



*"People's power in action"*

**MFMA SECTION 71 REPORT**  
**MONTH ENDING 29 February 2016**

**Municipal Manager**  
**Executive Mayor**

Revenue analysis for the month ending 29 February 2016

Revenue types	29 February 2016						Eight month ending 29 February 2016							
	Annual Budget 2015/2016	Budget	(BP-602) Actual Levies	Levies vs Budget	(BM-310) Actual Income	Income vs Levies	Other Levies	(GS-560) Total Levies	Budget	Actual Levies	Levies vs Budget	(GS-560) YTD Levies	Actual Income	Income vs Levies
Property rates	61,895,055	4,849,000	3,695,693	76%	2,791,226	76%	630,610	4,326,303	42,499,056	34,188,297	80%	42,234,803	28,032,795	82%
Electricity - conventional	184,220,100	14,756,030	10,714,888	73%	9,347,609	87%	6,157,550	16,872,438	124,213,722	111,483,645	90%	116,996,268	89,225,472	80%
Water	93,086,263	7,446,901	4,444,059	60%	3,781,781	85%	903,528	5,347,587	62,081,467	58,842,000	95%	56,623,689	29,961,816	51%
Sanitation	25,950,000	2,162,500	2,291,803	106%	1,059,265	46%	2,798	2,294,601	17,300,000	18,348,255	106%	18,375,695	9,224,753	50%
Refuse	21,968,004	1,830,667	1,841,866	101%	811,903	44%	2,631	1,844,497	14,645,336	14,741,147	101%	14,763,290	6,827,635	46%
<b>Total Direct Services</b>	<b>387,119,422</b>	<b>31,045,098</b>	<b>22,988,309</b>	<b>74%</b>	<b>17,791,784</b>	<b>77%</b>	<b>7,697,117</b>	<b>30,685,426</b>	<b>260,739,581</b>	<b>237,603,344</b>	<b>91%</b>	<b>248,993,745</b>	<b>163,272,471</b>	<b>69%</b>
Other revenue	20,884,000	1,740,333	1,478,096	85%	199,767	14%	1,429,745	2,907,841	13,922,664	12,629,952	91%	22,688,500	2,169,569	17%
Indigent Contribution					2,894,360								18,278,837	
Income Forgone					938,178								7,544,573	
<b>Revenue from levied services</b>	<b>408,003,422</b>	<b>32,785,431</b>	<b>24,466,405</b>	<b>75%</b>	<b>21,824,089</b>	<b>89%</b>	<b>9,126,862</b>	<b>33,593,267</b>	<b>274,662,245</b>	<b>250,233,296</b>	<b>91%</b>	<b>271,682,245</b>	<b>191,265,450</b>	<b>76%</b>
Electricity - prepaid	94,812,276	8,524,405	-		6,067,063				62,525,073	-			52,932,353	
<b>Revenue before operational grants</b>	<b>502,815,698</b>	<b>41,309,836</b>	<b>24,466,405</b>		<b>27,891,152</b>				<b>337,187,318</b>	<b>250,233,296</b>			<b>244,197,803</b>	
Operational grants and subsidies	2,617,000								2,605,000				2,605,000	100%
Equitable share	161,083,246								120,812,000				120,812,000	100%
<b>Total Revenue</b>	<b>666,515,944</b>	<b>41,309,836</b>	<b>24,466,405</b>		<b>27,891,152</b>	-			<b>460,604,318</b>	<b>250,233,296</b>			<b>367,614,803</b>	-

**Comments for February 2016 Section 71 Report**

Collection rate for February 2016 on the levied services is 89%.

Collection rate for sanitation and refuse in February is 46% and 44% against levies respectively.

The collection rate for Property rates for the month is 76% against levies.

Vat is not considered as part of income in this report since it will be paid over to SARS.

Deposits and payments in advance are also excluded from revenue collected for the month. Therefore reducing the collection rate.

Conventional electricity revenue for February is 87%.

YTD total is all levies excluding prepaid, grants and incentives on consumer accounts/income foregone.

Total direct services collection rate against levies is 77% for the month.

**BILLING & REVENUE PER TOWN 01/07/2015 - 30/06/2016 (Excluding Pre-paid Electricity)**

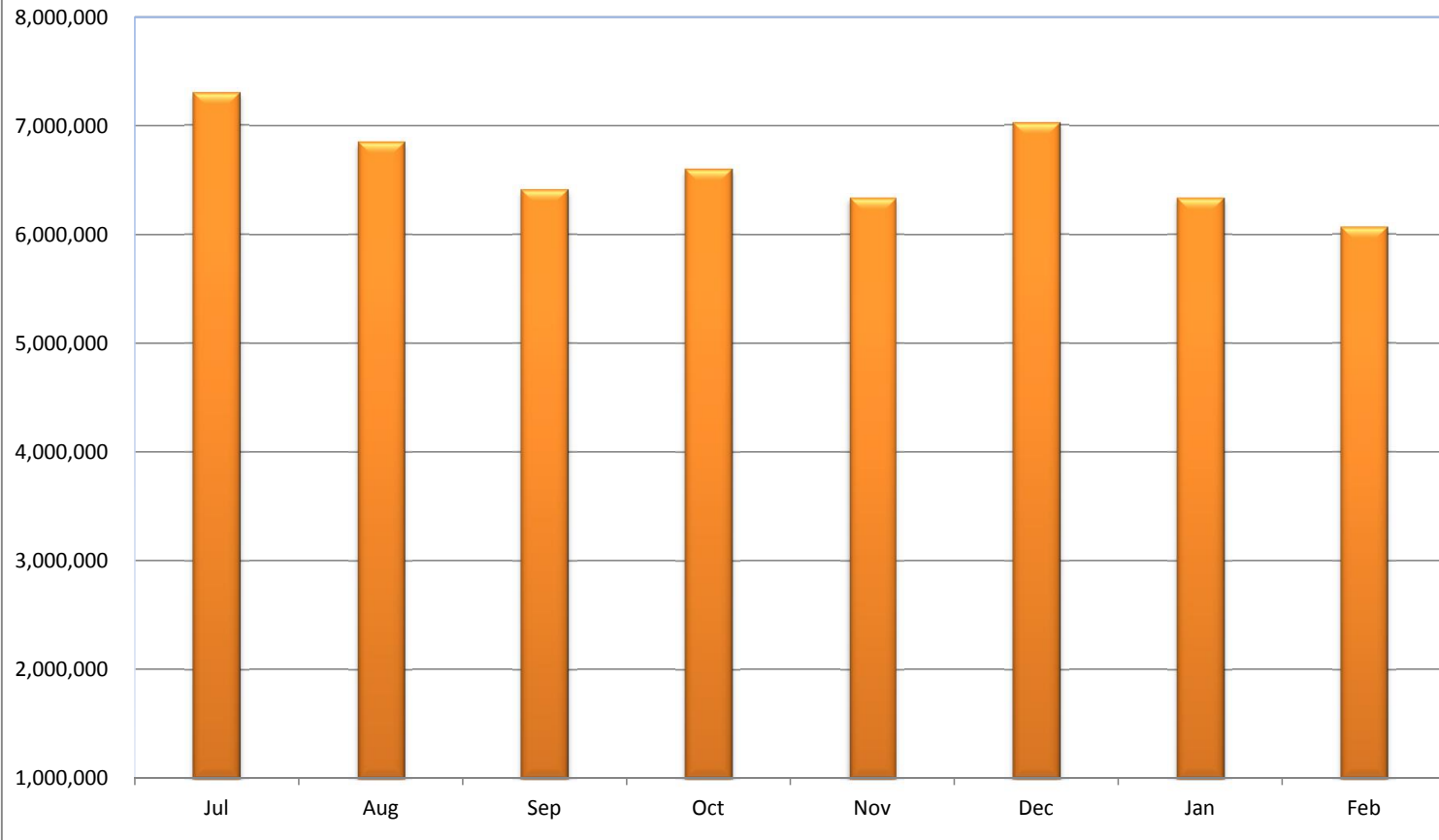
Month	Kroonstad			Viljoenskroon			Steynsrus		
	Billing	Revenue	Percentage	Billing	Revenue	Percentage	Billing	Revenue	Percentage
July	28,808,012	14,036,083	49%	4,479,816	2,759,329	62%	724,775	447,933	62%
Aug	27,500,716	18,825,687	68%	4,776,596	3,116,276	65%	782,005	385,778	49%
Sep	27,475,861	24,974,543	91%	4,761,388	3,341,058	70%	1,019,175	437,976	43%
Oct	25,727,578	13,393,801	52%	5,084,477	2,794,632	55%	735,480	325,495	44%
Nov	25,060,434	21,061,558	84%	4,971,454	3,291,188	66%	652,795	412,882	63%
Dec	24,507,940	13,492,180	55%	4,616,807	2,778,788	60%	610,738	260,201	43%
Jan	25,041,779	17,949,710	72%	4,937,428	3,072,521	62%	1,087,441	292,874	27%
Feb	20,390,218	15,063,839	74%	3,765,744	2,662,321	71%	86,480	265,391	307%
<b>Total</b>	<b>204,512,538</b>	<b>138,797,401</b>	<b>68%</b>	<b>37,393,710</b>	<b>23,816,113</b>	<b>64%</b>	<b>5,698,889</b>	<b>2,828,530</b>	<b>80%</b>

**PRE-PAID ELECTRICITY SALES**

Month	Transactions	Units	Unit Value	Free Units	Avg Val/trans	Total
Jul	115378	6524987	7304098	221500	72	7,304,098
Aug	105562	6144302	6851294	403000	74	6,851,294
Sep	98292	5773132	6412592	409750	74	6,412,592
Oct	102,281	5,922,578	6,602,515	368,822	74	6,602,515
Nov	95,663	5,692,102	6,335,600	417,450	75	6,335,600
Dec	94,369	6,233,506	7,024,965	377,072	85	7,024,965
Jan	97,836	6,590,464	6,334,226	420,350	74	6,334,226
Feb	89,715	5,445,737	6,067,063	426,550	77	6,067,063
						<b>52,932,353</b>

The average collection rate for Kroonstad/Maokeng for February is 74%, Viljoenskroon/Rammulutsi is 71% and Steynsrus/Matlwangtlwang is 307% against the levy. Kroonstad/Maokeng generated a revenue of R22.5m in February, Viljoenskroon/Rammolutsi's R2.6m, & Steynsrus/Matlwangtlwang generated R265 391. The revenue generated through prepaid electricity for February is R6m. The electricity vendors are contributing to these sales.

## Prepaid Electricity Sales 2015-16



**Analysis of Debtors as at 29 February 2016**

	<b>0 - 30 Days</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 - 120 Days</b>	<b>Total</b>
<b>Debtors Age Analysis By Income</b>					
Water Tariffs	9,529,512	4,015,781	3,887,327	162,254,174	179,686,794
Electricity Tariffs	14,769,845	1,554,722	1,216,879	22,428,876	39,970,322
Rates (Property Rates)	3,310,200	1,593,562	697,300	24,299,576	29,900,638
Sewerage / Sanitation Tariffs	1,827,531	1,132,727	1,007,253	39,574,971	43,542,482
Refuse Removal Tariffs	1,439,312	892,092	795,024	27,271,322	30,397,750
Other	1,991,812	1,507,936	2,370,905	54,089,799	59,960,452
<b>Total By Income Source</b>	<b>32,868,212</b>	<b>10,696,820</b>	<b>9,974,688</b>	<b>329,918,718</b>	<b>383,458,438</b>
<b>Debtors Age Analysis By Customer Group</b>					
Government	6,215,500	2,015,901	1,578,089	7,740,560	17,550,050
Business	12,527,670	798,529	436,345	10,365,472	24,128,016
Households	10,422,636	5,588,790	5,028,727	179,745,716	200,785,869
Other	3,702,406	2,293,600	2,931,527	132,066,970	140,994,503
<b>Total By Customer Group</b>	<b>32,868,212</b>	<b>10,696,820</b>	<b>9,974,688</b>	<b>329,918,718</b>	<b>383,458,438</b>

<b>Highlights</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>
<b>Services</b>			
Councillors' debt	R 120,927	R 119,176	R 127,088
Officials debt	R 1,671,692	R 1,609,886	R 1,604,191
<b>Sundry debtors</b>			
Telephones (Officials & Councillors)	R 329,926	R 320,496	R 322,752
Study loans	R 96,380	R 96,049	R 94,939
<i>Indigents</i>	R 90,266,473	R 92,164,044	R 92,282,818
<b>Total Debt 90 Days +</b>	<b>R 326,286,422</b>	<b>R 333,152,499</b>	<b>R 329,918,718</b>

**Creditors**

<b>Detail</b>	<b>0 - 30 Days</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 - 120 Days</b>	<b>121 - 150 Days</b>	<b>151 - 180 Days</b>	<b>181 Days - 1 Year</b>	<b>Over 1 Year</b>	<b>Total -</b>
Bulk Electricity	15,716,377	-	-	-	-	-	-	-	15,716,377
Loan repayments	-	-	-	-	-	-	-	-	-
Trade Creditors	2,129,267	3,126,472	320,448	580,801	-	-	-	-	6,156,988
Auditor General	957,677	-	-	-	-	-	-	-	957,677
DWAS	-	-	-	-	-	-	-	19,344,848	19,344,848
SITA	-	-	-	-	-	-	-	1,223,163	1,223,163
WSSA	518,966	-	-	-	-	-	-	-	518,966
GOVERNMENT GARAGE	249,134	249,134	249,134	2,341,120	-	-	-	-	3,088,522
OTHER CREDITORS	4,000,000	-	-	-	-	-	-	-	4,000,000
<b>Total</b>	<b>23,571,421</b>	<b>3,375,606</b>	<b>569,582</b>	<b>2,921,921</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,568,011</b>	<b>51,006,541</b>

**OPERATING EXPENSES**

DESCRIPTION	Annual Budget 2015/2016	Actual 29-Feb-16	YTD 29-Feb-16	Variance	% Exp
EMPLOYEE RELATED COSTS	198,576,490	16,982,637	131,536,577	67,039,913	66%
REMUNERATION OF COUNCILLORS	16,596,317	1,218,766	11,924,331	4,671,986	72%
BULK PURCHASES	214,107,438	14,487,057	125,098,134	89,009,304	58%
CONTRACTED SERVICES	29,221,470	2,286,190	16,122,376	13,099,094	55%
TOTAL REPAIR AND MAINTENANCE	56,092,741	1,378,409	28,755,527	27,337,214	51%
DEPRECIATION ON ASSETS	21,190,004	1,765,834	14,126,669	7,063,335	67%
CONTRIBUTIONS TO BAD DEBTS	5,564,000	463,667	3,709,333	1,854,667	67%
GENERAL EXPENSES	113,743,850	5,296,152	69,477,553	44,266,297	61%
<b>TOTAL EXPENDITURE (NETT)</b>	<b>655,092,310</b>	<b>43,878,712</b>	<b>400,750,500</b>	<b>254,341,810</b>	<b>61%</b>

**CONTRACTED SERVICES**

Description	Annual Budget 2015/2016	Actual 29-Feb-16	YTD 29-Feb-16	Variance	% Exp
CASH COLLECTION COST (DEPOSIT FEES)	510,813	35,279	277,466	233,347	54%
INTERNAL AUDIT	3,175,000		873,302	2,301,698	28%
PERFORMANCE MANAGEMENT	400,000	-	-	400,000	0%
METER READING FEES	1,287,231		604,282	682,949	47%
RAILWAY SIDING	686,689	29,323	29,323	657,366	4%
SECURITY (MONITORING OF ALARMS)	661,737	-3,903	185,892	475,845	28%
SECURITY SERVICES	22,500,000	2,225,491	14,152,111	8,347,889	63%
<b>CONTRACTED SERVICES</b>	<b>29,221,470</b>	<b>2,286,190</b>	<b>16,122,376</b>	<b>13,099,094</b>	<b>55%</b>

**OPERATING EXPENSES**

DESCRIPTION	Annual Budget 2015/2016	Actual 29-Feb-16	YTD 29-Feb-16	Variance	% Exp
ABET TRAINING	55,000	-	-	55,000	0%
ACTIVITIES DISABILITIES	52,800	-	44,376	8,424	84%
ACTIVITIES YOUTH OFFICER	675,000	-	240,947	434,053	36%
ADVERTISEMENTS	336,442	8,112	223,487	112,955	66%
AUDIT FEES (EXTERNAL)	4,565,870	-1,808,174	2,639,055	1,926,815	58%
BANK CHARGES	2,247,844	162,608	1,389,673	858,171	62%
BANK OVERDRAFT INTEREST	-	-73,608	-73,613	73,613	-100%
BIOLOGICAL RISK ASSESSMENT	-	-	-	-	0%
BOOKS & MAGAZINES	22,995	-	1,129	21,866	5%
BURSARIES	-	-	-	-	0%
CHEMICALS	6,581,864	665,286	2,413,090	4,168,774	37%
CIVIC FUNERALS	140,000	8,000	113,912	26,088	81%
CLEANING CAMPAIGN	30,000	-	1,748	28,252	6%
CLEANING MATERIALS	412,044	2,112	232,385	179,659	56%
COMMISSION PAID	4,234,691	357,370	2,521,629	1,713,062	60%
COMMITTEES AUDIT	325,000	-	95,421	229,579	29%
COMMITTEES CHILDCARE	52,800	-	24,700	28,100	47%
COMMITTEES HIC/AIDS	99,999	-	46,150	53,849	46%
COMMITTEES LOCAL SPORT	50,000	6,600	38,180	11,820	76%
COMMITTEES OLD AGE	52,800	-	42,480	10,320	80%
COMMITTEES WARDS	1,375,000	328,300	959,856	415,144	70%
COMMONAGE	4,000	-	-	4,000	0%
CONFERENCES/SEMINARS/MEETINGS	1,930,164	149,370	1,310,595	619,569	68%

**OPERATING EXPENSES**

<b>DESCRIPTION</b>	<b>Annual Budget</b>	<b>Actual 29-Feb-16</b>	<b>YTD 29-Feb-16</b>	<b>Variance</b>	<b>% Exp</b>
PROFESSIONAL FEES	5,048,900	152,721	3,617,295	1,431,605	72%
DECORATION MATERIAL	20,000	-	-	20,000	0%
DISCIPLINARY HEARINGS	5,000	-	-	5,000	0%
EMPLOYMENT EQUITY	5,000	-	-	5,000	0%
EMPL ASST PROGRAMME	105,000	-	36,969	68,031	35%
ENTERTAINMENT COST	442,346	20,099	291,334	151,012	66%
EVENTS LOGISTICS	10,000	3,080	6,730	3,270	67%
FUEL & LUBRICANTS	6,530,213	338,111	2,962,250	3,567,963	45%
FUNERAL ATTENDANCE	6,167	-	-	6,167	0%
GRAVE - NUMBERS	7,000	-	5,856	1,144	84%
GRANT EXP - FMG	1,675,000	108,435	1,032,409	642,591	62%
GRANT EXP - LG SETA MANDATORY	602,784	-	52,800	549,984	-100%
GRANT EXP - MSIG	930,000	14,512	858,557	71,443	92%
INDIGENT - CONTRIBUTIONS	23,546,130	2,894,360	18,278,837	5,267,293	78%
INSURANCE GENERAL	3,200,000	-118,280	2,952,165	247,835	92%
INSURANCE GENERAL EXCESS	578,007	-222,988	51,984	526,023	9%
INTERNSHIP & EXPERIENTAL TRAINING	20,000	-	-	20,000	0%
INTERVIEW EXPENSES	8,000	-	4,942	3,058	62%
INTERIM SURVEY OF ERVIN	5,628	-	-	5,628	0%
LABORATORY CONSUMABLES	34,462	660	21,709	12,753	63%
LABORATORY FEES	2,387,783	-	11,234	2,376,549	0%
LATE PAYMENT - CREDITORS	50,000	-	3,632	46,368	7%
LEANER SHIP	20,000	-	142	19,858	1%
LEGAL FEES	1,540,573	-40,177	1,040,573	500,000	68%
LICENSES OTHER	1,750,574	306,156	1,017,821	732,753	58%
LICENCES PUBLIC	3,600	-	639	2,961	18%
LICENSES VEHICLES	474,956	57,552	231,780	243,176	49%
MEDICAL EXAMINATIONS	365,000	-	229,376	135,624	63%
MEDICINES	5,880	-	1,596	4,284	27%
MEMBERSHIP FEES	9,000	-	-	9,000	0%
M SOLAR/SCOA PROJECT	-	-	25,728	-25,728	-100%
PAUPER BURIALS	57,574	8,580	38,217	19,358	66%
PENSIONERS GRANT	8,080	1,700	5,740	2,340	71%
POSTAL SERVICES(POSTAGE & TELEGRAMS)	1,361,536	151,521	861,032	500,504	-100%
POSTOFFICE & EASYPAY COMMISSION	451,128	33,496	218,637	232,491	-100%
PRE-PAID METERS	1,685,000	-	822,336	862,664	49%
PRINTING & STATIONERY	2,460,532	219,906	1,609,713	850,819	65%
PRODUCTIONS,SHOWS & MARKETING	-	-	-	-	0%
PROTECTIVE CLOTHING	2,121,512	6,397	575,224	1,546,288	27%
PUBLICITY (MARKETING/BRANDING)	8,000	-	740	7,260	9%
RECREATION	2,000	-	-	2,000	0%
RECRUITMENT FEES	16,500	713	14,337	2,163	87%
RENT - OFFICE EQUIPMENT & OTHER	1,380,975	67,813	298,386	1,082,589	22%
RENT - VEHICLES	4,998,800	-	1,233,423	3,765,377	25%
RETIREE AWARDS	5,000	-	-	5,000	0%
SALGA MEMBERSHIP FEES	2,216,810	-	2,216,810	-	100%
SKILLS DEVELOPMENT LEVY	1,299,540	143,573	1,128,481	171,059	87%
SOCIAL PROGRAMS	869,965	-	606,358	263,607	70%
STOCK AND MATERIAL	345,979	13,482	187,137	158,842	54%
SUBSCRIPTION FEES	5,103	-	-	5,103	0%
SUPPLEMENTARY VALUATIONS	158,048	13,000	91,000	67,048	58%

**OPERATING EXPENSES**

<b>DESCRIPTION</b>	<b>Annual Budget</b>	<b>Actual 29-Feb-16</b>	<b>YTD 29-Feb-16</b>	<b>Variance</b>	<b>% Exp</b>
TELEPHONE & FAX	2,187,138	83,685	1,217,815	969,323	56%
TOURISM	55,500	821	23,823	31,677	43%
TOWN PLANNING COST	100,000	-	-	100,000	0%
TRAFFIC SIGNS	127,776	2,707	84,683	43,093	66%
TRAINING STAFF	100,000	-	43,636	56,364	44%
TRAINING COUNCILLORS	36,074	-	10,560	25,514	29%
WEED KILLERS / PEST CONTROL	300,000	-	870	299,130	0%
WINDEED	47,594	3,626	23,467	24,127	49%
WORKMENS COMPENSATION	890,000	-	-	890,000	0%
<b>GENERAL EXPENSES</b>	<b>95,927,480</b>	<b>4,071,239</b>	<b>56,313,981</b>	<b>39,613,499</b>	<b>59%</b>



## CASH FLOW ANALYSIS FOR THE MONTH ENDING

Detail

Feb-16

### Cash Receipts by Source

Property rates	2,597,744
Service charges - electricity revenue	17,922,279
Service charges - water revenue	4,161,383
Service charges - sanitation revenue	1,200,279
Service charges - refuse revenue	925,265
Service charges - other	-
Interest earned - outstanding debtors	153,619
Fines	-
Transfer receipts - operational	-
Other revenue	8,583,132
<b>Cash Receipts by Source</b>	<b>35,543,701</b>

### Other Cash Flows/Receipts by Source

Transfer receipts - capital	3,708,390
Borrowing long term/refinancing	20,000,000

### Total Cash Receipts by Source

**59,252,091**

### Cash Payments by Type

Employee related costs	16,982,637
Remuneration of councillors	1,218,766
Bulk purchases - Electricity	14,197,616
Contracted services	2,286,190
General expenses	8,041,564
<b>Cash Payments by Type</b>	<b>42,726,773</b>

### Other Cash Flows/Payments by Type

Capital assets	15,751,634
Repayment of borrowing	-

### Total Cash Payments by Type

**58,478,407**

### Net Increase/(Decrease) in Cash Held

**773,684**

### Cash/cash equivalents at the month/year begin:

**9,880,727**

### Cash/cash equivalents at the month/year end:

**10,654,411**

Report on conditional grants at 29 February 2016

Municipality:

FS201 Moqhaka

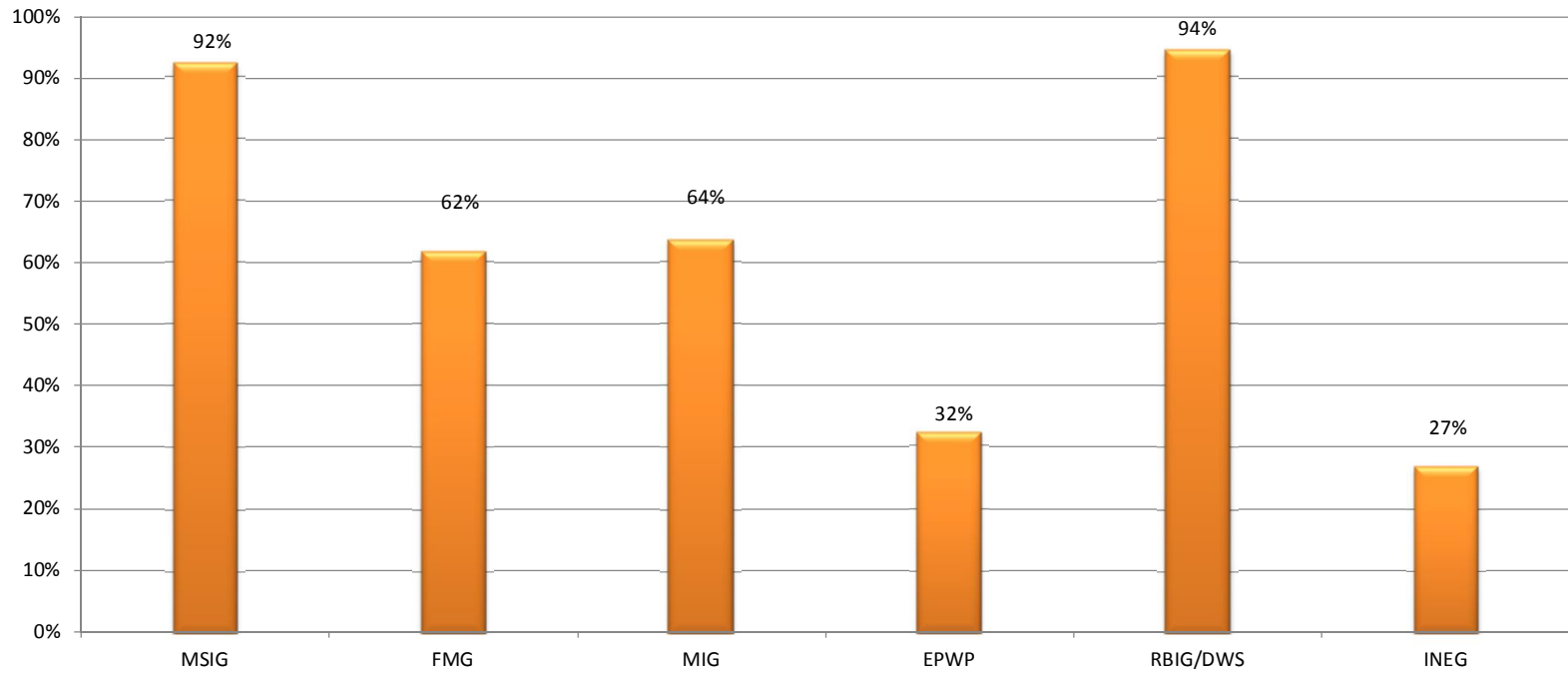
Financial Accounting for Grant Funds Received and Expended

	Municipal Systems Improvement Grant (MSIG)	Finance Management Grant (FMG)	Municipal Infrastructure Grant (MIG)	Extended Public Works Programme (EPWP)	RBIG/DWS	Integrated National Electrification Programme Grant (INEG)
<b>DORA Allocation for the 2015/16</b>	930,000	1,675,000	38,899,000	1,151,000	-	-
<b>Unspent grants at beginning of the financial year</b>	-	-	-	-	-	5,000,000
Received Prior Months	-	-	22,765,000	460,000	26,326,810	-
Received This Month	930,000	1,675,000	8,786,000	346,000	14,244,060	-
<b>Total Funds Received</b>	<b>930,000</b>	<b>1,675,000</b>	<b>31,551,000</b>	<b>806,000</b>	<b>40,570,870</b>	<b>5,000,000</b>
Spent Prior Months	844,045	873,974	21,726,878	362,960	38,279,136	1,339,780
Spent This Month	14,512	158,435	3,041,473	8,385	-	-
Total Funds Spent	858,557	1,032,409	24,768,351	371,345	38,279,136	1,339,780
<b>Total funds Received and Not Spent</b>	<b>71,443</b>	<b>642,591</b>	<b>6,782,649</b>	<b>434,655</b>	<b>2,291,734</b>	<b>3,660,220</b>
<b>Percentage of Funds Spent</b>	<b>92%</b>	<b>62%</b>	<b>64%</b>	<b>32%</b>	<b>94%</b>	<b>27%</b>
Funds Currently Committed but Not Spent	-	-	-	-	-	-
Scheduled Transfers Withheld	-	-	-	-	-	-

Capital Government grants and subsidies consist of the following:

Municipal Infrastructure Grant	38,899,000
DWS	51,629,667
EPWP (Incentive)	1,151,000
Regional Bulk Infrastructure Grant	-
DoE (Department of Energy)	5,000,000
<b>Total</b>	<b><u>96,679,667</u></b>

### GRANTS SPENDING 2015/16



## REPORT ON STAFF BENEFITS: Staff costs analysis for the month of FEBRUARY 2016 (MFMA Section 66)

### Summary of Section 66 of the MFMA - Salaries and Wages (Staff Benefits)

DESCRIPTION	Budget 2015/16	Actual	YTD	% Exp
ANNUAL BONUS	8,833,681	428,208	6,320,551	72%
HOUSING SUBSIDY	1,090,918	81,403	663,831	61%
OTHER ALLOWANCES	939,476	66,617	533,488	57%
OVERTIME	14,063,453	1,823,933	10,636,496	76%
TELEPHONE ALLOWANCE	485,806	33,906	264,155	54%
SALARIES TEMPORARY STAFF	359,779	-	-	0%
SALARIES & WAGES BASIC	123,015,651	10,307,568	81,346,774	66%
STANDBY ALLOWANCE	1,586,150	144,934	1,042,898	66%
VEHICLE ALLOWANCE	8,945,611	794,698	5,958,802	67%
LONG-SERVICE AWARDS	17,632	-	-	0%
<b>SUB-TOTAL EMPLOYEE COSTS</b>	<b>159,338,157</b>	<b>13,681,267</b>	<b>106,766,994</b>	<b>67%</b>
GROUP LIFE INSURANCE GENERAL	1,805,391	134,623.32	1,160,074.41	64%
INDUSTRIAL COUNCIL LEVY	83,914	6,488.75	51,873.75	62%
INSURANCE UNEMPLOYMENT	1,295,247	106,022.50	820,092.62	63%
MEDICAL AID SCHEME	11,873,061	1,002,452.53	7,151,206.07	60%
PENSION FUNDS	21,343,416	1,782,172.57	13,813,370.89	65%
POST-RETIREMENT MEDICAL BENEFITS	2,837,304	269,610.60	1,772,965.10	62%
<b>SUB-TOTAL SOCIAL CONTRIBUTION</b>	<b>39,238,333</b>	<b>3,301,370</b>	<b>24,769,583</b>	<b>63%</b>
<b>TOTAL EMPLOYEE COSTS</b>	<b>198,576,490</b>	<b>16,982,637</b>	<b>131,536,577</b>	<b>66%</b>

### Analysis of overtime per department

Description	31-Dec		31-Jan		29-Feb	
	Hours	Cost	Hours	Cost	Hours	Cost
Municipal Manager	-	-	-	-	-	-
Corporate Services	140	16,094	44	3,102	95	6,277
Financial Services	318	40,254	1,115	123,655	425	50,016
Technical Services	7,074	624,821	9,335	895,676	8,451	764,191
Community Services	5,179	478,520	6,470	647,263	10,593	905,738
<b>Total</b>	<b>12,712</b>	<b>1,159,689</b>	<b>16,964</b>	<b>1,669,696</b>	<b>19,564</b>	<b>1,726,223</b>

The overtime needs to be administered and only real emergencies be attended to after hours, on weekends and on holidays. Each department needs to do proper planning to manage their own budget in order to avoid unnecessary expenditure, thus ensuring that they stay within the budget for the year, to avoid overspending.

