will form the basis of the evaluation criteria used in the evaluation of quotations and bids; as it is embodied from the principles as pertain in the Preferential Procurement Regulations, 2001 (which pertain to the Preferential Procurement Policy Framework Act (Act No 5 of 2000).

### 3.2 THE 80/ 20 PREFERENCE POINTS SYSTEM

3.2.1 For all quotations and bids with an estimated value between **R30, 000.00** and **R500, 000,00**, preference points will be allocated as follows:

	POINTS
Value for money substantially to specification (price and functionality)	80
Other Preference points	20
Total	100

3.2.2 The following formula must be used to calculate the points for price in respect of quotations/ bids with a Rand value equal to, or above **R30, 000, 00** and up to a Rand value of **R500, 000, 00**

$$Ps = 80 \left[ 1 - \frac{Pt - P \min}{P \min} \right]$$

Ps = Points scored for price of bid under consideration  
 Pt = Rand value of offer bid consideration  
 Pmin = Rand value of lowest acceptable bid

3.2.3 The points scored by a bidder in respect of goals contemplated in paragraph 3.2 must be added to the points scored for price.

3.2.4 Application of 20 points(other preference points) in terms of the 80/20 principle

HDI ownership	8
Women ownership	2
Disability	2
Business situated within WC024	8



### 3.3 THE 90/ 10 PREFERENCE POINTS SYSTEM

3.3.1 For all bids with an estimated value equal to or above **R500, 001.00**, preference points will be allocated as follows:

	POINTS
Value for money substantially to specification (price and functionality)	90
Other Preference points	10
Total	100

3.3.2 The following formula must be used to calculate the points for price in respect of quotations/ bids with a Rand value equal to or above **R500, 001, 00**

$$Ps = 90 \left[ 1 - \frac{Pt - P \text{ min}}{P \text{ min}} \right]$$

Ps = Points scored for price of bid under consideration

Pt = Rand value of offer bid consideration

Pmin = Rand value of lowest acceptable bid

Application of 10 points (Other Preference Points) in terms of the 90/10 principle

HDI ownership	4
Women ownership	1
Disability	1
Business situated within WC024	4

The contract must be awarded to the bidder that scores the highest points.

Any contract awarded on account of false information furnished by the bidder in order to secure preference points in terms of the PPPFA or SCM Policy, will be cancelled at the sole discretion of the Stellenbosch Municipality without prejudice to any other remedies the Stellenbosch Municipality may have.

### 3.4 EVALUATION OF BIDS ON FUNCTIONALITY AND PRICE

3.4.1 The Stellenbosch Municipality must, in the bid documents, indicate if, in respect of a particular bid invitation, bids will be evaluated on functionality and price.

3.4.2 The total combined points allowed for functionality and price may, in respect of bids with an estimated Rand value equal to, or below, **R500, 000, 00**, not exceed 80 points.

3.4.3 The total combined points allowed for functionality and price may, in respect of bids with an estimated Rand value equal to or above, **R500, 001, 00**, not exceed 90 points.

3.4.4 When evaluating the bids contemplated in this item, the points for functionality must be calculated for each individual bidder

- 3.4.5 Preference for being an HDI and/ or subcontracting with an HDI and / or achieving specified goals must be calculated separately and must be added to the points scored for functionality and price.
- 3.4.6 Only the bid with the highest number of points scored may be selected.
- 3.4.7 The conditions of tender may stipulate that a bidder must score a specific minimum number of points for functionality to qualify for further adjudication. ( PPPF Reg. 8 (5))
- 3.4.8 When inviting bids an institution must indicate: -
- (i) whether the bids will be evaluated on functionality;
  - (ii) the evaluation criteria for measuring functionality;
  - (iii) the weight of each criterion; and
  - (iv) the applicable values as well as the minimum threshold for functionality

The evaluation of the bids must be conducted in the following two stages:

- a) Firstly, the assessment of functionality must be done in terms of the evaluation criteria and the minimum threshold referred to above. A bid must be disqualified if it fails to meet the minimum threshold for functionality as per the bid invitation.
  - b) Thereafter, only the qualifying bids are evaluated in terms of the 80/20 or 90/10 preference points systems, where the 80 or 90 points must be used for price only and the 20 or 10 points are used for HDI ownership and / or for achieving the prescribed RDP goals. The guidance provided above replaces and prevails over the relevant guidelines contained in paragraph 5.8 of the Supply Chain Management: A Guide for Accounting Officers of Municipalities and Municipal Entities.
- 3.4.9 In the case of bids relating to the construction industry, institutions are required to adhere to the prescripts of the Construction Industry Development Board as prescribed in Municipal Supply Chain Management Regulation 21(a) (iii).

## CHAPTER 4: SUPPLY CHAIN MANAGEMENT SYSTEM

### 4.1 Demand Management

The demand management includes the analysis of the end users needs as well as the analysis of budget for the goods/service requirements. The Supply Chain Practitioner must work together with the end user to determine their requirements, to discuss the delivery times, price, location etc.

### 4.2 Acquisition Management

#### 4.2.1 Procurement Prerequisites

a) This function covers all requirements that have been identified for procurement by the Stellenbosch Municipality. Additional requirements have been identified for the procurement of goods and services, consultants, plant hire and service providers. No written quotation or bid will be considered should the information below be omitted:

- (i) Full name of the service provider;
- (ii) Proof of company registration and / or any other form of legal standing must be submitted by all bidders (Identification Number).
- (iii) Tax Reference Number and VAT registration number, if any;
- (iv) A current, original and valid Tax Clearance certificate from South African Receiver of Revenue Services (SARS) certifying that the taxes of the bidder are in order or that suitable arrangements have been made with SARS to bring them in order. The Tax certificate will be reworded at the allocated space for the VAT number with the words "Compulsory if turnover is more than R300 000". Where the person is not required to be registered for VAT, the Receiver of Revenue will write "not required to register" next to the allocated space for the VAT registration number. Bid price include VAT. Certified and faxed copies of an original and valid tax clearance certificate will **not** be accepted.

(v) A Declaration of Interest MBD4 form (including nil responses).

The following information must be indicated by the service provider:

- whether he or she is in the service of the state, or has been in the service of the state in the previous twelve months;
- if the provider is not a natural person, whether any of its directors, managers, principal shareholders or stakeholder is in the service of the state, or has been in the service of the state in the previous twelve months; or
- whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to in paragraph 4.2.1 (a) (v) is in the service of the state, or has been in service of the state in the previous twelve months.

b) Bid documents must remain intact and no portion may be detached.

c) The bid checklist must be completed.

d) Please note that the information required under section 4.2.1(a) must be read in conjunction with the requirements as stipulated within the Bid documentation, to determine if it is applicable

#### 4.2.2 All Professional Service Providers must submit the following information:

- a) Proof of registration with the relevant Professional Body, e.g. The Engineering Council of South Africa.
- b) Professional indemnity and type of cover.

- c) Written proof of Joint Ventures disclosing Joint Venture partnerships (reflected as percentages).
- d) Proof of company composition.

4.2.3 All Service providers must submit the following information required:

- a) Should the service provider wish to sub contract any portion of the works, the service provider must submit details of subcontract together with names of sub-service provider to the Municipality.
- b) When subcontracting to Non-HDI owned companies, subcontracting will be restricted to a maximum of 25% of the total contract value.
- c) When subcontracting to an HDI owned company, there will be a 50% restriction.
- d) If details of sub contract are not disclosed, the bid will be set aside.
- e) If the subcontracting firm has been involved with Municipality previously and has performed poorly and/or has been involved in any irregular activities, the tender may be set aside.
- f) No sub-service providers are to further sub contract any portion of the work without disclosing details to Stellenbosch Municipality for approval prior to commencement of work.
- g) Submit proof of Joint Ventures disclosing joint venture partnerships (percentage or names or any other details required by Stellenbosch Municipality).
- h) The company composition of the subcontracting firm must be disclosed.
- i) If a company is registered with a professional body, a copy of such registration must be included in the bid document.

4.2.4 System of Acquisition Management

- a) A supply chain management policy must provide for an effective system of acquisition management in order to ensure -
  - (i) that goods and services are procured by the Municipality or municipal entity in accordance with authorised processes only;
  - (ii) that expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the Act;
  - (iii) that the threshold values for the different procurement processes are complied with;
  - (iv) that bid documentation, evaluation and adjudication criteria, and general conditions of a contract, are in accordance with any applicable legislation; and
  - (v) that any Treasury guidelines on acquisition management are properly taken into account.
- b) A supply chain management policy, except where provided otherwise in these Regulations, does not apply in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including –
  - (i) water from the Department of Water Affairs or a public entity, another municipality or a municipality entity; and
  - (ii) electricity from ESKOM or another public entity, another municipality or a municipality entity.
- c) A municipality or municipal entity procuring goods or services contemplated in section 110(2) of the Act must make public the fact that it procures such goods or services otherwise than through its supply chain management system, including –
  - (i) the kind of goods or services; and
  - (ii) the name of the supplier.

### **4.3 Procurement of Goods and Services**

- 4.3.1 The procurement of goods and services between the value R0 and R200 000 falls within the scope of the Head of Supply Chain Management. That all awards from R200 001.00 be subject to the Supply Chain committee system as per the delegations. The Preferential Procurement Regulation will be followed by the responsible Supply Chain Official to ensure the alignment with the empowerment goals set out in Chapter 3.
- 4.3.2 The names of all service providers/suppliers has been established and will be updated annually where upon preferred service providers/ suppliers will be selected in terms of the empowerment goals set up in Chapter 3.
- 4.3.3 The Municipality will place annually advertisements in the local print media inviting vendors wishing to be included on the approved supplier database.
- 4.3.4 Applicants must submit with their application for registration on the supplier database the following:
- a) A declaration of good standing in respect of the Stellenbosch Municipality's debts;
  - b) Original and valid tax clearance certificate, if applicable;
  - c) local office address in the jurisdiction of the Stellenbosch Municipality, if any;
  - d) company registration with the Registrar of Businesses; and
  - e) registration with a Professional Body where required.
- 4.3.5 The Procurement Manager/official will submit a quarterly report on the procurement of goods and services in this category. Analysis will be provided on achievements or failure with the set of goals.

### **4.4 Bidding processes**

- 4.4.1 It is the prerogative of the Accounting Officer of the Municipality to decide on the manner in which the market will be approached. There are two types of processes that can be followed, which is:
- a) Formal Bidding Process.
  - b) Limited bidding process.
- 4.4.2 Formal Approach, the requisition is received from the user. The buyers will complete the formal bidding process and advertise in terms of the Supply Chain Regulations unless otherwise approved by the Accounting Officer.
- 4.4.3 Limited bidding- this process is used only in instances that require specialized knowledge, experience, sole suppliers and single source appointments..

### **4.5 Waiving Tender Procedures or Prerequisites**

- 4.5.1 The waiver will be allowed at the discretion of Municipal Manager in exceptional cases where a surety, guarantee or bridging finances cannot be accessed through any financial institution and written proof thereof must be submitted to Stellenbosch Municipality of bid shall only be allowed in exceptional circumstances by Municipal Manager. In circumstances where the goods/ services required within the Municipal Manager's delegated authority proof of Sole Supplier/Service Provider must be provided with motivating report why such procedures/prerequisites should be waived. Reasons must be justifiable. The Municipal Manager's approval will be required in such circumstances.

4.5.2 The procurement official will report on compliance in terms of this in the Quarterly Procurement Report, and where deviation occurs in terms of the reporting to the Municipal Manager or Executive Mayor, the necessary disciplinary Procedures will be instituted in terms of the Stellenbosch Municipal's Code of Conduct to prohibit unethical behaviour by officials.

#### 4.6 **Calling for Bids and Quotations**

4.6.1 Bids and quotations must be invited by the unit and will have a predetermined closing time and date. As required by the Supply Chain Management policy, bids must at least be advertised in an accessible manner, including the local media. Other publication media may only be used if beneficial and cost effective for the municipality.

4.6.2 The Stellenbosch Municipality aims at improved access to information, simplification of documentation, and being easily accessible to all citizens within its area of jurisdiction.

#### 4.7 **Accredited suppliers**

4.7.1 The accounting officer must-

- a) Keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements through written or verbal quotations and formal written price quotations; and
- b) at least once a year through newspapers commonly circulating locally, the website and any other appropriate ways, invite prospective providers of goods or services to apply for evaluation and listing as accredited prospective providers;
- c) specify the listing criteria for accredited prospective providers; and
- d) disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.

4.7.2 The list must be updated at least **quarterly** to include any additional prospective providers and any new commodities or types or services. Prospective providers must be allowed to submit applications for listing at any time.

4.7.3 The list must be compiled per commodity and per type of service.

#### 4.8 **Purchases below R 2 000.00**

- a) Only one quotation is required for purchases below R 2 000.

#### 4.9 **Verbal quotations are only allowed in emergency circumstances**

#### 4.10 **Conditions for the procurement of goods or services through written quotations**

- a) Quotations must be obtained from at least three different providers preferably from, but not limited to, providers whose names appear on the list of accredited prospective providers of the Stellenbosch Municipality, provided that if quotations are obtained from providers who are not listed, such providers must meet the listing criteria set out in paragraphs 4.7.1, 4.7.2 and 4.7.3 of this Policy consistent with Paragraph 2.3;

- b) to the extent feasible, providers must be requested to submit such quotations in writing;
- c) if it is not possible to obtain at least three quotations, the reasons must be recorded and reported quarterly to the accounting officer or another official designated by the accounting officer;
- d) the accounting officer must record the names of the potential providers requested to provide such quotations with their quoted prices; and
- e) if a quotation was submitted verbally, the order may be placed only against written confirmation by the selected provider.

#### **4.11 Formal written price quotations**

4.11.1 The conditions for the procurement of goods or services through formal written price quotations are as follows:

- a) quotations must be obtained in writing from at least three different providers whose names appear on the list of accredited prospective providers of the Stellenbosch Municipality;
- b) quotations may be obtained from providers who are not listed, provided that such providers meet the listing criteria set out in paragraphs 4.7.1 to 4.7.3 of this Policy;
- c) that if it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer or an official designated by the Chief Financial Officer; and
- d) that the accounting officer must record the names of the potential providers and their written quotations.

4.11.2 A designated official referred to in sub regulation (1)(c) must within three days of the end of each month report to the Chief Financial Officer on any approvals given during that month by that official in terms of that sub regulation.

#### **4.12 Procedures for procuring goods or services through written or verbal quotations and formal written price quotations**

The procedure for the procurement of goods or services through written or verbal quotations or formal written price quotations is as follows:

- a) when using the list of accredited prospective providers the accounting officer must promote ongoing competition amongst providers by inviting providers to submit quotations on a rotation basis, par 2.3;
- b) that all requirements in excess of or equal to R30 001.00 (VAT included) procured by means of formal written price quotations, must in addition to the requirements of section 4.11, be advertised for at least seven days with a predetermined closing date and time on the website and an official notice board of the municipality or municipal entity;
- c) offers received must be evaluated on a comparative basis taking into account unconditional discounts;
- d) the accounting officer or chief financial officer must on a monthly basis be notified in writing of all written or verbal quotations and formal written price quotations accepted by an official acting in terms of a sub delegation;
- e) offers equal to or below R30 000 (VAT included) must be awarded based on compliance to specification and conditions of contract, ability and capability to deliver the goods and services and lowest price; and
- f) acceptable offers, which are subject to the preference points system (PPPFA and associated regulations), must be awarded to the bidder who scored the highest points.

#### **4.13 Competitive bids**

- a) Goods or services equal to or above a transaction value of R200 001.00 (VAT included) and long term contracts may only be procured through a competitive bidding process, subject to paragraph 4.14 of this Policy.
- b) No requirement for goods or services equal to or above an estimated transaction value of R200 001.00 (VAT included), may deliberately be split into parts or items of lesser value merely for the sake of procuring the goods or services otherwise than through a competitive bidding process.

#### 4.14 **Process for competitive bidding**

The procedures for the following stages of a competitive bidding process are as follows:

- a) Compilation of bidding documentation as detailed in paragraph 4.15;
- b) Public invitation of bids as detailed in paragraph 4.16;
- c) Site meetings or briefing sessions (If deemed compulsory; Bids received from interested bidders that did not attend or arrived later than predetermined date and time, will be **disqualified**) as detailed in paragraph 4.21.2(e);
- d) Handling of bids submitted in response to public invitation as detailed in paragraph 4.17;
- e) Evaluation of bids as detailed in paragraph 4.21;
- f) Award of contracts as detailed in paragraph 4.27;
- g) Administration of contracts
- h) After approval of a bid, the accounting officer and the bidder must enter into a written agreement.
- i) Proper record keeping
- j) Original / legal copies of written contracts agreements should be kept in a secure place for reference purposes.

#### 4.15 **Bid documentation for competitive bids**

The criteria to which bid documentation for a competitive bidding process must comply, must –

- a) take into account –
  - (i) the general conditions of contract and any special conditions of contract, if specified;
  - (ii) any Treasury guidelines on bid documentation; and
  - (iii) the requirements of the Construction Industry Development Board, in the case of a bid relating to construction, upgrading or refurbishment of buildings or infrastructure;
- b) include the preference points system to be used , goals as contemplated in the Preferential Procurement Regulations and evaluation and adjudication criteria, including any criteria required by other applicable legislation;
- c) compel bidders to declare any conflict of interest they may have in the transaction for which the bid is submitted;
- d) if the value of the transaction is expected to exceed R10 million (VAT included), require bidders to furnish–
  - (i) if the bidder is required by law to prepare annual financial statements for auditing, their audited annual financial statements –
    - (1) for the past three years; or
    - (2) since their establishment if established during the past three years;
  - (ii) a certificate signed by the bidder certifying that the bidder has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;



- (iii) particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;
- (iv) a statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality or municipal entity is expected to be transferred out of the Republic; and
- e) stipulate that disputes must be settled by means of mutual consultation, mediation (with or without legal representation), or, when unsuccessful, in a South African court of law.

#### **4.16 Public invitation for competitive bids**

4.16.1 The procedure for the invitation of competitive bids, is as follows:

- a) Any invitation to prospective providers to submit bids must be by means of a public advertisement in newspapers commonly circulating locally, the website of the Stellenbosch Municipality or any other appropriate ways (which may include an advertisement in the Government Tender Bulletin); and
- b) the information contained in a public advertisement must include –
  - (i) the closure date for the submission of bids, which may not be less than 30 days in the case of transactions over R10 million (VAT included), or which are of a long term nature, or 14 days in any other case, from the date on which the advertisement is placed in a newspaper, subject to subparagraph 4.23.1 of this policy;
  - (ii) a statement that bids may only be submitted on the bid documentation provided by the Stellenbosch Municipality; and
  - (iii) date, time and venue of any proposed site meetings or briefing sessions.;

4.16.2 The accounting officer may determine a closure date for the submission of bids which is less than the 30 or 14 days requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official process.

4.16.3 Bids submitted must be sealed.

4.16.4 Where bids are requested in electronic format, such bids must be supplemented by sealed hard copies.

#### **4.17 Procedure for handling, opening and recording of bids**

The procedures for the handling, opening and recording of bids, are as follows:

- a) Bids–
  - (i) must be opened only in public;
  - (ii) must be opened at the same time and as soon as possible after the period for the submission of bids has expired; and
  - (iii) received after the closing time should not be considered and returned unopened immediately.
- b) Any bidder or member of the public has the right to request that the names of the bidders who submitted bids in time must be read out and, if practical, also each bidder's total bidding price;
- c) No information, except the provisions in subparagraph 4.28, relating to the bid should be disclosed to bidders or other persons until the successful bidder is notified of the award; and
- d) The accounting officer must –

- (i) record in a register all bids received in time;
- (ii) make the register available for public inspection; and
- (iii) publish the entries in the register and the bid results on the website.

#### **4.18 Negotiations with preferred bidders**

- 4.18.1 The accounting officer or delegated official may negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation –
- a) does not allow any preferred bidder a second or unfair opportunity;
  - b) is not to the detriment of any other bidder; and
  - c) does not lead to a higher price than the bid as submitted.

4.18.2 Minutes of such negotiations must be kept for record purposes.

#### **4.19 Two-stage bidding process**

- 4.19.1 A two-stage bidding process is allowed for –
- a) large complex projects;
  - b) projects where it may be undesirable to prepare complete detailed technical specifications; or
  - c) long term projects with a duration period exceeding three years.

4.19.2 In the first stage technical proposals on conceptual design or performance specifications should be invited, subject to technical as well as commercial clarifications and adjustments.

4.19.3 In the second stage final technical proposals and priced bids should be invited.

#### **4.20 Committee system for competitive bids**

- 4.20.1 A supply chain management policy must provide for a committee system for competitive bids consisting of at least
- a) a bid specification committee;
  - b) a bid evaluation committee; and
  - c) a bid adjudication committee;

4.20.2 The accounting officer appoints the members of each committee, taking into account section 117 of the Act; and

4.20.3 A neutral or independent observer, appointed by the accounting officer, must attend or oversee a committee only when this is appropriate for ensuring fairness and promoting transparency.

- 4.20.4 The committee system must be consistent with –
- a) Bid specification committee
  - b) Specification committee
  - c) Bid Adjudication

4.20.5 The accounting officer may apply the committee system to formal written price quotations.

#### 4.21 **Bid specification committees and Bid Evaluation Committees**

4.21.1 A bid specification committee must compile the specifications (for competitive bidding or any other procurement of a technical nature) for goods or services by the Stellenbosch Municipality.

##### 4.21.2 Specifications –

- a) must be drafted in an unbiased manner to allow all potential suppliers to offer their goods or services;
- b) must take account of any accepted standards such as those issued by Standards South Africa, the International Standards Organisation, or an authority accredited or recognised by the South African National Accreditation System with which the equipment or material or workmanship should comply;
- c) must, where possible, be described in terms of performance required rather than in terms of descriptive characteristics for design;
- d) may not create trade barriers in contract requirements in the forms of specifications, plans, drawings, designs, testing and test methods, packaging, marking or labelling of conformity certification;
- e) may not make reference to any particular trade mark, name, patent, design, type, specific origin or producer unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the word “equivalent”;
- f) must indicate each specific goal for which points may be awarded in terms of the points system set out in the Preferential Procurement Regulations 2001; and
- g) must be approved by the delegated official ( Head: SCM) prior to publication of the invitation for bids in terms of competitive bids.

4.21.3 A **bid specification committee** must be **composed of one or more officials** of the Stellenbosch Municipality preferably the manager responsible for the function involved, and may, when appropriate, include external specialist advisors.

4.21.4 No person, advisor or corporate entity involved with the bid specification committee, or director of such a corporate entity, may bid for any resulting contracts.

##### 4.21.5 Evaluations –

- a) A bid evaluation committee must –
  - (i) evaluate bids in accordance with –
    - (1) the specifications for a specific procurement; and
    - (2) the points system ;
  - (ii) evaluate each bidder’s ability to execute the contract;
  - (iii) check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears, and;
  - (iv) submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.
- b) A **bid evaluation committee** must as far as possible be **composed of**-
  - (i) officials from departments requiring the goods or services; and
  - (ii) at least one supply chain management practitioner of the supply chain management unit

## 4.22 Process

4.22.1 Bids notices are to be advertised in all relevant media and will be distributed and displayed on all local municipality notice boards within the Stellenbosch Municipality area of jurisdiction.

4.22.2 Stellenbosch Municipality will co-ordinate all tender notices by local municipalities within its area of jurisdiction and develops a monthly tender bulletin.

4.22.3 Bid information and Stellenbosch Municipality Procurement Policy will also be available on the Stellenbosch Municipality Website.

4.22.4 Bid adjudication criteria will be included in all bid documents.

4.22.5 Pre-bid meeting may be a standard requirement of the bid process in order to obtain details for the bid requirements and answer questions from prospective bidders.

4.22.6 All bid notices will contain the following information:

- a) Full details of the Stellenbosch Municipality contact official including:
  - (i) Telephone number
  - (ii) Fax number
  - (iii) E-mail address
- b) Closing date and time of bid.
- c) Physical address for depositing bids.
- d) When and where bids will be opened.

## 4.23 All bids will be opened in public

4.23.1 The normal closing period for bids is 14 days and 30 days for transactions above R10 million, after advertising, if supplies are expected to be in stock in the Republic of South Africa or manufactured from material, which is available in the RSA.

4.23.2 Shortening of the closing date will only be allowed provided that:

- a) A submission was made to the Supply Chain Manager.
- b) The latter made a positive recommendation.
- c) The relevant delegated person took a decision in support of the recommendation.
- d) The minimum period for such bids is 5 working days.

4.23.3 In the interest of uniformity, fairness and in order to maintain the bidders' confidence in the system, it is essential that a definite cut-off time is set for submitting bids and it must be strictly observed. The cut-off time for bids is **12:00 pm** on the day indicated on the bid documents.

4.23.4 Advertisements for bids are to be cancelled(unless remedied with all collecting parties of bid documentation) and fresh bids invited if conditions or specifications or any other information has changed before the closing time or if mistakes have been discovered in the documents before the closing time.

4.23.5 The cancellation of a bid must be recommended by the Bid Adjudication Committee and approved by the delegated person and communicated to all parties. This paragraph is not applicable if no responsive bids were received.

A bid may be cancelled before the award is made if:

- The circumstances have changed, i.e. there is no longer a need for the goods, works or services offered or,
- Funds are no longer available to cover the total envisaged expenditure.

4.23.6 In the case of an advertised bid, the bid closing date may be postponed only if the postponed date can be advertised in the local media at least one week before the original closing date. A bid's closing time may be postponed only if all bidders intending to bid can be advised of the postponed date in writing at least one week before the original closing date.

4.23.7 Bid documents must be ready before advertisement. Documents can be posted to potential bidders or bidders may collect documents. The latter is preferable unless practicality otherwise necessitates. Bid documents will be available at the Stellenbosch Municipality. The name of the bidder to whom documents were issued, the bid number, the name of the person who collected the bid, the firm/company on whose behalf the document is collected, phone number, fax number, contact person, date and time the document was collected and the date the document was posted where a bidder requests a document by telephone, must be entered in a register. Apart from the fact that the register serves as a record in the event of disputes, it also serve the purpose of providing all the detail of the bidders who collected documents in the event where amendments have to be effected to the bid document.

4.23.8 Bidders are allowed to deposit their completed bids in the bid box located at Stellenbosch Municipality in Plein Street which is clearly marked "Bid Box". Bid boxes will be accessible to the public on a 24-hour basis including weekends and public holidays. The following details must be entered:

- a) The bid number
- b) The closing date of the bid
- c) The date and time the bid was received
- d) The name of the company/individual submitting the bid
- e) How the bid was received, i.e. via courier services, or registry
- f) The state in which the bid was upon receipt, for example was it open or not
- g) Whether the bid was received in time or late
- h) Whether the bid was opened by the receiving officials and the reasons why the bid was opened.
- i) Signature of person that delivered the bid.
- j) Signature of the person who received the bid.

To ensure that this recording is properly handled, this register will be checked by the Supply Chain Manager or his/her delegate, after each opening process.

#### 4.24 **Closing of Bids**

4.24.1 At the closing time of bid/bids on a particular day, the bid/s will be removed to the Supply Chain Office at 12pm on the particular day where bids will be date stamped on the envelope, sorted according to the particular bid numbers, entered in the **Bids Received Register**.

4.24.2 For security purposes, the following pages of the bids received must be date stamped and checked for any correction fluid marks, write-overs, deletions, signature omissions (especially on the bid forms), alternative offers, documents that must have been submitted with the bid, etc. The pages mentioned above are as follows:

- a) Original and valid Tax Clearance Certificate (MBD 2 form).

- b) Declaration of interest form ( MBD 4 form)
- c) Declaration of past SCM practises ( MBD 8 form)
- d) Pricing schedule (MBD3 form)
- e) Alternative offers, Development Proposals and documents that were required to be submitted with the bid as per the bid document

4.24.3 Where the official who checks the bid finds correction fluid marks, write-overs or deletions, the official must initial next to it and another official must co-initial it.

4.24.4 Where certain forms, which require signatures, have not been signed, notes to that effect are made on the temporary covers of the bid. Such bids must still be evaluated.

4.24.5 Where certain forms, which should have been submitted with the bid is not attached, such as the MBD 1, MBD 2 and MBD 3, notes to that effect must be made on the temporary covers of the bid. The idea is to bring it to the attention of the evaluation team, the moment they look at the bid.

4.24.6 All bids received without envelopes, must be sealed in an envelope, and the bid number and closing date shall be written on the envelope, if ascertainable. Bids received in envelopes (sealed or unsealed) without the bid number on the envelope, must be opened, the bid number established, the envelope sealed and the bid number and closing date is written on the envelope. All bids will then be kept unopened in safe custody until the closing time of the bids.

#### 4.25 **Bids received after closing time**

Late bids should be handled as follows:

- a) Bid received late will not be considered
- b) Bids are late if they are received at the address indicated in the bid documents after closure time
- c) Late bids should will not be submitted for consideration and where practicable will be returned unopened to the bidder accompanied by an explanation
- d) Accounting officers/authorities should re-advertise the bid if no bid or no suitable bid was received by closure time.

#### 4.26 **Evaluation Criteria**

The evaluation shall be in terms of the size, nature and complexity of the goods or services required by the Municipality. The purpose of bid evaluation is to determine the lowest evaluated responsive bid from amongst the substantially responsive bids. The Stellenbosch Municipality will use to evaluate and adjudicate bids by means of a point scoring system and will vary for different class or contracts. The Regulations stipulate an 80/20 preference point system in respect of procurement with an estimated value of less than or equal to R500 000, and a 90/10 preference point system in respect of procurement with an estimated value of equal to or greater than R500 001.00 This means that either 80 or 90 points, depending on the class of contract, are awarded to the bidder who bids the lowest price, and proportionately fewer points are awarded to those with higher prices. Either 20 or 10 points are then available as preference points for HDI equity ownership and other specific goals. The points for price will normally be fixed, unless there is an element of functionality brought into the adjudication process. Each responsible Practitioner must determine the responsiveness of each bid that is whether each bid:

- a) has been submitted on the prescribed form and is properly signed;
- b) has been responsive to the requirements of the bid document;

- c) provides any clarification that may be required;
- d) is realistically priced in relation to the goods and services required;
- e) the successful bidder will be the one who has a responsive bid, is awarded the most adjudication points; and
- f) in cases, however where the bid with the highest adjudication points is not recommended, full details must be provided to the Delegated Authority for consideration. The Bid adjudication criteria have to be clearly stated including the manner in which points are calculated.

#### 4.27 **Bid Adjudication Committee**

- a) The successful bidder whose bid has been determined to be substantially responsive and has been determined to be qualified to perform the contract satisfactorily, must be recommended for award of the contract. A bid evaluation report with the award recommendation must be prepared. The bid evaluation report should reflect the logical sequence of the bid evaluation process in the following manner:
  - (i) Receipt and opening of bids
  - (ii) Examination of bids
  - (iii) Compliance to specification
  - (iv) Substantially non-responsive
  - (v) Correction of arithmetic errors
  - (vi) Currency conversion
  - (vii) Adjustment for nonmaterial deviations
  - (viii) Bids subject to detailed evaluation
  - (ix) Evaluation of bids
  - (x) Comparison of bids
  - (xi) Lowest evaluated responsive bid
  - (xii) Post qualification
  - (xiii) Award recommendation
- b) The bid adjudication committee must –
  - (i) consider the report and recommendations of the bid evaluation committee; and
  - (ii) either;
    - depending on its delegations, make a final award or a recommendation to the Accounting Officer to make the final award; or
    - make another recommendation to the Accounting Officer how to proceed with the relevant procurement.
- c) The **bid adjudication committee** must consist of at least **four senior managers** (directors) of the municipality which must include –
  - (i) the Chief Financial Officer or, if the Chief Financial Officer is not available, another manager in the budget and treasury office reporting directly to the Chief Financial Officer and designated by the Chief Financial Officer; and
  - (ii) at least one senior supply chain management practitioner who is an official of the municipality; and
  - (iii) a technical expert in the relevant field who is an official in the line department or external consultant, if such an expert exists.
  - (iv) the relevant Director responsible for the function.
- d) The Accounting Officer must appoint the chairperson of the committee. If the chairperson is absent from a meeting, the members of the committee who are present must elect one of them to preside at the meeting.

- e) Neither a member of the bid evaluation committee, nor an advisor or person assisting the evaluation committee, may be a member of a bid adjudication committee.
- f) (i) If the bid adjudication committee decides to award a bid **other than the one recommended** by the bid evaluation committee, the bid adjudication committee must **prior** to awarding the bid;
  - check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and
  - notify the Accounting Officer.
 (ii) The Accounting Officer may:
  - after due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in paragraph 4.27(f) (i); and
  - if the decision of the bid adjudication committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.
- (g) The Accounting Officer may at any stage of a bidding process, refer any recommendation made by the evaluation committee or the adjudication committee back to that committee for reconsideration of the recommendation.
- (h) The Accounting Officer must comply with section 114 of the Act within 10 working days.

#### 4.28 **Notification of Award**

- a) When the award recommendation has been approved, a notification of award (letter of acceptance) should be sent out immediately to the successful bidder.
- b) Negotiations must not be held with the successful bidder with the intention of getting a reduction in price or a change in the scope of the contract.
- c) Negotiations are only allowed under exceptional circumstances under the supervision of the Municipal Manager.

#### 4.29 **Logistics**

- a) Goods is linked to inventory
- b) Transit action (Check for quality and quantity on receipt of goods)
- c) Issuing of an order
- d) Effective and efficient use of resources
- e) Coding of items
- f) Distribution of goods/items

#### 4.30 **Procurement of banking services**

##### 4.30.1 A contract for banking services –

- a) must be procured through competitive bids;
- b) must be consistent with section 7 or 85 of the Act; and
- c) may not be for a period of more than five years at a time.

4.30.2 The process for procuring a contract for banking services must commence at least nine months before the end of an existing contract.

4.30.3 The closure date for the submission of bids may not be less than 60 days from the date on which the advertisement is placed in a newspaper in terms of paragraph 4.16.



Bids must be restricted to banks registered in terms of the Banks Act, 1990 (Act No. 94 of 1990).

#### **4.31 Procurement of IT related goods or services**

4.31.1 The accounting officer may request the State Information Technology Agency (SITA) to assist with the acquisition of IT related goods or services through a competitive bidding process.

4.31.2 Both parties must enter into a written agreement to regulate the services rendered by, and the payments to be made to, SITA.

4.31.3 The accounting officer must notify SITA together with a motivation of the IT needs if –

- a) the transaction value of IT related goods or services required in any financial year will exceed R50 million (VAT included); or
- b) the transaction value of a contract to be procured whether for one or more years exceeds R50 million (VAT included).

4.31.4 If SITA comments on the submission and the Stellenbosch Municipality disagree with such comments, the comments and the reasons for rejecting or not following such comments must be submitted to the council, the National Treasury, the relevant Provincial Treasury and the Auditor General.

#### **4.32 Procurement of goods and services under contracts secured by other organs of state**

4.32.1 The accounting officer may procure goods or services under a contract secured by another organ of state, but only if –

- a) the contract has been secured by that other organ of state by means of a competitive bidding process applicable to that organ of state;
- b) there is no reason to believe that such contract was not valid to procure;
- c) there are demonstrable discounts or benefits to do so; and
- d) that other organ of state and the provider have consented to such procurement in writing.

4.32.2 Subparagraphs (4.32.1)(c) and (d) do not apply if –

- a) a municipal entity procures goods or services through a contract secured by its parent municipality; or
- b) a municipality procures goods or services through a contract secured by a municipal entity of which it is the parent municipality.

#### **4.33 Procurement of goods necessitating special safety arrangements**

- a) The acquisition and storage of goods in bulk (other than water), which necessitate special safety arrangements, including gasses and fuel, should be avoided where ever possible.
- b) Where the storage of goods in bulk is justified, such justification must be based on sound reasons, including the total cost of ownership, cost advantages and environmental impact and must be approved by the accounting officer.

#### 4.34 **Proudly SA Campaign**

The Stellenbosch Municipality supports the Proudly SA Campaign to the extent that, all things being equal after applying the principles of this policy, preference is given to procuring local goods and services from:

- a) Firstly – suppliers and businesses within the municipality or district;
- b) Secondly – suppliers and businesses within the relevant province;
- c) Thirdly – suppliers and businesses within the Republic.

#### 4.35 **Appointment of consultants**

4.35.1 The accounting officer may procure consulting services provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made.

4.35.2 Consultancy services will be procured through competitive bids if

- a) the value of the contract is equal to or above R200 001.00 (VAT included); or
- b) the duration period of the contract exceeds one year.

4.35.3 In addition to any requirements prescribed by this policy for competitive bids, bidders must furnish particulars of –

- a) all consultancy services provided to an organ of state in the last five years; and
- b) any similar consultancy services provided to an organ of state in the last five years.

Please note that this section must be read in conjunction with the requirements of the formal written quotations and/or bids.

4.35.4 The accounting officer must ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the Stellenbosch Municipality.

4.35.5 Consultancy services equal to or below R200 000.00 must be procured from at least three (3) consultants in line with paragraph 2.3.

#### 4.36 **Deviation from, and ratification of minor breaches of, procurement processes**

4.36.1 The accounting officer may –

- a) dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
  - (i) in an emergency (An Emergency is considered as an unforeseeable and sudden event with materially harmful or potentially harmful consequences for the municipality which requires urgent action);
  - (ii) if such goods or services are produced or available from a single provider only;
  - (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
  - (iv) acquisition of animals for zoos and/or nature and game reserves; or
  - (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and
  - (vi) In respect of repairs to motor vehicles, machinery and equipment that need to be stripped to quote, only one written quotation is to be obtained from the manufacturer or an authorised agent; and

- b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.
- 4.36.2 The accounting officer must record the reasons for any deviations in terms of subparagraphs 4.36.1(a) and (b) of this policy and report them to the next meeting of the council and include as a note to the annual financial statements.
- 4.36.3 Subparagraph (4.36.2) does not apply to the procurement of goods and services contemplated in paragraph 4.13 of this policy.
- 4.36.4 The senior management (Directors) directly accountable to the Accounting Officer; are the only persons that can duly authorise any expenditure that may occur in an emergency, with a **Certificate of emergency**. Certificates must be submitted within three (3) days after the event. These are limited to emergencies that may hamper the rendering of basic service delivery and may result in Stellenbosch Municipality being held liable for damages
- 4.37 **Unsolicited bids**
- 4.37.1 In accordance with section 113 of the Municipal Finance Management, 2003 (Act 56 of 2003), there is no obligation to consider unsolicited bids received outside a normal bidding process.
- 4.37.2 The accounting officer may decide in terms of section 113(2) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) to consider an unsolicited bid, only if –
- a) the product or service offered in terms of the bid is a demonstrably or proven unique innovative concept;
  - b) the product or service will be exceptionally beneficial to, or have exceptional cost advantages;
  - c) the person who made the bid is the sole provider of the product or service; and
  - d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.
- 4.37.3 If the accounting officer decides to consider an unsolicited bid that complies with paragraph 4.37 of this policy, the decision must be made public in accordance with section 21A of the Municipal Systems Act, 2000 (Act 32 of 2000), together with –
- a) reasons as to why the bid should not be open to other competitors;
  - b) an explanation of the potential benefits if the unsolicited bid were accepted; and
  - c) an invitation to the public or other potential suppliers to submit their comments within 30 days of the notice.
- 4.37.4 The accounting officer must submit all written comments received pursuant to subparagraph 4.37.3, including any responses from the unsolicited bidder, to the National Treasury and the relevant provincial treasury for comment.
- 4.37.5 The adjudication committee must consider the unsolicited bid and may award the bid or make a recommendation to the accounting officer, depending on its delegations.
- 4.37.6 A meeting of the adjudication committee to consider an unsolicited bid must be open to the public.
- 4.37.7 When considering the matter, the adjudication committee must take into account –

- a) any comments submitted by the public; and
- b) any written comments and recommendations of the National Treasury or the relevant Provincial Treasury.

4.37.8 If any recommendations of the National Treasury or provincial treasury are rejected or not followed, the accounting officer must submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for rejecting or not following those recommendations.

4.37.9 Such submission must be made within seven days after the decision on the award of the unsolicited bid is taken, but no contract committing the Stellenbosch Municipality to the bid may be entered into or signed within 30 days of the submission.

#### 4.38 **Prevention and combating of the abuse of supply chain management system**

4.38.1 The accounting officer must—

- a) take all reasonable steps to prevent abuse of the supply chain management system;
- b) investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or failure to comply with this Policy, and when justified –
  - (i) take appropriate steps against such official or other role player; or
  - (ii) report any alleged criminal conduct to the South African Police Service;
- c) check the National Treasury’s database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector;
- d) reject any bid from a bidder—
  - (i) if any municipal rates and taxes or municipal service charges owed by that bidder or any of its directors to the Stellenbosch Municipality, or to any other municipality or municipal entity, are in arrears for more than three months; or
  - (ii) who during the last five years has failed to perform satisfactorily on a previous contract with the Municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory;
- e) reject a recommendation for the award of a contract if the recommended bidder, or any of its directors, has committed a corrupt or fraudulent act in competing for the particular contract;
- f) cancel a contract awarded to a person if –
  - (i) the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or
  - (ii) an official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person; and
- g) reject the bid of any bidder if that bidder or any of its directors –
  - (i) has abused the supply chain management system of the Stellenbosch Municipality or has committed any improper conduct in relation to such system;
  - (ii) has been convicted for fraud or corruption during the past five years;
  - (iii) has wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - (iv) has been listed in the Register for bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act, 2004 (Act 12 of 2004).
- h) The accounting officer must inform the National Treasury and relevant Provincial Treasury in writing of any actions taken in terms of subparagraphs 4.38.1(b) (ii), (d) or (f) of this policy.

**4.39 Prohibition on awards to persons whose tax matters are not in order**

- a) The Accounting Officer must ensure that, irrespective of the procurement process followed, no award above R 30 000 (VAT included) is given to a person whose tax matters have not been declared by the South African Revenue Service to be in order.
- b) Before making an award to a provider or bidder, a tax clearance certificate from SARS must first be provided as contemplated in paragraph 4.2.1

**4.40 Prohibition on awards to persons in the service of the state**

The Accounting Officer must ensure that irrespective of the procurement process followed, no award may be made to a person –

- (a) who is in the service of the state; or
- (b) if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or
- (c) who is an advisor or consultant contracted with the municipality in respect of a contract that would cause a conflict of interest.

**4.41 Awards to close family members of persons in the service of the state**

The notes to the annual financial statements must disclose particulars of any award of more than R2 000 (VAT included) to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including –

- (a) the name of that person;
- (b) the capacity in which that person is in the service of the state; and
- (c) the amount of the award.

## **CHAPTER 5: DISPOSAL AND LETTING**

### **5.1 Objective**

The main objective of this Chapter is to provide a regulatory framework for the disposal and letting of immovable assets and to provide a framework when the Municipality enters into lease agreements.

### **5.2 Definitions**

For the purposes of this Chapter, unless the context indicates to the contrary

- 5.2.1 **"Asset Transfer Regulations"** means the Municipal Asset Transfer Regulations promulgated in terms of the MFMA;
- 5.2.2 **"BEE Act"** means the Broad-Based Black Economic Empowerment Act 53 of 2003;
- 5.2.3 **"BEE"** means the economic empowerment envisaged by the BEE Act of all black people including women, workers, youth, people with disabilities and people living in rural areas through diverse but integrated socio-economic strategies that include, but are not limited to -
- (a) increasing the number of black people that manage, own and control enterprises and productive assets;
  - (b) facilitating ownership and management of enterprises and productive assets by communities, workers, cooperatives and other collective enterprises;
  - (c) human resource and skills development;
  - (d) achieving equitable representation in all occupational categories and levels in the workforce;
  - (e) preferential procurement; and
  - (f) investment in enterprises that are owned or managed by black people;
- 5.2.4 **"black people"** means Africans, Coloureds and Indians;
- 5.2.5 **"MFMA"** means the Local Government: Municipal Finance Management Act, 56 of 2003;
- 5.2.6 **"The Systems Act"** means the Local Government: Municipal Systems Act, 32 of 2000.
- 5.2.7 **"Local"** means within the context of the boundaries of WC024

### **5.3 General principles**

- 5.3.1 Immovable property may only be sold at market-related prices and let at market related rates except when the public interest or plight of the poor demands otherwise. For purpose of this Chapter:

- **"public interest"** means disposal or letting to:-
  - (a) promote the achievement of equality by taking measures to protect or advance persons or categories of persons, disadvantaged by unfair discrimination;
  - (b) afford black people who are South African citizens a preference in respect of the disposal and letting of immovable property as envisaged in section 9(2) of the Constitution
  - (c) promote BEE through disposal and letting;
  - (d) ensure and promote first time home ownership and enterprise development of black people including but not limited to ensuring that people that qualify in terms of the Municipality's GAP housing policy have access to adequate housing on a progressive basis;
  - (e) advance agricultural projects for land reform purposes,
  - (f) promote welfare and charitable purposes including non-profit rehabilitation facilities; shelters for the indigent and destitute; youth development and drug counseling;
  - (g) foster equitable access to public amenities, social and/or sports clubs and similar organizations by providing discounted prices or rates in the event that the beneficiaries or the membership component of such institution or body consist of at least 50% black people and/or the membership or subscription fee of black people is less than 50% of the normal membership or subscription fee.
- **"Plight of the poor"** means the needs of the people that are vulnerable and unable to meet their socio-economic needs independently or to support themselves and their dependants and are in need of social assistance.

5.3.2 Black people who are South African citizens will be afforded a preference in respect of the disposal and letting of immovable assets as envisaged in Section 9(2) of the Constitution regardless of whether it is sold or let at market related prices or rates or not.

5.3.3 In the case of the free disposal of computer equipment, the Provincial Department of Education must first be approached to indicate within 30 days whether any of the local schools are interested in the equipment.

5.3.4 In the case of the disposal of firearms, the National Conventional Arms Control Committee must approve any sale or donation of firearms to any person or institution within or outside the Republic.

5.3.5 All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property must be reviewed annually.

5.3.6 Where assets are traded in for other assets, the highest possible trade-in price must be negotiated

## **5.4 Methods of disposal**

- 5.4.1 Transferring assets to another organ of state in terms of a provision of the MFMA enabling the transfer of assets.
- 5.4.2 Transferring assets to another organ of state at market-related value or free of charge when appropriate.
- 5.4.3 Destroying assets.
- 5.4.4 Assets may be disposed of by sale or other agreement after a process which is fair, equitable, transparent and competitive and which may include:
  - 5.4.4.1 A tender process which involves the call for purely financial offers for disposal or letting of immovable assets taking into account the general principles above;
  - 5.4.4.2 A call for development proposals in order to fulfill the constitutional and legislative duties of the Municipality including but not limited to achieving the general principles and progressive realization of the right to access to adequate housing and the fostering of conditions which enable citizens to gain access to land on an equitable basis such as the specific objective of addressing skewed land ownership or control patterns focusing on and incorporating ownership of or control by black people; and
  - 5.4.4.3 A two-stage bidding process for large complex projects; projects where it may be undesirable to prepare complete detailed technical specifications or long term projects with a duration period exceeding three years.
- 5.4.5 Granting of servitudes and similar rights which confers on the person to whom the right is granted the power to use, control or manage the immovable asset as if that person is the beneficial owner. These are subject to the process and requirements set for disposal of immovable assets contained in this Chapter including the general principles in 5.3 and which must be fair, equitable, transparent and competitive.
- 5.4.6 Movable assets may be sold by way of written price quotations, a competitive bidding process, and auction or at market related prices, whichever is the most advantageous to the Municipality (applicable to movable assets).

## **5.5 Disposal of immovable assets**

### **5.5.1 Process**

- 5.5.1.1 An item consisting of the motivation for the disposal of immovable assets must be prepared by the Administration enabling Mayco to make an informed decision in principle.
- 5.5.1.2 After a decision in principle is taken by Mayco, Supply Chain Management will embark on the applicable process after the Accounting Officer has determined the applicable scoring methodology and/or preference points and/or weights and/or specific goals.
- 5.5.1.3 Supply Chain Management will source the valuation of the asset concerned depicting its fair market value. Fair market value will be calculated as the average of the valuations sourced from two service



providers and for purposes of this Chapter market related prices shall have the same meaning.

- 5.5.1.4 Depending on the fair market value as determined, either a request for authorisation of a public participation process will be submitted by the Accounting Officer to Council or a final submission prepared by the administration in terms of Section 14 of the MFMA to Council must then follow.

## **5.6 Letting**

The letting of assets must be adhered to and achieve the general principles contained in 5.3.

### **5.6.1 Process**

- 5.6.1.1 An item must be prepared by the administration to Mayco to obtain a decision in principle to let the immovable asset.
- 5.6.1.2 After a decision in principle is taken by Mayco, the Accounting Officer must determine the applicable scoring methodology and/or preference points and/or weights and/or specific goals.
- 5.6.1.2 Supply Chain Management must then embark on the applicable process within the framework of the general principles contained in 5.3 which process must be fair, equitable, transparent and competitive. The normal rental stock of the Municipality for housing purposes is explicitly excluded from this provision but the general principles contained in 5.3 must still be complied with.
- 5.6.1.3 The necessary contractual requirements must be drafted and finalised by the administration.

## **5.7 General**

- 5.7.1 All items or reports to Council in terms of this Chapter must contain all the applicable and prescribed provisions in terms of the Asset Transfer Regulations including but not limited to factors that Council must consider as well as those pertaining to conditions that may be imposed.
- 5.7.2 All agreements concluded pursuant to disposal or letting must contain the minimum requirements stipulated in the Asset Transfer Regulations that are applicable to agreements as well as in the MFMA.

## **5.8 Application**

This Chapter must be applied to all assets owned by the Municipality and must be complied with in every instance where the disposal or letting of assets is dealt with.

## **5.9 Payment for Immovable Assets disposed off or let**

Suspensive conditions in the form of a recommendation to the BAC by the Directorate of Corporate Services dealing with deposits and payments for immovable assets must incorporate final purchase price on date of registration as non negotiable. In the event of letting all payments must be paid in advance before the first of each month.

## **CHAPTER 6: RISK MANAGEMENT**

### **6.1 Introduction**

6.1.1 This section covers the control measures that the Municipality will apply to prevent fraud and corruption involving officials and Stellenbosch Municipality. A declaration schedule will form an integral part of all the Municipality's bid documents. Bidders will be required to complete the schedule as a prerequisite to the bid. Employees of any Organ of State will be required to complete the Schedule as a pre-requisite to the bid.

6.1.2 Stellenbosch Municipal officials, Councillors involved in the assessment and adjudication of bidders will be required to complete the Declaration of interest schedule. Consultants or any other service provider who are involved in the preparation of bid documentation and bid reporting will also be required to sign a Declaration of Interest Schedule. The Declaration of Interest seeks disclosure on any interest that a councillor, official, consultant and/or service provider may have with regards to bid being adjudicated. The schedule states in principle that there has been no undue influence by a councillors or officials to influence the awarding of the bid under consideration. The schedule must be completed prior to the award of a bid.

### **6.2 General risk management measures that will be applied by the Stellenbosch Municipality will include the following:**

- a) Business Plans where applicable will be required for approval prior to the commencement of all projects.
- b) Feasibility and/or design reports will be required by the Stellenbosch Municipality before bid for projects are called.
- c) As far as possible tender documents will be specific and detailed.
- d) The applicable project standards will be made available for public perusal.
- e) Consultants and/or Stellenbosch Municipality officials will ensure time, cost and quality control while projects are being implemented.
- f) Bidders, where applicable, will be required to take public liability insurance to cover the Stellenbosch Municipality.
- g) Variation orders to projects will require the approval of the Stellenbosch Municipality Municipal Manager or a Stellenbosch Municipality official prior to execution on site.

### **6.3 Contract Risk**

6.3.1 **Sureties** are normally required for construction projects. Surety requirements are classified under the following categories:

<b>AMOUNT</b>	<b>PERCENTAGE</b>
Up to R300 000	Nil
R300 001-R1 000 000	2.5%
R1 000 001-R3 000 000	5%
R3 000 001-R5 000 000	7.5%
R5 000 001- and above	10%

6.3.2 In the event that a contractor is unable to raise the required surety, the Chief Financial Officer may allow such surety to be deducted in full or part from monies that are to become due to the contractor. This may take the form of deductions from the first three [3] payment certificates due to the contractor.

6.3.3 At the discretion of the Municipality, it may waive the requirement for a surety on construction contracts that are estimated to be equal to or lower than one million rand [R1 000 000]. The Municipality would only consider waiver of sureties to assist and facilitate the entry of emerging entrepreneurs in the small works sector of the construction industry. The *waiver* will be allowed in exceptional cases where a surety, guarantee or bridging finance cannot be accessed through any financial institution and written proof thereof must be submitted to Stellenbosch Municipality. In the event surety is waived Stellenbosch Municipality will underwrite the risk of such contracts in order to provide opportunities that will target HDIs. Service providers/Contractors will not be allowed to engage in more than two contracts at a time where sureties have been waived. Surety will be released on application to Stellenbosch Municipality subsequent to Stellenbosch Municipality approving the completion certificate for the contract.

#### 6.4 **Retention and Penalties**

6.4.1 The Stellenbosch Municipality requires a percentage of the project costs for all construction projects to be set aside as retention. A 10% retention fee up to a maximum of 5% of the contract sum will be applied on all contracts. Half of the retention amount will be released on issue of the completion certificate for the contract. The balance of the retention will be released on the completion of the defects liability period of the contract. All contracts must include a penalty clause.

#### 6.5 **Cession of Payment**

6.5.1 To provide an opportunity to service providers who cannot raise the necessary capital to procure services and goods, the Municipality may at its discretion, enter into a cession of payment agreement with a service provider once approval has been received from the participating service provider and the Municipal Manager.

## **CHAPTER 7: PERFORMANCE MANAGEMENT**

### **7.1 Supplier Performance**

7.1.1 Stellenbosch Municipality will monitor the Performance of a Service Provider. Performance will be used as one of the criterion to assist Stellenbosch Municipality with the distribution when procuring services. A service provider's name will be place on list labelled "Poor Performing Service Providers" when service providers fail to complete projects on time, within Budget and to the required standard of the Stellenbosch Municipality or its duly appointed representative. Consideration will be given to Poor Performing Service Providers due to poor support especially in relations to HDIs. Depending on the reasons for Poor Performance, service providers would be placed on the list for at least one year.

7.1.2 The process of monitoring contracts runs transversally through both the Demand and Acquisition Management stages within the Supply Chain Management system. As such, it is dealt with under a chapter 3 separate from either of the two. The following existing practices are therefore handled below:

- a) Constant monitoring is essential to ensure that contractors meet their contractual obligations and that contracts run with as little disruption as possible. There are several ways in which monitoring can be undertaken:
- b) Regular site inspections. In respect of a service, where the service is being rendered at a Municipal site or at the contractor's own site, the Municipality must visit the site regularly to ascertain whether the service is still being rendered in accordance with the contract. Regular meetings with contractors to discuss contract issues i.e. progress, foreseeable contract problems, price variations etc.

### **7.2 Reporting**

7.2.1 Regular reports from contractors as well as the Supply Chain Management Unit are crucial for efficient contract management.

7.2.2 Contractors must be informed via the Service Level Agreement that reporting must take place on predetermined issues. The timeframes for this reporting must also be known to the contractors prior to the start of the contract. As far as products are concerned a contractors can be requested to report on the following issues:

- a) Number of orders received
- b) Date of orders;
- c) Quantities ordered on individual items;
- d) Delivery date of orders

7.2.3 The information must be scrutinised and matched with the Municipal's records to ascertain whether there are any abnormalities in the rendering of the service or delivery of the product.

7.2.4 When the Municipality starts with the renewal/new contract, these reports can play a crucial role in the Demand Management phase as it can provide crucial historical/current contract/item information.

7.2.5 This in turn has a direct influence on the Acquisition Management phase as it influences the form of bidding used.

### 7.3 **Enforcement & cancellation of contracts**

7.3.1 Breach of contract is when one of the parties to the agreement breaches a term thereof, does not comply thereto or indicates that he/she will not comply with the terms of the agreement.

7.3.2 Breach can be committed in several ways, i.e.:

- a) A debtor may fail to perform on or before the date fixed for performance and the debtor would then be said to be in failure to comply in time in respect of the obligation in question.
- b) Where no definite time for performance is agreed upon, the Municipal (as creditor) must demand performance within a specified time (must be reasonable in the circumstances) and if the contractor or service provider (as debtor) has failed to perform in that time, he/she is regarded as being in mora (breach of time aspect).
- c) The debtor may render performance on time, but deviate from the performance required by the agreement. (i.e. use materials of inferior quality).
- d) The debtor may repudiate his/she obligation(s) in the sense that he/she may, before or after the due date for performance, make it plain by his/her words or actions that he/she does not intend to perform, or perform properly, in terms of his/her obligation(s). The test in each case is whether the debtor has acted in such a way as to lead a reasonable person to the conclusion that he/she does not intend to fulfil the obligation(s) or is not in a position to fulfil his/her obligation(s). If a debtor repudiates his/her obligations after having breached it in some way or the other, the Municipal must claim relief on the basis of either form of breach.

### 7.4 **Remedies for Breach**

The Municipality will ensure that all contracts provide for appropriate legal remedies in case of breach.

## **CHAPTER 8: CODE OF CONDUCT**

### **8.1 Introduction**

- 8.1.1 This Code of Conduct is designed to convey the obligations and standards of behaviour expected of staff of the Stellenbosch Municipality and to help staff resolve any ethical issues that may arise during the course of their duties.
- 8.1.2 It is in the interests of all staff members and the Supply Chain Management Unit in particular to maintain the highest possible ethical standards including accuracy, honesty, cooperation, tolerance and acceptance of obligations as well as rights.
- 8.1.3 The Supply Chain Management Unit is committed to the principles of equal opportunity and encourages staff to think and behave ethically, pursue equity in all aspects of their activities, promote a high standard of professional ethics in the Unit in conjunction with other role players. This code of conduct is part of the Municipality's procurement policy document to enable all bidders to be informed about it. The code should therefore serve as an aid in developing and presenting short training courses for all Supply Chain unit employees. This can assist in maintaining public confidence, integrity and impartiality of the Stellenbosch Municipality. Thus, the following code will guide all persons in the service of Stellenbosch Municipality. It should be emphasized that the development of this code is a dynamic process and that it may require revision from time to time.
- 8.1.4 The values we hold among ourselves to be essential to responsible professional behaviour include: honesty, trustworthiness, respect and fairness in dealing with other people, a sense of responsibility toward others and loyalty toward the ethical principles espoused by the Unit. It is important that these values and the tradition of ethical behaviour be consistently demonstrated and carefully maintained.

### **8.2 Financial Interest/Conflict of Interest**

- 8.2.1 A potential conflict of interest may arise when a staff member has a financial interest in a company and/or is in a position to influence contracts for business between that company and the Stellenbosch Municipality. In many cases, only the individual staff member will be aware of the potential for conflict of interest. Therefore the onus is on that person to notify the Supply Chain Manager, if a potential or actual conflict of interest arises.
- 8.2.2 Any Municipal staff member who is directly affected by the potential or actual conflict of interest may refer the matter to the Supply Chain Management Practitioner or Supply Chain Manager.
- 8.2.3 Failure to disclose by employees of the Municipality, the potential or actual conflict of interest can render decisions null and void, and can lead to disciplinary procedures under the relevant Local Government Basic Conditions of Service and Treasury Regulation.

### **8.3 Acceptance of gifts or benefits**

- 8.3.1 The Stellenbosch Municipality acknowledges that relationships can develop between service providers (suppliers) and staff and does not seek to unduly interfere with such relationships.

8.3.2 However, staff should not solicit or encourage gifts or benefits in relation to their professional duties. Receipts of gifts may be perceived as an inducement by others, thus creating a potential conflict of interest. The National Treasury Guidelines on Conflict of Interest and Close Personal Relationships cover financial as well as other types of assets. It requires staff to avoid actual as well as potential conflicts of interest.

8.3.3 Issues of cultural sensitivity are important in our Municipality, as many of our Suppliers are from different backgrounds where certain practices may be acceptable. However, staff are required to comply with Constitutional standards, the National Treasury's Code of Conduct and Municipality's Guidelines. All gifts must be declared in writing. A gift register will be available at the office of the Supply Chain Manager. All gifts and benefits received by staff and councillors; must be declared, irrespective of the value thereof, but having cognisance of the fact that no gift over R 350.00 may be accepted.

#### **8.4 Combative Practices**

8.4.1 Combative practices are unethical and illegal and should be avoided at all cost. They include but are not limited to:

- a) Suggestions to fictitious quotations;
- b) Reference to non-existent competition;
- c) Exploiting errors in price quotations/bids;
- d) Soliciting price quotations/bids from bidders/contractors whose names appear on the Register for Bidder Defaulters.

#### **8.5 Protecting confidential information**

8.5.1 All employees of the Stellenbosch Municipality must adhere to the principles of confidentiality outlined in the National Treasury Regulation and have a duty to maintain the confidentiality and security of any personal information for which they are responsible, including computerised data. No information regarding any bid/ contract/ bidder/contractor may be revealed to anyone on the relevant bidder's, unless the Bid Adjudication Committee has approved it.

8.5.2 Within the Supply Chain Management Unit, no staff member other than the officials in the unit shall have access to matters of confidential nature in the possession of Supply Chain Manager about any bidder, without that bidder's consent unless a responsible Practitioner/Manager of the Unit is satisfied that the staff member is acting in the course of his or her duties and that the information is relevant to the purpose for which it is sought.

8.5.3 Personal information about staff of the Supply Chain Management Unit will generally not be released to a third party unless the subject is informed of the reason for its collection and provides full written approval other than in special circumstances where the disclosure may prevent a serious and imminent threat to the life or health of the individual concerned or of another person. However, the Supply Chain Management Unit is legally obliged to respond to any request for information in the form of a police warrant, subpoena, summons or other court order.

#### **8.6 Reporting corrupt conduct, maladministration and serious and substantial waste of Stellenbosch Municipal resources**

Employees in the Stellenbosch Municipality are urged to report suspicions of corrupt conduct, maladministration and serious and substantial waste of Municipal resources. When an employee of the Municipality or the public, suspects corrupts conduct, they

may report the allegation in confidence to the Office of the Municipal Manager. Any such allegations will be treated in strict confidence and investigated as considered appropriate.

## **8.7 The Supply Chain Management Unit's Approach to Complaints**

8.7.1 The Stellenbosch Municipality treats all complaints seriously and makes every effort to investigate complaints expeditiously.

8.7.2 The Municipality will apply the principles of natural justice in investigating complaints. The Municipality acknowledges that there are multiple pathways to deal with complaints. It is useful, prior to making a complaint, to consult with appropriate persons to identify the best way to proceed. These could include the Unions and other relevant structures. Employees are encouraged to consider all potential complaints carefully and should not make frivolous, malicious or vexatious complaints.

## **8.8 Harassment in the Stellenbosch Municipality (Sexually, racist or religious)**

It is the policy of the Stellenbosch Municipality that harassment of applicants and employees on the basis of race, religion, colour, national origin, ancestry, handicap, medical condition, disability, marital status, age, sexual orientation and sex, including sexual harassment (all as defined and protected by applicable law), is unacceptable and will not be tolerated. This policy applies to all employees. It covers harassment by employees of the Municipality (including Supervisors and Managers), customers, vendors or other third parties with whom the Stellenbosch Municipality has business dealings.

## **8.9 Bid Evaluation Team**

All members of the evaluation committee and Supply Chain Management staff involved in any way with the bid evaluation committee must be fully aware that the bid evaluation process up to the award of the contract is confidential, and this confidentiality must be respected and fully adhered to. Any effort by the bidder or its agent to influence the employer's evaluation bids or award decision, including the offering or giving of bribes, gifts, or other inducement should be reported to the evaluation committee. Such actions could result in the invalidation of its bid and the forfeiture of its bid security. Contacts between the Supply Chain Management staff, including the evaluation committee, bidders or their agents should be restricted to essential official communication only, such as the request for and receipt of clarification. All such information must be in writing. All Supply Chain Management staff must not entertain calls or informal communication, meetings, or other contacts with any of the bidder or its agent. (Refer to paragraphs 4.22 and 2.1.4)



## **CHAPTER 9: CONCLUSION**

As a general rule, all Suppliers, Service Providers and Contractors who want to do business with Stellenbosch Municipality should ensure that they are registered in the Stellenbosch Municipality's Supplier Register / Database. The onus is on the Service Provider to obtain the required documentation from Supply Chain Management Unit, Finance Department. For Consultants, Contractors and Service Providers to be considered for appointment that has offices based outside Stellenbosch Municipality or outside the area of jurisdiction, proof of registration as a levy payer with the Local, District or Metropolitan Council in whose area the office is based is required.

Registration should be subject to the observance of the Procurement Code of Conduct. Enterprises and Individuals, who meet the requirements for direct preferences, need to apply for accreditation in order to qualify for additional points.

## ANNEXURES

Annexure A- is applicable to all Stellenbosch Municipality's bids and contracts. Information required may vary in detail depending on the nature of the procurement. Cognisance should be taken of additional standard annexures relevant to particular types of bids and contracts that have not been included in this policy. Please ensure that all relevant annexures are attached to the bids documents and are thoroughly completed.

<b>ANNEXURES &amp; TITLE</b>	<b>FORM NO.</b>
1.1 Covering letter – Invitation to bid	MBD 1
1.2 Tax Clearance Requirements - Updated MBD 2 form must be submitted.	MBD 2
1.3 Pricing schedule – Firm prices (Purchases)	MBD 3.1
1.4 Pricing schedule – Non –firm prices (Purchases)	MBD 3.2
1.5 Pricing schedule (Professional Services)	MBD 3.3
1.6 Declaration of Interests	MBD 4
1.7 Declaration for Procurement above R10 million (VAT INCLUDED)	MBD 5
1.8 Purchases	MBD 6.1
1.9 Sales (Disposal)	MBD 6.2
1.10 Promotion of small Businesses	MBD 6.3
1.11 Local content of Products	MBD 6.4
1.12 Empowerment of the work force by standardising the level of skills and knowledge of workers	MBD 6.5
1.13 Development of Human Resources, including assisting in Tertiary and other advanced training programmes in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills	MBD 6.6
1.14 Upliftment of communities through, but not limited to Housing, Transport, Schools, Infrastructure, Donations and Charity Organisations	MBD 6.7
1.15 Export orientated production to create jobs	MBD 6.8
1.16 Promotion of Enterprises located in the Western Cape Province	MBD 6.9
1.17 Promotion of Enterprises located in the Boland Area	MBD 6.10
1.18 Promotion of Enterprises located in Stellenbosch Municipal Area	MBD 6.11
1.19 Promotion of Enterprises located in Rural Areas	MBD 6.12
1.20 Contract Form – Purchase of goods/works	MBD 7.1
1.21 Contract Form - Rendering of services	MBD 7.2
1.22 Contract Form – Sale of goods/works	MBD 7.3
1.23 Declaration of Bidders past Supply Chain Management Practises	MBD 8
1.24 Certificate of Independent Bid Determination	MBD 9
<b><u>ADDENDUMS</u></b>	
1. Tender check list	SM 1
2. Request for written or verbal quotations (Over R2 000.00 up to a transaction value of R 10 000.00 (VAT included))	SM 2
3. Request for written or verbal quotations (Over R10 000.00 up to a transaction value of R30 000.00 (VAT included))	SM 3
4. Request for written or verbal quotations (Over R30 000.00 up to a transaction value of R200 000.00 (VAT included))	SM 4

## **MBD 2**

### ***TAX CLEARANCE REQUIREMENTS***

#### **IT IS A CONDITION OF BIDDING THAT -**

1. The taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with the Receiver of Revenue to meet his / her tax obligations.
2. In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids
3. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
4. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
5. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
6. Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za). Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).
7. If bidder is registered on Stellenbosch Municipality supplier's database; that contains a tax clearance certificate which is valid on closing date of tender, it must be indicated as such to this page, whereby the attaching of a new tax clearance certificate to this page won't be needed.



## **SM 1**

### **BID CHECK LIST**

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All SM Individuals bid documents will have the typical bid check list as an attachment. This list is to assist all bidders to submit complete tenders.

Bidders are to check the following points before the submission of their bid:

1. All pages of the tender document have been read by the bidder.
2. All pages requiring information have been completed in black ink.
3. The Schedule of Quantities have been checked for arithmetic correctness.
4. Totals from each sub section of the Schedule of Quantities have been carried forward to the summary page.
5. The total from the summary page has been carried forward to the Bid Form.
6. Surety details have been included in the bid.
7. All sections requiring information have been completed.
8. The bidder has complied with the bid prerequisites.
9. The bid document is submitted before 12h00 on the due date at the designated bid box of the SM.



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Messrs \_\_\_\_\_

The Manager

Dear Sir / Madam

**REQUEST FOR WRITTEN OR VERBAL QUOTATIONS**

**(Over R2 000.00 up to a transaction value of R10 000.00 (VAT included))**

Kindly furnish me with a written quotation for the supply and delivery of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand, by not later than 14:00 to: Supply Chain Management Unit, Plein Street, Stellenbosch: Fax: (021) 808 8688 ; Tel No: (021) 808 8520

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The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated and awarded based on compliance to specifications and conditions to contract, ability and capability to deliver the goods and services and lowest price.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE.....

DATE: .....





**LENBOSCH**

CH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Messrs \_\_\_\_\_

\_\_\_\_\_

Dear Sir / Madam

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION AS PER ATTACHED SPECIFICATION**

**(Over R10 000.00 up to a transaction value of R30 000.00 (VAT included))**

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand, by not later than 14:00 to: Supply Chain Management Unit, Plein Street, Stellenbosch: Fax: (021) 808 8688 ; Tel No: (021) 808 8520

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The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated and awarded based on compliance to specifications and conditions to contract, ability and capability to deliver the goods and services and lowest price.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE.....

DATE: .....







**STELLENBOSCH**

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Messrs \_\_\_\_\_  
\_\_\_\_\_

Dear Sir / Madam

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION AS PER ATTACHED SPECIFICATION**

**(Over R30 000.00 up to a transaction value of R200 000.00 VAT included)**

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed specification.

The quotation can be delivered by hand, by not later than 12:00 to: Supply Chain Management Unit, Plein Street, Stellenbosch: Fax: (021) 808 8688 ; Tel No: (021) 808 8520

---

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 2, MBD 6.11 and MBD 6.1 and must be scrutinized, completed and submitted together with your quotation.
- Additional enclosed forms (MBD 4, MBD 8 and MBD 9) to be completed and submitted together with your quotation in terms of promulgated National Treasury Circulars.
- The successful provider will be the one scoring the highest points.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

Failure to comply with these conditions may invalidate your offer.

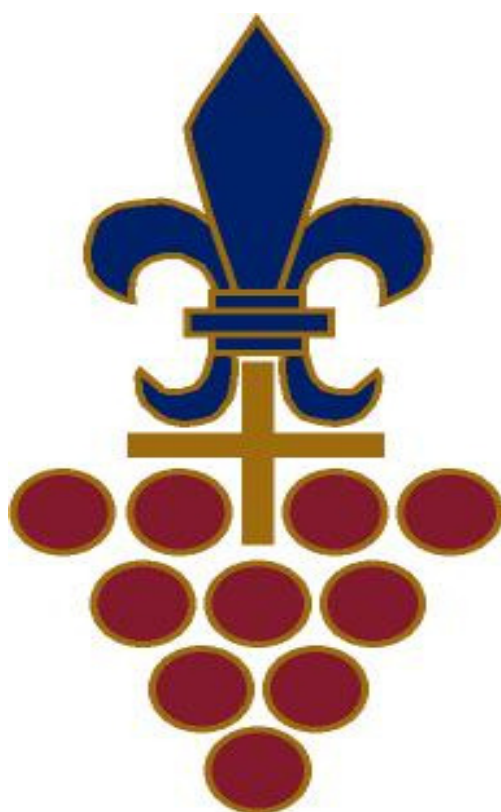
Yours faithfully

SIGNATURE.....

DATE: .....



# STELLENBOSCH MUNICIPALITY



## BUDGET POLICY

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## **PREAMBLE**

In the spirit of the Municipal Finance Management Act, (No.56 of 2003) “ to modernize budget and financial management practices by placing local government finances on a sustainable footing in order to maximize the capacity of municipalities to deliver services to all residents customers, users and investors” and,

Whereas chapter 4 of the Municipal Finance Management Act, (No 56 of 2003) determines that a municipality may, except where otherwise provided in the Act, incur expenditure only in terms of an approved budget; and within the limits of the amounts appropriated for the different votes in an approved budget,

Therefore the Stellenbosch Municipality adopts the budget policy set out in this document.

## 1. OBJECTIVES OF POLICY

The policy sets out the budgeting principles which Stellenbosch Municipality will follow in preparing each annual budget. The policy aims to give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework in terms of the planning, preparation and approval of the annual and adjustments budgets.

The policy shall apply to all the relevant parties within the Stellenbosch Municipality that are involved throughout the budget process.

## 2. BUDGET PRINCIPLES

### 2.1. Capital Budgets

The capital budget refers to the allocations made to specific infrastructural projects and the purchase of equipment and other forms of assets having a lifespan of more than one year.

#### 2.1.1. Basis of Calculation

- a) The **zero based method** is used in preparing the annual capital budget, except in cases where a contractual commitment has been made that would span over more than one financial year.
- b) The annual capital budget shall be based on realistically anticipated revenue (capital loans to be taken up will be deemed to be part of this), which should be equal to the anticipated capital expenditure in order to result in a balanced budget.
- c) The impact of the capital budget on the current and future operating budgets in terms of finance charges to be incurred on external loans, depreciation of fixed assets, maintenance of fixed assets and any other operating expenditure to be incurred resulting directly from the capital expenditure, should be carefully analyzed when the annual capital budget is being compiled.
- d) In addition, the council shall consider the likely impact of such operational expenses- net of any revenues expected to be generated by such item- on future property rates and service tariffs.

#### 2.1.2. Financing

##### Own Financing Sources

The Council shall establish a Capital Replacement Reserve (CRR) for the purpose of financing capital projects and the acquisition of capital assets. Such reserve shall be established from the following:

- a) unappropriated cash-backed surpluses to the extent that such surpluses are not required for operational purposes
- b) further amounts appropriated as contributions in each annual or adjustments budget; and
- c) net gains on the sale of fixed assets in terms of the fixed asset management and accounting policy.

## **Other Finance Sources**

The Ad- Hoc capital budget shall be financed from external sources such as the following:

- a) Grants and subsidies as allocated in the annual Division of Revenue of Act.
- b) Grants and subsidies as allocated by Provincial government.
- c) External Loans
- d) Private Contributions
- e) Contributions from the Capital Development Fund (developer's contributions) and,
- f) Any other financing source secured by the local authority.

### **2.1.3. Process and responsible parties**

The process to be followed in the compilation of the capital budget is as follows:

- a) The CFO, in conjunction with the Deputy Director: Budget Office, and after consultation with the Portfolio Councillor of Finance set the reasonable growth level of the capital budget to be financed out of own sources (CRR).
- b) The draft capital budget is compiled based on the projects that emanated out of the engagements with the different stakeholders.
- c) The CFO, together with the Deputy Director: Budget Office, engage with the Directors and the IDP Manager in order to determine the priorities for a particular financial year and to determine the ranking of projects based on these priorities.
- d) The draft capital budget is submitted to the Mayoral Committee for their perusal and suggestions.
- e) The draft capital budget is tabled to Council 90 days before the start of the new financial year (31 March).
- f) After the draft budget is approved by Council, it is released for public comment.
- g) Once the comments from the public have been submitted, noted and considered, amendments are made to the draft budget and the budget is tabled to Council for final approval 30 days before the start of the financial year (30 May).

### **2.1.4. Implementation**

- a) After the budget has been approved, the service delivery and budget implementation plan (SDBIP) should be compiled.
- b) The SDBIP must be tabled to the Mayor within 28 days after aforementioned approval.
- c) Each director has to indicate the intended spending patterns of both their capital and operating budgets. (Cash flows)
- d) These listed cash flows are consolidated into the Service Delivery and Budget Implementation Plan of the organisation.
- e) The SDBIP will be monitored on a monthly basis where actual spending will be compared with the planned spending as indicated by the directors at the beginning of the year.



- f) Each directorate can use their respective vote numbers as indicated on the capital budget

## 2.2. Operational Budget

The operational budget refers to the funds that would be raised in the delivery of basic services, grants & subsidies and any other municipal services rendered. These funds are in turn used to cover the expenses incurred in the day to day running of the organization.

### 2.2.1. Basis of Calculation

- a) The **incremental approach** is used in preparing the annual operating budget, except in cases where a contractual commitment has been made that would span over more than one financial year. In these instances the zero based method will be followed.
- b) The annual operating budget shall be based on realistically anticipated revenue.
- c) An income based approach shall be used where the realistically anticipated income is determined first and the level of operating expenditure would be based on the determined income.

### 2.2.2. Financing

The operating budget shall be financed from the following sources:

- a) Service Charges
  - (i) Electricity Charges
  - (ii) Water Sales
  - (iii) Refuse Removal Fees
  - (iv) Sewerage Fees
- b) Taxes  
Increases in tariffs and rates will as far as possible be limited to inflation plus an additional percentage increase to accommodate the growth of the town.
- c) Grants & Subsidies  
Grants and subsidies shall be based on all the gazetted grants and subsidies plus all other subsidies received by the organization.
- d) Interest on Investments  
The budget for interest and investment shall be in accordance with the Cash Management and Investment policy of the organization.
- e) Rental Fees  
Income from rental property will be budgeted for based on the percentage growth rate as determined by Financial Services for a particular budget year
- f) Fines  
Income from fines will be budgeted for based on the actual income received in the preceding year (calculated on the basis of actual receipts until end of

February of each year, extrapolated over 12 months) and the percentage growth rate as determined by Financial Services for a particular budget year

- g) Other Income  
All other income items will be budgeted for based on the actual income received in the preceding year (calculated on the basis of actual receipts until end of February of each year, extrapolated over 12 months) and the percentage growth rate as determined by Financial Services for a particular budget year

### **2.2.3. Budget Categories**

The following expenditure categories shall be accommodated in the operating budget.

- a) Salaries, Wages and Allowances  
The salaries and allowances are calculated based on the percentage increases as per the collective agreement between organised labour and the employer for a particular period. The remuneration of all political office bearers is based on the limitations and percentages as determined by the responsible National Minister.
- b) Collection Costs  
It refers to costs attributed to the maintenance of the financial system used for the collection of outstanding amounts and is based on the service level agreement.
- c) Depreciation  
The above is calculated at cost, using the straight line method, to allocate their cost to their residual values over the estimated useful lives of the assets
- d) Interest External Borrowings  
The above refers to interest that has to be paid on an external loan taken up by Council. The budget will be determined by the repayments that the municipality is liable for based on the agreements entered into with the other party.
- e) Bulk Purchases  
The expenditure on bulk purchases shall be determined using the tariffs as stipulated by the Water Boards and NERSA and by any other service provider from time to time.
- f) Other General Expenditure  
A percentage growth for all other general expenditure will be based on the percentage determined by Financial Services in line with prevailing growth rates, CPI and prior actual expenditure trends.

- g) **Repairs and Maintenance**  
The budget of repairs and maintenance shall be based on the increment as determined by Financial Services in conjunction with the needs of the departments in terms of repairing their assets.
- h) **Contributions to Funds**  
Refers to the contribution made to provisions (e.g. leave reserve fund) on annual basis and is determined based on the actual expenditure in the previous year and any other factor that could have an effect.
- i) **Less: Debited Elsewhere**  
This category refers to interdepartmental charges within the organization. The performance of each of line item is analyzed where after the budget is based on the preceding year's performance.
- j) **Appropriations**  
Refers to the transfers to- and from the Capital Replacement Reserve, to offset depreciation charges. Appropriations are determined on an annual basis.

#### **2.2.4. Process**

- a) The CFO, in conjunction with the Deputy Director: Budget Office, and after consultation with the Portfolio Councillor of Finance set the reasonable growth level of the operational budget based on the current financial performance and the prevailing industry growth levels. (i.e. CPIX).
- b) After the income has been determined, an acceptable growth level for the operating expenditure is determined and the draft operating budget is discussed with the relevant Directors for their perusal and comment.
- c) The draft operating budget is compiled based on the suggestions that emanated out of the engagements with the different stakeholders.
- d) The draft operating budget is submitted to the Mayoral Committee for consideration.
- e) The draft operating budget is tabled to Council 90 days before the start of the new financial year (31 March).
- f) After the draft operating budget is approved by Council, it is released for public comment.
- g) Once the comments from the public have been submitted and noted, same is considered in terms of the MFMA , where after the draft budget is tabled to Council for final approval, at least 30 days before the start of the new financial year (30 May)

### 2.2.5. Implementation

- a) After the budget has been approved, the service delivery and budget implementation plan (SDBIP) is compiled.
- b) The SDBIP must be tabled to the Mayor within 28 days after aforementioned approval.
- c) Each director has to indicate the intended spending patterns of both their capital and operating budgets. (Cash flows)
- d) These listed cash flows are consolidated into the Service Delivery and Budget Implementation Plan of the organisation.
- e) The SDBIP will be monitored on a monthly basis where actual spending will be compared with the planned spending as indicated by the directors at the beginning of the year.
- f) Each directorate can use their respective vote numbers as indicated on the capital budget.

### 2.3. Adjustments Budget

- a) An adjustments budget will be compiled only once a year if intended adjustments fall in one of the following categories:
  - i. to appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
  - ii. to authorise the utilisation of projected savings in one vote towards spending under another vote;
  - iii. to authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;
  - iv. to correct any errors in the annual budget.

The adjustments budget for above mentioned categories will be tabled to council at any time after the mid-year budget and performance assessment but not later than 28 February of the current financial year.

- b) An adjustments budget will be compiled more than once a year if intended adjustments fall in one of the following categories:
  - i. to adjust the revenue and expenditure downwards if there is material under collection of revenue during the current year
  - ii. to appropriate additional revenues from National and Provincial Government that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programs already budgeted for;
  - iii. to authorise unforeseeable and unavoidable expenditure recommended by the mayor

- iv. to authorise unauthorised expenditure as anticipated by section 28(2)(g) of the MFMA

The adjustments budgets for above mentioned categories will be tabled to council at the first available opportunity after above mentioned events occurred.

- c) The adjustments budget will be treated in the same manner as the annual budget in terms of calculation and implementation.
- d) The adjustments budget must be approved by Council.

### **3. BUDGET VIREMENTATION**

#### **3.1. Virement Clarification**

Virement is the process of transferring budgeted funds from one line item number to another, with the recommendation of the relevant Director to the CFO or delegated finance official, to enable the Budget Office to effect the adjustments.

#### **3.2. Virement Procedure**

- a) All virement proposals must be completed on the appropriate documentation and forwarded to the relevant Finance Officer for checking and implementation.
- b) All virements must be signed by the Director of the directorate within which the vote is allocated. (Section 79 MFMA)
- c) Projected cash flows in the SDBIP should be adjusted in line with the virement.
- d) All documentation must be in order and approved before any expenditure can be committed and incurred. (Section 79 MFMA)
- e) No virements of funds accross votes (directorates) will be accommodated during the year; unless within the adjustments budget.

#### **3.3. Virement Restrictions**

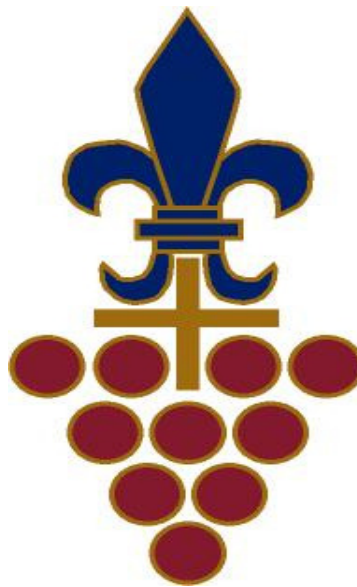
- a) No funds can be viremented between the different types of budgets (E.g. virements can only be made form basic capital to basic capital and operating to operating)
- b) No virement may be made where it would result in over expenditure of a line item. (section 32 MFMA)

- c) No virement shall create new capital projects without the approval as contemplated or allowed by the adjustments budget process.
- d) If the virement relates to an increase in the work force establishment, then the Council's existing recruitment policies and procedures will apply.
- e) The budget savings from the following line items( necessary adjustments) may only be considered and transferred by the CFO
  - (i) Salaries and allowances
  - (ii) Depreciation
  - (iii) Finance Charges (Interest on Loan)
  - (iv) Appropriations
  - (v) Contributions to Funds
  - (vi) Administration Cost
  - (vii) Municipal Services Consumption (Water, Electricity, Refuse and Sewerage)
  - (viii) Internal charges
  - (ix) Bulk Purchases (Water and Electricity)
- g) An approved virement does not give expenditure authority outside of what is allowed by Council's Supply Chain Management Policy.
- h) Virements may not be made between Expenditure and Income.
- i) Virements across expenditure category can only be authorised by the CFO (eg. From one "Repairs and Maintenance" vote number to a "General Expenses" vote number).

#### **4. IMPLEMENTATION AND REVIEW OF POLICY**

This policy took effect on 1 July and shall be reviewed on an annual basis to ensure that it is in line with the municipality's strategic objectives and with relevant legislation.

# STELLENBOSCH MUNICIPALITY



## **IRRECOVERABLE DEBT POLICY** Effective July 2011 – June 2012

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## **IRRECOVERABLE DEBT POLICY**

### **1. Preamble**

The Stellenbosch Municipal Council accepts and acknowledges its Constitutional duties and mandate towards the community/consumers of Stellenbosch Municipality (WC024).

Council further acknowledges that in order to deliver services in a sustainable manner, that same be managed in terms of Council's Credit Control and Debt Collection Policy having due regard of its limited financial resources and the need to manage cash flows.

Council therefore are very aware of its duty to prepare financial statements that gives a true reflection of the financial position for a given period.

### **2. Debt associated with property ownership ( rates accounts)**

Debt raised for assessment rates and for the rendering of services such as refuse removal, sewerage and electricity and water availability fees/ charges, will not be written off, except in cases where a property is disposed of in a liquidation process and the proceeds do not cover the outstanding debt.

### **3. Metered services Debt**

Debt owed to Council resulting from consumed metered services, i.e water and electricity consumption will only be regarded as irrecoverable in the following instances:

- In the event that the consumer/s is untraceable
- If the debt has prescribed
- Insolvent estates

### **4. Sundry Debt/ Direct Income**

Debt owed to Council arising from auxiliary services rendered by Council or its agent will be regarded as irrecoverable in the following instances:

- In the event that the debtor is untraceable
- Insolvent estates

## **5. Requirements before writing off debt**

Before any debt can be considered for writing-off, all applicable actions as contained in the approved Credit Control and Debt Collection Policy of Council must have been executed/ implemented. However, in special cases where the requirements in terms of Council's Credit Control and Debt Collection Policy were impossible to implement, the administration must motivate which other remedies were applied or actioned.

## **6. Other cases**

The allocation of stands and or houses (low cost) with State associated funds by the applicable directorate, has in some instances resulted in debt being raised and carried on Council's financial system in the name of the intended beneficiary as per Council's records, but who never took occupation of the property for one or more of the reasons that follows herein after or for a dispute that arose and can reasonably be motivated by the applicable Director or his/her delegated official.

- Occupation taken by illegal occupants
- Failure to have informed the intended beneficiary
- Alteration of allocation not effected in council's records

## **7. Indigent households**

The irrecoverable debt of registered indigent consumers will be written off on a bi- annual basis by Council subject to the requirements in the Indigent policy.

In a case where an indigent consumer applies/ requires a clearance certificate for the purposes of selling such property within a period of five (5) years from the date of taking transfer, all written off amounts will be recouped before transfer.

## **8. Bad Debt Recovered**

Bad debt recovered after having been written off by Council will be treated in terms of council's Accounting Policy

## **9. Amounts up to R 5 000 and above R 5 000**

The writing off of debt above five thousand rand (R5 000) will be effected after Council approval and the writing off of debt amounting to five thousand rand (R5 000) and below will be effected after motivation

to and approval by the Chief Financial Officer or his delegee (the latter amount is per individual case).

R 0

– R 5 000.00

Chief Financial Officer

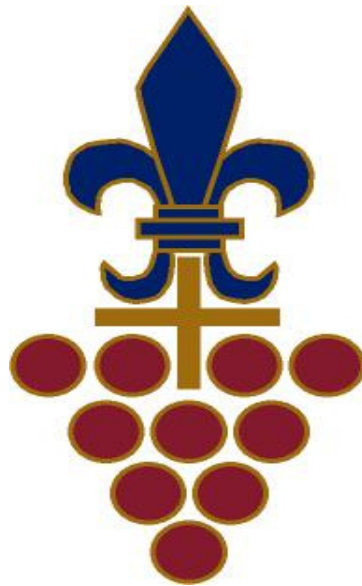
#### **10. Provision for irrecoverable debt**

Provision for bad /irrecoverable debt will be dealt with in terms of Council's Accounting Policy.

#### **11. Meritorious Cases**

Notwithstanding the framework provided in this policy for the writing off of irrecoverable debt, Council mandates the CFO or his / her delegee to consider and recommend to Council meritorious cases and provide reasons for same.

# STELLENBOSCH MUNICIPALITY



## **TRAVEL AND SUBSISTENCE POLICY** **Effective 01 July 2011 – 30 June 2012**

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## 1. OBJECTIVE

It is essential that representatives of this municipality from time to time travel to other cities and towns in order to establish and maintain links and relationships with other municipalities, government bodies, and other parties, institutions and organizations operating in the sphere of local government.

This policy sets out the basis for the payment of a subsistence travel allowance, hourly rate when applicable and for the purpose of such official traveling.

## 2. TRAVEL

### 2.1 Responsibilities of Representatives who travel on Business of the Municipality

- a) Every representative who travels on the business of the municipality must comply with this policy in letter and in spirit.
- b) Representatives who travel on the business of the municipality must take note that their actions, conduct and statements must be in the best interest of the municipality, and they must comply with any specific mandates they have been given.

### 2.2 Car Rental, Travel Costs and rates

- a) Only "A" or "B" category vehicles may be rented, unless it is more cost-effective to hire any other category (for example, when the number of representatives involved could justify the hire of a micro-bus).
- b) Car rental must be approved as part of the travel package before the trip is embarked on. A representative who rents a vehicle whilst traveling on the business of the municipality without having received prior authorization will only be reimbursed for the cost of the vehicle rental if proof of expenditure can be produced and the representative can demonstrate that vehicle rental was reasonably but unexpectedly necessitated by the circumstances.
- c) All flights by representatives of the municipality shall be in economy class, unless another class of travel is specifically authorized by-
  - (i) the executive committee, with regard to Holders of Public Office and the Municipal Manager, or
  - (ii) the Municipal Manager, with regard to officials and applicants for interviews.
- d) Parking and toll fees – actual cost will be reimbursed after the submission of proof.
- e) If a representative has to utilize his or her personal motor vehicle outside the boundaries demarcated for the municipality he or she will be reimbursed at:
  - i) **Holders of Public Office:**  
As per circulars from Minister at Local Government
  - ii) **Officials with vehicle/car allowance:**  
Running cost cc capacity as per official AA Schedules

iii) **Officials without a car allowance and Members of a Committee: established in terms of applicable legislation:**

Shall be reimbursed in line with the SARS Guide for employers in respect of allowances. The distance to which the reimbursement applies, must be the shortest distance between the municipality's offices and the location where the official business is to be transacted. If the total number of kilometers for which such reimbursement is received exceeds, 8 000 in any tax year, reimbursement for the excess kilometers over 8 000 shall be taxed for PAYE purposes. If the cost exceeds that of an air ticket, the lesser amount will be paid.

- f) Where possible representatives must travel together, up to a maximum of four in a vehicle, to minimize traveling expenses.
- g) For the purpose of this policy, domestic travel shall mean travel within South Africa, and international travel shall mean travel to any country other than South Africa.
- h) The Accounting Officer will when appropriate determine an hourly rate for the different committees serving Council.

### **3. SUBSISTENCE**

#### **3.1 Subsistence Allowance**

A daily subsistence allowance is an amount of money paid by the municipality to a representative to cover the following expenses-

- a) meals (including reasonable gratuities);
- b) Incidental cost such as refreshments, snacks, drinks, telephone and newspapers.

A subsistence allowance does not cover any personal recreation, such as visits to a cinema, theatre or nightclubs, or sightseeing. No further expenses may be claimed.

#### **3.2 Entitlement to a Subsistence Allowance**

- a) A representative may claim a daily subsistence allowance as provided in this policy with the understanding that all authorized personal expenses are covered by the subsistence allowance. No further expenses, with the exception of certain business expenses (see below), may be claimed.
- b) A daily subsistence allowance will only be applicable where-
  - (i) official business unavoidably entails one or more nights to be spent away from home, or
  - (ii) Where the representative will be on official business for a period exceeding **12** hours, without being away from home for one or more nights.
- c) A representative of the municipality must claim his or her subsistence allowance, as provided in this policy before embarking on any official trip, with the exception where such claim reaches the creditors section at least three days before the trip; in which case such claim must be submitted after the event. Such a claim must be accompanied by details of the conference or workshop or emailed/faxed invitation.

- d) No subsistence allowance will be paid, and no representative will be entitled to a subsistence allowance, if the trip or travel is not related to the official business of the municipality. All travel on business of the municipality must be approved as such before a representative is entitled to a subsistence allowance.
- e) For the purpose of a subsistence allowance, a representative shall mean-
  - (i) mayor or executive mayor, as the case may be
  - (ii) deputy-mayor
  - (iii) speaker
  - (iv) members of the executive committee or mayoral committee, as the case may be
  - (v) other councillors specifically authorized to represent the municipality on a particular occasion
  - (vi) municipal manager
  - (vii) directors
  - (viii) any other official/representative specifically authorized to represent the municipality on a particular occasion
  - (ix) any official or councilor who is a member of a recognized professional institution and is granted permission to attend meetings and conferences of such institution.
- f) A subsistence allowance of:
  - i. an amount equivalent to the rates as determined by the SARS , at the beginning of each tax year
- g) The subsistence allowance for international travel will be
  - i. US\$190 per day where the exchange rate of ZAR is more than 5:1 in relation to the currency of the destination country; and
  - ii. US\$100 per day where the exchange rate of ZAR is less than, or equal to 5:1 in relation to the currency of the destination country;

#### **4. ACCOMMODATION**

##### **4.1 Accommodation Costs**

- a) Representatives who travel on the business of the municipality, where the business unavoidably entails one or more nights to be spent away from home, may stay in a hotel, motel, guesthouse or bed and breakfast establishment.
- b) The actual cost of accommodation will be borne by the municipality, subject to a maximum of 3- to 4 star rating for the accommodation itself in respect of domestic travel. Where such accommodation is available, the rate for a single room will be payable.
- c) If no such accommodation is available, higher rating accommodation can be used subject to the prior approval of the Municipal Manager.
- d) If a representative stays with a relative or friend, no accommodation allowance may be claimed, but the representative may claim a subsistence allowance of R200 per day.



- e) The recoverable cost of accommodation for international travel may not exceed US\$350 per day.

## 5. TRAVEL AND SUBSISTANCE ALLOWANCES FOR APPLICANTS INVITED FOR INTERVIEWS

- a) Traveling costs at R2 per kilometer may be paid if the applicant has to travel more than 100km (in total) to attend the interview.
- b) Air tickets and booking of accommodation for applicants invited for interviews, must at all times be arranged by the Human Resources Department, in accordance with the Supply Chain Management Policy as well as the stipulations and upper limits as prescribed in this policy.
- c) Booking of rental vehicles on behalf of applicants, as well as reimbursement of claims by applicants in this regard, is strictly prohibited.
- c) A daily subsistence allowance of R200 will only be applicable where the interview entails one or more nights to be spent away from home, with the understanding that all personal expenses are covered by the subsistence allowance. No further expenses may be claimed.

## 6. AUTHORISATION

### 6.1 For purposes of implementing this policy:

- a) **Only the Municipal Manager** may authorize any travel to be undertaken by Directors, or, but provided the expenses to be incurred are on the approved budget of the relevant department. Claims by other officials to be authorized by directors concerned.
- b) **Only the Director Corporate and Strategic Service or the Municipal Manager** may authorize payments to be made for persons invited for interviews, but provided that the expenses to be incurred are on the approved budget.
- b) **Only the Executive Mayor together with the relevant director** may authorize any travel to be undertaken by Holders of Public Office, or the municipal manager, but provided the expenses to be incurred are on the approved budget of the municipality.
- c) **Only Directors** may authorize travel to be undertaken by employees in the respective Directorate, but provided the expenses to be incurred are on the approved budget of the municipality.
- c) Authorization required as per paragraph a), b) and c) must be obtained prior to an occasion by any representative who travels on business of the municipality.
- d) Officials attending courses financed from council's training budget or LGSETA do not qualify for the subsistence allowance. Traveling will be reimbursed in these cases.

An invitation to attend a workshop, meeting or related event is not an automatic authorization to attend such workshop or event. The required authorization must still be obtained from the municipal manager or executive mayor, executive committee or director as the case may be.

**7. COUNCIL DELEGATES**

Council delegates or representatives to any conference, workshop or meeting must ensure that they arrive on time and attend until the conclusion of such event. If any representative fails to do so, all allowances and disbursements paid to enable such delegate or representative to attend such event may be recovered if the municipal manager believes that grounds exist to so act , provided that such delegate or representative is afforded the opportunity to submit reasons for not being able to be present from the commencement to conclusion of such event.

**8. COMMITTEES ESTABLISHED AS A RESULT OF PRESCRIBED LEGISLATION**

Any committee established as a result of prescriptions in relevant legislation, will for the purposes of application of this policy, qualify for an allowance as determined by the Municipal Manager from time to time.

**9. AUTHORITY**

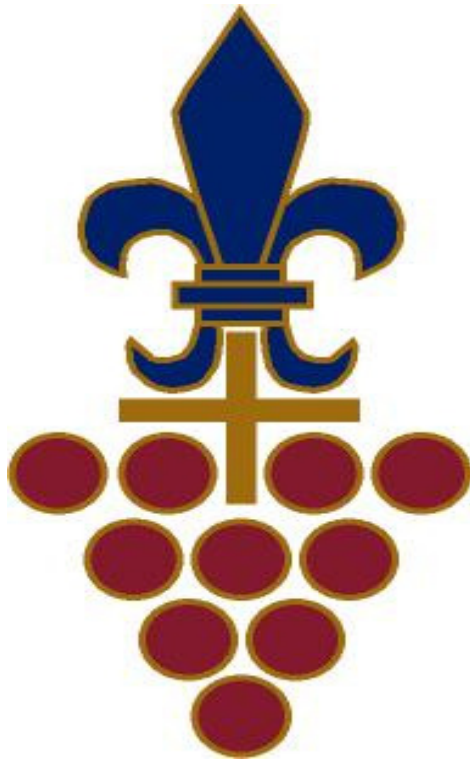
Any deviation from this policy for whatsoever reason must be authorized by the Municipal Manager and in the case of the municipal manager, the Executive Mayor will authorize.

In any instance where a delegate did not attend business as approved in accordance with this policy, any expenditure incurred by the council should be refunded by the representative. All deviations in this regard must be approved by council.

**10. TRAVEL AND SUBSISTANCE ALLOWANCE CLAIM FORM**

The official Travel and Subsistence Allowance claim form, as prescribed by the Chief Financial Officer must be used with regard to Travel and Subsistence Allowance applications. The approved form should reach the creditors office 3 days before the intended day of departure.

# STELLENBOSCH MUNICIPALITY



## INDIGENT POLICY

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## **1. DEFINITIONS AND QUALIFICATIONS**

Due to the level of unemployment and subsequent poverty in the municipal area, there are households which are unable to pay for basic municipal services.

The introduction of free basic services will ensure that indigent consumers have access to basic services.

### **1.1 Subsidy:**

Subsidies are granted from external funds, allocated by the National Government as an Equitable Share allocation, to subsidize Indigent households with specified levels of basic services;

a) Level of income enabling them to pay for a basic package of municipal services.

and/or

b) Municipal property value (land and improvements).

### **1.2 Family:**

a) A family is defined as a family unit comprising of the head of the family and blood related or adopted dependants.

b) The head of the family must be a South African citizen or have permanent residency.

c) The head of the family must be the registered owner of the property or the registered lessee of a Council housing unit.

d) To register as an indigent consumer the registered owner of the property or the registered lessee of a council housing unit must personally complete and sign the registration form.

### **1.3 Home:**

a) Only formal or informal housing units utilized for residential purposes will be taken into consideration for the purpose of this subsidy.

b) Only informal structures registered in the official informal structures register will qualify for this subsidy.

c) Applications deviating from the above will only be considered after a detailed investigation by the Revenue Section.

#### **1.4 Liability for payment of municipal accounts:**

- a) Subsidies will only be granted to families liable for the payment of municipal service fees.
- b) Subsidies will only be granted by means of a credit on municipal accounts and free basic electricity vouchers.
- c) Monthly accounts, as well as the instalments arranged in respect of the repayment of debt, must be paid punctually and in full.
- d) Prepaid electricity meters will be installed on all properties before receiving indigent subsidies to prevent escalation of debt.

#### **1.5 Qualifying income:**

- a) Gross family income is defined as the earnings of the head of the family, plus any other financial contribution towards the family income by any other dependant or occupant.
- b) The maximum qualifying income level will be equal to or less than R 3 000 p/m. Proof must be produced in the form of pay slips, unemployment certificates, income certificates or other acceptable proof of income.
- c) Should proof of income not be available, income may be declared by means of a sworn statement. Such applications will, however, only be considered after a full investigation by means of a socio-economic survey.

#### **1.6 Targeting mechanisms:**

The following principles for the granting of free basic services apply:

- a) Properties in respect of which property tax is levied on a maximum municipal valuation (land and improvements) of R 85 000 per residential property or residential unit occupied by the registered lessee of a Council housing unit.
- b) Consumers falling outside the set areas and valuation parameters, but qualifying in terms of all other parameters, may also be granted free basic service subsidies, based on individual applications.

#### **1.7 Free basic services and conditions to qualify**

##### **1.7.1 Formal households**

- a) 60 kWh electricity per household per month subject to it being supplied via a prepayment metering system as the qualifying criteria for a registered indigent household to be placed on the Lifeline Electricity Tariff;
- b) 6 kl water per household per month;
- c) property tax levied on a maximum municipal valuation (land and improvements) of R85 000 per residential property or residential unit not privately owned;

- d) the unit cost of a residential refuse removal in respect of a property valued at a maximum of R85 000; and
- e) the unit cost of sewerage supplied to residential properties with a maximum plot size of 250m<sup>2</sup>;
- f) 50% of the applicable tariff for clearances of septic tanks

#### 1.7.2 Informal households

- a) 60 kWh electricity per household per month;
- b) Other services are not billed for

#### 1.7.3 Indigent households residing in homes for senior citizens

- a) Indigent consumers living in homes for senior citizens shall be eligible to qualify for assistance and support under this policy, subject to the following rules and procedures:
- b) The onus will be on the head of the family (unit owner or lessee) to apply and submit proof that the electricity connection is in the name of the individual and not the corporate body for the purposes of passing/issuing the free basic electricity units.
- c) In the event of the unit being occupied by a single individual without any dependents as envisaged by section 1.2 (a) of this policy, the level of income to qualify shall be equal to or less than R 1 400.00 per month.

### 1.8 **Free bulk services**

The provision of services (water stand pipes, high mast lighting, ablution facilities and refuse removal) to informal human settlements

### 1.9 **Other concessions**

Registered indigent consumers limited to the immediate family occupying the property excluding any extended family members could qualify for a discount of up to fifty percent on the approved fees and tariffs for non trading services as defined by Council from time to time subject to application to the Director: Community Services.

Proof of registration as an indigent consumer must be obtained from the Credit Control Section of Financial Services prior to the application for the discount being made. For the purposes of clarity, other categories of consumers (other than registered indigent consumers) such as back yard dwellers, farm workers and lessees of other property also earning equal to or below the indigent income threshold , may also qualify for the concessions, limited to the services envisaged under this section.

#### **Discounted Services**

Community halls discounts  
Burial fees

## **2. ALLOCATION OF SUBSIDIES**

- a) Amount per month: The amount as reflected in the subsidy table for Indigent families residing in formal homes.
- b) Only one subsidy per formal housing unit or registered informal housing unit may be allocated.
- c) Subsidy levels may be adjusted from time to time, depending on the availability of funds.
- d) Lessees of subsidized housing units already receiving a municipal subsidy for the alleviation of municipal service costs included in rentals will not qualify for an Indigent subsidy. Should the latter subsidy be more advantageous, such a lessee may request that the Indigent subsidy replace the rental subsidy.

## **3. SUBSIDY ALLOCATION CRITERIA**

- a) The subsidy scheme is promoted through the press and by means of personal referral, especially by the debt recovery office.
- b) Only self targeting applications lodged by means of the prescribed application form will be considered by the Credit Control Section.
- c) Such families are visited personally by municipal employees or service providers, where after a written recommendation is considered.
- d) Persons with no income:  
The maximum subsidy may be granted, even if accounts are not paid in full -  
The status of any change of employment must be reported to Council for the purposes of reviewing the subsidy
- e) Each subsidy must be followed up at least every 12 months to ensure that circumstances did not change to such an extent that it might have an influence on such a subsidy.
- f) The municipality has the right to disclose a list of Indigent families for public inspection, which may include the publication, thereof.
  - (i) In a case of misrepresentation or any other transgression of the subsidy conditions, the subsidy will be withdrawn with immediate effect and not be reconsidered for a period of at least 12 months. Legal actions may be instituted to recover subsidies obtained under false pretences.
  - (ii) Indigency relief will not apply in respect of property owners with more than one property, whether in or outside the municipal area.



**4. PROPERTY TAX REBATES BASED ON MUNICIPAL VALUATION**

For the purpose of this policy, the rebates that applies to residential properties as per the Rates Policy, will apply.

**5. FREE BULK SERVICES**

The cost of the provision of free bulk services is recovered from the Equitable Share Allocation from National Government on an annual basis.

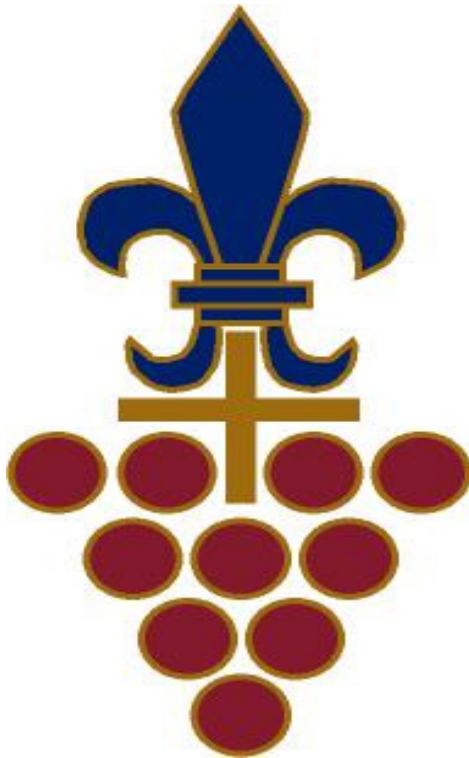
**ANNEXURE 1**

**FREE BASIC SERVICES FOR THE PERIOD:**

**1 July 2011 to 30 June 2012**

<b>Service</b>	<b>Basis of calculations</b>	<b>Amount</b>
<b>Water</b>	6 kl per month	R19.80
<b>Sewerage</b>	250 square meters plot size	R61.18
<b>Refuse</b>	One small domestic unit	R63.13
<b>Electricity</b>	60 kWh per month	<u>R 38.70</u>
<b>Total per month</b>		<b>R 182.81</b>

# STELLENBOSCH MUNICIPALITY



TARIFF POLICY  
Effective July 2011 – June 2012

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## **PREAMBLE**

In accordance with Section 74 of the Local Government Municipal Systems Act, 2000, Stellenbosch Municipal Council must adopt and implement a tariff policy on the levying of tariffs for municipal services which complies with the provisions of the Municipal Systems Act and with any other applicable legislation.

Tariffs represent the charges levied by Council on consumers for the utilization of services provided by the Municipality and rates on properties. Tariffs will be calculated in various ways, dependent upon the nature of the service being provided.

## **1. OBJECTIVE**

The objective of this Tariff Policy is to ensure the following:

- a) Tariffs must conform to acceptable policy principles;
- b) Municipal services must be sustainable;
- c) Tariffs must comply with the applicable legislation; and
- d) Tariffs should take indigent consumers into consideration

## **2. LEGAL FRAMEWORK**

The following legislation is applicable in charging tariffs for municipal services delivered:

The Constitution of the Republic of South Africa, Act 108 of 1996  
Municipal Finance Management Act, Act 56 of 2003  
Municipal Systems Act, Act 32 of 2000  
Water Services Act, Act 108 of 1997  
Electricity Regulation Act, Act 4 of 2006  
Property Rates Act, Act 6 of 2004

## **3. TARIFF PRINCIPLES**

The following principles will apply in the Stellenbosch Municipal Area of jurisdiction:

- a) Users of municipal services are treated equitably in the application of tariffs;
- b) The amount individual users pay for services are generally in proportion to their use of that service;
- c) Indigent households have access to at least basic services through:
  - (i) Special or life line tariffs for low levels of use or consumption of services or for basic levels of service; or
  - (ii) Any other direct or indirect method of subsidisation of tariffs for poor households.
  - (iii) Tariffs reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration, replacement costs and interest charges;
- d) Tariffs are set at levels that facilitate the financial sustainability of the service, taking into account subsidisation from sources other than the service concerned. A service is financially sustainable when it is provided in a manner that would ensure it's financing from internal and external sources is sufficient to cover the costs of the initial capital expenditure required, operating the service, maintaining, repairing and replacing the physical assets used in its provision;
- e) Provision is made in appropriate circumstances for a surcharge or a rebate on the tariff for a service;

- f) Provision is made for the promotion of local economic development through special tariffs for categories of commercial and industrial users;
- g) The economical, efficient and effective use of resources, the recycling of waste and other appropriate environmental objectives are encouraged; and
- h) The extent of subsidization of tariffs for poor households and other categories of users are fully disclosed.

It is further stated that tariffs, rates and the employment of resources, in general, take into account the Council's IDP principles and goals.

#### **4. CLASSIFICATION OF SERVICES**

Traditionally, municipal services have been classified into four groups based on how they are financed. The four groups are as follows:

- a) Trading services                      Water and Electricity Services  
These services must generate a surplus which will be used to subsidize community services other than economical services
- b) Economical services                  Refuse Removal and Sewerage Services  
These services' charges must cover the cost of providing the services, i.e. it must at least break even. In the event of the latter not being possible within a period, the shortfall will be financed from Property Rates revenue
- c) Rates Services                          The revenue from Property Rates is utilized for Rates related services.
- d) Housing Services                      Housing Schemes  
These services are ring-fenced in the Housing Development Fund and the net operating balance is set off as a contribution to/from the Housing Development Fund.

#### **5. CALCULATION OF TARIFFS FOR MAJOR SERVICES**

##### **5.1 Water Tariffs**

Although a fairly large proportion of the water needs is supplied from own sources, water is also purchased from external suppliers, such as the City of Cape Town. The increase in water tariffs are largely influenced by the changes in CPIX, the purchase price of water and the need for financing bulk water infrastructure expansion.

Water is bought at a one-part tariff expressed in Rand per kilolitre. For this reason it is found that water tariff structures for end-users follow the same trend. In order to

manage consumption, an inclining block rate tariff structure is applied in the Stellenbosch Municipal area of jurisdiction.

The first block rate represents the life line volume of 6 kl per month, which is supplied at a rate well below cost. Losses incurred in this tariff category are recovered by contributions from the higher tariff categories, conforming to the principle of cross-subsidization.

Tariff structures for water supply are applied in the form of a sliding scale for households and a flat tariff for other consumers in the area of jurisdiction of Stellenbosch.

The following table illustrates the sliding scale for tariff charges for household consumers on monthly water consumption for the Stellenbosch Municipal Area:

**Domestic :**

Up to	6	kiloliters	
From	7	kiloliters	to 20 kiloliters
From	21	kiloliters	to 40 kiloliters
From	41	kiloliters	to 60 kilolitres
From	61	kilolitres	and above

**Domestic Cluster:**

**Up to 6 kilolitres  
7 kilolitres and above**

**Commercial and Industrial**

A single tariff for all commercial and industrial consumers will apply.

**Municipal and Domestic Leakages**

A single tariff for all municipal consumption and domestic leakages will apply.

**Miscellaneous and all other users**

A single tariff for all other users and miscellaneous cases will apply.

**MASO**

A MASO tariff for the affected parties will be applied as follows:

0 to 55 kiloliters  
Above

**Fixed Monthly Charges**

A Fixed Monthly charge will be applied to domestic, domestic cluster and other non domestic consumers.

No fixed monthly charge will be applied to Indigent Households.

## Bulk Users

The following sliding scale apply to water consumption for irrigation of sports grounds of schools, irrigation of Council property by sports clubs, as well as irrigation of parks and other grounds serviced by Council's Parks and Recreation Department:

Up to	2000	kiloliters
From	2001	kiloliters

An annual availability fee is charged on properties not connected to the water network, should it be available. This fee aims to recoup capital and maintenance costs of networks as well as certain fixed administrative costs in respect of such properties.

## 5.2 Electricity Tariffs

In addition to general cost factors, the following is taken into account when determining a tariff structure for electricity:

- a) Electricity is supplied by a sole supplier, Eskom, and distributed by the Municipality.
- b) Minimum standards for distribution are determined nationally and must be adhered to in order to conform to both safety and continuity of supply norms.
- c) Due to the fact that a large part of the operating expenditure consists of bulk electricity purchases, tariff structures and levels are very sensitive to any change in the cost of supply by Eskom.
- d) Electricity is supplied under a distribution license, granted by the National Electricity Regulator of South Africa (NERSA) for a specific area of jurisdiction. All tariff structures and tariffs must be approved by NERSA prior to application thereof by a distributor on an annual basis.

Electricity is distributed by Stellenbosch Municipality in the towns of Stellenbosch and Franschhoek. Eskom distributes electricity in Jamestown, Raithby, Kylemore, Klapmuts and the rural areas. Drakenstein Municipality supplies electricity to Johannesburg and Pniel.

In order to manage consumption, an inclining block rate tariff structure is applied in Stellenbosch Municipal area of jurisdiction, or any part or area incorporated where due course were followed. Tariff structures are applied uniformly as follows:

- a) A Domestic Lifeline Tariff is charged to pre-paid consumers in order to promote the affordability of the service for indigent consumers and no monthly fixed charge is applied for this category of consumers. The Tariff will be applied as follows:

No Fixed Charge per month  
Energy Rate (c/kWh) (<= 50kWh)  
Energy Rate (c/kWh) (51 -350 kWh)



Energy Rate (c/kWh) (351-600 kWh)

Energy Rate (c/kWh) (> 600kWh)

- b) A Domestic Regular tariff is charged to other domestic consumers – on both conventional and prepaid metering systems The tariff will be applied as follows:

Fixed Charge per month

Energy Rate (c/kWh) ( $\leq$  50kWh)

Energy Rate (c/kWh) (51 -350 kWh)

Energy Rate (c/kWh) (351-600 kWh)

Energy Rate (c/kWh) (> 600kWh)

- c) A Commercial Low single energy rate tariff is applied in respect of conventional and pre-paid commercial low consumers. No fixed charge per month is applied to conventional and pre-paid low commercial consumers. The tariff will be applied as follows:

No Fixed Charge per month

Energy Rate (c/kWh)

- d) A Commercial Regular single energy rate tariff is applied in respect of conventional and pre-paid commercial regular consumers. A fixed monthly charge is also applied to both conventional and pre-paid regular commercial consumers. The tariff will be applied as follows:

Fixed Charge per month

Energy Rate (c/kWh)

- e) A single energy rate tariff is applied in respect of agricultural use, The tariff will be applied as follows:

Fixed Charge per month

Energy Rate (c/kWh)

- f) A single energy rate tariff is charged for municipal consumption for street and traffic lights and for municipal buildings.

No Fixed Charge per month

Energy Rate (c/kWh)

- g) A block inclining tariff structure is applied in respect of bulk low voltage consumers. The tariff is applied as follows;

Fixed Charge per month

Energy Rate (c/kWh)

Maximum Demand Charge (R/Amp)

Maximum Demand Charge (R/kVA)

- h) A block inclining tariff structure is applied in respect of bulk medium voltage consumers. The tariff is applied as follows;
  - Fixed Charge per month
  - Energy Rate (c/kWh)
  - Maximum Demand Charge (R/Amp)
  - Maximum Demand Charge (R/kVA)
  
- i) A fixed monthly tariff will apply during Summer and Winter in respect of low and medium voltage consumers. The tariff will be applied as follows:
  - Demand Charge (R/KVA)
  - Access Charge (R/kVA)
  - Peak Energy (c/kWh)
  - Standard Energy (c/kWh)
  - Off- peak Energy (c/kWh)
  - Reactive Energy (c/kVArh)
  
- j) An annual availability fee is charged to properties not connected to the electricity network, where same is available. This fee aims to recoup capital and maintenance costs of networks as well as certain fixed administrative costs.

### **5.3 Refuse Removal Tariffs**

#### Residential properties

Residential refuse will be removed once a week. Households are allowed 3 bags or one “Otto”-type container per week.

Refuse removal tariffs are based on a flat rate per household. Single residential properties with a plot not exceeding 250m<sup>2</sup> and a maximum building valuation of R85 000, are charged a lower rate than other residential properties.

#### Business and industries

Business and industry refuse are removed by means of “Otto”- type or bulk containers. Each container (size in volume) is accepted as a refuse unit at a specific tariff and number of removals per week.

### **5.4 Sewerage Tariffs**

#### Residential properties

A tariff structure utilizing plot sizes is applied to allocate the sewerage costs to a specific property.

#### Business and industries

A tariff structure utilizing plot sizes, as well as floor areas per usage is applied to allocate the sewerage costs to a specific property.

The removal of industrial effluent is charged at a cost per kilogram removed (chemical oxygen demand).

**The clearance of septic tanks is charged per 5 000 liter or part thereof.**

Tariff structures for sewerage are applied uniformly in the area of jurisdiction of Stellenbosch.

## **6. CALCULATION OF OTHER TARIFFS**

### **Sundry Tariffs**

(a) Tariff Structure

- (i) The tariff structure as reflected in the schedule attached will be used to determine regulatory community and subsidized services.

(b) Method of calculation

- (i) Existing tariffs will be adjusted annually by adjusting the tariff that applied during the previous financial year by a percentage to recover costs where appropriate and approved by the majority of councillors present at the meeting where the budget is approved.
- (ii) New tariffs will be calculated based on the estimated actual cost where appropriate or to recover some costs depending on the type of community service

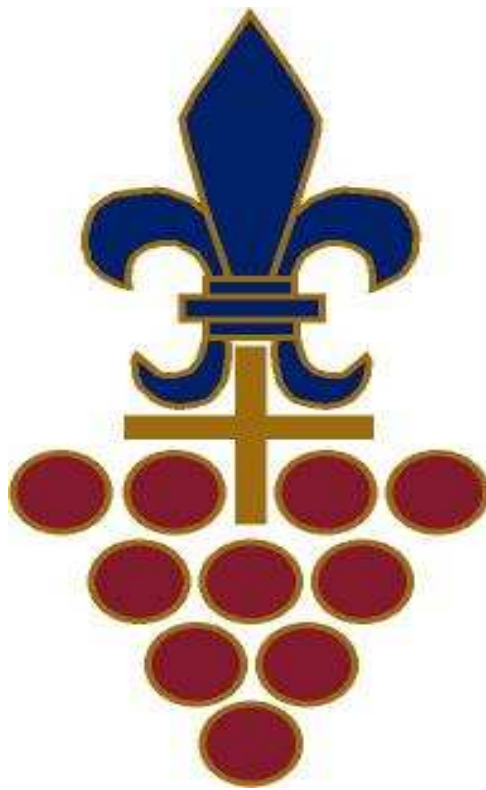
### **Rates tariffs**

Refer to the Rates Policy and annexure dealing with the application of property taxes for the various categories of owners and properties.

## **7. SHORT TITLE**

This policy is the Tariff Policy of the Stellenbosch Municipality.

**STELLENBOSCH MUNICIPALITY**



**CREDIT CONTROL AND DEBT  
COLLECTION POLICY**

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## **PREAMBLE**

In terms of section 96 of the Local Government: Municipal Systems Act, 2000 a Municipality shall-

- a) collect all money due and payable to it, subject to the provisions of the Act and any other applicable legislation; and
- b) for this purpose, implement and maintain a credit control and debt collection system which is not in conflict with its rates and tariffs policies and which complies with the provisions of the Act.
- c) In order to give effect to the afore going provisions of the Act, the council of the Stellenbosch Municipality has adopted a policy relating to credit control and debt collection as set out hereinafter.

## 1. PRINCIPLES

This policy supports the following principles:

- 1.1 Human dignity must be upheld at all times.
- 1.2 The policy must be implemented with equity, fairness and consistency.
- 1.3 Data related to debtors and accounts must be correct at all times.
- 1.4 The implementation of the policy shall be based on sound business principles, which may include credit worthiness checks and assessments of the credit risks involved.
- 1.5 New services will only be provided if supported by the relevant service contract(s).
- 1.6 Interest on overdue accounts will be charged at rates approved by Council from time to time, and will be levied on accounts outstanding after the relevant due dates thereof. For the purposes of calculation, a portion of a month will be deemed to constitute a full month.
- 1.7 Deposits will be utilised to decrease the exposure of council to credit risks where possible.

## 2. REMINDERS

Notices are issued to account holders after the due date for payments to remind them of any unpaid amounts on their municipal accounts.

The aim of such reminders is to get co-operation to settle accounts without the necessity to employ more drastic steps and to offer the opportunity to make arrangements to pay off such debt.

### 2.1 Annual Services

Should any amount be outstanding after the due date in terms of an amount levied annually;

- a) final demands for the full settlement of the account are issued as a first step in dealing with the recovery of debt.
- b) This will be supported by a telephonic reminder where a contact number is available on Council's records.
- c) Should debt not be settled within the period stipulated in the final demand, or a suitable arrangement not be concluded, legal action will be instituted (with the municipality's rights reserved, notwithstanding the fact that services were disconnected or not) to recover such debt.

### 2.2 Monthly instalment accounts

#### 2.2.1 *Rates, Refuse Removal and Sewerage levied annually but paid by means of monthly instalments*

Should three or more instalments be outstanding after any due date in terms of an amount levied monthly;

- d) final demands for the full settlement of the account are issued as a first step in the recovery process.
- e) This will be supported by a telephonic reminder where it is possible to reach the defaulting debtor or owner.
- f) In the event of arrears not being settled within the period stipulated in the final demand, or an arrangement not being concluded, the option to pay in instalments will be withdrawn and legal action will be instituted to recover the full outstanding debt.

### 2.2.2 Rental and Loan instalments

Actions against defaulters are regulated by the contracts involved.

All contracts must, where appropriate, include the following criteria/requirements.:

1. Due date for payments
2. Defaulting of payment after due date or failure to conclude acceptable arrangements to pay off debt may lead to disconnection or limitation of services, or restriction of pre-paid services, where legislation does not allow the complete termination of services
3. Handover procedures
4. Eviction / right sizing

### 2.2.3 Water and Electricity

A note on accounts, stating that supply will be discontinued without further notice if the accounts are not settled in full, serves as a warning to a defaulting consumer that services will be discontinued upon defaulting on payments.

### 2.2.4 Other Services: Sundry Accounts

Reminders in respect of accounts in arrears are issued by means of notices, letters or telephonically as the information that must be supplied varies and is not always readily available for printing on a computerised reminder.

## 3. ARRANGEMENTS

Should account holders wish to make arrangements to pay off accounts in arrears, the following guidelines shall apply:

- a) The main aim of arrangements must be to ensure that current accounts are at least paid in full, before entering into acceptable arrangements to pay off arrears.
- b) Care must be taken to ensure that all reasonable financial and social assistance, as provided for in Council policy, is rendered to assist consumers before drastic action is taken to recover debt e.g. subsidies for Free Basic Services, rebates on property tax.
- c) All other arrangements must be accepted in writing and the debtor must be able to obtain a copy of it.
- d) Arrangements must be entered into that are both affordable to the consumer and protect the Council's interest.
- e) Arrangements must be final and debtors should not be allowed to re-arrange debt repayments at will. Minor rescheduling of one or two payments could be allowed in meritorious cases, but it should not affect the basis of the original arrangements.
- f) It is of vital importance to ensure that the settlement of current accounts, together with the debt repayment instalment, is seen as the minimum requirement for any agreement
- g) Arrangements must be in a format that facilitates legal action, should it not be adhered to. Written arrangements should as far as possible be in the form of agreements in terms of Section 57 of the Act on Magistrates Courts.

All debt repayment arrangements should be logged on the computer system to ensure maximum accessibility and to enable the effective administration of such repayments.

- h) Arrears of Council Officials must be settled in full or arrangements to pay off such



amounts, by means of salary deductions, may be entered into. This includes the seizure of bonuses or any other additional allowances ( this section must be read in conjunction with the relevant sections of the Systems Act)

Council is allowed to recover all arrears more than ninety days of officials by means of salary deductions and proportionally from increases and/or the official's thirteenth cheque/performance bonus.

#### **4. ADJUSTMENT OF DEPOSITS**

Deposits may be increased to cover the additional risk as regulated in terms of Council's By-Laws. Increases in deposits shall be utilised to cover the additional risk resulting from defaulting on payments.

#### **5. FURTHER ACTIONS**

- a) Should arrangements not be made, or not be accepted or not be adhered to, services are discontinued or limited; or pre-paid services are restricted, provided that a fair and equitable procedure including reasonable notice of the intention to discontinue or limit as provided for in Council's By-Laws is followed. Where legislation does not allow for the complete termination of services, the Credit Control Section will determine the appropriate minimum level of service provision whereafter, all amounts owing become due and must be paid in full before services are restored to full capacity.
- b) Should amounts owed not be settled by the final date, i.e. after the date for payment set out in a final demand, such accounts and the relevant Section 57 agreements, where applicable, will be handed over to Council's Collection Attorneys for recovery and/or to institute further legal action.
- c) Council shall at its own discretion and without limiting the measures provided for in Council's By-Laws, be entitled to withhold the supply of services including the supply of water or electricity to a debtor who is found guilty of fraud, theft or any another criminal activity relating to the supply or unauthorised consumption of water and electricity or if it is evident that fraud, theft or any other criminal activity has occurred relating to such supply or consumption, until the total costs, penalties, other fees, tariffs and rates due and owing to Council have been paid in full.

#### **6. NEW APPLICATIONS FOR SERVICES : NO TRANSFER OF SERVICES FROM AN OWNER TO TENANT (COUNCIL PROPERTY EXCLUDED) WILL BE ALLOWED FROM 01 JULY 2011**

- 6.1 The person applying for a service to be rendered must be positively identified by means of a generally acceptable means of identification as used by financial institutions. A copy of the identification details (such as a copy of the person's ID and proof of residence (for business users)) must be kept for reference purposes.
- 6.2 The payment of a service deposit, based on minimum tariffs as determined by the Council or the applicant's payment, the expected consumption or the consumption record, if available, whichever is the greater.
- 6.3 Adjustments to deposits will be determined by the debtor's payment record of municipal accounts and consumption levels.
- 6.4 The provision of all services not regulated by acts and by-laws will be subject to the signing and acceptance of the conditions of supply contained in a service contract.
- 6.5 Should the applicant not be the owner of the property, where applicable, the applicant and the

owner or his/her proxy must sign the contract. The owner accepts joint responsibility for the un-recovered debt of his/her tenant.

- 6.6 Where the applicant is not the owner of a property, the owner must, on his/her request, regularly be served with a copy of a statement of the amount due.
- 6.7 In order to enhance the effectiveness of credit checks, Council may subscribe to the services of a credit bureau.

## **7 THE RENDERING OF ACCOUNTS**

- 7.1 Accounts must be rendered regularly and timeously to all property owners and consumers utilising municipal services.
- 7.2 Accounts must be consumer friendly and must clearly reflect the following minimum information:
- a) the name, address and contact numbers of the Council;
  - b) the name and postal address of the account holder;
  - c) details of the property in respect of which the account is issued;
  - d) the contents of the account must be reflected in the language of the account holder – at present a choice between Afrikaans and English is offered;
  - e) the balance brought forward from the previous account, as well as a summary of transactions for the present period;
  - f) all services for which the account is rendered, as well as amounts billed for such services;
  - g) the final amount payable;
  - h) the final date for payment;
  - i) soft reminders in respect of interest levies and discontinuation of services; and
  - j) the situation of payment facilities, and modes of payment accepted and hours for payment.

## **8 ACCOUNT QUERIES**

- 8.1 Consumers have the right to query accounts. In order to ensure the correctness of accounts and the satisfaction of consumers, all queries must be attended to swiftly and effectively.
- 8.2 Claims of not having received an account, do not constitute a valid reason for non-payment of accounts. Queries regarding such non-receipt must be followed up with the Revenue Section in order for same to be addressed.
- 8.3 Duplicate accounts shall be available upon request at a cost.

## **9 DUE DATES OF ACCOUNTS**

Accounts are payable by the 7<sup>th</sup> day of each month or the first working day thereafter, should it fall on a weekend or public holiday.

## **10 ALLOW SUFFICIENT TIME TO SETTLE ACCOUNTS**

In order to allow sufficient time to settle accounts, the account should, where possible, be rendered at least two weeks before the due date.

This necessitates proper scheduling of all processes leading to the issuing of accounts to meet council's commitment to its consumers.

## 11 CONSOLIDATION OF ACCOUNTS

In order to reduce cost and to enhance credit control and debt collection measures, separate accounts for services rendered in respect of a property or separate accounts of a debtor will be consolidated as far as possible.

## 12 PAYMENT OF ACCOUNTS – GENERAL

- 12.1 In order to promote the payment of accounts, payment facilities and hours for payment must be convenient to consumers, but the establishment of such facilities should still be subject to normal business principles and the economy of the provision of such services.
- 12.2 The following facilities are presently available – with the office hours and modes of payment indicated. Facilities are extended on an ongoing basis.

<b><i>Facility</i></b>	<b><i>Hours</i></b>	<b><i>Payment methods accepted</i></b>
Cash offices at Stellenbosch, Franschhoek and Pniel	Office hours: Monday to Friday	Cash, cheques
Receipting agents at shops in Klapmuts	Trading hours	Cash, cheques
Debit orders	Application during office hours	Bank transfers
EasyPay: Countrywide outlets of Pick 'n Pay, Shoprite/Checkers and other stores	Trading hours 7 days per week	Cash, cheques, credit cards, debit cards.
Internet payments	All hours	Bank transfers
Direct bank deposits	Banking hours	Bank transfers
Personnel deductions	Office hours	Direct deductions from earnings
24 hour Utility shops at petrol stations	All hours	Cash, cheques, credit cards, debit cards
Itron Vending Agents	Trading hours	Cash, cheques

Software packages providing the facility to effect deduction of municipal service accounts from the earnings of participating employers are available.

## 13 DISHONoured PAYMENTS

- 13.1 Receipts issued in respect of dishonoured cheques and ACB deductions must be written back upon receipt of such notices. Interest on arrears must be raised where applicable and admin costs be debited to debtors account. Debtors must be notified and debt recovery actions be instituted where necessary.
- 13.2 Should payments be dishonoured twice, the debtors system must be encoded not to accept cheques or debit order transactions of such a debtor and he/she must be informed thereof in writing.
- 13.3 If payments are dishonoured twice in a financial year, consumer deposits will be adjusted to mitigate increased financial risk.

## 14 PENDING LEGAL ACTIONS AGAINST CONSUMERS

Legal actions, such as notices of intended sales in execution, press releases regarding pending insolvency's, etc. must be followed up to evaluate the credit rating of such debtors in

order to take steps to minimize the risk of financial loss for Council.

## **15 INTEREST**

- 15.1 Interest is raised on all balances of interest-bearing services remaining unpaid after the due date of such accounts.
- 15.2 A once-off penalty is raised on all water and electricity balances for a specific month, remaining unpaid after the due date for that month
- 15.3 In both instances a portion of a month is deemed to be a full month for the purposes of calculation.
- 15.4 Interest and penalty rates on outstanding accounts after the due date will be charged at a rate of prime plus one percent.
- 15.5 In cases where merit exists for the writing back of interest, that the Manager: Treasury Office consider such cases for approval and accordingly be limited to cases where all arrears are recovered and or over a specified period of three months.

## **16 CONDITIONS RELATING TO RATES AND CONSUMER SERVICES**

### **16.1 Rates and other Annual Fees**

- 16.1.1 This policy also applies to annual levies in respect of sewerage and refuse removal as promulgated in the Municipal Property Rates Act, No 6 of 2004.
- 16.1.2 This includes the granting and withdrawal of monthly instalment facilities, rebates, exemptions and grants in aid.
- 16.1.3 The final demands as prescribed by the Municipal Property Rates Act, No 6 of 2004 must be issued immediately after the due date of annual accounts. The final demand shall be augmented by a telephonic reminder **where practically possible**.
- 16.1.5 Extension to settle accounts by not later than three months after the original due date of the annual accounts, may be given by personnel of the rates section in consultation with Credit Control.
- 16.1.6 In the event of debtors not reacting to final demands, or make arrangements to pay off arrears over an agreed period, those accounts will be handed over to Council's Collection Attorneys for collection.

## **17 MONTHLY ACCOUNTS IN RESPECT OF WATER, ELECTRICITY, SEWERAGE, REFUSE REMOVAL AND OTHER CONSUMER SERVICES**

- 17.1 Debtor's records must be coded correctly and timeously to ensure the rendering of accurate accounts to such consumers.
- 17.2 The supply of water and electricity must conform to the conditions of supply set out in the By-Laws for Stellenbosch Municipality, as promulgated in the Provincial Gazette.
- 17.3 Due to the step rate tariffs employed for these services, care must be taken to ensure meter readings are taken accurately and at intervals as close as possible to 30 days. Should this not be possible, consumption may be estimated as set out in Council's By-Laws. As a general rule it is accepted that deviations in consumption periods exceeding 10% should be guarded against.

## **18 SUNDRY SERVICES**

- 18.1 Accounts for recovery of cost encountered by the Council in respect of sundry services rendered are issued if and when such services are rendered to consumers.
- 18.2 As these services are usually not based on formal service contracts, it is essential that it be billed as soon as possible and the recovery of such debt must receive priority. The risk of a loss to Council is more eminent than in the case of other services.
- 18.3 Care should be taken to obtain full and accurate information of such debtors and to obtain prepayment for such services where possible.
- 18.4 Actions applied to follow up unpaid accounts will be determined by the nature and size of the debt and the cost effectiveness of such actions.

## **19. CONDITIONS RELATING TO RENTAL AND PURCHASING OF COUNCIL PROPERTY**

- 19.1 Council property may only be leased or sold after approval of such transactions and the signing of a rental or purchase agreement. Such approvals may be by way of specific council resolutions or in the form of delegations.
- 19.2 The conditions for payment of instalments and deposits are regulated by the contents of the rental and purchase agreements and Council explicitly reserves its rights to discontinue services for non-payment not only limited to the leased property but any other property of the lessee within the jurisdiction of WC024.
- 19.3 Other specific rental and purchase agreements are tailored to the specific nature and requirements of such transactions.
- 19.4 As a general rule, instalments are payable in advance. Full details of remedies for defaulting lessees and purchasers and procedures to address such defaults must be contained in the relevant contracts, but must not have the effect of limiting Council in terms of this or any other policy regulating arrears..
- 19.5 These remedies usually commence with written reminders, leading to the cancellation of the contracts and the institution of further legal action where necessary.
- 19.6 Rental and purchase agreements represent formalised individual contracts that form the basis of all actions by the parties involved. Both parties are bound to such conditions, failing which may lead to the cancellation of such contracts by the parties involved and claims for damages.
- 19.7 Lessees whom may qualify for rental subsidies must be referred to the housing office to apply for such subsidies in an effort to make rentals more affordable.

## **20. RENTALS IN RESPECT OF COUNCIL EMPLOYEES**

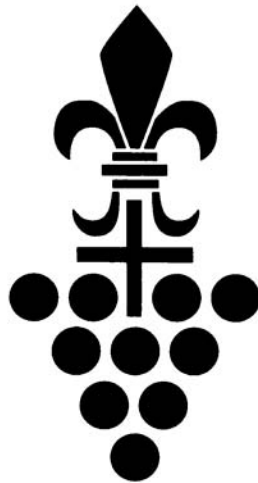
Apart from the general conditions applicable to general rental and purchase agreements the following conditions will also be applied:

- a) Instalments must be affordable and be evaluated against the remuneration of the employee.
- b) Instalments, as well as rates and service costs, where applicable, may only be paid by means of salary deductions. A specific clause to this effect must form part of the contract.
- c) The Chief Financial Officer, or his nominee, must co-sign purchase and rental agreements of employees to ensure that financial conditions are met.

## **21. INDIGENCE**

- 21.1 The recovery of debt from certain categories of indigent consumers and the provision of Free Basic Services are treated in terms of Council's Indigent Policy.
- 21.2 Council supports the principle of providing support to indigent consumers by way of providing free basic services in accordance with the provisions of Council's Indigent Policy, but to registered consumers only and all effort must be made to limit the re-occurrence or accumulation of indigent debt of such consumers.
- 21.3 The collection targets consistent with generally recognised accounting practices and collections ratios and the estimates of income set in the budget less an acceptable provision for bad debts are as regulated and set out in the relevant policies of Council including the Irrecoverable Debt Policy read with Council's Accounting Policy.

# **STELLENBOSCH MUNICIPALITY**



## **PETTY CASH POLICY**

Effective 01 July 2011 – June 2012

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## **1. INTRODUCTION**

The accounting officer of a municipality is responsible for the management of the expenditure of the municipality in an effective and controlled manner. Therefore the Stellenbosch Municipality adopts the following petty cash policy.

## **2. REGULATORY FRAMEWORK**

- a) The Municipal Finance Management Act (56 of 2003)
- b) Section 15 of the Municipal Supply Chain Regulations
- c) Treasury regulations in terms of Section 13(1) of the Act.

## **3. OBJECTIVES**

Compliance with the regulatory framework in terms of the relevant legislation is required.

## **4. RESPONSIBILITY AND ACCOUNTABILITY**

The key responsibilities in terms of the MFMA (Section 65) are:

Accounting Officer (Municipal Manager)-

- (1) The accounting officer of a municipality is responsible for the management of the expenditure of the municipality.
- (2) The accounting officer must for the purpose of subsection (1) take all reasonable steps to ensure—
  - (a) that the municipality has and maintains an effective system of expenditure control, including procedures for the approval, authorisation, withdrawal and payment of funds;
  - (b) that the municipality has and maintains a management, accounting and information system which—
    - (i) recognises expenditure when it is incurred;
    - (ii) accounts for creditors of the municipality; and
    - (iii) accounts for payments made by the municipality;
  - (c) that the municipality has and maintains a system of internal control in respect of creditors and payments;
  - (d) that payments by the municipality are made—
    - (i) directly to the person to whom it is due unless agreed otherwise for reasons as may be prescribed; and
    - (ii) either electronically or by way of non-transferable cheques, provided that cash payments and payments by way of cash cheques may be made for exceptional reasons only, and only up to a prescribed limit;

The Municipal Manager delegates authority to the Chief Financial Officer.

## **5. PETTY CASH POLICY**

### **5.1 General Policy**

- a. The use of petty cash floats is strictly confined to individual cash purchases of:
  - i) up to a maximum of R500, where the petty cash floats in other departments are used to make purchases,
  - ii) up to a maximum of R2 000, when claimed from the Financial Services Petty Cash Float.
- b. It is not acceptable for one receipt or a number of receipts, in respect of the same event, which have been obtained by the same person, to be split over two cash purchase claims.
- c. A petty cash float is not to be used for any of the following:
  - i) the cashing of cheques;
  - ii) loans to any person whatsoever;
  - iii) payment of personal remuneration to any person whatsoever, whether forfees, salaries, wages, travel allowance as part of remuneration, honorarium or other reason.
  - iv) Purchases of capital items
  - v) Purchases from SCM Database suppliers other than in an emergency.
- d. Other cash floats may also be established for the purpose of providing change, for a cash register, or any other purpose approved by the Chief Financial Officer. Use of such floats is restricted to the purpose for which they were established.

### **5.2 Establishing and Operating a Petty Cash Float**

- a. To establish a new petty cash float or increase an existing advance, a written application is to be made to the Chief Financial Officer by the relevant Department.
- b. The total value of the advance requested will be an amount which would normally necessitate reimbursement approximately once a week. This level of advances keeps to a minimum the overall cash in the buildings on municipal property and ensures regular inclusion of information regarding expenditure in financial reports and for budget control purposes.
- c. A request for the establishment of an advance will indicate the name and status of senior administrative or clerical staff to be held responsible for the operation of the petty cash float. The staff member's specimen signature must also be submitted by the Department to the Chief Financial Officer, together with the application documentation.
- d. The application will indicate the security arrangement in place to ensure safe custody of funds in the office. The minimal security arrangement that will be acceptable is that the float will be kept in a locked box which will be kept in a locked filing cabinet or safe.

If an advance is approved, the Assistant Accountant: Creditors will advise the Department accordingly and request that the responsible staff member collect the advance. This establishing advance will be charged to a "Petty Cash Advances - ...Name/Dept..." in the General Ledger and not against any expenditure votes. A register of advances is thus maintained per Ledger Account for the purpose of accounting for all petty cash floats.

### **5.3 Security of Petty Cash Floats**

- a. The cash on hand and used petty cash vouchers are to be kept in a locked box for which there should be two keys. One key is to be retained by the officer (on their person) normally responsible for the petty cash and the other to be kept in a sealed envelope in the office safe or other secure place, to be used only in an emergency.
- b. The locked petty cash box must be kept in a secure place when not in use and should be removed and returned by the responsible staff member only. At no stage should staff other than the responsible administrative/clerical staff member have access to the storage place of the petty cash box.
- c. Under no circumstance are keys to be left in the lock to the petty cash box, cabinet or safe.
- d. If the responsible officer is either going on leave or is leaving the Municipality's employment, the petty cash float is to be reconciled and signed by the departing- as well as replacement staff members, to indicate their agreement as to its balance. The replacement staff specimen signature must also be submitted to the Chief Financial Officer.

### **5.4 Completing a Cash Purchase Claim Form**

- a. Petty cash stationery is available from the Expenditure Section (Financial Services). The form consists of two parts:
  - (i) Cash Purchase Claim page
  - (ii) Cash Purchase Record page
  - (iii) Receipt for cash advance (Only when appropriate, refer paragraph on Advances).
- b. All details entered on the Cash Purchase Claim appear on the Cash Purchase record page.
- c. The Cash Purchase Claim must be completed as follows:
  - (i) description and cost of the goods/services purchased
  - (ii) purchaser's signature
  - (iii) vote number to be charged
  - (iv) signature of the Officer in Charge of Petty Cash.
- d. Original receipts or other valid documentation as required must be attached as proof of payment, with the signature of an appropriate financial delegate on this documentation. A financial delegate can not authorise a cash purchase claim where she or he is the purchaser.

## 5.5 Sub-Advances to staff members

- a. If it is necessary to make an initial sub-advance to a staff member for various needs, a receipt for cash advance must be completed. The receipt for cash advance Form must be completed as follows:
  - (i) description and *estimated* cost of the goods/services purchased
  - (ii) purchaser's signature
  - (iii) vote number to be charged
  - (iv) signature of the Officer in Charge of Petty Cash.
- b. On completion of the purchase, the recording-, documentation- and authorization requirements will be as stated in the above paragraph: Completing a Cash Purchase Claim Form.

All such sub-advances will be accounted for within 24 hours, by submitting original receipts and other applicable documentation required, attached as proof of payment (with the approval signature on the documentation). Where this cannot be achieved, the buyer will be liable to pay back the advance without any delay or the money will be deducted on his/her next salary irrespective of consent being given or notd. Not more than one advance will be made to any one person at a time.

## 5.6 Out-of-Pocket Payments

- a. Where a staff member has made purchases from their own funds and now seeks reimbursement from the petty cash, supporting documentation must be provided to substantiate the claim.
- b. The supporting documentation is to be attached to the Claim.
- c. The recording- , documentation- and authorization requirements will be as stated in the above paragraph (**Completing a Cash Purchase Claim Form**).

## 5.7 Reimbursement of Petty Cash Floats

- a. A petty cash float is operated on the basis that expenditure from the float is periodically reimbursed. Such reimbursement-
  - (i) returns the cash level of the petty cash float to its original level and
  - (ii) charges the expenditure which has been made, to the correct expenditure vote.
- b. Accordingly, at any point of time, the sum of the cash on hand, i.e. remaining unspent, plus the cash advances for un-finalised purchases, plus the completed cash purchase claim forms, will equal the level of the petty cash advanced to the Department.
- c. Completed Cash Purchase Claim forms, with attached cash register slips, etc., must be taken by the officer in charge of the Petty Cash in a Directorate/Department, to the Assistant Accountant: Accounts Payable for reimbursement, after the Summary Claim Cover Page and attached documentation have been authorised by a financial delegate at least once in 14

days. Reimbursement of claims where supporting documentation is missing will not be entertained.

- d. The prescribed Summary Cash Purchase Claim form as well as other relevant forms attached to it must be completed in full.
- e. The most recently completed Cash Purchase Claim form must record the reconciliation of the petty cash float. The Assistant Accountant: Accounts Payable will refuse reimbursement of claims where this is not supplied.
- f. A petty cash float must never be reimbursed with funds derived from any other source whatsoever.

## **5.8 Shortages**

- a. Any shortages in respect of a petty cash float must be paid in immediately.
- b. Where a petty cash float is stolen the incident must be reported promptly to the Chief Financial Officer in the required format, after which same needs to be reported to the South African Police Services and a case number provided to the Assistant Accountant: Accounts Payable.

## **5.9 Procedure where a Petty Cash Float is repaid/cancelled**

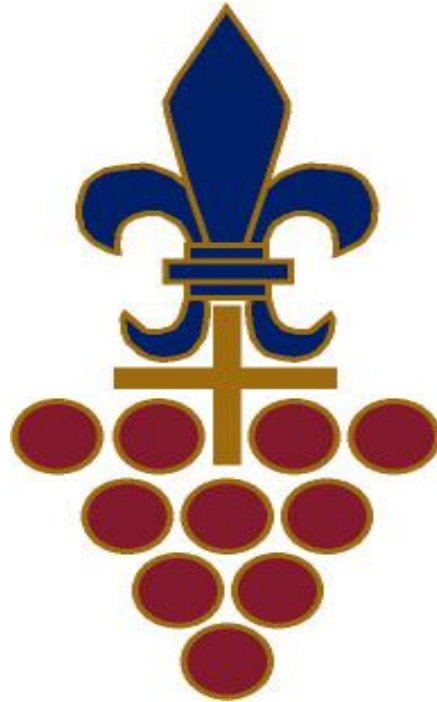
When an advance is no longer required, a statement in a form of a memorandum is to be completed and signed by the Head of the relevant Department and submitted to the Assistant Accountant: Accounts Payable, with the balance of cash on hand and completed and authorized Cash Purchase Claim forms. The most recently completed Cash Purchase Claim form will record the reconciliation of the petty cash float, where after a cheque will be issued to the relevant person to effect completion of the transaction..

The Cashier will issue a receipt to the mentioned official.

## **5.10 Financial year-end procedures**

- i) Reconciled petty cash registers (cash slips attached), accompanied with the cash balance must be returned to the Senior Accountant: Expenditure a week before the financial year end.

**STELLENBOSCH MUNICIPALITY**



**POLICY  
ON  
DEVELOPMENT CONTRIBUTIONS  
FOR  
BULK ENGINEERING  
INFRASTRUCTURE**

**DRAFT 5B  
(09/02/2011)**

## 1. Preamble

- 1.1 The progressive realization of fundamental constitutional rights *inter alia* requires township development. Township development in turn requires the provision of engineering services.
- 1.2 Local government must ensure the provision of engineering services to communities and promote social and economic development in a sustainable manner. As a general principle local government should within budgetary constraints accept responsibility for the installation and financing of external engineering services.
- 1.3 As a general principle township developers should accept responsibility for the installation and financing of internal engineering services.
- 1.4 Local government has the discretionary power when granting development approvals to impose conditions in relation to the provision of engineering services and the payment of money which is directly related to requirements resulting from those approvals in respect of the provision of the necessary services to the land to be developed.
- 1.5 Local government must act in accordance with the law when exercising those powers.

## 2. Purpose of Policy

- 2.1 The adoption of policy guidelines by state organs to assist decision-makers in the exercise of their discretionary powers has long been accepted as legally permissible and eminently sensible.
- 2.2 The purpose of this policy document is first to assist and guide municipal decision-makers in:
  - the exercise of their discretionary powers when considering appropriate conditions of approval to be imposed under the Land Use Planning Ordinance;
  - their negotiations with developers relating to the payment of development contributions and the division of engineering services costs between the Municipality and Applicants; and
  - the application of the calculation methods for Development Contributions as outlined in the Reports defined below.

2.3 The purpose of this policy document is also to:

- inform interested and affected parties regarding the principles and calculation methods of development contributions and the process to be followed in reaching and recording agreements in respect thereof; and
- ensure the provision of adequate engineering services and/ or payment of development contributions in respect of new developments.

### **3. Definitions**

In this policy document, unless inconsistent with the context:

“Applicant” means a person who has applied for approval under the Ordinance and includes the person or entity implementing such an approval;

“Brownfields type Development” means development of land where all bulk services are available to serve the proposed development;

“Combined type Development” means development of land where use can be made of spare capacity in existing bulk services, and where additional bulk services are also required.

“Development Contributions” means financial contributions calculated in accordance with this policy document, which an Applicant is required to make in terms of conditions of approval imposed by the Municipality when granting approvals under the Ordinance and which relate to requirements resulting from those approvals in respect of the provision of the necessary engineering services to the land to be developed;

“Engineering Services” means services installed in the process of developing land for the provision of water, sewerage and electricity, handling of solid waste, and the building of streets, roads and stormwater drainage systems, including all related services and equipment;

“Greenfields type Development” means development of land where no bulk services are available to serve the proposed development, and completely new bulk services are required.

“Municipal Area” means the area as reflected in the map appearing in Provincial Notice 478/2000 published in Provincial Gazette Extraordinary No 5587 of 19 September 2000;

“Municipality” means the Stellenbosch Municipality (WCO24) established in terms of Provincial Notice 489 of 22 September 2000 in terms of the Local Government: Municipal Structures Act, 117 of 1998,



and includes all political structures or office bearers and municipal staff members to whom authority has been delegated to take decisions under the Ordinance or to give effect to conditions of approval imposed under the Ordinance;

“Ordinance” means the Land Use Planning Ordinance, 15 of 1985 (Western Cape);

“Reports” means the so-called “Stellenbosch Development Contributions Report”, the so-called “Klapmuts Development Contributions Report” and the so-called “Stellenbosch: Levies for Bulk Electrical Services Report” as approved by the Municipality.

"Services agreement" means a written agreement concluded between an Applicant and the Municipality, and in terms of which *inter alia* the respective responsibilities of the two parties for the planning, design, provision, installation, financing and maintenance of internal and external engineering services and the standard of such services are determined.

#### **4. Legislative Framework**

4.1 The principle of legality enshrined in the Constitution, dictates that every one has the fundamental right to administrative action that is lawful, reasonable and procedurally fair.

4.2 Planning and development must take place within a dense legislative environment. Suffice it to say that included amongst the pieces of legislation that find application in this field are the Constitution of the Republic of South Africa Act, the Ordinance, the Local Government: Municipal Systems Act 32 of 2000 (MSA) and the Local Government: Municipal Finance Management Act 56 of 2003 (MFMA).

4.3 In terms of the Ordinance the Municipality is empowered to impose conditions requiring the payment of Development Contributions, when granting development approvals under the Ordinance. In terms of section 42(2) of the Ordinance the Municipality is required to have regard *inter alia* to public expenditure incurred in the past or which may arise from such approvals which facilitates or will facilitate such developments, when requiring Development Contributions.

4.4 Section 42(2) of the Ordinance must be understood against the backdrop of the following principle enunciated in the second Report of the Venter Parliamentary Commission of Inquiry into Housing and Related Matters, 1983:

*"It is important that any formula recommended in respect of the cost of the provision of services should ensure equal treatment and that the residents of the old town should not subsidise the new township and that neither should the old town derive any benefit from the new township, unless a deliberate decision to the contrary is taken."*

- 4.5 In terms of the MSA, development within the Municipality and its expenditure on engineering services infrastructure must be guided by an approved Integrated Development Plan. The Municipality is enjoined to give priority to providing basic services and improving the quality of life for all within its financial means. Therefore if an Applicant intends to develop land before the necessary bulk engineering services have been installed or where existing bulk services are inadequate to serve the proposed development, and the Municipality is not in a position to provide such at that time, the Applicant will be required as a condition of approval to fund the bulk services. In those circumstances appropriate provisions need to be incorporated in a Services Agreement relating to control over the costs of such external services and relating to the refund of reasonable costs to which the Applicant may be entitled.

## **5. Application of policy**

- 5.1 This policy applies from date of its adoption by the Municipality to all applications for approval made in terms of the Ordinance relating to development within the Municipal Area.
- 5.2 It is trite law that where discretion has been conferred upon a public body by a statutory provision (such as section 42 of the Ordinance), such a body may lay down a general principle for its general guidance, but it may not treat this principle as a hard and fast rule to be applied invariably in every case. At most it can be only a guiding principle, in no way decisive. Every case that is presented to the public body for its decision must be considered on its merits. It follows that there may be circumstances in which it will not be appropriate to require the payment of Development Contributions whilst in other instances it may be necessary to increase or decrease the amounts payable as Development Contributions.

## **6. Policy approaches to development contributions**

- 6.1 In terms of the so-called "Brownfields approach", the point of departure is that the bulk services that will serve the proposed development have been funded by existing ratepayers and the Applicant should make a contribution towards those costs on a

pro rata basis, based on the unit rate of usage. The value of Development Contributions must reflect the burden to date on the existing ratepayers for providing those services and not the future burden, as ratepayers in the proposed new development will share this burden and will benefit from contributions from future developments. For this reason outstanding loans in respect of the particular services are to be subtracted from the replacement value of those services when determining the amount of Development Contributions payable.

- 6.2 In terms of the so-called “Greenfields approach” the Applicant is responsible to finance the provision of all bulk engineering services, as these are specifically required for the proposed development, and the intention is that the new development should not place any financial burden on existing ratepayers. However this scenario is only fully applicable if the development is self-contained, if the development does not make use of other existing services, and other existing or future developments will not make use of these services.
- 6.3 In most cases it is necessary to partially apply a Brownfields approach and to partially apply a Greenfields Approach to a particular development application, depending on the availability and adequacy of available bulk engineering services. This can be described as a “Combined approach”. In an ideal situation, if it was practically possible, the actual engineering services required should be determined for each development, and charged to the Applicant concerned. However because this is not practically possible, use is required to be made of calculation methods derived and outlined in the Reports referred to in this policy.
- 6.4 In appropriate circumstances the Municipality may further require that an Applicant provides engineering services to a higher capacity than warranted by the development proposed, to accommodate future developments. In those circumstances and when Applicants are required to fund the provision of bulk engineering services suitable arrangements need to be incorporated in a Services Agreement relating to control over the costs of such external services and the refund (where appropriate) of costs in excess of the costs which the Applicant would have incurred if normal capacity standards were applied. Such arrangements may include the application of set-off of Development Contributions against such costs.
- 6.5 In all circumstances, where lawful development exists on the site to be redeveloped, Development Contributions should be required only to the extent that the redevelopment for which approvals are required under the Ordinance, place an additional burden on the existing bulk services infrastructure.

## 7. Imposition of appropriate conditions of approval

- 7.1 When the Municipality receives an application under the Ordinance, it must determine whether adequate bulk engineering services are available to serve the proposed development, whether the upgrading of such services will be required and/ or what new bulk services will have to be installed to serve the proposed development.
- 7.2 The Municipality must, when it approves an application under the Ordinance, impose appropriate conditions relating to the provision and/ or upgrading of bulk engineering services to serve the proposed development and/ or the payment of Development Contributions.
- 7.3 Such conditions may *inter alia* require the Applicant:
- in lieu of payment of Development Contributions (partially or in full), to install bulk engineering services to serve the proposed development or the area concerned to the standard as required by the Municipality; and
  - to enter into a Services Agreement with the Municipality.
- 7.4 Before submitting an application under the Ordinance to the competent municipal decision-maker, the Municipality must inform the Applicant which conditions relating to the provision of bulk engineering services and the payment of money (stating the amounts that will become due and payable) it regards as appropriate, afford the Applicant the opportunity to make representations in respect thereof and, where required, enter into negotiations with the Applicant in an attempt to avoid unnecessary appeals.
- 7.5 In the event that the Municipality and the Applicant fail to reach agreement on the amounts payable as Development Contributions, the bulk services to be provided by the Applicant or in respect of matters relating thereto, and the Municipality imposes its interpretation as a condition of approval, the Applicant shall, in addition to his right of appeal under Section 62 of the Local Government: Municipal System Act, have a right of appeal under section 44(1) of the Ordinance to the competent provincial authority.
- 7.6 The Municipality should, when imposing conditions of approval under the Ordinance, clearly stipulate when Development Contributions shall become payable (e.g. before a rates clearance certificate as contemplated in section 31(1) of the Ordinance may be issued, before approval of a site development plan or building plan, or before a certificate for occupancy is issued in terms of the building regulations).

## 8. Calculation of Development Contributions

### 8.1 Brownfields Developments.

- (i) In this scenario, sufficient existing bulk services are available and the construction of new bulk services is not required. The Applicant must, however, make a Development Contribution for his portion of the capacity of the existing services. Because it would be complicated, impractical and time-consuming to calculate this exactly for each development on a case-by-case basis, the Stellenbosch Development Contribution Report calculation method can be used, as it covers this scenario on an average basis across all the areas covered by that report, unless it would be more appropriate to adopt a different method of calculation in any particular instance.
- (ii) The calculation method employed in the Stellenbosch Development Contributions Report has *inter alia* taken into consideration the principles of the Venter Commission Report, the empowering provisions of the Ordinance, past and future infrastructure costs in terms of existing master planning, replacement value costs, existing loans and existing and future potential grants and subsidies.

### 8.2 Greenfields Developments.

- (i) In this scenario no bulk services are available and all bulk services still need to be constructed. The Applicant must make a Development Contribution for his portion of the capacity of the bulk services to be installed. If the development is self-contained and all bulk services are only for that development, then the actual costs thereof can be calculated, and charged to the Developer.
- (ii) Development in the Klapmuts area can be regarded as a Greenfields scenario. Therefore for that area, the method of calculation in the Klapmuts Development Contributions Report should be used, unless it would be more appropriate to adopt a different method of calculation in any particular instance.

### 8.3 Combined approach.

- (i) In this scenario use can be made of spare capacity in some bulk services, but additional bulk services also need to be constructed. The Applicant must make

Development Contributions for his use of the existing services and his portion of the new services.

- (ii) Because it would be complicated, impractical and time-consuming to calculate this exactly for each development on a case-by-case basis, the Stellenbosch Development Contributions Report calculation method can be used in the areas covered by that report, as it covers this scenario on an average basis across all those areas.

## **9. Services Agreements**

Services Agreements concluded in compliance with Municipal conditions of approval imposed under the Ordinance must stipulate and record at least the following:

- The amount of Development Contributions payable;
- How escalation will be calculated on Development Contributions payable;
- Exactly when Development Contributions will become due and payable;
- What bulk engineering services the Applicant is required to construct and/ or upgrade, the standard with which such services should comply and the agreement reached relating to set-off and/ or refund of costs to be incurred by the Applicant in respect thereof.

## **10. Ensuring compliance**

10.1 The Municipality may use various checkpoints /milestones to ensure that an Applicant complies with the conditions of approval with regard to the payment of Development Contributions or the provision of engineering services. The conditions of approval imposed should stipulate clearly which further approvals or clearances as may be required by the Applicant in a given set of facts, should be used to ensure compliance.

10.2 Only once the Applicant has complied with such conditions of approval, whether it be in terms of an agreed phasing or the entire development, should the further approvals or clearances as may be required be given by the municipal decision-makers concerned.

## **11. Review**

This policy document, as well as the Reports and calculation methods, will need to be reviewed periodically to ensure that they are suitably adapted to meet any new statutory and integrated planning requirements and provide for the recovery of cost increases relating to the provision of engineering services.

### **Annexures**

- Pro forma Services Agreement
- Stellenbosch Development Contributions Report
- Klapmuts Development Contributions Report
- Stellenbosch: Levies for Bulk Electrical Services Report