

# **OVERBERG DISTRICT MUNICIPALITY**

## **MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2012/2013 TO 2014/2015**



**ANNUAL BUDGET OF**  
**OVERBERG DISTRICT**  
**MUNICIPALITY**

**2012/13 TO 2014/15**  
**MEDIUM TERM REVENUE AND**  
**EXPENDITURE FORECASTS**

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## Abbreviations and Acronyms

AMR	Automated Meter Reading	LED	Local Economic Development
ASGISA	Accelerated and Shared Growth Initiative	MBRR	Municipal Budget Reporting Regulations
BPC	Budget Planning Committee	MEC	Member of the Executive Committee
CBD	Central Business District	MFMA	Municipal Financial Management Act Programme
CFO	Chief Financial Officer	MIG	Municipal Infrastructure Grant
MM	Municipal Manager	MMC	Member of Mayoral Committee
CPI	Consumer Price Index	MPRA	Municipal Properties Rates Act
CRRF	Capital Replacement Reserve Fund	MSA	Municipal Systems Act
DBSA	Development Bank of South Africa	MTEF	Medium-term Expenditure Framework
DoRA	Division of Revenue Act	MTREF	Medium-term Revenue and Expenditure Framework
DWA	Department of Water Affairs	NERSA	National Electricity Regulator South Africa
EE	Employment Equity	NGO	Non-Governmental organisations
EEDSM	Energy Efficiency Demand Side Management	NKPIs	National Key Performance Indicators
EM	Executive Mayor	OHS	Occupational Health and Safety
FBS	Free basic services	OP	Operational Plan
GAMAP	Generally Accepted Municipal Accounting Practice	PBO	Public Benefit Organisations
GDP	Gross domestic product	PHC	Provincial Health Care
GDS	Gauteng Growth and Development Strategy	PMS	Performance Management System
GFS	Government Financial Statistics	PPE	Property Plant and Equipment
GRAP	General Recognised Accounting Practice	PPP	Public Private Partnership
HR	Human Resources	PTIS	Public Transport Infrastructure System
HSRC	Human Science Research Council	RG	Restructuring Grant
IDP	Integrated Development Strategy	RSC	Regional Services Council
IT	Information Technology	SALGA	South African Local Government Association
kℓ	kilolitre	SAPS	South African Police Service
km	kilometre	SDBIP	Service Delivery Budget Implementation Plan
KPA	Key Performance Area	SMME	Small Micro and Medium Enterprises
KPI	Key Performance Indicator		
kWh	kilowatt		
ℓ	litre		

## Part 1 – Annual Budget

### 1.1 Mayor's Report

It is with a relieved feeling that I can today present a budget to Council that is cash funded. It is also a great pleasure that I can stand here today and announce that our budget for the MTREF period 2012/13 to 2014/15 complies with all the requirements set by the National Treasury.

When this budget was tabled in Council during March this year it was very obvious that the municipality is in serious financial crisis and that the budget will not balance or be cash funded unless serious cuts were made in expenditure or if additional sources of revenue could be obtained. We had several interactions with other spheres of government, but no additional sources of revenue could be obtained.

The only other way out was the cutting of expenditure. We went through this budget and cut what we could. In some instances we cut expenditure which might have serious implications to the municipality as well as service delivery to the community. For instance provision for vacancies that are necessary to comply with prescribed regulations and acts was removed to try and lower the expenditure. The budget for the helicopter that plays a major role in our emergency department was cut by 38.27%, while general expenditure was scrutinized and cut to the bone.

Thanks to hard work by our financial department and co-operation of all other role players the budget could be balanced. The effect of the cuts made can be best illustrated by the following table:

	<b>Tabled budget</b>	<b>Final budget</b>	<b>% cut</b>
Surplus/(Deficit) budgeted for 2012/13 Financial year	(19 774 638)	1 957 619	109.90%
Surplus/(Deficit) budgeted for 2013/14 Financial year	(18 163 728)	(708 549)	96.10%
Surplus/(Deficit) budgeted for 2014/15 Financial year	(20 315 419)	1 985 191	109.77%

With the above mentioned cuts in the budget it will require strong leadership and serious financial discipline to stay within the expenditure budgeted for. This will only be reached if all Councillors and staff members work together.

The main reason for the cut in the budget was to keep expenditure levels within the guaranteed revenue. Although all possible routes were followed to obtain additional revenue no such revenue could be obtained. This left us with only one choice, namely to keep expenditure levels within revenue levels. If we could not do this it would mean that the budget could not have been approved by the Council as stipulated in section 18 of the MFMA.

You may well ask what expenditure was cut to ensure that the budget is cash funded. The most serious cuts from the original tabled budget are shortly as follows:

In the original budget was budgeted for 20 additional posts that have not been budgeted before. This additional budget amounted to more than R6m. This included six essential positions as

agreed upon in the strategy as determined by National Treasury. Unfortunately all of these posts had to be removed from the budget as presented to the Council today. We will have to recall the decision taken on the implementation of the MFIP program. If we could however continue to build on the trend set in the 2012/13 budget we could well implement the MFIP strategy from the 2013/14 financial year.

Also in the original budget we made provision for IDP projects amounting to almost R4m as well as special projects and tourism projects. All of these projects had to be removed from the budget. These projects will only be implemented if we could carry out our plan to turn the municipality's finances around.

All general expenditure items were revisited and were cut to the absolute minimum. This will require strong financial leadership and discipline to stay within these expenditure levels. I do believe however that we all as team could reach the goals we set in this budget to turn the financial deterioration around.

Another item that had a huge impact on the budget was the selling of Council properties. To balance the budget we scrapped all capital items from the capital budget. There are however essential items that have to be bought to keep the municipality's rendering of services up to standard. My suggestion is that we only incur the capital expenditure from the profit on the sale of these assets.

We as the current Council of the Overberg District Municipality inherited a seriously deteriorating financial position. If we look at the following table we can clearly see how the cash position of the municipality deteriorated from a positive cash balance at 30 June 2009 of R15.125m to a projected negative cash position of R5.389m at the end of the current financial year.

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
NET CASH POSITION		15 125	4 901	1 430	(1 447)	(5 389)	(5 389)	(5 389)	(5 379)	(3 907)	(1 631)

It is also obvious that the projected cash positions for the MTREF period reflects a positive turn around for the net cash position of the municipality. This is only the start of this process, but we are committed to implement a turnaround strategy to ensure the future of this municipality and to maintain the high level of services rendered to the community.

We are still in discussions with Provincial and National Treasury to obtain more revenue for the rendering of our core services. I can also announce today that the process of revising the formulae for calculating the equitable share has already started. We believe that this will have a positive effect on future grants to district municipalities. For the last couple of years the increase in the equitable share portion replacing the RSC levies was way beyond the inflation rate as well as prescribed salary increases. We are all aware of the serious increases in electricity and fuel prices over the last two to three years. During this same time the equitable share replacing RSC levies increased by 3% annually.

District municipalities are almost entirely dependent on the grants they receive to fund their expenditure. The following table is a clear illustration thereof.

R '000	2010/2011 Actual	2011/2012 Adjusted Budget	2012/2013 Budget	2013/2014 Budget	2014/2015 Budget
Own Revenue Sources	20 220	18 425	27 214	27 327	29 259
Government Grants and Subsidies	81 998	87 763	81 959	87 061	92 702
Total Revenue	102 218	106 188	109 173	114 388	121 960

As can be seen from the above table the grants represent by far the biggest part of total revenue. It is also a fact that district municipalities cannot implement other sources of revenue except for those district municipalities that operate water or sanitation schemes on behalf of the local municipalities within their area. It is therefore of utmost importance for us to keep expenditure levels within our anticipated revenue.

Furthermore the capital expenditure budgeted for, except for the landfill site at Karwyderskraal, will have to be funded from revenue as the municipality is unable to get external loans from financial institutions, because of the doubtful financial position of the municipality. This forces us to limit capital expenditure to the absolute minimum.

Proposed capital expenditure for the MTREF period are as follows:

Vote Description	2012/13 Medium Term Revenue & Expenditure Framework		
	Budget year 2012/13	Budget Year + 1 2013/14	Budget Year + 2 2014/15
Total Capital Expenditure	14 938	510	292

The municipality is left in a rather peculiar position due to their financial constraints. Capital expansion is needed in order for the municipality to deliver the required level of service. Thus, if no funding source is identified to acquire the needed capital items, service delivery will slow down until a point is reached where no services are delivered. We are well aware that it may not be the best practice to sell capital assets, especially land and buildings, but we are currently in a position where we have to fund essential capital expenditure through the selling of some of the Council's properties.

One of the main concerns in the tabled budget is the high percentage of employee related costs in relation to the total operating budget. Although the percentage of employee related costs has been reduced quite significantly in comparison to the tabled budget, it is still above the prescribed norm for municipalities.

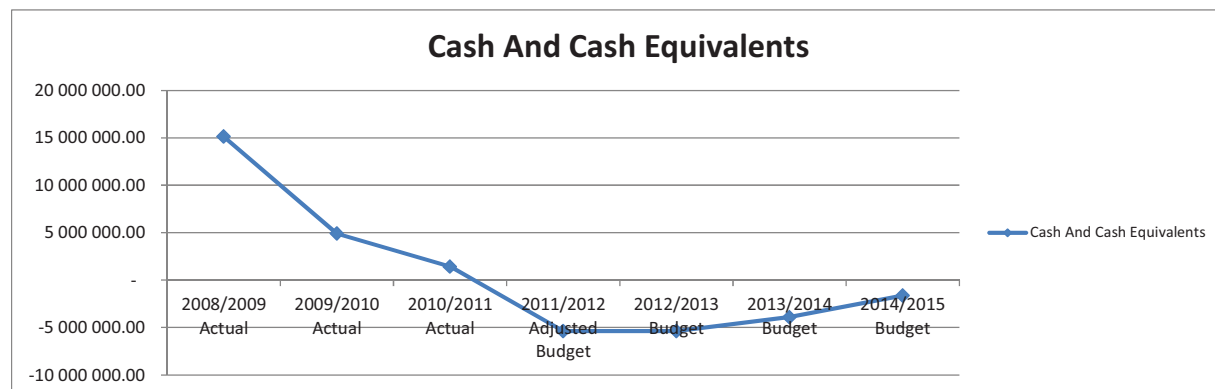
Employee related costs as percentage of total operating budget are as follows (R '000):

	2010/2011 Actual	2011/2012 Adjusted Budget	2012/2013 Budget	2013/2014 Budget	2014/2015 Budget
Employee related costs	52 207	52 089	52 103	56 271	60 773
Total Expenditure	119 622	113 775	107 216	119 265	128 644
Percentage	43.64%	45.78%	48.60%	47.18%	47.24%

Although there is a slight decrease in the accumulated shortfall over the MTREF period, it will take a long time to recover from the accumulated deficit that the current Council inherited. If, however we could find additional sources of revenue the situation could improve significantly over a much shorter period. This is essential to deliver quality services to the community.

Everything taken into account, the future prospects of the municipality seems doubtful, as clearly illustrated by the table (illustrating the budgeted shortfall) and graph (illustrating the decline in cash resources) below.

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12		2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Cash and investments available</b>									
Cash/cash equivalents at the year beg	1	15 125	4 901	1 430	(1 447)	(5 389)	(5 379)	(3 907)	(1 631)
- Long-term receivables	1	120	145	228	-	-	-	-	-
<b>Cash and investments available:</b>		<b>15 245</b>	<b>5 046</b>	<b>1 658</b>	<b>(1 447)</b>	<b>(5 389)</b>	<b>(5 379)</b>	<b>(3 907)</b>	<b>(1 631)</b>
<b>Application of cash and investments</b>									
Trade and other creditors		3 330	4 245	3 620	4 267	2 068	2 068	2 068	2 068
Other working capital requirements	3	2 481	144	3 843	2 032	1 958	1 578	1 588	1 580
Reserves to be backed by cash/investments	5	759	759	-	759	-	-	-	-
<b>Total Application of cash and investments:</b>		<b>6 570</b>	<b>5 148</b>	<b>7 463</b>	<b>7 058</b>	<b>4 026</b>	<b>3 646</b>	<b>3 656</b>	<b>3 648</b>
<b>Surplus(shortfall)</b>		<b>8 674</b>	<b>(102)</b>	<b>(5 805)</b>	<b>(8 505)</b>	<b>(9 415)</b>	<b>(9 025)</b>	<b>(7 564)</b>	<b>(5 279)</b>



It is quite obvious that the net cash position has reached a turning point and that there is a positive movement towards the end of the MTREF period. Unfortunately the growth is very slow and it might take some time to reach a favorable cash position.



## Recommendation

The Council of Overberg District Municipality, acting in terms of section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts:

- 1.1. The annual budget of the municipality for the financial year 2012/13 and the multi-year and single-year capital appropriations as set out in the following tables:
  - 1.1.1. Budgeted Financial Performance (revenue and expenditure by standard classification) as contained in Table 7 on page 16;
  - 1.1.2. Budgeted Financial Performance (revenue and expenditure by municipal vote) as contained in Table 8 on page 17;
  - 1.1.3. Budgeted Financial Performance (revenue by source and expenditure by type) as contained in Table 9 on page 18; and
  - 1.1.4. Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source as contained in Table 10 on page 19.
- 1.2. The financial position, cash flow budget, cash-backed reserve/accumulated surplus, asset management and basic service delivery targets are approved as set out in the following tables:
  - 1.2.1. Budgeted Financial Position as contained in Table 11 on page 21;
  - 1.2.2. Budgeted Cash Flows as contained in Table 12 on page 23;
  - 1.2.3. Cash backed reserves and accumulated surplus reconciliation as contained in Table 13 on page 25. Council notes the projected cash shortfall for the entire MTREF;
  - 1.2.4. Asset management as contained in Table 14 on page 26.
2. The Council of Overberg District Municipality, acting in terms of 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2012 the tariffs for all services, as set out in AnnexureB.

## 1.2 Executive Summary

### Introduction

The municipality made good progress in recent years with regards to the budgeting procedures and ensuring that budgets are prepared in line with GRAP and National Treasury Budget Regulations.

National Treasury's MFMA Circular No. 58 was mainly used to guide the compilation of the 2012/13 MTREF. Some of the key challenges faced by the municipality when compiling the budget were:

- The ongoing difficulties in the national and local economy;
- The need to prioritise projects and expenditure within the financial means of the municipality.
- The continued increases in the cost to provide services. Continuous high tariff increases are not sustainable - as there will be a point where services will no-longer be affordable;
- Wage increases for municipal staff that continue to exceed consumer inflation, as well as the need to fill critical vacancies;
- Affordability of capital projects; and
- Availability of affordable capital/borrowing.

The financial sustainability of the municipality is currently in serious doubt and urgent intervention from other role players within provincial and national government is needed to ensure that Overberg District Municipality remains a going concern.

### Vote Structure

A vote is one of the main segments of a budget. The structure is for reporting requirements and links the accounting performance both to the IDP and to the responsible officials. The high level structure included in the budget documentation is shown in the table below.

Vote name	Vote holder	Sub-vote name	Sub-vote holder	Dept #
Municipal Manager	Municipal Manager	Council Expenditure	Manager: Strategic Services	2001
		Executive Cost		2002
		Donations		2003
		Management Support	Manager: IDP/LED	2014
		Audit	Manager: Internal Audit Services	2017
Management Services	Director: Management Services	Support Services	Officer: Support Services	2005
		Administration	Manager: Records, Contracts & Property	2011
		Properties		2012
		Human Resources	Manager: Human Resources	2007
		Planning	Manager: IDP/LED	2016
		LED/Tourism		2020
				2023
		Shared Services	Head: Financial Management	2004
		Financial Administration		2013
		Finance cost	Head: Income, Expenditure & IT	2009
		Finance income & IT		2015
			Head: Financial Management	2018
				2019
		Grants and Subsidies Received		2021
				2022
		2402		
Supply Chain Management	Head: Supply Chain Management	2008		
Community & Technical Services	Director: Community & Technical Services	Public Safety	Head: Disaster Management & Fire Services	2031
				2032
				2036
		Environment Protection	Head: Municipal Health	2033
		Human Development	Head: Human Development	2034
		Roads/Engineering	Head: Roads	2037
				2041
				2501
				2502
				2503
				2504
			2505	
		Solid Waste	Head: Environmental Management	2042
				2043
		Resorts	Head: Resorts	2044
2045				
2046				
Environmental Management	Head: Environmental Management	2039		
		2042		

### 1.3 Operating Revenue Framework

The following budget principles and guidelines directly informed the compilation of the 2012/13 MTREF:

- The 2011/12 Adjustments Budget priorities and targets, as well as the base line allocations contained in that Adjustments Budget were adopted as the upper limits for the new baselines for the 2012/13 annual budget;
- Tariff increases should be affordable and should generally not exceed inflation as measured by the CPI. This however presents a great challenge to the municipality that is in need of higher than CPI adjustments in order to raise internal revenue sources.

However, higher than CPI adjustments becomes counter-productive, as it only increases the risk of non-payment by users.

- There will be no budget allocated to national and provincial funded projects unless the necessary grants to the municipality are reflected in the national and provincial budget and have been gazetted as required by the annual Division of Revenue Act;

In view of the aforementioned, the following table is a consolidated overview of the proposed 2012/13 Medium-term Revenue and Expenditure Framework:

### Consolidated Overview of the 2012/13 MTREF

R thousand	Adjustments	Budget Year	Budget Year +1	Budget Year +2
	Budget			
	2011/12	2012/13	2013/14	2014/15
Total Operating Revenue	106 188	109 173	114 388	121 960
Total Operating Expenditure	113 775	107 216	119 265	128 644
<i>Surplus/(Deficit) for the year</i>	(7 586)	1 958	(4 877)	(6 685)
Total Capital Expenditure	602	14 938	510	292

There is a steady increase in operating revenue over the MTREF period. However, this increase in revenue is not sufficient to fund the growth in operating expenditure, resulting in the surplus for the 2012/13 financial year of R1.958m declining to a deficit of R6.685m in 2014/2015.

The following table is a summary of the 2012/13 MTREF (classified by main revenue source):

**Table 1 Summary of revenue classified by main revenue source**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Revenue By Source</b>											
Service charges - refuse revenue	2	3 848	3 995	4 169	5 432	1 800	1 800	1 800	1 000	5 758	5 868
Service charges - other		250	201	340	303	461	461	461	424	465	507
Rental of facilities and equipment		9 440	9 825	10 534	15 903	10 619	10 619	10 619	14 189	15 537	16 948
Interest earned - external investments		2 267	1 333	523	160	300	300	300	300	300	350
Interest earned - outstanding debtors		17	1	2	5	2	2	2	2	2	3
Dividends received		30	4	2	40	5	5	5	44	48	53
Fines		-	-	1	-	-	-	-	-	-	-
Licences and permits		4	5	9	-	10	10	10	10	10	10
Agency services		3 439	3 101	3 727	3 352	3 358	3 358	3 358	4 139	4 519	4 876
Transfers recognised - operational		68 695	73 226	81 998	82 604	87 763	87 763	87 763	81 959	87 061	92 702
Other revenue	2	3 792	1 155	912	1 065	1 870	1 870	1 870	668	688	643
Gains on disposal of PPE		-	-	-	-	-	-	-	6 438	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>91 783</b>	<b>92 846</b>	<b>102 218</b>	<b>108 864</b>	<b>106 188</b>	<b>106 188</b>	<b>106 188</b>	<b>109 173</b>	<b>114 388</b>	<b>121 960</b>

**Table 2 Summary of revenue classified by municipal vote**

Vote Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Revenue by Vote</b>	1									
Vote 1 - Municipal Manager		1 321	1 190	1 451	1 480	2 525	2 525	7 219	853	920
Vote 2 - Management services		42 624	42 729	46 602	48 429	48 761	48 761	50 897	53 680	56 714
Vote 3 - Community and Technical services		47 837	48 927	54 165	58 955	54 903	54 903	51 057	59 856	64 325
<b>Total Revenue by Vote</b>	2	<b>91 783</b>	<b>92 846</b>	<b>102 218</b>	<b>108 864</b>	<b>106 188</b>	<b>106 188</b>	<b>109 173</b>	<b>114 388</b>	<b>121 960</b>

## 1.4 Operating Expenditure Framework

The Municipality's expenditure framework for the 2012/13 budget and MTREF is informed by the following:

- Guidance provided by National Treasury in Circular 58;
- Balanced budget constraint (operating expenditure should not exceed operating revenue) unless there are existing uncommitted cash-backed reserves to fund any deficit;
- Funding of the budget over the medium-term as informed by Section 18 and 19 of the MFMA;
- The capital programme is aligned to the asset renewal strategy and backlog eradication plan;
- Operational gains and efficiencies will be directed to funding the capital budget and other core services; and
- Limitation on tariff increases.

The following table is a high level summary of the 2012/13 budget and MTREF (classified per main type of operating expenditure):

**Table 3 Summary of operating expenditure by standard classification item**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Expenditure By Type</b>											
Employee related costs	2	39 065	46 816	52 207	52 282	52 089	52 089	52 089	52 103	56 271	60 773
Remuneration of councillors		3 307	3 250	3 754	4 537	4 580	4 580	4 580	4 580	4 970	5 392
Debt impairment	3	615	-	3 302	590	589	589	589	565	556	546
Depreciation & asset impairment	2	2 937	3 023	3 225	3 450	2 548	2 548	2 548	2 650	2 763	2 828
Finance charges		3 626	2 604	2 872	1 738	2 295	2 295	2 295	1 546	1 317	1 092
Contracted services		1 327	1 137	1 463	1 755	755	755	755	800	1 800	2 000
Transfers and grants		839	367	311	300	50	50	50	-	-	-
Other expenditure	4, 5	42 871	45 443	52 487	44 082	50 869	50 869	50 869	44 971	51 589	56 013
Loss on disposal of PPE		300	725	-	117	-	-	-	-	-	-
<b>Total Expenditure</b>		<b>94 885</b>	<b>103 365</b>	<b>119 622</b>	<b>108 851</b>	<b>113 775</b>	<b>113 775</b>	<b>113 775</b>	<b>107 216</b>	<b>119 265</b>	<b>128 644</b>

The budgeted allocation for employee related costs for the 2012/13 financial year totals R52.103 million, which equals 48.60 per cent of the total operating expenditure. These percentages decrease to 47.18 and 47.24 per cent in the 2 outer years of the MTREF period respectively. Employee related costs increases by 0.03 per cent when compared to the 2011/2012 Adjustment Budget figure. The proposed salary increase for the 2 outer years of the MTREF is 8.00% for both years. It has however to be mentioned that the increase in Equitable Share allocations to fund the operational expenditure increased by 3.43%, 5.36%, 4.56% and

5.63% over the period under review. During the same period the salary increases as determined by the Bargaining Council were in every instance much higher than the increase in Equitable Share. This necessarily resulted in the percentage of employee related costs increasing during this period due to the fact that other expenditure had to be decreased.

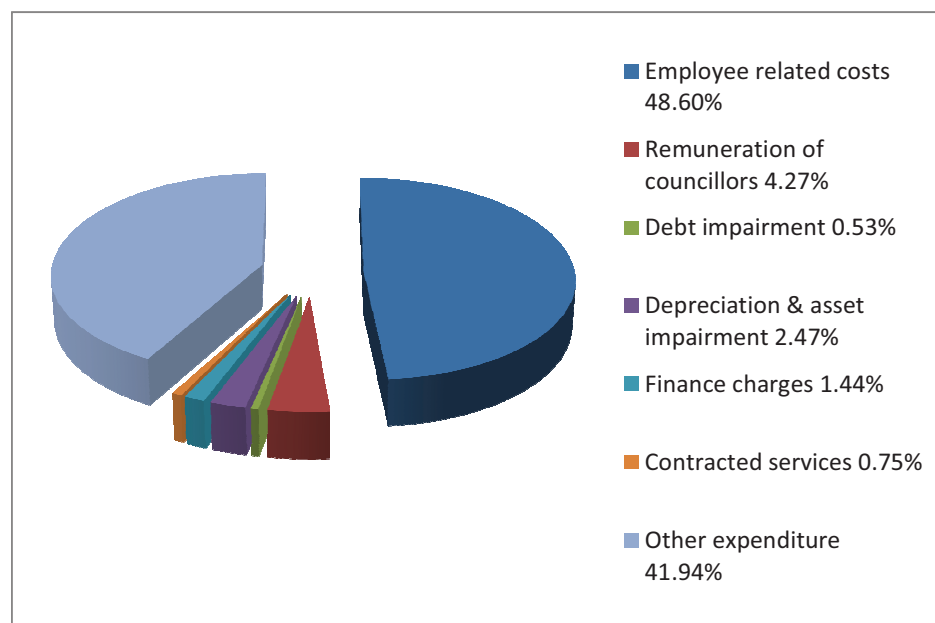
The cost associated with the remuneration of councillors is determined by the Minister of Co-operative Governance and Traditional Affairs in accordance with the Remuneration of Public Office Bearers Act, 1998 (Act 20 of 1998). The most recent proclamation in this regard has been taken into account in compiling the Municipality's budget.

National Treasury is introducing a new Chart of Accounts and additional expenditure line-items in the budget. One of these line-items is "Other materials". Other materials comprise of amongst others the purchase of fuel, diesel, materials for maintenance, cleaning materials and chemicals. This group of expenditure has been identified in order to measure sustainability of the Municipality's infrastructure. The municipality's financial systems are, however, not yet ready to implement this change and will be addressed in future budgets.

Other expenditure comprises of various line items relating to the daily operations of the municipality, with the roads function contributing the bulk of the expenditure.

The following table gives a breakdown of the main expenditure categories for the 2012/13 financial year.

**Figure 1 Main operational expenditure categories for the 2012/13 financial year**



### 1.4.1 Priority given to repairs and maintenance

Aligned to the priority being given to preserving and maintaining the Municipality's current infrastructure, the 2012/13 budget and MTREF allocates a large portion (approximately 13%) of its operating budget to repairs and maintenance.

The table below provides a breakdown of the repairs and maintenance in relation to asset class:

**Table 4 Repairs and maintenance per asset class**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Repairs and maintenance expenditure by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		13 317	10 256	10 710	11 843	17 113	17 113	9 827	10 485	11 152
Infrastructure - Road transport		13 316	10 200	10 701	11 771	17 112	17 112	9 822	10 480	11 145
<i>Roads, Pavements &amp; Bridges</i>		13 316	10 200	10 701	11 771	17 112	17 112	9 822	10 480	11 145
Infrastructure - Other		1	56	9	72	1	1	5	5	8
<i>Waste Management</i>		1	56	9	72	1	1	5	5	8
<b>Community</b>		490	504	432	387	407	407	468	500	546
Swimming pools		17	25	63	15	15	15	30	33	36
Recreational facilities		473	480	370	372	392	392	438	467	510
<b>Other assets</b>		4 485	5 544	4 767	5 249	5 126	5 126	5 390	6 177	6 867
General vehicles		3 364	4 021	3 602	4 201	4 297	4 297	4 362	4 910	5 464
Furniture and other office equipment		640	804	551	566	403	403	566	680	739
Civic Land and Buildings		480	719	614	482	426	426	463	587	664
<b>Total Repairs and Maintenance Expenditure</b>	1	18 292	16 305	15 909	17 479	22 647	22 647	15 685	17 162	18 565
<b>R&amp;M as a % of PPE</b>		44.5%	39.2%	40.3%	39.3%	59.7%	59.7%	31.3%	35.5%	40.1%
<b>R&amp;M as % Operating Expenditure</b>		19.3%	15.8%	13.3%	16.1%	19.9%	19.9%	14.6%	14.4%	14.4%

### 1.5 Capital expenditure

The capital budget below is an indication of what is required to ensure service delivery is maintained at an acceptable level. However, given the financial position of the municipality, the municipality will be challenged to find funding for the proposed capital program. Where possible, capital expenditure should be reduced. We must however always be mindful of the fact that reducing capital will most certainly negatively impact service delivery.

The following table provides a breakdown of budgeted capital expenditure by vote:

**Table 52012/13 Medium-term capital budget per vote**

Vote Description	Ref	2008/9			Current Year 2011/12				2012/13 medium term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Capital expenditure - Vote</b>											
<b>Multi-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		-	-	-	-	-	-	-	-	-	-
Vote 3 - Community and Technical services		-	-	-	-	-	-	-	-	-	-
<b>Capital multi-year expenditure sub-total</b>	7	-	-	-	-	-	-	-	-	-	-
<b>Single-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		489	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		2 156	375	519	180	63	63	63	309	190	7
Vote 3 - Community and Technical services		644	3 322	-	1 365	539	539	539	14 630	320	285
<b>Capital single-year expenditure sub-total</b>		<b>3 289</b>	<b>3 697</b>	<b>519</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
<b>Total Capital Expenditure - Vote</b>		<b>3 289</b>	<b>3 697</b>	<b>519</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>



## 1.6 Annual Budget Tables - Parent Municipality

The following sections present the ten main budget tables as required in terms of section 8 of the Municipal Budget and Reporting Regulations. These tables set out the municipality's 2012/13 budget and MTREF to be approved by the Council. Each table is accompanied by *explanatory notes* on the facing page.

**Table 6 MBRR Table A1 - Budget Summary**

Description	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousands</b>										
<b>Financial Performance</b>										
Property rates	-	-	-	-	-	-	-	-	-	-
Service charges	4 098	4 195	4 510	5 735	2 261	2 261	2 261	1 424	6 223	6 375
Investment revenue	2 267	1 333	523	160	300	300	300	300	300	350
Transfers recognised - operational	68 695	73 226	81 998	82 604	87 763	87 763	87 763	81 959	87 061	92 702
Other own revenue	16 723	14 091	15 187	20 366	15 865	15 865	15 865	25 490	20 805	22 533
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>91 783</b>	<b>92 846</b>	<b>102 218</b>	<b>108 864</b>	<b>106 188</b>	<b>106 188</b>	<b>106 188</b>	<b>109 173</b>	<b>114 388</b>	<b>121 960</b>
Employee costs	39 065	46 816	52 207	52 282	52 089	52 089	52 089	52 103	56 271	60 773
Remuneration of councillors	3 307	3 250	3 754	4 537	4 580	4 580	4 580	4 580	4 970	5 392
Depreciation & asset impairment	2 937	3 023	3 225	3 450	2 548	2 548	2 548	2 650	2 763	2 828
Finance charges	3 626	2 604	2 872	1 738	2 295	2 295	2 295	1 546	1 317	1 092
Materials and bulk purchases	-	-	-	-	-	-	-	-	-	-
Transfers and grants	839	367	311	300	50	50	50	-	-	-
Other expenditure	45 113	47 304	57 252	46 544	52 213	52 213	52 213	46 336	53 945	58 559
<b>Total Expenditure</b>	<b>94 885</b>	<b>103 365</b>	<b>119 622</b>	<b>108 851</b>	<b>113 775</b>	<b>113 775</b>	<b>113 775</b>	<b>107 216</b>	<b>119 285</b>	<b>128 644</b>
<b>Surplus/(Deficit)</b>	<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Transfers recognised - capital	-	-	-	-	-	-	-	-	-	-
Contributions recognised - capital & contributed a	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) for the year</b>	<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
<b>Capital expenditure &amp; funds sources</b>										
<b>Capital expenditure</b>	<b>3 289</b>	<b>3 697</b>	<b>520</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
Transfers recognised - capital	-	-	-	-	-	-	-	-	-	-
Public contributions & donations	-	-	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	8 500	-	-
Internally generated funds	3 289	3 697	520	1 545	602	602	602	6 438	510	292
<b>Total sources of capital funds</b>	<b>3 289</b>	<b>3 697</b>	<b>520</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
<b>Financial position</b>										
Total current assets	17 716	10 799	4 652	4 291	2 768	2 768	2 768	14 684	23 467	32 465
Total non current assets	54 969	54 943	52 320	44 607	50 147	50 147	50 147	62 434	60 181	57 644
<b>Total current liabilities</b>	<b>13 876</b>	<b>17 550</b>	<b>18 221</b>	<b>17 202</b>	<b>19 709</b>	<b>19 709</b>	<b>19 709</b>	<b>31 188</b>	<b>38 574</b>	<b>45 615</b>
Total non current liabilities	67 674	67 577	75 540	51 572	77 580	77 580	77 580	88 347	92 368	98 472
Community wealth/Equity	(8 866)	(19 385)	(36 788)	(19 876)	(44 375)	(44 375)	(44 375)	(42 417)	(47 294)	(53 979)
<b>Cash flows</b>										
Net cash from (used) operating	9 955	(5 164)	(52)	5 363	(4 895)	(4 895)	(4 895)	1 358	3 028	3 316
Net cash from (used) investing	(3 289)	(3 696)	(520)	(1 545)	(374)	(374)	(374)	(8 500)	(510)	(292)
Net cash from (used) financing	(1 089)	(1 364)	(2 899)	(1 656)	(1 550)	(1 550)	(1 550)	7 152	(1 048)	(747)
<b>Cash/cash equivalents at the year end</b>	<b>15 125</b>	<b>4 901</b>	<b>1 430</b>	<b>(1 447)</b>	<b>(5 389)</b>	<b>(5 389)</b>	<b>(5 389)</b>	<b>(5 379)</b>	<b>(3 907)</b>	<b>(1 631)</b>
<b>Cash backing/surplus reconciliation</b>										
Cash and investments available	15 245	5 046	1 658	(1 447)	(5 389)	(5 389)	(5 389)	(5 379)	(3 907)	(1 631)
Application of cash and investments	6 570	5 148	7 463	7 058	4 026	4 026	4 026	3 646	3 656	3 648
<b>Balance - surplus (shortfall)</b>	<b>8 674</b>	<b>(102)</b>	<b>(5 805)</b>	<b>(8 505)</b>	<b>(9 415)</b>	<b>(9 415)</b>	<b>(9 415)</b>	<b>(9 025)</b>	<b>(7 564)</b>	<b>(5 279)</b>
<b>Asset management</b>										
Asset register summary (WDV)	41 505	41 945	39 924	44 607	46 879	46 879	59 566	59 566	57 713	55 576
Depreciation & asset impairment	2 937	3 023	3 225	3 450	2 548	2 548	2 650	2 650	2 763	2 828
Renewal of Existing Assets	-	-	-	-	-	-	-	4 933	100	100
Repairs and Maintenance	18 292	16 305	15 909	17 479	22 647	22 647	15 685	15 685	17 162	18 565

**Explanatory notes to MBRR Table A1 - Budget Summary**

1. Table A1 is a budget summary and provides a concise overview of the Municipality's budget from all of the major financial perspectives (operating, capital expenditure, financial position, cash flow, and MFMA funding compliance).
2. The table provides an overview of the amounts approved by Council for operating performance, resources deployed to capital expenditure, financial position, cash and funding compliance, as well as the municipality's commitment to eliminating basic service delivery backlogs.
3. Financial management reform emphasises the importance of the municipal budget being funded. This requires the simultaneous assessment of the Financial Performance, Financial Position and Cash Flow Budgets, along with the Capital Budget. The Budget Summary provides the key information in this regard:
  - a. The operating surplus/deficit (after Total Expenditure) is positive over the MTREF
  - b. Capital expenditure is balanced by capital funding sources, of which
    - i. Transfers recognised is reflected on the Financial Performance Budget;
    - ii. Borrowing is incorporated in the net cash from financing on the Cash Flow Budget
    - iii. Internally generated funds are financed from a combination of the current operating surplus and accumulated cash-backed surpluses from previous years. The amount is incorporated in the Net cash from investing on the Cash Flow Budget. The fact that the municipality's cash flow remains negative indicates that the necessary cash resources are not available to fund the Capital Budget.
4. The Cash backing/surplus reconciliation shows that the budget will not be cash backed in the entire MTREF period.

**Table 7 MBRR Table A2 - Budgeted Financial Performance (revenue and expenditure by standard classification)**

Standard Classification Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Revenue - Standard</b>										
<i>Governance and administration</i>		43 437	43 518	47 851	49 789	51 166	51 166	57 512	53 401	56 490
Executive and council		1 321	1 190	1 451	1 480	2 525	2 525	7 219	853	920
Budget and treasury office		41 011	41 248	45 181	47 333	47 749	47 749	48 551	50 646	53 517
Corporate services		1 105	1 080	1 219	976	892	892	1 741	1 902	2 052
<i>Community and public safety</i>		11 372	12 289	12 077	16 905	11 824	11 824	15 477	16 366	17 762
Community and social services		1 315	1 718	478	-	-	-	-	-	-
Sport and recreation		9 633	10 052	10 927	16 351	11 190	11 190	14 666	16 059	17 527
Public safety		334	397	567	434	514	514	691	175	90
Housing		-	-	-	-	-	-	-	-	-
Health		90	121	105	120	120	120	120	132	145
<i>Economic and environmental services</i>		33 040	33 039	38 113	36 714	41 391	41 391	35 177	38 848	41 825
Planning and development		347	280	97	-	-	-	484	1 000	1 000
Road transport		32 616	32 695	37 978	36 602	41 341	41 341	34 693	37 848	40 825
Environmental protection		76	64	38	112	50	50	-	-	-
<i>Trading services</i>		3 863	4 000	4 177	5 457	1 808	1 808	1 008	5 773	5 883
Electricity		-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3 863	4 000	4 177	5 457	1 808	1 808	1 008	5 773	5 883
<i>Other</i>	4	71	-	-	-	-	-	-	-	-
<b>Total Revenue - Standard</b>	2	91 783	92 846	102 218	108 864	106 188	106 188	109 173	114 388	121 960
<b>Expenditure - Standard</b>										
<i>Governance and administration</i>		26 694	29 317	41 207	30 752	29 287	29 287	25 522	27 805	29 815
Executive and council		10 365	10 814	13 685	13 297	11 373	11 373	9 613	10 665	11 515
Budget and treasury office		9 732	11 858	20 694	11 486	12 004	12 004	9 826	10 459	11 135
Corporate services		6 597	6 645	6 828	5 969	5 910	5 910	6 083	6 681	7 165
<i>Community and public safety</i>		22 853	25 916	25 192	25 336	26 923	26 923	27 992	30 477	33 013
Community and social services		2 594	2 736	1 290	983	596	596	15	-	-
Sport and recreation		9 271	10 212	11 168	9 592	11 920	11 920	11 866	12 949	13 950
Public safety		10 642	12 870	12 628	14 625	14 259	14 259	15 990	17 398	18 923
Housing		-	-	-	-	-	-	-	-	-
Health		347	98	107	135	149	149	120	130	140
<i>Economic and environmental services</i>		40 787	43 615	48 255	48 458	53 306	53 306	49 891	56 223	60 912
Planning and development		1 453	3 912	2 259	2 615	2 073	2 073	3 267	5 868	6 396
Road transport		32 618	32 695	37 978	36 602	41 356	41 356	34 693	37 919	41 039
Environmental protection		6 716	7 008	8 019	9 242	9 877	9 877	11 931	12 436	13 477
<i>Trading services</i>		3 377	4 517	4 967	4 304	4 258	4 258	3 811	4 761	4 904
Electricity		-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3 377	4 517	4 967	4 304	4 258	4 258	3 811	4 761	4 904
<i>Other</i>	4	1 174	-	-	-	-	-	-	-	-
<b>Total Expenditure - Standard</b>	3	94 885	103 365	119 622	108 851	113 775	113 775	107 216	119 265	128 644
<b>Surplus/(Deficit) for the year</b>		(3 103)	(10 519)	(17 404)	14	(7 586)	(7 586)	1 958	(4 877)	(6 685)

**Explanatory notes to MBRR Table A2 - Budgeted Financial Performance (revenue and expenditure by standard classification)**

- Table A2 is a view of the budgeted financial performance in relation to revenue and expenditure per standard classification. The modified GFS standard classification divides the municipal services into 15 functional areas. Municipal revenue, operating expenditure and capital expenditure are then classified in terms of each of these functional areas which enables the National Treasury to compile 'whole of government' reports.
- Note that as a general principle the revenues for the Trading Services should exceed their expenditures. This is however not the case with the Waste management function.
- Other functions that show a deficit between revenue and expenditure are being financed from government funding.

**Table 8 MBRR Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)**

Vote Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Revenue by Vote</b>	1									
Vote 1 - Municipal Manager		1 321	1 190	1 451	1 480	2 525	2 525	7 219	853	920
Vote 2 - Management services		42 624	42 729	46 602	48 429	48 761	48 761	50 897	53 680	56 714
Vote 3 - Community and Technical services		47 837	48 927	54 165	58 955	54 903	54 903	51 057	59 856	64 325
<b>Total Revenue by Vote</b>	2	<b>91 783</b>	<b>92 846</b>	<b>102 218</b>	<b>108 864</b>	<b>106 188</b>	<b>106 188</b>	<b>109 173</b>	<b>114 388</b>	<b>121 960</b>
<b>Expenditure by Vote to be appropriated</b>	1									
Vote 1 - Municipal Manager		10 890	9 404	12 873	12 106	10 239	10 239	9 360	10 407	11 240
Vote 2 - Management services		18 559	23 762	30 531	21 370	21 260	21 260	19 549	23 395	25 111
Vote 3 - Community and Technical services		65 437	70 198	76 217	75 374	82 276	82 276	78 307	85 463	92 293
<b>Total Expenditure by Vote</b>	2	<b>94 885</b>	<b>103 365</b>	<b>119 622</b>	<b>108 851</b>	<b>113 775</b>	<b>113 775</b>	<b>107 216</b>	<b>119 265</b>	<b>128 644</b>
<b>Surplus/(Deficit) for the year</b>	2	<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>

**Explanatory notes to MBRR Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)**

1. Table A3 is a view of the budgeted financial performance in relation to the revenue and expenditure per municipal vote. This table facilitates the view of the budgeted operating performance in relation to the organisational structure of the Municipality. This means it is possible to present the operating surplus or deficit of a vote.

**Table 9 MBRRTable A4 - Budgeted Financial Performance (revenue and expenditure)**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Revenue By Source</b>											
Service charges - refuse revenue	2	3 848	3 995	4 169	5 432	1 800	1 800	1 800	1 000	5 758	5 868
Service charges - other		250	201	340	303	461	461	461	424	465	507
Rental of facilities and equipment		9 440	9 825	10 534	15 903	10 619	10 619	10 619	14 189	15 537	16 948
Interest earned - external investments		2 267	1 333	523	160	300	300	300	300	300	350
Interest earned - outstanding debtors		17	1	2	5	2	2	2	2	2	3
Dividends received		30	4	2	40	5	5	5	44	48	53
Fines		-	-	1	-	-	-	-	-	-	-
Licences and permits		4	5	9	-	10	10	10	10	10	10
Agency services		3 439	3 101	3 727	3 352	3 358	3 358	3 358	4 139	4 519	4 876
Transfers recognised - operational		68 695	73 226	81 998	82 604	87 763	87 763	87 763	81 959	87 061	92 702
Other revenue	2	3 792	1 155	912	1 065	1 870	1 870	1 870	668	688	643
Gains on disposal of PPE		-	-	-	-	-	-	-	6 438	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>91 783</b>	<b>92 846</b>	<b>102 218</b>	<b>108 864</b>	<b>106 188</b>	<b>106 188</b>	<b>106 188</b>	<b>109 173</b>	<b>114 388</b>	<b>121 960</b>
<b>Expenditure By Type</b>											
Employee related costs	2	39 065	46 816	52 207	52 282	52 089	52 089	52 089	52 103	56 271	60 773
Remuneration of councillors		3 307	3 250	3 754	4 537	4 580	4 580	4 580	4 580	4 970	5 392
Debt impairment	3	615	-	3 302	590	589	589	589	565	556	546
Depreciation & asset impairment	2	2 937	3 023	3 225	3 450	2 548	2 548	2 548	2 650	2 763	2 828
Finance charges		3 626	2 604	2 872	1 738	2 295	2 295	2 295	1 546	1 317	1 092
Contracted services		1 327	1 137	1 463	1 755	755	755	755	800	1 800	2 000
Transfers and grants		839	367	311	300	50	50	50	-	-	-
Other expenditure	4, 5	42 871	45 443	52 487	44 082	50 869	50 869	50 869	44 971	51 589	56 013
Loss on disposal of PPE		300	725	-	117	-	-	-	-	-	-
<b>Total Expenditure</b>		<b>94 885</b>	<b>103 365</b>	<b>119 622</b>	<b>108 851</b>	<b>113 775</b>	<b>113 775</b>	<b>113 775</b>	<b>107 216</b>	<b>119 265</b>	<b>128 644</b>
<b>Surplus/(Deficit)</b>		<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Transfers recognised - capital		-	-	-	-	-	-	-	-	-	-
Contributions recognised - capital	6	-	-	-	-	-	-	-	-	-	-
Contributed assets		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Taxation		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Attributable to minorities		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>
Share of surplus/ (deficit) of associate	7	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) for the year</b>		<b>(3 103)</b>	<b>(10 519)</b>	<b>(17 404)</b>	<b>14</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>(7 586)</b>	<b>1 958</b>	<b>(4 877)</b>	<b>(6 685)</b>

**Explanatory notes to Table A4 - Budgeted Financial Performance (revenue and expenditure)**

1. This table indicates the revenue by source and the expenditure by type.

**Table 10 MBRR Table A5 - Budgeted Capital Expenditure by vote, standard classification and funding source**

Vote Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Capital expenditure - Vote</b>											
<b>Multi-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		-	-	-	-	-	-	-	-	-	-
Vote 3 - Community and Technical services		-	-	-	-	-	-	-	-	-	-
<b>Capital multi-year expenditure sub-total</b>	7	-	-	-	-	-	-	-	-	-	-
<b>Single-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		489	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		2 156	375	519	180	63	63	63	309	190	7
Vote 3 - Community and Technical services		644	3 322	-	1 365	539	539	539	14 630	320	285
<b>Capital single-year expenditure sub-total</b>		<b>3 289</b>	<b>3 697</b>	<b>519</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
<b>Total Capital Expenditure - Vote</b>		<b>3 289</b>	<b>3 697</b>	<b>519</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
<b>Capital Expenditure - Standard</b>											
<b>Governance and administration</b>		414	-	246	110	45	45	45	309	190	7
Executive and council		414	-	-	-	-	-	-	-	-	-
Budget and treasury office		-	-	136	-	-	-	-	21	-	-
Corporate services		-	-	111	110	45	45	45	288	190	7
<b>Community and public safety</b>		383	1 562	220	745	488	488	488	5 473	160	100
Community and social services		-	-	-	20	-	-	-	-	-	-
Sport and recreation		244	508	122	500	263	263	263	2 183	160	100
Public safety		139	1 053	98	225	225	225	225	3 290	-	-
Housing		-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>		2 232	375	42	165	59	59	59	640	157	173
Planning and development		75	-	-	-	-	-	-	-	-	-
Road transport		-	-	-	-	-	-	-	-	-	-
Environmental protection		2 156	375	42	165	59	59	59	640	157	173
<b>Trading services</b>		261	1 761	11	525	11	11	11	8 517	3	12
Electricity		-	-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-	-
Waste management		261	1 761	11	525	11	11	11	8 517	3	12
<b>Other</b>		-	-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure - Standard</b>	3	<b>3 289</b>	<b>3 697</b>	<b>520</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>
<b>Funded by:</b>											
National Government		-	-	-	-	-	-	-	-	-	-
Provincial Government		-	-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-	-
<b>Transfers recognised - capital</b>	4	-	-	-	-	-	-	-	-	-	-
<b>Public contributions &amp; donations</b>	5	-	-	-	-	-	-	-	-	-	-
<b>Borrowing</b>	6	-	-	-	-	-	-	-	8 500	-	-
<b>Internally generated funds</b>		3 289	3 697	520	1 545	602	602	602	6 438	510	292
<b>Total Capital Funding</b>	7	<b>3 289</b>	<b>3 697</b>	<b>520</b>	<b>1 545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14 938</b>	<b>510</b>	<b>292</b>

**Explanatory notes to Table A5 - Budgeted Capital Expenditure by vote, standard classification and funding source**

1. Table A5 is a breakdown of the capital program in relation to capital expenditure by municipal vote (multi-year and single-year appropriations); capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.
2. All appropriations are made within one year.

**Table 11 MBRR Table A6 -Budgeted Financial Position**

DC3 Overberg - Table A6 Budgeted Financial Position											
Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>ASSETS</b>											
<b>Current assets</b>											
Cash		15 125	4 901	1 430	0	(0)	(0)	(0)	11 243	19 827	28 543
Call investment deposits	1	-	-	-	-	-	-	-	-	-	-
Consumer debtors	1	1 276	4 310	1 868	3 360	1 855	1 855	1 855	1 923	2 065	2 285
Other debtors		281	757	493	-	-	-	-	550	550	550
Current portion of long-term receivables		-	-	-	-	-	-	-	-	-	-
Inventory	2	1 034	832	861	931	912	912	912	967	1 025	1 087
<b>Total current assets</b>		<b>17 716</b>	<b>10 799</b>	<b>4 652</b>	<b>4 291</b>	<b>2 768</b>	<b>2 768</b>	<b>2 768</b>	<b>14 684</b>	<b>23 467</b>	<b>32 465</b>
<b>Non current assets</b>											
Long-term receivables		-	-	-	-	-	-	-	-	-	-
Investments		120	145	228	-	-	-	-	-	-	-
Investment property		-	-	-	-	-	-	-	-	-	-
Investment in Associate		-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	3	41 065	41 559	39 492	44 446	37 947	37 947	37 947	50 182	48 376	46 287
Agricultural		-	-	-	-	-	-	-	-	-	-
Biological		-	-	-	-	-	-	-	-	-	-
Intangible		440	386	432	160	432	432	432	884	837	789
Other non-current assets		13 344	12 852	12 168	-	11 768	11 768	11 768	11 368	10 968	10 568
<b>Total non current assets</b>		<b>54 969</b>	<b>54 943</b>	<b>52 320</b>	<b>44 607</b>	<b>50 147</b>	<b>50 147</b>	<b>50 147</b>	<b>62 434</b>	<b>60 181</b>	<b>57 644</b>
<b>TOTAL ASSETS</b>		<b>72 684</b>	<b>65 742</b>	<b>56 972</b>	<b>48 898</b>	<b>52 914</b>	<b>52 914</b>	<b>52 914</b>	<b>77 118</b>	<b>83 648</b>	<b>90 109</b>
<b>LIABILITIES</b>											
<b>Current liabilities</b>											
Bank overdraft	1	-	-	-	1 447	5 389	5 389	5 389	16 622	23 735	30 174
Borrowing	4	2 544	2 907	1 550	810	1 350	1 350	1 350	1 050	750	750
Consumer deposits		16	14	23	-	23	23	23	25	27	30
Trade and other payables	4	7 551	8 729	9 668	9 532	5 933	5 933	5 933	6 126	6 329	6 542
Provisions		3 765	5 899	6 980	5 414	7 014	7 014	7 014	7 365	7 733	8 120
<b>Total current liabilities</b>		<b>13 876</b>	<b>17 550</b>	<b>18 221</b>	<b>17 202</b>	<b>19 709</b>	<b>19 709</b>	<b>19 709</b>	<b>31 188</b>	<b>38 574</b>	<b>45 615</b>
<b>Non current liabilities</b>											
Borrowing		6 687	4 961	3 411	14 468	2 061	2 061	2 061	9 511	8 761	8 011
Provisions		60 987	62 616	72 129	37 104	75 519	75 519	75 519	78 836	83 607	90 461
<b>Total non current liabilities</b>		<b>67 674</b>	<b>67 577</b>	<b>75 540</b>	<b>51 572</b>	<b>77 580</b>	<b>77 580</b>	<b>77 580</b>	<b>88 347</b>	<b>92 368</b>	<b>98 472</b>
<b>TOTAL LIABILITIES</b>		<b>81 550</b>	<b>85 127</b>	<b>93 760</b>	<b>68 774</b>	<b>97 289</b>	<b>97 289</b>	<b>97 289</b>	<b>119 535</b>	<b>130 942</b>	<b>144 088</b>
<b>NET ASSETS</b>	5	<b>(8 866)</b>	<b>(19 385)</b>	<b>(36 788)</b>	<b>(19 876)</b>	<b>(44 375)</b>	<b>(44 375)</b>	<b>(44 375)</b>	<b>(42 417)</b>	<b>(47 294)</b>	<b>(53 979)</b>
<b>COMMUNITY WEALTH/EQUITY</b>											
Accumulated Surplus/(Deficit)		(9 625)	(20 144)	(36 788)	(20 635)	(44 375)	(44 375)	(44 375)	(42 417)	(47 294)	(53 979)
Reserves	4	759	759	-	759	-	-	-	-	-	-
Minorities' interests		-	-	-	-	-	-	-	-	-	-
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	5	<b>(8 866)</b>	<b>(19 385)</b>	<b>(36 788)</b>	<b>(19 876)</b>	<b>(44 375)</b>	<b>(44 375)</b>	<b>(44 375)</b>	<b>(42 417)</b>	<b>(47 294)</b>	<b>(53 979)</b>



**Explanatory notes to Table A6 - Budgeted Financial Position**

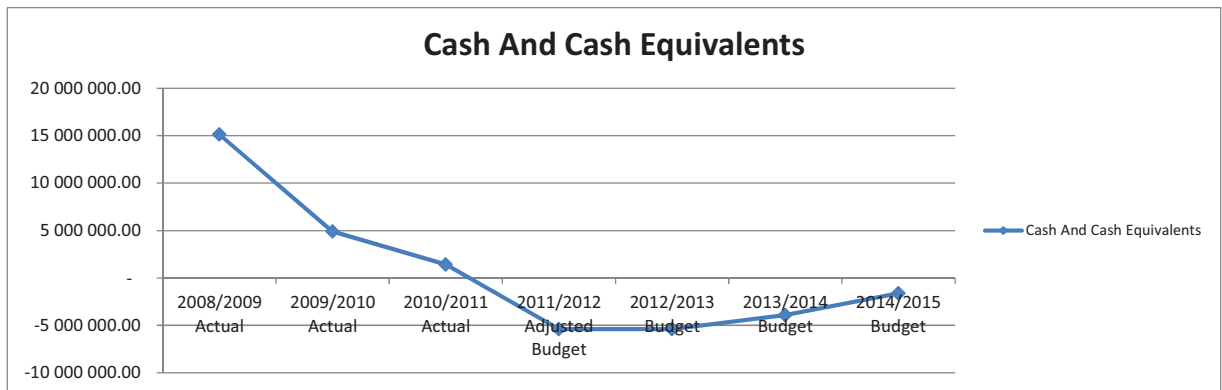
1. Table A6 is consistent with international standards of good financial management practice, and improves understandability for councilors and management of the impact of the budget on the statement of financial position (balance sheet).
2. This format of presenting the statement of financial position is aligned to GRAP1, which is generally aligned to the international version which presents Assets less Liabilities as “accounting” Community Wealth. The order of items within each group illustrates items in order of liquidity; i.e. assets readily converted to cash, or liabilities immediately required to be met from cash, appear first.
3. Table A6 is supported by an extensive table (SA3) of notes detailed analysis of the major components of a number of items, including:
  - Consumer debtors;
  - Property, plant and equipment;
  - Trade and other payables;
  - Provisions non current;
  - Changes in net assets; and
  - Reserves
4. The municipal equivalent of equity is Community Wealth/Equity. The justification is that ownership and the net assets of the municipality belong to the community.
5. Any movement on the Budgeted Financial Performance or the Capital Budget will inevitably impact on the Budgeted Financial Position. As an example, the collection rate assumption will impact on the cash position of the municipality and subsequently inform the level of cash and cash equivalents at year end. Similarly, the collection rate assumption should inform the budget appropriation for debt impairment which in turn would impact on the provision for bad debt. These budget and planning assumptions form a critical link in determining the applicability and relevance of the budget as well as the determination of ratios and financial indicators. In addition the funding compliance assessment is informed directly by forecasting the statement of financial position.

**Table 12MBRRTable A7 - Budgeted Cash Flow Statement**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>											
<b>Receipts</b>											
Ratepayers and other		23 233	15 663	18 390	25 075	18 625	18 625	18 625	20 490	27 581	29 452
Government - operating	1	68 695	73 226	81 998	82 404	87 763	87 763	87 763	81 959	87 061	92 702
Government - capital	1	-	-	-	-	-	-	-	-	-	-
Interest		2 284	1 335	525	165	302	302	302	302	302	353
Dividends		30	4	2	40	5	5	5	-	-	-
<b>Payments</b>											
Suppliers and employees		(79 823)	(92 421)	(97 785)	(100 283)	(109 244)	(109 244)	(109 244)	(99 847)	(110 599)	(118 097)
Finance charges		(3 626)	(2 604)	(2 872)	(1 738)	(2 295)	(2 295)	(2 295)	(1 546)	(1 317)	(1 092)
Transfers and Grants	1	(839)	(367)	(311)	(300)	(50)	(50)	(50)	-	-	-
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		<b>9 955</b>	<b>(5 164)</b>	<b>(52)</b>	<b>5 363</b>	<b>(4 895)</b>	<b>(4 895)</b>	<b>(4 895)</b>	<b>1 358</b>	<b>3 028</b>	<b>3 316</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>											
<b>Receipts</b>											
Proceeds on disposal of PPE		-	1	-	-	-	-	-	6 438	-	-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	228	228	228	-	-	-
<b>Payments</b>											
Capital assets		(3 289)	(3 697)	(520)	(1 545)	(602)	(602)	(602)	(14 938)	(510)	(292)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		<b>(3 289)</b>	<b>(3 696)</b>	<b>(520)</b>	<b>(1 545)</b>	<b>(374)</b>	<b>(374)</b>	<b>(374)</b>	<b>(8 500)</b>	<b>(510)</b>	<b>(292)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>											
<b>Receipts</b>											
Short term loans		-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	8 500	-	-
Increase (decrease) in consumer deposits		88	(1)	8	-	-	-	-	2	2	3
<b>Payments</b>											
Repayment of borrowing		(1 177)	(1 362)	(2 907)	(1 656)	(1 550)	(1 550)	(1 550)	(1 350)	(1 050)	(750)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		<b>(1 089)</b>	<b>(1 364)</b>	<b>(2 899)</b>	<b>(1 656)</b>	<b>(1 550)</b>	<b>(1 550)</b>	<b>(1 550)</b>	<b>7 152</b>	<b>(1 048)</b>	<b>(747)</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>		<b>5 577</b>	<b>(10 224)</b>	<b>(3 471)</b>	<b>2 162</b>	<b>(6 819)</b>	<b>(6 819)</b>	<b>(6 819)</b>	<b>11</b>	<b>1 471</b>	<b>2 277</b>
Cash/cash equivalents at the year begin:	2	9 548	15 125	4 901	(3 609)	1 430	1 430	1 430	(5 389)	(5 379)	(3 907)
Cash/cash equivalents at the year end:	2	15 125	4 901	1 430	(1 447)	(5 389)	(5 389)	(5 389)	(5 379)	(3 907)	(1 631)

**Explanatory notes to Table A7 - Budgeted Cash Flow Statement**

1. The budgeted cash flow statement is the first measurement in determining if the budget is funded.
2. It shows the expected level of cash in-flow versus cash out-flow that is likely to result from the implementation of the budget.



3. It can be seen that the cash levels of the Municipality fell significantly over the 2008/09 to 2010/11 period, and will continue to decrease for the current financial year. During the MTREF period it will turn around and start with a positive growth.

**Table 13MBRRTable A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Cash and investments available</b>											
Cash/cash equivalents at the year end	1	15 125	4 901	1 430	(1 447)	(5 389)	(5 389)	(5 389)	(5 379)	(3 907)	(1 631)
Other current investments > 90 days		0	0	0	0	0	0	0	0	0	0
Non current assets - investments	1	120	145	228	-	-	-	-	-	-	-
<b>Cash and investments available:</b>		<b>15 245</b>	<b>5 046</b>	<b>1 658</b>	<b>(1 447)</b>	<b>(5 389)</b>	<b>(5 389)</b>	<b>(5 389)</b>	<b>(5 379)</b>	<b>(3 907)</b>	<b>(1 631)</b>
<b>Application of cash and investments</b>											
Unspent conditional transfers		3 330	4 245	3 620	4 267	2 068	2 068	2 068	2 068	2 068	2 068
Unspent borrowing		-	-	-	-	-	-	-	-	-	-
Statutory requirements	2	-	-	-	-	-	-	-	-	-	-
Other working capital requirements	3	2 481	144	3 843	2 032	1 958	1 958	1 958	1 578	1 588	1 580
Other provisions		-	-	-	-	-	-	-	-	-	-
Long term investments committed	4	-	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments	5	759	759	-	759	-	-	-	-	-	-
<b>Total Application of cash and investments:</b>		<b>6 570</b>	<b>5 148</b>	<b>7 463</b>	<b>7 058</b>	<b>4 026</b>	<b>4 026</b>	<b>4 026</b>	<b>3 646</b>	<b>3 656</b>	<b>3 648</b>
<b>Surplus(shortfall)</b>		<b>8 674</b>	<b>(102)</b>	<b>(5 805)</b>	<b>(8 505)</b>	<b>(9 415)</b>	<b>(9 415)</b>	<b>(9 415)</b>	<b>(9 025)</b>	<b>(7 564)</b>	<b>(5 279)</b>
<b>Other working capital requirements</b>											
Debtors		1 740	4 341	2 205	3 233	1 907	1 907	1 907	2 480	2 673	2 894
Creditors due		4 221	4 485	6 048	5 265	3 865	3 865	3 865	4 058	4 261	4 474
<b>Total</b>		<b>(2 481)</b>	<b>(144)</b>	<b>(3 843)</b>	<b>(2 032)</b>	<b>(1 958)</b>	<b>(1 958)</b>	<b>(1 958)</b>	<b>(1 578)</b>	<b>(1 588)</b>	<b>(1 580)</b>
<b>Debtors collection assumptions</b>											
Balance outstanding - debtors		1 557	5 067	2 361	3 360	1 855	1 855	1 855	2 473	2 615	2 835
Estimate of debtors collection rate		112%	86%	93%	96%	103%	103%	103%	100%	102%	102%
<b>Reserves to be backed by cash/investments</b>											
Housing Development Fund		-	-	-	-	-	-	-	-	-	-
Capital replacement		759	759	-	759	-	-	-	-	-	-
Self-insurance		-	-	-	-	-	-	-	-	-	-
Valuation roll Reserve		-	-	-	-	-	-	-	-	-	-
		759	759	-	759	-	-	-	-	-	-

**Explanatory notes to Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation**

1. The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.
2. In essence the table evaluates the funding levels of the budget by firstly forecasting the cash and investments at year end and secondly reconciling the available funding to the liabilities/commitments that exist.
3. The outcome of this exercise would either be a surplus or deficit. A deficit would indicate that the applications exceed the cash and investments available and would be indicative of non-compliance with the MFMA requirements that the municipality's budget must be "funded". The municipality's budget is not cash-funded for the entire MTREF period.

Table 14 MBRR Table A9 - Asset Management

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>CAPITAL EXPENDITURE</b>										
<b>Total New Assets</b>	1	3 289	3 697	520	1 545	602	602	10 005	410	192
Infrastructure - Sanitation		-	50	-	-	-	-	-	-	-
Infrastructure - Other		-	268	8	500	-	-	8 500	-	-
Infrastructure		-	318	8	500	-	-	8 500	-	-
Community		49	-	-	500	263	263	-	-	-
Other assets	6	2 954	3 379	408	545	339	339	1 005	410	192
Intangibles		287	-	103	-	-	-	500	-	-
<b>Total Renewal of Existing Assets</b>	2	-	-	-	-	-	-	4 933	100	100
Infrastructure - Road transport		-	-	-	-	-	-	80	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	670	-	-
Infrastructure		-	-	-	-	-	-	750	-	-
Community		-	-	-	-	-	-	1 283	100	100
Other assets	6	-	-	-	-	-	-	2 900	-	-
<b>Total Capital Expenditure</b>	4	-	-	-	-	-	-	-	-	-
Infrastructure - Road transport		-	-	-	-	-	-	80	-	-
Infrastructure - Sanitation		-	50	-	-	-	-	670	-	-
Infrastructure - Other		-	268	8	500	-	-	8 500	-	-
Infrastructure		-	318	8	500	-	-	9 250	-	-
Community		49	-	-	500	263	263	1 283	100	100
Other assets		2 954	3 379	408	545	339	339	3 905	410	192
Intangibles		287	-	103	-	-	-	500	-	-
<b>TOTAL CAPITAL EXPENDITURE - Asset class</b>	2	3 289	3 697	520	1 545	602	602	14 938	510	292
<b>ASSET REGISTER SUMMARY - PPE (WDV)</b>										
Infrastructure - Road transport	5	1 523	1 364	1 205	1 051	983	983	906	748	591
Infrastructure - Electricity		796	752	708	488	357	357	313	269	225
Infrastructure - Water		4 835	4 684	4 495	1 200	2 292	2 292	2 103	1 914	1 725
Infrastructure - Sanitation		3 956	3 824	3 677	5 535	6 009	6 009	6 545	6 412	6 279
Infrastructure - Other		6 423	6 371	6 084	15 855	13 525	13 525	21 895	21 765	21 636
Infrastructure		17 534	16 995	16 170	24 130	23 165	23 165	31 762	31 109	30 455
Community		1 377	1 343	1 326	4 627	1 589	1 589	2 880	2 966	3 030
Other assets		22 155	23 221	21 996	15 690	21 693	21 693	24 040	22 801	21 302
Intangibles		440	386	432	160	432	432	884	837	789
<b>TOTAL ASSET REGISTER SUMMARY - PPE (WDV)</b>	5	41 505	41 945	39 924	44 607	46 879	46 879	59 566	57 713	55 576
<b>EXPENDITURE OTHER ITEMS</b>										
<b>Depreciation &amp; asset impairment</b>		2 937	3 023	3 225	3 450	2 548	2 548	2 650	2 763	2 828
<b>Repairs and Maintenance by Asset Class</b>	3	18 292	16 305	15 909	17 479	22 647	22 647	15 685	17 162	18 565
Infrastructure - Road transport		13 316	10 200	10 701	11 771	17 112	17 112	9 822	10 480	11 145
Infrastructure - Other		1	56	9	72	1	1	5	5	8
Infrastructure		13 317	10 256	10 710	11 843	17 113	17 113	9 827	10 485	11 152
Community		490	504	432	387	407	407	468	500	546
Other assets	6, 7	4 485	5 544	4 767	5 249	5 126	5 126	5 390	6 177	6 867
<b>TOTAL EXPENDITURE OTHER ITEMS</b>		21 229	19 328	19 135	20 930	25 194	25 194	18 335	19 925	21 394
<b>Renewal of Existing Assets as % of total capex</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.0%	19.6%	34.2%
<b>Renewal of Existing Assets as % of deprecn"</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	186.1%	3.6%	3.5%
<b>R&amp;M as a % of PPE</b>		44.5%	39.2%	40.3%	39.3%	59.7%	59.7%	31.3%	35.5%	40.1%
<b>Renewal and R&amp;M as a % of PPE</b>		44.0%	39.0%	40.0%	39.0%	48.0%	48.0%	35.0%	30.0%	34.0%

**Explanatory notes to Table A9 - Asset Management**

1. Table A9 provides an overview of municipal capital allocations to building new assets and the renewal of existing assets, as well as spending on repairs and maintenance by asset class.
2. National Treasury has recommended that municipalities should allocate at least 40 per cent of their capital budget to the renewal of existing assets, and allocations to repairs and maintenance should be 8 per cent of PPE. The Municipality does comply with the recommendations.

## **Part 2 – Supporting Documentation**

All supporting documentation to the 10 Main schedule (A1 to A10) is provided in schedule SA1 to SA 37.





DC3 Overberg - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>	<b>1</b>									
<b>Revenue - Standard</b>										
<b>Governance and administration</b>		<b>43,437</b>	<b>43,518</b>	<b>47,851</b>	<b>49,789</b>	<b>51,166</b>	<b>51,166</b>	<b>57,512</b>	<b>53,401</b>	<b>56,490</b>
Executive and council		1,321	1,190	1,451	1,480	2,525	2,525	7,219	853	920
Budget and treasury office		41,011	41,248	45,181	47,333	47,749	47,749	48,551	50,646	53,517
Corporate services		1,105	1,080	1,219	976	892	892	1,741	1,902	2,052
<b>Community and public safety</b>		<b>11,372</b>	<b>12,289</b>	<b>12,077</b>	<b>16,905</b>	<b>11,824</b>	<b>11,824</b>	<b>15,477</b>	<b>16,366</b>	<b>17,762</b>
Community and social services		1,315	1,718	478	-	-	-	-	-	-
Sport and recreation		9,633	10,052	10,927	16,351	11,190	11,190	14,666	16,059	17,527
Public safety		334	397	567	434	514	514	691	175	90
Housing		-	-	-	-	-	-	-	-	-
Health		90	121	105	120	120	120	120	132	145
<b>Economic and environmental services</b>		<b>33,040</b>	<b>33,039</b>	<b>38,113</b>	<b>36,714</b>	<b>41,391</b>	<b>41,391</b>	<b>35,177</b>	<b>38,848</b>	<b>41,825</b>
Planning and development		347	280	97	-	-	-	484	1,000	1,000
Road transport		32,616	32,695	37,978	36,602	41,341	41,341	34,693	37,848	40,825
Environmental protection		76	64	38	112	50	50	-	-	-
<b>Trading services</b>		<b>3,863</b>	<b>4,000</b>	<b>4,177</b>	<b>5,457</b>	<b>1,808</b>	<b>1,808</b>	<b>1,008</b>	<b>5,773</b>	<b>5,883</b>
Electricity		-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3,863	4,000	4,177	5,457	1,808	1,808	1,008	5,773	5,883
<b>Other</b>	<b>4</b>	<b>71</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue - Standard</b>	<b>2</b>	<b>91,783</b>	<b>92,846</b>	<b>102,218</b>	<b>108,864</b>	<b>106,188</b>	<b>106,188</b>	<b>109,173</b>	<b>114,388</b>	<b>121,960</b>
<b>Expenditure - Standard</b>										
<b>Governance and administration</b>		<b>26,694</b>	<b>29,317</b>	<b>41,207</b>	<b>30,752</b>	<b>29,287</b>	<b>29,287</b>	<b>25,522</b>	<b>27,805</b>	<b>29,815</b>
Executive and council		10,365	10,814	13,685	13,297	11,373	11,373	9,613	10,665	11,515
Budget and treasury office		9,732	11,858	20,694	11,486	12,004	12,004	9,826	10,459	11,135
Corporate services		6,597	6,645	6,828	5,969	5,910	5,910	6,083	6,681	7,165
<b>Community and public safety</b>		<b>22,853</b>	<b>25,916</b>	<b>25,192</b>	<b>25,336</b>	<b>26,923</b>	<b>26,923</b>	<b>27,992</b>	<b>30,477</b>	<b>33,013</b>
Community and social services		2,594	2,736	1,290	983	596	596	15	-	-
Sport and recreation		9,271	10,212	11,188	9,592	11,920	11,920	11,866	12,949	13,950
Public safety		10,642	12,870	12,628	14,625	14,259	14,259	15,990	17,398	18,923
Housing		-	-	-	-	-	-	-	-	-
Health		347	98	107	135	149	149	120	130	140
<b>Economic and environmental services</b>		<b>40,787</b>	<b>43,615</b>	<b>48,255</b>	<b>48,458</b>	<b>53,306</b>	<b>53,306</b>	<b>49,891</b>	<b>56,223</b>	<b>60,912</b>
Planning and development		1,453	3,912	2,259	2,615	2,073	2,073	3,267	5,868	6,396
Road transport		32,618	32,695	37,978	36,602	41,356	41,356	34,693	37,919	41,039
Environmental protection		6,716	7,008	8,019	9,242	9,877	9,877	11,931	12,436	13,477
<b>Trading services</b>		<b>3,377</b>	<b>4,517</b>	<b>4,967</b>	<b>4,304</b>	<b>4,258</b>	<b>4,258</b>	<b>3,811</b>	<b>4,761</b>	<b>4,904</b>
Electricity		-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3,377	4,517	4,967	4,304	4,258	4,258	3,811	4,761	4,904
<b>Other</b>	<b>4</b>	<b>1,174</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditure - Standard</b>	<b>3</b>	<b>94,885</b>	<b>103,365</b>	<b>119,622</b>	<b>108,851</b>	<b>113,775</b>	<b>113,775</b>	<b>107,216</b>	<b>119,265</b>	<b>128,644</b>
<b>Surplus/(Deficit) for the year</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes
2. Total Revenue by standard classification must reconcile to Total Operating Revenue shown in Budgeted Financial Performance (revenue and expenditure),
3. Total Expenditure by Standard Classification must reconcile to Total Operating Expenditure shown in Budgeted Financial Performance (revenue and expenditure),
4. All amounts must be classified under a standard classification (modified GFS). The GFS function 'Other' is only for Abbatoirs, Air Transport, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification

DC3 Overberg - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>										
<b>Revenue by Vote</b>	1									
Vote 1 - Municipal Manager		1,321	1,190	1,451	1,480	2,525	2,525	7,219	853	920
Vote 2 - Management services		42,624	42,729	46,602	48,429	48,761	48,761	50,897	53,680	56,714
Vote 3 - Community and Tecnical services		47,837	48,927	54,165	58,955	54,903	54,903	51,057	59,856	64,325
<b>Total Revenue by Vote</b>	2	<b>91,783</b>	<b>92,846</b>	<b>102,218</b>	<b>108,864</b>	<b>106,188</b>	<b>106,188</b>	<b>109,173</b>	<b>114,388</b>	<b>121,960</b>
<b>Expenditure by Vote to be appropriated</b>	1									
Vote 1 - Municipal Manager		10,890	9,404	12,873	12,106	10,239	10,239	9,360	10,407	11,240
Vote 2 - Management services		18,559	23,762	30,531	21,370	21,260	21,260	19,549	23,395	25,111
Vote 3 - Community and Tecnical services		65,437	70,198	76,217	75,374	82,276	82,276	78,307	85,463	92,293
<b>Total Expenditure by Vote</b>	2	<b>94,885</b>	<b>103,365</b>	<b>119,622</b>	<b>108,851</b>	<b>113,775</b>	<b>113,775</b>	<b>107,216</b>	<b>119,265</b>	<b>128,644</b>
<b>Surplus/(Deficit) for the year</b>	2	<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>

References

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

DC3 Overberg - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>	1										
<b>Revenue By Source</b>											
Property rates	2	-	-	-	-	-	-	-	-	-	-
Property rates - penalties & collection charges		-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue	2	-	-	-	-	-	-	-	-	-	-
Service charges - water revenue	2	-	-	-	-	-	-	-	-	-	-
Service charges - sanitation revenue	2	-	-	-	-	-	-	-	-	-	-
Service charges - refuse revenue	2	3,848	3,995	4,169	5,432	1,800	1,800	1,800	1,000	5,758	5,868
Service charges - other		250	201	340	303	461	461	461	424	465	507
Rental of facilities and equipment		9,440	9,825	10,534	15,903	10,619	10,619	10,619	14,189	15,537	16,948
Interest earned - external investments		2,267	1,333	523	160	300	300	300	300	300	350
Interest earned - outstanding debtors		17	1	2	5	2	2	2	2	2	3
Dividends received		30	4	2	40	5	5	5	44	48	53
Fines		-	-	1	-	-	-	-	-	-	-
Licences and permits		4	5	9	-	10	10	10	10	10	10
Agency services		3,439	3,101	3,727	3,352	3,358	3,358	3,358	4,139	4,519	4,876
Transfers recognised - operational		68,695	73,226	81,998	82,604	87,763	87,763	87,763	81,959	87,061	92,702
Other revenue	2	3,792	1,155	912	1,065	1,870	1,870	1,870	668	688	643
Gains on disposal of PPE		-	-	-	-	-	-	-	6,438	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>91,783</b>	<b>92,846</b>	<b>102,218</b>	<b>108,864</b>	<b>106,188</b>	<b>106,188</b>	<b>106,188</b>	<b>109,173</b>	<b>114,388</b>	<b>121,960</b>
<b>Expenditure By Type</b>											
Employee related costs	2	39,065	46,816	52,207	52,282	52,089	52,089	52,089	52,103	56,271	60,773
Remuneration of councillors		3,307	3,250	3,754	4,537	4,580	4,580	4,580	4,580	4,970	5,392
Debt impairment	3	615	-	3,302	590	589	589	589	565	556	546
Depreciation & asset impairment	2	2,937	3,023	3,225	3,450	2,548	2,548	2,548	2,650	2,763	2,828
Finance charges		3,626	2,604	2,872	1,738	2,295	2,295	2,295	1,546	1,317	1,092
Bulk purchases	2	-	-	-	-	-	-	-	-	-	-
Other materials	8	-	-	-	-	-	-	-	-	-	-
Contracted services		1,327	1,137	1,463	1,755	755	755	755	800	1,800	2,000
Transfers and grants		839	367	311	300	50	50	50	-	-	-
Other expenditure	4, 5	42,871	45,443	52,487	44,082	50,869	50,869	50,869	44,971	51,589	56,013
Loss on disposal of PPE		300	725	-	117	-	-	-	-	-	-
<b>Total Expenditure</b>		<b>94,885</b>	<b>103,365</b>	<b>119,622</b>	<b>108,851</b>	<b>113,775</b>	<b>113,775</b>	<b>113,775</b>	<b>107,216</b>	<b>119,265</b>	<b>128,644</b>
<b>Surplus/(Deficit)</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>
Transfers recognised - capital		-	-	-	-	-	-	-	-	-	-
Contributions recognised - capital	6	-	-	-	-	-	-	-	-	-	-
Contributed assets		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>
Taxation		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>
Attributable to minorities		-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>
Share of surplus/ (deficit) of associate	7	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) for the year</b>		<b>(3,103)</b>	<b>(10,519)</b>	<b>(17,404)</b>	<b>14</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>(7,586)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>

## References

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

DC3 Overberg - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding

Vote Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>	1										
<b>Capital expenditure - Vote</b>											
<b>Multi-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		-	-	-	-	-	-	-	-	-	-
Vote 3 - Community and Technical services		-	-	-	-	-	-	-	-	-	-
<b>Capital multi-year expenditure sub-total</b>	7	-	-	-	-	-	-	-	-	-	-
<b>Single-year expenditure to be appropriated</b>	2										
Vote 1 - Municipal Manager		489	-	-	-	-	-	-	-	-	-
Vote 2 - Management services		-	-	246	110	45	45	45	309	190	7
Vote 3 - Community and Technical services		2,156	375	273	70	18	18	18	14,630	320	285
<b>Capital single-year expenditure sub-total</b>		<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14,938</b>	<b>510</b>	<b>292</b>
<b>Total Capital Expenditure - Vote</b>		<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14,938</b>	<b>510</b>	<b>292</b>
<b>Capital Expenditure - Standard</b>											
<b>Governance and administration</b>		<b>414</b>	<b>-</b>	<b>246</b>	<b>110</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>309</b>	<b>190</b>	<b>7</b>
Executive and council		414	-	-	-	-	-	-	-	-	-
Budget and treasury office		-	-	136	-	-	-	-	21	-	-
Corporate services		-	-	111	110	45	45	45	288	190	7
<b>Community and public safety</b>		<b>383</b>	<b>1,562</b>	<b>220</b>	<b>745</b>	<b>488</b>	<b>488</b>	<b>488</b>	<b>5,473</b>	<b>160</b>	<b>100</b>
Community and social services		-	-	-	20	-	-	-	-	-	-
Sport and recreation		244	508	122	500	263	263	263	2,183	160	100
Public safety		139	1,053	98	225	225	225	225	3,290	-	-
Housing		-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>		<b>2,232</b>	<b>375</b>	<b>42</b>	<b>165</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>640</b>	<b>157</b>	<b>173</b>
Planning and development		75	-	-	-	-	-	-	-	-	-
Road transport		-	-	-	-	-	-	-	-	-	-
Environmental protection		2,156	375	42	165	59	59	59	640	157	173
<b>Trading services</b>		<b>261</b>	<b>1,761</b>	<b>11</b>	<b>525</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>8,517</b>	<b>3</b>	<b>12</b>
Electricity		-	-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-	-
Waste management		261	1,761	11	525	11	11	11	8,517	3	12
<b>Other</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Capital Expenditure - Standard</b>	3	<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14,938</b>	<b>510</b>	<b>292</b>
<b>Funded by:</b>											
National Government		-	-	-	-	-	-	-	-	-	-
Provincial Government		-	-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-	-
<b>Transfers recognised - capital</b>	4	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Public contributions &amp; donations</b>	5	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Borrowing</b>	6	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,500</b>	<b>-</b>	<b>-</b>
<b>Internally generated funds</b>		<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>6,438</b>	<b>510</b>	<b>292</b>
<b>Total Capital Funding</b>	7	<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>14,938</b>	<b>510</b>	<b>292</b>

**References**

1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for yr2 and yr3).
2. Include capital component of PPP unitary payment. Note that capital transfers are only appropriated to municipalities for the budget year
3. Capital expenditure by standard classification must reconcile to the appropriations by vote
4. Must reconcile to supporting table SA20 and to Budgeted Financial Performance (revenue and expenditure)
5. Must reconcile to Budgeted Financial Performance (revenue and expenditure)
6. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17
7. Total Capital Funding must balance with Total Capital Expenditure
8. Include any capitalised interest (MFMA section 46) as part of relevant capital budget

DC3 Overberg - Table A6 Budgeted Financial Position

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>											
<b>ASSETS</b>											
<b>Current assets</b>											
Cash		15,125	4,901	1,430	0	(0)	(0)	(0)	11,243	19,827	28,543
Call investment deposits	1	-	-	-	-	-	-	-	-	-	-
Consumer debtors	1	1,276	4,310	1,868	3,360	1,855	1,855	1,855	1,923	2,065	2,285
Other debtors		281	757	493	-	-	-	-	550	550	550
Current portion of long-term receivables		-	-	-	-	-	-	-	-	-	-
Inventory	2	1,034	832	861	931	912	912	912	967	1,025	1,087
<b>Total current assets</b>		<b>17,716</b>	<b>10,799</b>	<b>4,652</b>	<b>4,291</b>	<b>2,768</b>	<b>2,768</b>	<b>2,768</b>	<b>14,684</b>	<b>23,467</b>	<b>32,465</b>
<b>Non current assets</b>											
Long-term receivables		-	-	-	-	-	-	-	-	-	-
Investments		120	145	228	-	-	-	-	-	-	-
Investment property		-	-	-	-	-	-	-	-	-	-
Investment in Associate		-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	3	41,065	41,559	39,492	44,446	37,947	37,947	37,947	50,182	48,376	46,287
Agricultural		-	-	-	-	-	-	-	-	-	-
Biological		-	-	-	-	-	-	-	-	-	-
Intangible		440	386	432	160	432	432	432	884	837	789
Other non-current assets		13,344	12,852	12,168	-	11,768	11,768	11,768	11,368	10,968	10,568
<b>Total non current assets</b>		<b>54,969</b>	<b>54,943</b>	<b>52,320</b>	<b>44,607</b>	<b>50,147</b>	<b>50,147</b>	<b>50,147</b>	<b>62,434</b>	<b>60,181</b>	<b>57,644</b>
<b>TOTAL ASSETS</b>		<b>72,684</b>	<b>65,742</b>	<b>56,972</b>	<b>48,898</b>	<b>52,914</b>	<b>52,914</b>	<b>52,914</b>	<b>77,118</b>	<b>83,648</b>	<b>90,109</b>
<b>LIABILITIES</b>											
<b>Current liabilities</b>											
Bank overdraft	1	-	-	-	1,447	5,389	5,389	5,389	16,622	23,735	30,174
Borrowing	4	2,544	2,907	1,550	810	1,350	1,350	1,350	1,050	750	750
Consumer deposits		16	14	23	-	23	23	23	25	27	30
Trade and other payables	4	7,551	8,729	9,668	9,532	5,933	5,933	5,933	6,126	6,329	6,542
Provisions		3,765	5,899	6,980	5,414	7,014	7,014	7,014	7,365	7,733	8,120
<b>Total current liabilities</b>		<b>13,876</b>	<b>17,550</b>	<b>18,221</b>	<b>17,202</b>	<b>19,709</b>	<b>19,709</b>	<b>19,709</b>	<b>31,188</b>	<b>38,574</b>	<b>45,615</b>
<b>Non current liabilities</b>											
Borrowing		6,687	4,961	3,411	14,468	2,061	2,061	2,061	9,511	8,761	8,011
Provisions		60,987	62,616	72,129	37,104	75,519	75,519	75,519	78,836	83,607	90,461
<b>Total non current liabilities</b>		<b>67,674</b>	<b>67,577</b>	<b>75,540</b>	<b>51,572</b>	<b>77,580</b>	<b>77,580</b>	<b>77,580</b>	<b>88,347</b>	<b>92,368</b>	<b>98,472</b>
<b>TOTAL LIABILITIES</b>		<b>81,550</b>	<b>85,127</b>	<b>93,760</b>	<b>68,774</b>	<b>97,289</b>	<b>97,289</b>	<b>97,289</b>	<b>119,535</b>	<b>130,942</b>	<b>144,088</b>
<b>NET ASSETS</b>	5	<b>(8,866)</b>	<b>(19,385)</b>	<b>(36,788)</b>	<b>(19,876)</b>	<b>(44,375)</b>	<b>(44,375)</b>	<b>(44,375)</b>	<b>(42,417)</b>	<b>(47,294)</b>	<b>(53,979)</b>
<b>COMMUNITY WEALTH/EQUITY</b>											
Accumulated Surplus/(Deficit)		(9,625)	(20,144)	(36,788)	(20,635)	(44,375)	(44,375)	(44,375)	(42,417)	(47,294)	(53,979)
Reserves	4	759	759	-	759	-	-	-	-	-	-
Minorities' interests		-	-	-	-	-	-	-	-	-	-
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	5	<b>(8,866)</b>	<b>(19,385)</b>	<b>(36,788)</b>	<b>(19,876)</b>	<b>(44,375)</b>	<b>(44,375)</b>	<b>(44,375)</b>	<b>(42,417)</b>	<b>(47,294)</b>	<b>(53,979)</b>

References

1. Detail to be provided in Table SA3
2. Include completed low cost housing to be transferred to beneficiaries within 12 months
3. Include 'Construction-work-in-progress' (disclosed separately in annual financial statements)
4. Detail to be provided in Table SA3. Includes reserves to be funded by statute.
5. Net assets must balance with Total Community Wealth/Equity

**DC3 Overberg - Table A7 Budgeted Cash Flows**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>											
<b>Receipts</b>											
Ratepayers and other		23,233	15,663	18,390	25,075	18,625	18,625	18,625	20,490	27,581	29,452
Government - operating	1	68,695	73,226	81,998	82,404	87,763	87,763	87,763	81,959	87,061	92,702
Government - capital	1	-	-	-	-	-	-	-	-	-	-
Interest		2,284	1,335	525	165	302	302	302	302	302	353
Dividends		30	4	2	40	5	5	5	-	-	-
<b>Payments</b>											
Suppliers and employees		(79,823)	(92,421)	(97,785)	(100,283)	(109,244)	(109,244)	(109,244)	(99,847)	(110,599)	(118,097)
Finance charges		(3,626)	(2,604)	(2,872)	(1,738)	(2,295)	(2,295)	(2,295)	(1,546)	(1,317)	(1,092)
Transfers and Grants	1	(839)	(367)	(311)	(300)	(50)	(50)	(50)	-	-	-
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		<b>9,955</b>	<b>(5,164)</b>	<b>(52)</b>	<b>5,363</b>	<b>(4,895)</b>	<b>(4,895)</b>	<b>(4,895)</b>	<b>1,358</b>	<b>3,028</b>	<b>3,316</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>											
<b>Receipts</b>											
Proceeds on disposal of PPE		-	1	-	-	-	-	-	6,438	-	-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	228	228	228	-	-	-
<b>Payments</b>											
Capital assets		(3,289)	(3,697)	(520)	(1,545)	(602)	(602)	(602)	(14,938)	(510)	(292)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		<b>(3,289)</b>	<b>(3,696)</b>	<b>(520)</b>	<b>(1,545)</b>	<b>(374)</b>	<b>(374)</b>	<b>(374)</b>	<b>(8,500)</b>	<b>(510)</b>	<b>(292)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>											
<b>Receipts</b>											
Short term loans		-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	8,500	-	-
Increase (decrease) in consumer deposits		88	(1)	8	-	-	-	-	2	2	3
<b>Payments</b>											
Repayment of borrowing		(1,177)	(1,362)	(2,907)	(1,656)	(1,550)	(1,550)	(1,550)	(1,350)	(1,050)	(750)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		<b>(1,089)</b>	<b>(1,364)</b>	<b>(2,899)</b>	<b>(1,656)</b>	<b>(1,550)</b>	<b>(1,550)</b>	<b>(1,550)</b>	<b>7,152</b>	<b>(1,048)</b>	<b>(747)</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>											
Cash/cash equivalents at the year begin:	2	9,548	15,125	4,901	(3,609)	1,430	1,430	1,430	(5,389)	(5,379)	(3,907)
Cash/cash equivalents at the year end:	2	15,125	4,901	1,430	(1,447)	(5,389)	(5,389)	(5,389)	(5,379)	(3,907)	(1,631)

**References**

1. Local/District municipalities to include transfers from/to District/Local Municipalities
2. Cash equivalents includes investments with maturities of 3 months or less

**DC3 Overberg - Table A8 Cash backed reserves/accumulated surplus reconciliation**

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Cash and investments available</b>											
Cash/cash equivalents at the year end	1	15,125	4,901	1,430	(1,447)	(5,389)	(5,389)	(5,389)	(5,379)	(3,907)	(1,631)
Other current investments > 90 days		0	0	0	0	0	0	0	0	0	0
Non current assets - Investments	1	120	145	228	-	-	-	-	-	-	-
<b>Cash and investments available:</b>		<b>15,245</b>	<b>5,046</b>	<b>1,658</b>	<b>(1,447)</b>	<b>(5,389)</b>	<b>(5,389)</b>	<b>(5,389)</b>	<b>(5,379)</b>	<b>(3,907)</b>	<b>(1,631)</b>
<b>Application of cash and investments</b>											
Unspent conditional transfers		3,330	4,245	3,620	4,267	2,068	2,068	2,068	2,068	2,068	2,068
Unspent borrowing		-	-	-	-	-	-	-	-	-	-
Statutory requirements	2	-	-	-	-	-	-	-	-	-	-
Other working capital requirements	3	2,481	144	3,843	2,032	1,958	1,958	1,958	1,578	1,588	1,580
Other provisions		-	-	-	-	-	-	-	-	-	-
Long term investments committed	4	-	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments	5	759	759	-	759	-	-	-	-	-	-
<b>Total Application of cash and investments:</b>		<b>6,570</b>	<b>5,148</b>	<b>7,463</b>	<b>7,058</b>	<b>4,026</b>	<b>4,026</b>	<b>4,026</b>	<b>3,646</b>	<b>3,656</b>	<b>3,648</b>
<b>Surplus(shortfall)</b>		<b>8,674</b>	<b>(102)</b>	<b>(5,805)</b>	<b>(8,505)</b>	<b>(9,415)</b>	<b>(9,415)</b>	<b>(9,415)</b>	<b>(9,025)</b>	<b>(7,564)</b>	<b>(5,279)</b>

**References**

1. Must reconcile with Budgeted Cash Flows
2. For example: VAT, taxation
3. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)
4. For example: sinking fund requirements for borrowing
5. Council approval required for each reserve created and basis of cash backing of reserves

DC3 Overberg - Table A9 Asset Management

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>										
<b>CAPITAL EXPENDITURE</b>										
<b>Total New Assets</b>	1	3,289	3,697	520	1,545	602	602	10,005	410	192
Infrastructure - Road transport		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	50	-	-	-	-	-	-	-
Infrastructure - Other		-	268	8	500	-	-	8,500	-	-
Infrastructure		-	318	8	500	-	-	8,500	-	-
Community		49	-	-	500	263	263	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Other assets	6	2,954	3,379	408	545	339	339	1,005	410	192
Agricultural Assets		-	-	-	-	-	-	-	-	-
Biological assets		-	-	-	-	-	-	-	-	-
Intangibles		287	-	103	-	-	-	500	-	-
<b>Total Renewal of Existing Assets</b>	2	-	-	-	-	-	-	4,933	100	100
Infrastructure - Road transport		-	-	-	-	-	-	80	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	670	-	-
Infrastructure - Other		-	-	-	-	-	-	-	-	-
Infrastructure		-	-	-	-	-	-	750	-	-
Community		-	-	-	-	-	-	1,283	100	100
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Other assets	6	-	-	-	-	-	-	2,900	-	-
Agricultural Assets		-	-	-	-	-	-	-	-	-
Biological assets		-	-	-	-	-	-	-	-	-
Intangibles		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure</b>	4	-	-	-	-	-	-	80	-	-
Infrastructure - Road transport		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	50	-	-	-	-	670	-	-
Infrastructure - Other		-	268	8	500	-	-	8,500	-	-
Infrastructure		-	318	8	500	-	-	9,250	-	-
Community		49	-	-	500	263	263	1,283	100	100
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Other assets	6	2,954	3,379	408	545	339	339	3,905	410	192
Agricultural Assets		-	-	-	-	-	-	-	-	-
Biological assets		-	-	-	-	-	-	-	-	-
Intangibles		287	-	103	-	-	-	500	-	-
<b>TOTAL CAPITAL EXPENDITURE - Asset class</b>	2	3,289	3,697	520	1,545	602	602	14,938	510	292
<b>ASSET REGISTER SUMMARY - PPE (WDV)</b>										
Infrastructure - Road transport	5	1,523	1,364	1,205	1,051	983	983	906	748	591
Infrastructure - Electricity		796	752	708	488	357	357	313	269	225
Infrastructure - Water		4,835	4,684	4,495	1,200	2,292	2,292	2,103	1,914	1,725
Infrastructure - Sanitation		3,956	3,824	3,677	5,535	6,009	6,009	6,545	6,412	6,279
Infrastructure - Other		6,423	6,371	6,084	15,855	13,525	13,525	21,895	21,765	21,636
Infrastructure		17,534	16,995	16,170	24,130	23,165	23,165	31,762	31,109	30,455
Community		1,377	1,343	1,326	4,627	1,589	1,589	2,880	2,966	3,030
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Other assets		22,155	23,221	21,996	15,690	21,693	21,693	24,040	22,801	21,302
Agricultural Assets		-	-	-	-	-	-	-	-	-
Biological assets		-	-	-	-	-	-	-	-	-
Intangibles		440	386	432	160	432	432	884	837	789
<b>TOTAL ASSET REGISTER SUMMARY - PPE (WDV)</b>	5	41,505	41,945	39,924	44,607	46,879	46,879	59,566	57,713	55,576
<b>EXPENDITURE OTHER ITEMS</b>										
<b>Depreciation &amp; asset impairment</b>		2,937	3,023	3,225	3,450	2,548	2,548	2,650	2,763	2,828
<b>Repairs and Maintenance by Asset Class</b>	3	18,292	16,305	15,909	17,479	22,647	22,647	15,685	17,162	18,565
Infrastructure - Road transport		13,316	10,200	10,701	11,771	17,112	17,112	9,822	10,480	11,145
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	-	-	-
Infrastructure - Other		1	56	9	72	1	1	5	5	8
Infrastructure		13,317	10,256	10,710	11,843	17,113	17,113	9,827	10,485	11,152
Community		490	504	432	387	407	407	468	500	546
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Other assets	6, 7	4,485	5,544	4,767	5,249	5,126	5,126	5,390	6,177	6,867
<b>TOTAL EXPENDITURE OTHER ITEMS</b>		21,229	19,328	19,135	20,930	25,194	25,194	18,335	19,925	21,394
<b>Renewal of Existing Assets as % of total capex</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.0%	19.6%	34.2%
<b>Renewal of Existing Assets as % of deprecn"</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	186.1%	3.6%	3.5%
<b>R&amp;M as a % of PPE</b>		44.5%	39.2%	40.3%	39.3%	59.7%	59.7%	31.3%	35.5%	40.1%
<b>Renewal and R&amp;M as a % of PPE</b>		44.0%	39.0%	40.0%	39.0%	48.0%	48.0%	35.0%	30.0%	34.0%

References

1. Detail of new assets provided in Table SA34a
2. Detail of renewal of existing assets provided in Table SA34b
3. Detail of Repairs and Maintenance by Asset Class provided in Table SA34c
4. Must reconcile to total capital expenditure on Budgeted Capital Expenditure
5. Must reconcile to 'Budgeted Financial Position' (written down value)
6. Donated/contributed and assets funded by finance leases to be allocated to the respective category



DC3 Overberg - Table A10 Basic service delivery measurement

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Household service targets</b>	1									
<b>Water:</b>										
Piped water inside dwelling		-	-	-	-	-	-	-	-	-
Piped water inside yard (but not in dwelling)		-	-	-	-	-	-	-	-	-
Using public tap (at least min.service level)	2	-	-	-	-	-	-	-	-	-
Other water supply (at least min.service level)	4	-	-	-	-	-	-	-	-	-
<i>Minimum Service Level and Above sub-total</i>		-	-	-	-	-	-	-	-	-
Using public tap (< min.service level)	3	-	-	-	-	-	-	-	-	-
Other water supply (< min.service level)	4	-	-	-	-	-	-	-	-	-
No water supply		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
<b>Total number of households</b>	5	-	-	-	-	-	-	-	-	-
<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		-	-	-	-	-	-	-	-	-
Other toilet provisions (< min.service level)		-	-	-	-	-	-	-	-	-
No toilet provisions		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
<b>Total number of households</b>	5	-	-	-	-	-	-	-	-	-
<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>	5	-	-	-	-	-	-	-	-	-
<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>	5	-	-	-	-	-	-	-	-	-
<b>Households receiving Free Basic Service</b>	7									
Water (6 kilolitres per household per month)		-	-	-	-	-	-	-	-	-
Sanitation (free minimum level service)		-	-	-	-	-	-	-	-	-
Electricity/other energy (50kwh per household per month)		-	-	-	-	-	-	-	-	-
Refuse (removed at least once a week)		-	-	-	-	-	-	-	-	-
<b>Cost of Free Basic Services provided (R'000)</b>	8									
Water (6 kilolitres per household per month)		-	-	-	-	-	-	-	-	-
Sanitation (free sanitation service)		-	-	-	-	-	-	-	-	-
Electricity/other energy (50kwh per household per month)		-	-	-	-	-	-	-	-	-
Refuse (removed once a week)		-	-	-	-	-	-	-	-	-
<b>Total cost of FBS provided (minimum social package)</b>		-	-	-	-	-	-	-	-	-
<b>Highest level of free service provided</b>										
Property rates (R value threshold)		-	-	-	-	-	-	-	-	-
Water (kilolitres per household per month)		-	-	-	-	-	-	-	-	-
Sanitation (kilolitres per household per month)		-	-	-	-	-	-	-	-	-
Sanitation (Rand per household per month)		-	-	-	-	-	-	-	-	-
Electricity (kwh per household per month)		-	-	-	-	-	-	-	-	-
Refuse (average litres per week)		-	-	-	-	-	-	-	-	-
<b>Revenue cost of free services provided (R'000)</b>	9									
Property rates (R15 000 threshold rebate)		-	-	-	-	-	-	-	-	-
Property rates (other exemptions, reductions and rebates)		-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-
Sanitation		-	-	-	-	-	-	-	-	-
Electricity/other energy		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Municipal Housing - rental rebates		-	-	-	-	-	-	-	-	-
Housing - top structure subsidies		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Total revenue cost of free services provided (total social package)</b>	6	-	-	-	-	-	-	-	-	-

**References**

1. Include services provided by another entity; e.g. Eskom
2. Stand distance <= 200m from dwelling
3. Stand distance > 200m from dwelling
4. Borehole, spring, rain-water tank etc.
5. Must agree to total number of households in municipal area
6. Include value of subsidy provided by municipality above provincial subsidy level
7. Show number of households receiving at least these levels of services completely free
8. Must reflect the cost to the municipality of providing the Free Basic Service

DC3 Overberg - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance'

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>											
<b>REVENUE ITEMS:</b>											
<b>Property rates</b>											
Total Property Rates	6	-	-	-	-	-	-	-	-	-	-
less Revenue Foregone		-	-	-	-	-	-	-	-	-	-
<b>Net Property Rates</b>		-	-	-	-	-	-	-	-	-	-
<b>Service charges - electricity revenue</b>											
Total Service charges - electricity revenue	6	-	-	-	-	-	-	-	-	-	-
less Revenue Foregone		-	-	-	-	-	-	-	-	-	-
<b>Net Service charges - electricity revenue</b>		-	-	-	-	-	-	-	-	-	-
<b>Service charges - water revenue</b>											
Total Service charges - water revenue	6	-	-	-	-	-	-	-	-	-	-
less Revenue Foregone		-	-	-	-	-	-	-	-	-	-
<b>Net Service charges - water revenue</b>		-	-	-	-	-	-	-	-	-	-
<b>Service charges - sanitation revenue</b>											
Total Service charges - sanitation revenue		-	-	-	-	-	-	-	-	-	-
less Revenue Foregone		-	-	-	-	-	-	-	-	-	-
<b>Net Service charges - sanitation revenue</b>		-	-	-	-	-	-	-	-	-	-
<b>Service charges - refuse revenue</b>											
Total refuse removal revenue	6	-	-	-	-	-	-	-	-	-	-
Total landfill revenue		3,848	3,995	4,169	5,432	1,800	1,800	1,800	1,000	5,758	5,868
less Revenue Foregone		-	-	-	-	-	-	-	-	-	-
<b>Net Service charges - refuse revenue</b>		3,848	3,995	4,169	5,432	1,800	1,800	1,800	1,000	5,758	5,868
<b>Other Revenue by source</b>											
Other Revenue		1,524	1,155	912	1,065	1,870	1,870	1,870	668	688	643
Actuarial Gains		2,269	-	-	-	-	-	-	-	-	-
<b>Total 'Other' Revenue</b>	1	3,792	1,155	912	1,065	1,870	1,870	1,870	668	688	643
<b>EXPENDITURE ITEMS:</b>											
<b>Employee related costs</b>											
Basic Salaries and Wages	2	28,172	33,606	39,185	28,029	27,083	27,083	27,083	28,284	30,547	32,990
Pension and UIF Contributions		4,297	6,597	5,817	6,300	6,186	6,186	6,186	6,795	7,339	7,926
Medical Aid Contributions		1,751	1,993	2,192	2,617	2,497	2,497	2,497	2,662	2,875	3,105
Overtime		1,755	1,626	1,870	1,567	1,550	1,550	1,550	1,625	1,755	1,895
Performance Bonus		193	111	299	3,025	3,002	3,002	3,002	2,979	3,218	3,475
Motor Vehicle Allowance		1,831	2,383	2,581	3,068	2,771	2,771	2,771	3,003	3,243	3,503
Cellphone Allowance		-	-	-	-	-	-	-	-	-	-
Housing Allowances		412	282	224	365	324	324	324	280	303	327
Other benefits and allowances		5,545	6,782	7,563	2,827	2,719	2,719	2,719	3,107	3,356	3,624
Payments in lieu of leave		714	548	611	581	586	586	586	686	741	801
Long service awards		505	484	570	323	651	651	651	166	180	194
Post-retirement benefit obligations	4	2,415	1,687	1,752	3,581	4,722	4,722	4,722	2,514	2,715	2,932
<b>sub-total</b>	5	47,588	56,099	62,664	52,282	52,089	52,089	52,089	52,103	56,271	60,773
Less: Employees costs capitalised to PPE		8,524	9,283	10,457	-	-	-	-	-	-	-
<b>Total Employee related costs</b>	1	39,065	46,816	52,207	52,282	52,089	52,089	52,089	52,103	56,271	60,773
<b>Contributions recognised - capital</b>											
<i>List contributions by contract</i>											
<b>Total Contributions recognised - capital</b>		-	-	-	-	-	-	-	-	-	-
<b>Depreciation &amp; asset impairment</b>											
Depreciation of Property, Plant & Equipment		2,937	2,936	2,943	3,450	2,548	2,548	2,548	2,650	2,763	2,828
Lease amortisation		-	-	-	-	-	-	-	-	-	-
Capital asset impairment		-	87	283	-	-	-	-	-	-	-
Depreciation resulting from revaluation of PPE	10	-	-	-	-	-	-	-	-	-	-
<b>Total Depreciation &amp; asset impairment</b>	1	2,937	3,023	3,225	3,450	2,548	2,548	2,548	2,650	2,763	2,828
<b>Bulk purchases</b>											
Electricity Bulk Purchases		-	-	-	-	-	-	-	-	-	-
Water Bulk Purchases		-	-	-	-	-	-	-	-	-	-
<b>Total bulk purchases</b>	1	-	-	-	-	-	-	-	-	-	-
<b>Transfers and grants</b>											
Cash transfers and grants		839	367	311	300	50	50	50	-	-	-
Non-cash transfers and grants		-	-	-	-	-	-	-	-	-	-
<b>Total transfers and grants</b>	1	839	367	311	300	50	50	50	-	-	-

<b>Contracted services</b>											
<i>Landfill site operational &amp; maintenance</i>		1,327	1,137	1,463	1,755	755	755	755	800	1,800	2,000
		-	-	-	-	-	-	-	-	-	-
<i>sub-total</i>	1	1,327	1,137	1,463	1,755	755	755	755	800	1,800	2,000
<b>Allocations to organs of state:</b>											
Electricity		-	-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-	-
Sanitation		-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-
<b>Total contracted services</b>		1,327	1,137	1,463	1,755	755	755	755	800	1,800	2,000
<b>Other Expenditure By Type</b>											
Collection costs		-	-	-	-	-	-	-	-	-	-
Contributions to 'other' provisions		-	-	-	-	-	-	-	-	-	-
Consultant fees		-	-	-	-	-	-	-	-	-	-
Audit fees		826	1,205	1,072	913	1,750	1,750	1,750	1,800	1,930	2,020
General expenses	3	3,766	2,786	1,704	2,562	2,126	2,126	2,126	2,499	3,071	3,368
<i>Repairs and maintenance</i>		18,292	16,305	15,909	17,479	22,647	22,647	22,647	15,685	17,162	18,565
Collection costs		-	-	-	-	-	-	-	-	-	-
Agency fees		5	3,101	3,727	3,525	3,358	3,358	3,358	4,139	4,519	4,876
Bank Charges		98	101	76	65	65	65	65	70	77	84
Blades		357	376	403	389	370	370	370	280	350	400
Burning Fuel		395	232	268	268	295	295	295	320	350	382
Cleaning materials		84	71	94	90	92	92	92	105	115	126
Departmental Charges		-	-	-	-	-	-	-	-	-	-
Equipment rental		302	769	587	1,122	1,120	1,120	1,120	975	1,274	1,383
Fuel Cost		6,253	4,918	5,815	5,662	5,485	5,485	5,485	6,518	7,098	7,703
Insurance		317	376	479	467	484	484	484	544	592	642
Legal Cost		640	971	2,582	479	469	469	469	435	514	542
Marketing cost		22	503	-	-	-	-	-	-	-	-
Membership Fees		134	172	239	250	330	330	330	350	371	394
Municipal services		1,662	2,897	3,527	1,942	3,879	3,879	3,879	4,110	4,418	4,834
Oil		99	98	117	112	107	107	107	108	129	140
Pensioners		-	-	-	-	-	-	-	-	-	-
Printing and stationery		357	302	252	257	199	199	199	291	318	351
Professional Fees		114	287	96	55	35	35	35	57	62	67
Projects own funding		2,447	595	484	275	25	25	25	-	2,316	2,336
Safety clothes		171	231	236	261	254	254	254	337	344	374
Security services		407	229	222	62	10	10	10	55	69	74
Shelters & protection programmes		53	130	7	50	10	10	10	-	-	-
Standby Chopper		818	1,258	1,145	1,145	1,145	1,145	1,145	1,000	1,150	1,300
Telephone		1,390	1,629	1,545	1,407	1,362	1,362	1,362	1,553	1,678	1,813
Tourism projects		-	740	218	-	30	30	-	-	50	50
Training		167	324	214	409	382	382	382	493	512	561
Travel and subsistence		429	394	462	431	318	318	318	324	455	508
Tyres		995	998	1,505	1,160	1,116	1,116	1,116	859	1,070	1,294
Youth development		76	418	242	250	2	2	2	-	-	-
Economic Development		-	-	-	250	-	-	-	-	-	-
Operating Grant expenditure		2,175	3,024	2,948	2,721	3,380	3,380	3,380	1,564	1,556	1,778
Coastal Management		-	-	-	-	-	-	-	500	40	50
Actuarial Losses		23	-	6,313	25	25	25	25	-	-	-
<b>Total 'Other' Expenditure</b>	1	42,871	45,443	52,487	44,082	50,869	50,869	50,869	44,971	51,589	56,013

<b>by Expenditure Item</b>											
Employee related costs	8	-	-	-	-	-	-	-	-	-	-
Other materials		-	-	-	-	-	-	-	-	-	-
Contracted Services		-	-	-	-	-	-	-	-	-	-
Other Expenditure		18,292	16,305	15,909	17,479	22,647	22,647	22,647	15,685	17,162	18,565
<b>Total Repairs and Maintenance Expenditure</b>	9	18,292	16,305	15,909	17,479	22,647	22,647	22,647	15,685	17,162	18,565

check - - - - - - - - - -

**References**

1. Must reconcile with 'Budgeted Financial Performance (Revenue and Expenditure)

**DC3 Overberg - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and**

Description	Ref	Vote 1 - Municipal Manager	Vote 2 - Management services	Vote 3 - Community and Technical services	0	Total
<b>R thousand</b>	1					
<b>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		-	-	1,000	-	1,000
Service charges - other		-	-	424	-	424
Rental of facilities and equipment		-	22	14,167	-	14,189
Interest earned - external investments		-	300	-	-	300
Interest earned - outstanding debtors		-	-	2	-	2
Dividends received		-	44	-	-	44
Fines		-	-	-	-	-
Licences and permits		-	-	10	-	10
Agency services		781	3,358	-	-	4,139
Other revenue		-	173	495	-	668
Transfers recognised - operational		-	47,000	34,959	-	81,959
Gains on disposal of PPE		6,438	-	-	-	6,438
<b>Total Revenue (excluding capital transfers and contribution</b>		<b>7,219</b>	<b>50,897</b>	<b>51,057</b>	<b>-</b>	<b>109,173</b>
<b>Expenditure By Type</b>						
Employee related costs		3,431	11,735	36,937	-	52,103
Remuneration of councillors		4,580	-	-	-	4,580
Debt impairment		-	301	264	-	565
Depreciation & asset impairment		34	497	2,119	-	2,650
Finance charges		3	106	1,436	-	1,546
Bulk purchases		-	-	-	-	-
Other materials		-	-	-	-	-
Contracted services		-	-	800	-	800
Transfers and grants		-	-	-	-	-
Other expenditure		1,312	6,909	36,750	-	44,971
Loss on disposal of PPE		-	-	-	-	-
<b>Total Expenditure</b>		<b>9,360</b>	<b>19,549</b>	<b>78,307</b>	<b>-</b>	<b>107,216</b>
<b>Surplus/(Deficit)</b>		<b>(2,141)</b>	<b>31,349</b>	<b>(27,250)</b>	<b>-</b>	<b>1,958</b>
Transfers recognised - capital		-	-	-	-	-
Contributions recognised - capital		-	-	-	-	-
Contributed assets		-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>(2,141)</b>	<b>31,349</b>	<b>(27,250)</b>	<b>-</b>	<b>1,958</b>

References

1. Departmental columns to be based on municipal organisation structure



**DC3 Overberg - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)**

Strategic Objective	Goal	Goal Code	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
Good Governance	To build an institution capable of effective delivery with sound administration and good governance practices	A		1,321	1,190	1,451	1,480	2,525	2,525	7,219	853	920
Sustainable Infrastructure Development	Provide Sustainable Infrastructure Development by improving and reconstructing access roads, other streets and storm water.	B		32,616	32,695	37,978	36,602	41,341	41,341	34,693	37,848	40,825
Sustainable Basic Services	To provide high quality tip sites capable of accomodating the required level refuse dumped at the site.	C		3,863	4,000	4,177	5,457	1,808	1,808	1,008	5,773	5,883
Local development and tourism	Promote tourism in the municipal area	D		71	-	-	-	-	-	-	-	-
Environmental Protection	The allocation of sufficient funds to the protection and conservation of the municipal area	E		76	64	38	112	50	50	-	-	-
Social Development	To create a healthy and sustainable environment by improving social services.	F		1,315	1,718	478	-	-	-	-	-	-
	To create and maintain public areas and resorts for the benefit of the community.	G		9,633	10,052	10,927	16,351	11,190	11,190	14,666	16,059	17,527
Financial Viability	To create an environment of effective, accountable and viable financial management with reliable information technology and accurate database by fully implementting all MFMA regulations and reforms	H		41,011	41,248	45,181	47,333	47,749	47,749	48,551	50,646	53,517
	To create an environment of effective, accountable and viable financial management with reliable information technology and accurate database by fully implementting all MFMA regulations and reforms	I		1,105	1,080	1,219	976	892	892	1,741	1,902	2,052
Safety & Security	To create a safe and secure environment by providing traffic and related services.	J		334	397	567	434	514	514	691	175	90
Health	Promote and maintain a healthy municipal area	K		90	121	105	120	120	120	120	132	145
Planning and development	Provide suport to the other departments with regards to planning and development	L		347	280	97	-	-	-	484	1,000	1,000
Allocations to other priorities			2									
<b>Total Revenue (excluding capital transfers and contributions)</b>			1	<b>91,783</b>	<b>92,846</b>	<b>102,218</b>	<b>108,864</b>	<b>106,188</b>	<b>106,188</b>	<b>109,173</b>	<b>114,388</b>	<b>121,960</b>

References

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

DC3 Overberg - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

Strategic Objective	Goal	Goal Code	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework			
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15	
Good Governance	To build an institution capable of effective delivery with sound administration and good governance practices	A		10,365	10,814	13,685	13,297	11,373	11,373	9,613	10,665	11,515	
Sustainable Infrastructure Development	Provide Sustainable Infrastructure Development by improving and reconstructing access roads, other streets and storm water.	B		32,618	32,695	37,978	36,602	41,356	41,356	34,693	37,919	41,039	
Sustainable Basic Services	To provide high quality tip sites capable of accomodating the required level refuse dumped at the site.	C		3,377	4,517	4,967	4,304	4,258	4,258	3,811	4,761	4,904	
Local development and tourism	Promote tourism in the municipal area	D		1,174	-	-	-	-	-	-	-	-	
Environmental Protection	The allocation of sufficient funds to the protection and conservation of the municipal area	E		6,716	7,008	8,019	9,242	9,877	9,877	11,931	12,436	13,477	
Social Development	To create a healthy and sustainable environment by improving social services.	F		2,594	2,736	1,290	983	596	596	15	-	-	
	To create and maintain public areas and resorts for the benefit of the community.	G		9,271	10,212	11,168	9,592	11,920	11,920	11,866	12,949	13,950	
Financial Viability	To create an environment of effective, accountable and viable financial management with reliable information technology	H		9,732	11,858	20,694	11,486	12,004	12,004	9,826	10,459	11,135	
	To create an environment of effective, accountable and viable financial management with reliable information technology	I		6,597	6,645	6,828	5,969	5,910	5,910	6,083	6,681	7,165	
Safety & Security	To create a safe and secure environment by providing traffic and related services.	J		10,642	12,870	12,628	14,625	14,259	14,259	15,990	17,398	18,923	
Health	Promote and maintain a healthy municipal area	K		347	98	107	135	149	149	120	130	140	
Planning and development	Provide suport to the other departments with regards to planning and development	L		1,453	3,912	2,259	2,615	2,073	2,073	3,267	5,868	6,396	
<b>Allocations to other priorities</b>													
<b>Total Expenditure</b>				1	<b>94,885</b>	<b>103,365</b>	<b>119,622</b>	<b>108,851</b>	<b>113,775</b>	<b>113,775</b>	<b>107,216</b>	<b>119,265</b>	<b>128,644</b>

References

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

**DC3 Overberg - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)**

Strategic Objective	Goal	Goal Code	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework			
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15	
<b>R thousand</b>													
Good Governance	To build an institution capable of effective delivery with sound administration and good governance practices	A		414	-	-	-	-	-	-	-	-	
Sustainable Infrastructure Development	Provide Sustainable Infrastructure Development by improving and reconstructing access roads, other streets and storm water.	B		-	-	-	-	-	-	-	-	-	
Sustainable Basic Services	To provide high quality tip sites capable of accomodating the required level refuse dumped at the site.	C		261	1,761	11	525	11	11	8,517	3	12	
Local development and tourism	Promote tourism in the municipal area	D		-	-	-	-	-	-	-	-	-	
Environmental Protection	The allocation of sufficient funds to the protection and conservation of the municipal area	E		2,156	375	42	165	59	59	640	157	173	
Social Development	To create a healthy and sustainable environment by improving social services.	F		-	-	-	20	-	-	-	-	-	
	To create and maintain public areas and resorts for the benefit of the community.	G		244	508	122	500	263	263	2,183	160	100	
Financial Viability	To create an environment of effective, accountable and viable financial management with reliable information technology	H		-	-	136	-	-	-	21	-	-	
	To create an environment of effective, accountable and viable financial management with reliable information technology	I		-	-	111	110	45	45	288	190	7	
Safety & Security	To create a safe and secure environment by providing traffic and related services.	J		139	1,053	98	225	225	225	3,290	-	-	
Health	Promote and maintain a healthy municipal area	K		-	-	-	-	-	-	-	-	-	
Planning and development	Provide suport to the other departments with regards to planning and development	L		75	-	-	-	-	-	-	-	-	
<b>Allocations to other priorities</b>			3										
<b>Total Capital Expenditure</b>				1	<b>3,289</b>	<b>3,697</b>	<b>520</b>	<b>1,545</b>	<b>602</b>	<b>602</b>	<b>14,938</b>	<b>510</b>	<b>292</b>

**References**

- Total capital expenditure must reconcile to Budgeted Capital Expenditure
- Goal code must be used on Table SA36



DC3 Overberg - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Vote 1 - vote name</b>										
<b>Function 1 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Function 2 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Vote 2 - vote name</b>										
<b>Function 1 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Function 2 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Vote 3 - vote name</b>										
<b>Function 1 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Function 2 - (name)</b>										
<b>Sub-function 1 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 2 - (name)</b>										
<i>Insert measure/s description</i>										
<b>Sub-function 3 - (name)</b>										
<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

DC3 Overberg - Entities measureable performance objectives

Description	Unit of measurement	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<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

DC3 Overberg - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Borrowing Management</b>											
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	5.1%	3.8%	4.8%	3.1%	3.4%	3.4%	3.4%	2.7%	2.0%	1.4%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	20.8%	20.2%	28.6%	12.9%	20.9%	20.9%	20.9%	10.6%	8.7%	6.3%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	56.9%	0.0%	0.0%
<b>Safety of Capital</b>											
Gearing	Long Term Borrowing/ Funds & Reserves	880.9%	653.6%	0.0%	1905.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Liquidity</b>											
Current Ratio	Current assets/current liabilities	1.3	0.6	0.3	0.2	0.1	0.1	0.1	0.5	0.6	0.7
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1.3	0.6	0.3	0.2	0.1	0.1	0.1	0.5	0.6	0.7
Liquidity Ratio	Monetary Assets/Current Liabilities	1.1	0.3	0.1	0.0	(0.0)	(0.0)	(0.0)	0.4	0.5	0.6
<b>Revenue Management</b>											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		111.7%	85.7%	93.4%	96.2%	102.8%	102.8%	102.8%	100.3%	102.2%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)			111.7%	85.7%	93.4%	96.2%	102.8%	102.8%	102.8%	100.3%	102.2%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	1.7%	5.5%	2.3%	3.1%	1.7%	1.7%	1.7%	2.3%	2.3%	2.3%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old										
<b>Creditors Management</b>											
Creditors System Efficiency	% of Creditors Paid Within Terms (within 'MFMA' s 65(e))										
Creditors to Cash and Investments		27.9%	91.5%	423.0%	-363.8%	-71.7%	-71.7%	-71.7%	-75.4%	-109.0%	-274.4%
<b>Other Indicators</b>											
Electricity Distribution Losses (2)	% Volume (units purchased and generated less units sold)/units purchased and generated										
Water Distribution Losses (2)	% Volume (units purchased and own source less units sold)/Total units purchased and own source										
Employee costs	Employee costs/(Total Revenue - capital revenue)	42.6%	50.4%	51.1%	48.0%	49.1%	49.1%	49.1%	47.7%	49.2%	49.8%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	55.5%	63.9%	65.0%	52.2%	53.4%	53.4%	53.4%	51.9%	53.5%	54.3%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	19.9%	17.6%	15.6%	16.1%	21.3%	21.3%	21.3%	14.4%	15.0%	15.2%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	7.2%	6.1%	6.0%	4.8%	4.6%	4.6%	4.6%	3.8%	3.6%	3.2%
<b>IDP regulation financial viability indicators</b>											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year	8.6	5.7	11.1	14.2	14.2	14.2	11.2	20.1	24.8	26.5
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	11.5%	36.1%	15.7%	15.5%	14.4%	14.4%	14.4%	15.8%	12.0%	12.2%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	2.8	0.8	0.2	(0.2)	(0.8)	(0.8)	(0.8)	(0.8)	(0.6)	(0.2)

References

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



DC3 Overberg Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	2008/9	2009/10	2010/11	Current Year 2011/12				2012/13 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Funding measures</b>												
Cash/cash equivalents at the year end - R'000	18(1)b	1	15,125	4,901	1,430	(1,447)	(5,389)	(5,389)	(5,389)	(5,379)	(3,907)	(1,631)
Cash + investments at the yr end less applications - R'000	18(1)b	2	8,674	(102)	(5,805)	(8,505)	(9,415)	(9,415)	(9,415)	(9,025)	(7,564)	(5,279)
Cash year end/monthly employee/supplier payments	18(1)b	3	2.8	0.8	0.2	(0.2)	(0.8)	(0.8)	(0.8)	(0.8)	(0.6)	(0.2)
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	(3,103)	(10,519)	(17,404)	14	(7,586)	(7,586)	(7,586)	1,958	(4,877)	(6,685)
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	(3.6%)	1.5%	21.2%	(66.6%)	(6.0%)	(6.0%)	(43.0%)	330.9%	(3.6%)
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	111.7%	85.7%	93.4%	96.2%	102.8%	102.8%	102.8%	100.3%	102.2%	102.1%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	4.5%	0.0%	21.9%	2.7%	4.6%	4.6%	4.6%	3.6%	2.6%	2.3%
Capital payments % of capital expenditure	18(1)c;19	8	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	56.9%	0.0%	0.0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								101.2%	101.2%	101.1%
Current consumer debtors % change - incr(decr)	18(1)a	11	N.A.	225.5%	(53.4%)	42.3%	(44.8%)	0.0%	0.0%	33.3%	5.7%	8.4%
Long term receivables % change - incr(decr)	18(1)a	12	N.A.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	44.5%	39.2%	40.3%	39.3%	59.7%	59.7%	41.3%	31.3%	35.5%	40.1%
Asset renewal % of capital budget	20(1)(vi)	14	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.0%	19.6%	34.2%

References

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

DC3 Overberg - Supporting Table SA11 Property rates summary

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Valuation:</b>	1									
Date of valuation:										
Financial year valuation used										
Municipal by-laws s6 in place? (Y/N)	2									
Municipal/assistant valuer appointed? (Y/N)										
Municipal partnership s38 used? (Y/N)										
No. of assistant valuers (FTE)	3									
No. of data collectors (FTE)	3									
No. of internal valuers (FTE)	3									
No. of external valuers (FTE)	3									
No. of additional valuers (FTE)	4									
Valuation appeal board established? (Y/N)										
Implementation time of new valuation roll (mths)										
No. of properties	5									
No. of sectional title values	5									
No. of unreasonably difficult properties s7(2)										
No. of supplementary valuations										
No. of valuation roll amendments										
No. of objections by rate payers										
No. of appeals by rate payers										
No. of successful objections	8									
No. of successful objections > 10%	8									
Supplementary valuation										
Public service infrastructure value (Rm)	5									
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)	5									
Total land value (Rm)	5									
Total value of improvements (Rm)	5									
Total market value (Rm)	5									
<b>Rating:</b>										
Residential rate used to determine rate for other categories? (Y/N)										
Differential rates used? (Y/N)	5									
Limit on annual rate increase (s20)? (Y/N)										
Special rating area used? (Y/N)										
Phasing-in properties s21 (number)										
Rates policy accompanying budget? (Y/N)										
Fixed amount minimum value (R'000)										
Non-residential prescribed ratio s19? (%)										
<b>Rate revenue:</b>										
Rate revenue budget (R '000)	6									
Rate revenue expected to collect (R'000)	6									
Expected cash collection rate (%)										
Special rating areas (R'000)	7									
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, reductns, discs (R'000)</b>		-	-	-	-	-	-	-	-	-

References

1. All numbers to be expressed as whole numbers except FTEs and Rates in the Rand
2. To give effect to rates policy
3. Full Time Equivalent (FTE) should be expressed to one decimal place and takes into account full time and part time staff
4. Required to implement new system (FTE)
5. Provide relevant information for historical comparisons. Must reconcile to the total of Table SA12
6. Current and budget year must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)
7. Included in rate revenue budget
8. In favour of the rate-payer

DC3 Overberg - Supporting Table SA12a Property rates by category (current year)

Ref	Description	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 2011/12</b>																
	<b>Valuation:</b>																
	No. of properties																
	No. of sectional title property values																
	No. of unreasonably difficult properties s7(2)																
	No. of supplementary valuations																
	Supplementary valuation (Rm)																
	No. of valuation roll amendments																
	No. of objections by rate-payers																
	No. of appeals by rate-payers																
	No. of appeals by rate-payers finalised																
	No. of successful objections																
5	No. of successful objections > 10%																
5	Estimated no. of properties not valued																
	Years since last valuation (select)																
	Frequency of valuation (select)																
	Method of valuation used (select)																
	Base of valuation (select)																
	Phasing-in properties s21 (number)																
	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)																
	<b>Rating:</b>																
3	Average rate																
	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,exempts,deductns,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.

DC3 Overberg - Supporting Table SA12b Property rates by category (budget year)

Ref	Description	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>Budget Year 2012/13</b>																
	<b>Valuation:</b>																
	No. of properties																
	No. of sectional title property values																
	No. of unreasonably difficult properties s7(2)																
	No. of supplementary valuations																
	Supplementary valuation (Rm)																
	No. of valuation roll amendments																
	No. of objections by rate-payers																
	No. of appeals by rate-payers																
5	No. of appeals by rate-payers finalised																
5	No. of successful objections																
	No. of successful objections > 10%																
	Estimated no. of properties not valued																
	Years since last valuation (select)																
	Frequency of valuation (select)																
	Method of valuation used (select)																
	Base of valuation (select)																
	Phasing-in properties s21 (number)																
	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>																
6	Total value used for rating (Rm)																
6	Total land value (Rm)																
6	Total value of improvements (Rm)																
6	Total market value (Rm)																
	<b>Rating:</b>																
3	Average rate																
	Rate revenue budget (R '000)																
	Rate revenue expected to collect (R'000)																
4	Expected cash collection rate (%)																
	Special rating areas (R'000)																
	Rebates, exemptions - indigent (R'000)																
	Rebates, exemptions - pensioners (R'000)																
	Rebates, exemptions - bona fide fam. (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
5. In favour of the rate-payer
6. Provide relevant information for historical comparisons.





DC3 Overberg - Supporting Table SA14 Household bills

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13 % incr.	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Monthly Account for Household - 'Middle Income Range'</b>	1										
<b>Rates and services charges:</b>											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
<b>sub-total</b>		-	-	-	-	-	-	-	-	-	-
VAT on Services											
<b>Total large household bill:</b>		-	-	-	-	-	-	-	-	-	-
<b>% increase/-decrease</b>			-	-	-	-	-	-	-	-	-
<b>Monthly Account for Household - 'Affordable Range'</b>	2										
<b>Rates and services charges:</b>											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
<b>sub-total</b>		-	-	-	-	-	-	-	-	-	-
VAT on Services											
<b>Total small household bill:</b>		-	-	-	-	-	-	-	-	-	-
<b>% increase/-decrease</b>			-	-	-	-	-	-	-	-	-
<b>Monthly Account for Household - 'Indigent'</b>	3										
<b>Household receiving free basic services</b>											
<b>Rates and services charges:</b>											
Property rates											
Electricity: Basic levy											
Electricity: Consumption											
Water: Basic levy											
Water: Consumption											
Sanitation											
Refuse removal											
Other											
<b>sub-total</b>		-	-	-	-	-	-	-	-	-	-
VAT on Services											
<b>Total small household bill:</b>		-	-	-	-	-	-	-	-	-	-
<b>% increase/-decrease</b>			-	-	-	-	-	-	-	-	-

References

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

DC3 Overberg - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<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		-	-	-	-	-	-	-	-	-
Guaranteed Endowment Policies (sinking)		-	-	-	-	-	-	-	-	-
Repurchase Agreements - Banks		-	-	-	-	-	-	-	-	-
Securities		120	145	228	-	-	-	-	-	-
<b>Municipality sub-total</b>	1	<b>120</b>	<b>145</b>	<b>228</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>120</b>	<b>145</b>	<b>228</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

References

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

DC3 Overberg - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity Name of institution & investment ID	Ref 1	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate 3.	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Monetary value	Interest to be realised
		Yrs/Months								Rand thousand	
Parent municipality None											
Municipality sub-total										-	-
Entities None											
Entities sub-total										-	-
<b>TOTAL INVESTMENTS AND INTEREST</b>	1									-	-

References

1. Total investments must reconcile to all items in Table SA15 for the Current Year (30 June)
2. List investments in expiry date order

DC3 Overberg - Supporting Table SA17 Borrowing

Borrowing - Categorized by type	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>										
<b>Parent municipality</b>										
Long-Term Loans (annuity/reducing balance)		5,191	3,220	2,618	14,468	1,585	1,585	9,511	8,761	8,011
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		1,496	1,741	793	-	476	476	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
<b>Municipality sub-total</b>	1	<b>6,687</b>	<b>4,961</b>	<b>3,411</b>	<b>14,468</b>	<b>2,061</b>	<b>2,061</b>	<b>9,511</b>	<b>8,761</b>	<b>8,011</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>	1	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Borrowing</b>	1	<b>6,687</b>	<b>4,961</b>	<b>3,411</b>	<b>14,468</b>	<b>2,061</b>	<b>2,061</b>	<b>9,511</b>	<b>8,761</b>	<b>8,011</b>

<b>Unspent Borrowing - Categorized by type</b>										
<b>Parent municipality</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>Municipality sub-total</b>	1	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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>	1	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Unspent Borrowing</b>	1	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

References

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

DC3 Overberg - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>RECEIPTS:</b>	1, 2									
<b>Operating Transfers and Grants</b>										
<b>National Government:</b>		35,273	38,672	42,059	45,767	45,231	45,231	47,176	49,079	51,716
Local Government Equitable Share		33,785	37,187	40,309	41,691	41,691	41,691	43,926	45,929	48,516
Finance Management		750	750	1,000	1,250	1,250	1,250	1,250	1,250	1,250
Municipal Systems Improvement		735	735	750	790	790	790	1,000	900	950
Municipal Infrastructure (MIG)		3	-	-	-	-	-	-	-	-
EPWP Incentive		-	-	-	536	-	-	1,000	1,000	1,000
RBIG		-	-	-	1,500	1,500	1,500	-	-	-
Other transfers/grants [insert description]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		34,475	35,455	39,314	36,832	41,575	41,575	34,783	37,982	40,986
PT - CDW		37	-	-	-	-	-	-	-	-
PT - UMSOBOMVU		-	250	-	-	-	-	-	-	-
PT - PAWK		32,337	32,440	37,806	36,632	41,375	41,375	34,563	37,740	40,721
PT - Fire brigade		-	-	-	-	-	-	-	-	-
PT - MSP		560	-	-	200	200	200	-	-	-
Alcohol abuse		-	-	-	-	-	-	-	-	-
Global Funds		1,311	1,434	478	-	-	-	-	-	-
Fire Brigade Subsidy		-	-	333	-	-	-	-	-	-
Other provincial		104	76	71	-	-	-	-	-	-
RBIG		-	1,000	500	-	-	-	-	-	-
Seta		125	255	126	-	-	-	220	242	265
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		0	13	-	5	-	-	-	-	-
Other grant providers - Private		0	13	-	5	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Operating Transfers and Grants</b>	5	69,749	74,141	81,373	82,604	86,806	86,806	81,959	87,061	92,702
<b>Capital Transfers and Grants</b>										
<b>National Government:</b>		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
Other capital transfers/grants [insert desc]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Capital Transfers and Grants</b>	5	-	-	-	-	-	-	-	-	-
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>		69,749	74,141	81,373	82,604	86,806	86,806	81,959	87,061	92,702

References

1. Each transfer/grant is listed by name as gazetted together with the name of the transferring department or municipality, donor or other organisation
2. Amounts actually RECEIVED; not revenue recognised (objective is to confirm grants transferred)
3. Replacement of RSC levies
4. Housing subsidies for housing where ownership transferred to organisations or persons outside the control of the municipality
5. Total transfers and grants must reconcile to Budgeted Cash Flows
6. Motor vehicle licensing refunds to be included under 'agency' services (Not Grant Receipts)

DC3 Overberg - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>EXPENDITURE:</b>										
<b>Operating expenditure of Transfers and Grants</b>										
<b>National Government:</b>		<b>34,320</b>	<b>38,765</b>	<b>42,014</b>	<b>45,767</b>	<b>46,188</b>	<b>46,188</b>	<b>47,176</b>	<b>49,079</b>	<b>51,716</b>
Local Government Equitable Share		33,785	37,187	40,309	41,691	41,691	41,691	43,926	45,929	48,516
Finance Management		294	846	982	1,250	1,995	1,995	1,250	1,250	1,250
Municipal Systems Improvement		238	732	723	790	1,002	1,002	1,000	900	950
Municipal Infrastructure (MIG)		3	-	-	-	-	-	-	-	-
EPWP Incentive		-	-	-	536	-	-	1,000	1,000	1,000
RBIG		-	-	-	1,500	1,500	1,500	-	-	-
Other transfers/grants [insert description]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		<b>34,375</b>	<b>34,448</b>	<b>39,984</b>	<b>36,832</b>	<b>41,575</b>	<b>41,575</b>	<b>34,783</b>	<b>37,982</b>	<b>40,986</b>
PT - CDW		37	-	-	-	-	-	-	-	-
PT - UMSOBOMVU		-	250	-	-	-	-	-	-	-
PT - PAWK		32,337	32,440	37,806	36,632	41,375	41,375	34,563	37,740	40,721
PT - Fire brigade		-	-	-	-	-	-	-	-	-
PT - MSP		560	-	-	-	-	-	-	-	-
Alcohol abuse		4	35	-	-	-	-	-	-	-
Global Funds		1,311	1,434	478	-	-	-	-	-	-
Fire Brigade Subsidy		-	-	333	-	-	-	-	-	-
Other provincial		-	-	-	-	-	-	-	-	-
RBIG		-	-	1,194	-	-	-	-	-	-
Seta		125	290	173	200	200	200	220	242	265
<b>District Municipality:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
0		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		<b>0</b>	<b>13</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other grant providers - Private		0	13	-	5	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total operating expenditure of Transfers and Grants:</b>		<b>68,695</b>	<b>73,226</b>	<b>81,998</b>	<b>82,604</b>	<b>87,763</b>	<b>87,763</b>	<b>81,959</b>	<b>87,061</b>	<b>92,702</b>
<b>Capital expenditure of Transfers and Grants</b>										
<b>National Government:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
Other capital transfers/grants [insert desc]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
0		-	-	-	-	-	-	-	-	-
0		-	-	-	-	-	-	-	-	-
0		-	-	-	-	-	-	-	-	-
0		-	-	-	-	-	-	-	-	-
<b>District Municipality:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
0		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
0		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total capital expenditure of Transfers and Grants</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>		<b>68,695</b>	<b>73,226</b>	<b>81,998</b>	<b>82,604</b>	<b>87,763</b>	<b>87,763</b>	<b>81,959</b>	<b>87,061</b>	<b>92,702</b>

References

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

DC3 Overberg - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>										
<b>Operating transfers and grants:</b>	1,3									
<b>National Government:</b>										
Balance unspent at beginning of the year		646	1,599	1,507	2,507	1,552	1,552	-	-	-
Current year receipts		35,273	38,672	42,059	45,767	45,231	45,231	47,176	49,079	51,716
Paid Back to NT						595	595			
<b>Conditions met - transferred to revenue</b>		<b>34,320</b>	<b>38,765</b>	<b>42,014</b>	<b>45,767</b>	<b>46,188</b>	<b>46,188</b>	<b>47,176</b>	<b>49,079</b>	<b>51,716</b>
Conditions still to be met - transferred to liabilities		1,599	1,507	1,552	2,507	-	-	-	-	-
<b>Provincial Government:</b>										
Balance unspent at beginning of the year		1,630	1,731	2,738	1,136	2,068	2,068	2,068	2,068	2,068
Current year receipts		34,475	35,455	39,314	36,832	41,575	41,575	34,783	37,982	40,986
<b>Conditions met - transferred to revenue</b>		<b>34,375</b>	<b>34,448</b>	<b>39,984</b>	<b>36,832</b>	<b>41,575</b>	<b>41,575</b>	<b>34,783</b>	<b>37,982</b>	<b>40,986</b>
Conditions still to be met - transferred to liabilities		1,731	2,738	2,068	1,136	2,068	2,068	2,068	2,068	2,068
<b>District Municipality:</b>										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>										
Balance unspent at beginning of the year		-	-	-	624	-	-	-	-	-
Current year receipts		0	13	-	5	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>0</b>	<b>13</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	624	-	-	-	-	-
<b>Total operating transfers and grants revenue</b>		<b>68,695</b>	<b>73,226</b>	<b>81,998</b>	<b>82,604</b>	<b>87,763</b>	<b>87,763</b>	<b>81,959</b>	<b>87,061</b>	<b>92,702</b>
<b>Total operating transfers and grants - CTBM</b>	2	<b>3,330</b>	<b>4,245</b>	<b>3,620</b>	<b>4,267</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>
<b>Capital transfers and grants:</b>	1,3									
<b>National Government:</b>										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
<b>District Municipality:</b>										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
<b>Conditions met - transferred to revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
<b>Total capital transfers and grants revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total capital transfers and grants - CTBM</b>	2	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL TRANSFERS AND GRANTS REVENUE</b>		<b>68,695</b>	<b>73,226</b>	<b>81,998</b>	<b>82,604</b>	<b>87,763</b>	<b>87,763</b>	<b>81,959</b>	<b>87,061</b>	<b>92,702</b>
<b>TOTAL TRANSFERS AND GRANTS - CTBM</b>		<b>3,330</b>	<b>4,245</b>	<b>3,620</b>	<b>4,267</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>	<b>2,068</b>

References

1. Total capital transfers and grants revenue must reconcile to Budgeted Financial Performance and Financial Position; total recurrent grants revenue must reconcile to Budgeted Financial Performance
2. CTBM = conditions to be met
3. National Treasury database will require this reconciliation for each transfer/grant





<b>Non-Cash Transfers to other municipalities</b>												
<i>Insert description</i>	1	--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
<b>Total Non-Cash Transfers To Municipalities:</b>		--	--	--	--	--	--	--	--	--	--	--
<b>Non-Cash Transfers to Entities/Other External Mechanisms</b>												
<i>Insert description</i>	2	--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
<b>Total Non-Cash Transfers To Entities/Ems'</b>		--	--	--	--	--	--	--	--	--	--	--
<b>Non-Cash Transfers to other Organs of State</b>												
<i>Insert description</i>	3	--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
<b>Total Non-Cash Transfers To Other Organs Of State:</b>		--	--	--	--	--	--	--	--	--	--	--
<b>Non-Cash Grants to Organisations</b>												
<i>Insert description</i>	4	--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
<b>Total Non-Cash Grants To Organisations</b>		--	--	--	--	--	--	--	--	--	--	--
<b>Groups of Individuals</b>												
<i>Insert description</i>	5	--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
		--	--	--	--	--	--	--	--	--	--	--
<b>Total Non-Cash Grants To Groups Of Individuals:</b>		--	--	--	--	--	--	--	--	--	--	--
<b>TOTAL NON-CASH TRANSFERS AND GRANTS</b>		--	--	--	--	--	--	--	--	--	--	--
<b>TOTAL TRANSFERS AND GRANTS</b>	6	839	367	311	300	50	50	50	--	--	--	--

References

1. Insert description listed by municipal name and demarcation code of recipient
2. Insert description of each entity or external mechanism (an external mechanism may be provided with resources to ensure a minimum level of service)
3. Insert description of each Organ of State (e.g. transfer to electricity provider to compensate for FBS provided)
4. Insert description of each other organisation (e.g. charity)
5. Insert description of each other organisation (e.g. the aged, child-headed households)
6. All descriptions should separate transfers for 'capital purposes' and 'operating purposes'



**DC3 Overberg - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)**

Disclosure of Salaries, Allowances & Benefits 1.	Ref	No.	Salary	Contributions	Allowances	Performance Bonuses	In-kind benefits	Total Package
Rand per annum				1.				2.
<b>Councillors</b>	3							
Speaker	4		367,136	–	206,229			573,365
Chief Whip			–	–	–			–
Executive Mayor			399,063	59,859	171,822			630,744
Deputy Executive Mayor			207,151	31,073	131,501			369,725
Executive Committee			1,101,414	–	549,024			1,650,438
Total for all other councillors			655,185	34,382	666,475			1,356,042
<b>Total Councillors</b>	8	–	<b>2,729,949</b>	<b>125,314</b>	<b>1,725,051</b>			<b>4,580,314</b>
<b>Senior Managers of the Municipality</b>	5							
Municipal Manager (MM)			918,000	17,416	73,584	91,000		1,100,000
Director Finance and Admin			1,175,320	17,416	73,584	115,920		1,382,240
Director Technical Services			1,175,320	17,416	73,584	115,920		1,382,240
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
								–
<b>Total Senior Managers of the Municipality</b>	8	–	<b>3,268,639</b>	<b>52,248</b>	<b>220,751</b>	<b>322,840</b>		<b>3,864,479</b>
<b>A Heading for Each Entity</b>	6,7							
List each member of board by designation								–
								–
								–
								–
								–
								–
								–
								–
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								–
								–
								–
								–
								–
								–
								–
								–
<b>Total for municipal entities</b>	8	–	–	–	–	–		–
<b>TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION</b>		–	<b>5,998,588</b>	<b>177,562</b>	<b>1,945,802</b>	<b>322,840</b>		<b>8,444,793</b>

**References**

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

DC3 Overberg - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers	Ref	2010/11			Current Year 2011/12			Budget Year 2012/13		
		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)		20		20	21		20	21		21
Board Members of municipal entities	4									
<b>Municipal employees</b>	5									
Municipal Manager and Senior Managers	3	3		2	3		3	3		3
Other Managers	7	11	9		16	14		16	14	
Professionals		39	25	2	27	19	5	27	19	5
Finance		3	2	1	7	2	5	7	2	5
Spatial/town planning										
Information Technology										
Roads		3	3		3	3		3	3	
Electricity										
Water										
Sanitation										
Refuse										
Other		33	20	1	17	14		17	14	
Technicians		41	32	-	54	48	2	54	48	2
Finance		19	11		13	10		13	10	
Spatial/town planning										
Information Technology		2	2		2	2		2	2	
Roads		20	19		13	13		13	13	
Electricity										
Water										
Sanitation										
Refuse										
Other		-	-	-	26	23	2	26	23	2
Clerks (Clerical and administrative)		46	19		29	22	1	29	22	1
Service and sales workers										
Skilled agricultural and fishery workers										
Craft and related trades										
Plant and Machine Operators		41	39		48	48		48	48	
Elementary Occupations		236	191	10	185	141	44	185	141	44
<b>TOTAL PERSONNEL NUMBERS</b>		<b>437</b>	<b>315</b>	<b>34</b>	<b>383</b>	<b>292</b>	<b>75</b>	<b>383</b>	<b>292</b>	<b>76</b>
<b>% increase</b>					(12.4%)	(7.3%)	120.6%	-	-	1.3%
<b>Total municipal employees headcount</b>	6									
Finance personnel headcount	8	24	15		21	14	5	21	14	5
Human Resources personnel headcount	8	5	4		5	4		5	4	

References

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

DC3 Overberg - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2012/13												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15	
<b>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		78	78	84	80	80	80	80	96	88	88	88	88	1,000	5,758	5,868	
Service charges - other		63	24	20	32	29	27	61	35	38	29	28	424	465	507	507	
Rental of facilities and equipment		8,425	393	759	776	522	455	563	399	613	375	298	14,189	15,537	16,948		
Interest earned - external investments		31	43	12	15	7	7	15	10	8	5	126	300	300	350		
Interest earned - outstanding debtors		0	0	0	0	0	0	0	0	0	0	0	2	2	3		
Dividends received		44	-	-	-	-	-	-	-	-	-	-	44	48	53		
Fines		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Licences and permits		0	0	1	1	1	1	2	2	0	1	0	10	10	10		
Agency services		1	1	1	1	1	1	1	1	1	1	4,132	4,139	4,519	4,876		
Transfers recognised - operational		22,559	2,339	83	6,771	93	19,274	5,163	2,116	13,678	210	4,602	81,959	87,061	92,702		
Other revenue		22	45	94	39	39	32	116	27	100	55	64	668	688	643		
Gains on disposal of PPE		537	537	537	537	537	537	537	537	537	537	537	6,438	-	-		
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>31,760</b>	<b>3,460</b>	<b>1,590</b>	<b>8,251</b>	<b>1,308</b>	<b>20,412</b>	<b>6,537</b>	<b>3,206</b>	<b>15,072</b>	<b>1,547</b>	<b>9,875</b>	<b>109,173</b>	<b>114,388</b>	<b>121,960</b>		
<b>Expenditure By Type</b>																	
Employee related costs		3,768	3,796	3,780	3,852	4,158	4,381	4,410	4,237	4,317	3,828	7,440	52,103	56,271	60,773		
Remuneration of councillors		382	382	382	382	382	382	382	382	382	382	382	4,580	4,970	5,392		
Debt impairment		22	22	22	22	22	22	22	22	22	22	322	565	556	546		
Depreciation & asset impairment		1	1	1	1	1	1	1	1	1	1	2,640	2,650	2,763	2,828		
Finance charges		-	-	-	-	-	607	-	-	-	-	939	1,546	1,317	1,092		
Bulk purchases		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Other materials		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Contracted services		-	65	61	-	130	67	73	-	133	63	135	800	1,800	2,000		
Transfers and grants		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Other expenditure		1,838	3,761	2,572	2,592	3,085	3,599	2,187	2,673	5,252	2,142	12,041	44,971	51,589	56,013		
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<b>Total Expenditure</b>		<b>6,011</b>	<b>8,026</b>	<b>6,818</b>	<b>6,849</b>	<b>7,779</b>	<b>9,059</b>	<b>7,074</b>	<b>7,314</b>	<b>10,107</b>	<b>6,437</b>	<b>23,900</b>	<b>107,216</b>	<b>119,265</b>	<b>128,644</b>		
<b>Surplus/(Deficit)</b>		<b>25,749</b>	<b>(4,566)</b>	<b>(5,228)</b>	<b>1,402</b>	<b>(6,471)</b>	<b>11,354</b>	<b>(537)</b>	<b>(4,109)</b>	<b>4,964</b>	<b>(4,891)</b>	<b>(14,024)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>		
Transfers recognised - capital		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Contributions recognised - capital		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Contributed assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>25,749</b>	<b>(4,566)</b>	<b>(5,228)</b>	<b>1,402</b>	<b>(6,471)</b>	<b>11,354</b>	<b>(537)</b>	<b>(4,109)</b>	<b>4,964</b>	<b>(4,891)</b>	<b>(14,024)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>		
Taxation		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Attributable to minorifies		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Share of surplus / (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<b>Surplus/(Deficit)</b>		<b>25,749</b>	<b>(4,566)</b>	<b>(5,228)</b>	<b>1,402</b>	<b>(6,471)</b>	<b>11,354</b>	<b>(537)</b>	<b>(4,109)</b>	<b>4,964</b>	<b>(4,891)</b>	<b>(14,024)</b>	<b>1,958</b>	<b>(4,877)</b>	<b>(6,685)</b>		

References

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

DC3 Overberg - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

R thousand	Description	Ref	Budget Year 2012/13												Medium Term Revenue and Expenditure Framework														
			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15												
	<b>Revenue by Vote</b>		537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	537	
	Vote 1 - Municipal Manager		18,769	2,379	64	107	537	70	537	70	537	75	73	537	73	537	75	73	537	73	537	75	73	537	73	537	73	537	73
	Vote 2 - Management services		12,454	544	990	7,608	702	5,174	5,926	2,596	3,345	11,190	185	826	5,484	51,057	50,897	3,148	59,856	53,680	59,856	53,680	59,856	53,680	59,856	53,680	59,856	53,680	59,856
	Vote 3 - Community and Technical services		31,760	3,460	1,590	8,251	1,308	20,412	6,537	3,206	15,072	1,547	6,156	9,875	109,173	9,360	10,407	114,388	114,388	114,388	114,388	114,388	114,388	114,388	114,388	114,388	114,388	114,388	114,388
	<b>Expenditure by Vote to be appropriated</b>		578	992	622	626	763	1,247	705	796	801	958	678	594	796	801	958	678	594	796	801	958	678	594	796	801	958	678	594
	Vote 1 - Municipal Manager		1,271	1,828	1,525	1,434	1,508	2,214	1,160	1,108	1,765	1,432	1,510	2,796	1,954	1,549	23,395	25,111	23,395	25,111	23,395	25,111	23,395	25,111	23,395	25,111	23,395	25,111	23,395
	Vote 2 - Management services		4,162	5,207	4,671	4,789	5,508	5,598	5,209	5,410	7,541	4,328	5,738	20,147	78,307	78,307	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463	85,463
	Vote 3 - Community and Technical services		6,011	8,026	6,818	6,849	7,779	9,059	7,074	7,314	10,107	6,437	7,842	23,900	107,216	119,265	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644	128,644
	<b>Total Expenditure by Vote</b>		25,749	(4,566)	(5,228)	1,402	(6,471)	11,354	(537)	(4,109)	4,964	(4,891)	(1,686)	(14,024)	1,958	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)
	<b>Surplus/(Deficit) before assoc.</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Taxation		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Attributable to minorities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Surplus/(Deficit)</b>	1	25,749	(4,566)	(5,228)	1,402	(6,471)	11,354	(537)	(4,109)	4,964	(4,891)	(1,686)	(14,024)	1,958	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)	(4,877)	(6,685)

References

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







DC3 Overberg - Supporting Table SA29 Budgeted monthly capital expenditure (standard classification)

R thousand	Description	Ref	Budget Year 2012/13												Medium Term Revenue and Expenditure Framework						
			July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15				
	<b>Capital Expenditure - Standard</b>	1	-	-	-	-	-	-	-	-	-	301	-	-	-	-	-	309	190	7	
	<b>Governance and administration</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Executive and council		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Budget and treasury office		-	-	-	-	-	-	-	-	-	21	-	-	-	-	-	21	-	-	-
	Corporate services		-	-	-	-	-	-	-	-	-	280	-	-	-	-	-	288	190	7	
	<b>Community and public safety</b>		-	-	-	-	-	-	-	-	-	5,473	-	-	-	-	-	5,473	160	100	
	Community and social services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Sport and recreation		-	-	-	-	-	-	-	-	-	2,183	-	-	-	-	-	2,183	160	100	
	Public safety		-	-	-	-	-	-	-	-	-	3,290	-	-	-	-	-	3,290	-	-	
	Housing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Economic and environmental services</b>		-	-	-	-	-	-	-	-	-	647	-	-	-	-	-	640	157	173	
	Planning and development		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Road transport		-	-	-	-	-	-	-	-	-	8	-	-	-	-	-	-	-	-	
	Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Trading services</b>		-	-	-	-	-	-	-	-	-	640	-	-	-	-	-	640	157	173	
	Electricity		-	-	-	-	-	-	-	-	-	8,517	-	-	-	-	-	8,517	3	12	
	Water		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Waste water management		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Waste management		-	-	-	-	-	-	-	-	-	8,517	-	-	-	-	-	8,517	3	12	
	<b>Other</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Total Capital Expenditure - Standard</b>	2	-	-	-	-	-	-	-	-	-	14,938	-	-	-	-	-	14,938	510	292	

References

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

DC3 Overberg - Supporting Table SA30 Budgeted monthly cash flow

R thousand	Budget Year 2012/13												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2012/13	Budget Year+1 2013/14	Budget Year+2 2014/15
													1		
<b>Cash Receipts 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	78	78	84	80	80	80	80	80	80	88	88	89	1,001	5,905	6,005
Service charges - other	63	24	20	32	29	27	61	35	39	38	29	29	425	476	519
Rental of facilities and equipment	8,425	393	759	776	522	455	563	399	612	613	375	312	14,203	15,934	17,345
Interest earned - external investments	31	43	12	15	7	7	15	10	8	5	19	126	300	300	350
Interest earned - outstanding debtors	0	0	0	0	0	0	0	0	0	0	0	0	2	2	3
Dividends received	44	-	-	-	-	-	-	-	-	-	-	-	44	48	53
Fines	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licences and permits	0	0	1	1	1	1	2	2	0	0	1	0	10	10	10
Agency services	1	1	1	1	1	1	1	1	1	-	1	4,132	4,139	4,519	4,876
Transfer receipts - operational	22,559	2,339	83	6,771	93	19,274	5,163	2,116	13,678	210	5,070	4,602	81,959	87,061	92,702
Other revenue	22	45	94	39	39	32	116	27	100	55	36	64	668	688	643
<b>Cash Receipts by Source</b>	<b>31,223</b>	<b>2,923</b>	<b>1,054</b>	<b>7,714</b>	<b>771</b>	<b>19,876</b>	<b>6,001</b>	<b>2,669</b>	<b>14,535</b>	<b>1,010</b>	<b>5,620</b>	<b>9,354</b>	<b>102,751</b>	<b>114,944</b>	<b>122,506</b>
<b>Other Cash Flows by Source</b>															
Transfer receipts - capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions recognised - capital & Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	6,438	6,438	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	8,500	8,500	-	-
Borrowing long term/refinancing	-	-	-	-	-	-	-	-	-	-	-	8,500	8,500	-	-
Increase (decrease) in consumer deposits	0	0	0	0	0	0	0	0	0	0	0	0	2	2	3
Decrease (Increase) in non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (Increase) other non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (Increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Receipts by Source</b>	<b>31,224</b>	<b>2,923</b>	<b>1,054</b>	<b>7,714</b>	<b>771</b>	<b>19,876</b>	<b>6,001</b>	<b>2,669</b>	<b>14,535</b>	<b>1,010</b>	<b>5,620</b>	<b>24,293</b>	<b>117,691</b>	<b>114,946</b>	<b>122,509</b>
<b>Cash Payments by Type</b>															
Employee related costs	3,768	3,796	3,780	3,852	4,158	4,381	4,410	4,237	4,317	3,828	4,136	7,440	52,103	56,271	60,773
Remuneration of councillors	382	382	382	382	382	382	382	382	382	382	382	382	4,580	4,970	5,392
Finance charges	-	-	-	-	-	607	-	-	-	-	-	939	1,546	1,317	1,092
Bulk purchases - Electricity	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bulk purchases - Water & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services	-	65	61	67	130	67	73	-	133	63	72	90	754	1,664	1,790
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenditure	1,838	3,761	2,572	2,592	3,085	3,599	2,187	2,673	5,252	2,142	3,230	9,479	42,409	47,694	50,142
<b>Cash Payments by Type</b>	<b>5,988</b>	<b>8,003</b>	<b>6,795</b>	<b>6,826</b>	<b>7,756</b>	<b>9,036</b>	<b>7,051</b>	<b>7,291</b>	<b>10,084</b>	<b>6,414</b>	<b>7,819</b>	<b>18,330</b>	<b>101,392</b>	<b>111,916</b>	<b>119,190</b>
<b>Other Cash Flows/Payments by Type</b>															
Capital assets	-	-	-	-	-	-	14,938	-	-	-	-	-	14,938	510	292
Repayment of borrowing	-	-	-	-	-	-	675	-	-	-	-	675	1,350	1,050	750
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Payments by Type</b>	<b>5,988</b>	<b>8,003</b>	<b>6,795</b>	<b>6,826</b>	<b>7,756</b>	<b>9,036</b>	<b>22,664</b>	<b>7,291</b>	<b>10,084</b>	<b>6,414</b>	<b>7,819</b>	<b>19,005</b>	<b>117,680</b>	<b>113,475</b>	<b>120,232</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>25,236</b>	<b>(5,080)</b>	<b>(5,741)</b>	<b>889</b>	<b>(6,984)</b>	<b>10,840</b>	<b>(16,663)</b>	<b>(4,622)</b>	<b>4,451</b>	<b>(5,404)</b>	<b>(2,199)</b>	<b>5,288</b>	<b>11</b>	<b>1,471</b>	<b>2,277</b>
Cash/cash equivalents at the month/year begin:	(5,389)	19,946	14,767	9,025	9,914	2,930	13,770	(2,893)	(7,515)	(3,064)	(8,468)	(10,666)	(5,389)	(5,379)	(3,907)
Cash/cash equivalents at the month/year end:	19,846	14,767	9,025	9,914	2,930	13,770	(2,893)	(7,515)	(3,064)	(8,468)	(10,666)	(5,379)	(5,379)	(3,907)	(1,631)



DC3 Overberg - Supporting Table SA32 List of external mechanisms

External mechanism	Yrs/ Mths	Period of agreement 1.	Service provided	Expiry date of service delivery agreement or contract	Monetary value of agreement 2.
Name of organisation		Number			R thousand
None					

References

1. Total agreement period from commencement until end
2. Annual value

DC3 Overberg - Supporting Table SA33 Contracts having future budgetary implications

R thousand	Description	Ref	Preceding Years	Current Year 2011/12	2012/13 Medium Term Revenue & Expenditure Framework			Forecast 2015/16	Forecast 2016/17	Forecast 2017/18	Forecast 2018/19	Forecast 2019/20	Forecast 2020/21	Forecast 2021/22	Total Contract Value
					Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15								
	<b>Parent Municipality:</b>														
	<u>Revenue Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Operating Revenue Implication</b>														
	<u>Expenditure Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Operating Expenditure Implication</b>														
	<u>Capital Expenditure Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Capital Expenditure Implication</b>														
	<b>Total Parent Expenditure Implication</b>														
	<b>Entities:</b>														
	<u>Revenue Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Operating Revenue Implication</b>														
	<u>Expenditure Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Operating Expenditure Implication</b>														
	<u>Capital Expenditure Obligation By Contract</u>	2													
	Contract 1														
	Contract 2														
	Contract 3 etc														
	<b>Total Capital Expenditure Implication</b>														
	<b>Total Entity Expenditure Implication</b>														

References

1. Total implication for all preceding years to be summed and total stated in 'Preceding Years' column
2. List all contracts with future financial obligations beyond the three years covered by the MTRF (MFMA s33)

DC3 Overberg - Supporting Table SA34a Capital expenditure on new assets by asset class

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Capital expenditure on new assets by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		-	318	8	500	-	-	8,500	-	-
Infrastructure - Road transport		-	-	-	-	-	-	-	-	-
Roads, Pavements & Bridges		-	-	-	-	-	-	-	-	-
Storm water		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		-	-	-	-	-	-	-	-	-
Street Lighting		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Dams & Reservoirs		-	-	-	-	-	-	-	-	-
Water purification		-	-	-	-	-	-	-	-	-
Reticulation Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	50	-	-	-	-	-	-	-
Reticulation Sewerage		-	50	-	-	-	-	-	-	-
Sewerage purification		-	-	-	-	-	-	-	-	-
Infrastructure - Other		-	268	8	500	-	-	8,500	-	-
Waste Management		-	268	-	500	-	-	8,500	-	-
Transportation	2	-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other	3	-	-	8	-	-	-	-	-	-
<b>Community</b>		49	-	-	500	263	263	-	-	-
Parks & gardens		-	-	-	-	-	-	-	-	-
Sports Fields & stadia		-	-	-	-	-	-	-	-	-
Swimming pools		-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Recreational facilities		49	-	-	500	263	263	-	-	-
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses	7	-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-
Social rental housing	8	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other	9	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Housing development		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		2,954	3,379	408	545	339	339	1,005	410	192
General vehicles		350	1,291	-	-	-	-	330	190	-
Specialised vehicles	10	-	-	-	-	-	-	-	-	-
Plant & equipment		45	161	78	225	225	225	390	60	-
Computers - hardware/equipment		409	120	142	105	30	30	59	-	14
Furniture and other office equipment		2,129	353	160	165	55	55	224	160	178
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		21	1,454	7	50	30	30	3	-	-
Other Buildings		-	-	-	-	-	-	-	-	-
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other		-	-	20	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		287	-	103	-	-	-	500	-	-
Computers - software & programming		287	-	103	-	-	-	500	-	-
Other (list sub-class)		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on new assets</b>	1	3,289	3,697	520	1,545	602	602	10,005	410	192
<b>Specialised vehicles</b>		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	-	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-

References

- Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on renewal of existing assets (SA34b) must reconcile to total capital expenditure in Budgeted Capital Expenditure
- Airports, Car Parks, Bus Terminals and Taxi Ranks
- For example - technology backbones (e.g. fibre optic, WIFI infrastructure) for economic development purposes
- Work-in-progress/under construction to be budgeted under the respective item
- Infrastructure includes 'land and buildings required' by that infrastructure and vehicles/plant & equipment used by the service generated by that infrastructure
- Donated/contributed & leased assets to be included within the respective sub-class

DC3 Overberg - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>R thousand</b>	1									
<b>Capital expenditure on renewal of existing assets by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		-	-	-	-	-	-	750	-	-
Infrastructure - Road transport		-	-	-	-	-	-	80	-	-
Roads, Pavements & Bridges		-	-	-	-	-	-	80	-	-
Storm water		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		-	-	-	-	-	-	-	-	-
Street Lighting		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Dams & Reservoirs		-	-	-	-	-	-	-	-	-
Water purification		-	-	-	-	-	-	-	-	-
Reticulation Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	670	-	-
Reticulation Sewerage		-	-	-	-	-	-	-	-	-
Sewerage purification		-	-	-	-	-	-	670	-	-
Infrastructure - Other		-	-	-	-	-	-	-	-	-
Waste Management		-	-	-	-	-	-	-	-	-
Transportation	2	-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other	3	-	-	-	-	-	-	-	-	-
<b>Community</b>		-	-	-	-	-	-	1,283	100	100
Parks & gardens		-	-	-	-	-	-	-	-	-
Sports Fields & stadia		-	-	-	-	-	-	-	-	-
Swimming pools		-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Recreational facilities		-	-	-	-	-	-	1,283	100	100
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses	7	-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-
Social rental housing	8	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other	9	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Housing development		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		-	-	-	-	-	-	2,900	-	-
General vehicles		-	-	-	-	-	-	-	-	-
Specialised vehicles		-	-	-	-	-	-	2,600	-	-
Plant & equipment		-	-	-	-	-	-	-	-	-
Computers - hardware/equipment		-	-	-	-	-	-	-	-	-
Furniture and other office equipment		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		-	-	-	-	-	-	300	-	-
Other Buildings		-	-	-	-	-	-	-	-	-
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		-	-	-	-	-	-	-	-	-
Computers - software & programming		-	-	-	-	-	-	-	-	-
Other (list sub-class)		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on renewal of existing assets</b>	1	-	-	-	-	-	-	4,933	100	100
<b>Specialised vehicles</b>		-	-	-	-	-	-	2,600	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	2,600	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-
<b>Renewal of Existing Assets as % of total capex</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.0%	19.6%	34.2%
<b>Renewal of Existing Assets as % of deprecn"</b>		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	186.1%	3.6%	3.5%

DC3 Overberg - Supporting Table SA34c Repairs and maintenance expenditure by asset class

Description	Ref	2008/9	2009/10	2010/11	Current Year 2011/12			2012/13 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
<b>Repairs and maintenance expenditure by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		13,317	10,256	10,710	11,843	17,113	17,113	9,827	10,485	11,152
Infrastructure - Road transport		13,316	10,200	10,701	11,771	17,112	17,112	9,822	10,480	11,145
Roads, Pavements & Bridges		13,316	10,200	10,701	11,771	17,112	17,112	9,822	10,480	11,145
Storm water		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		-	-	-	-	-	-	-	-	-
Street Lighting		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Dams & Reservoirs		-	-	-	-	-	-	-	-	-
Water purification		-	-	-	-	-	-	-	-	-
Reticulation Water		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	-	-	-
Reticulation Sanitation		-	-	-	-	-	-	-	-	-
Sewerage purification		-	-	-	-	-	-	-	-	-
Infrastructure - Other		1	56	9	72	1	1	5	5	8
Waste Management		1	56	9	72	1	1	5	5	8
Transportation	2	-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other	3	-	-	-	-	-	-	-	-	-
<b>Community</b>		490	504	432	387	407	407	468	500	546
Parks & gardens		-	-	-	-	-	-	-	-	-
Sportsfields & stadia		-	-	-	-	-	-	-	-	-
Swimming pools		17	25	63	15	15	15	30	33	36
Community halls		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Recreational facilities		473	480	370	372	392	392	438	467	510
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses	7	-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-
Social rental housing	8	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other	9	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Housing development		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		4,485	5,544	4,767	5,249	5,126	5,126	5,390	6,177	6,867
General vehicles		3,364	4,021	3,602	4,201	4,297	4,297	4,362	4,910	5,464
Specialised vehicles		-	-	-	-	-	-	-	-	-
Plant & equipment		-	-	-	-	-	-	-	-	-
Computers - hardware/equipment		-	-	-	-	-	-	-	-	-
Furniture and other office equipment		640	804	551	566	403	403	566	680	739
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		480	719	614	482	426	426	463	587	664
Other Buildings		-	-	-	-	-	-	-	-	-
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other Assets - Other		-	-	-	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		-	-	-	-	-	-	-	-	-
Computers - software & programming		-	-	-	-	-	-	-	-	-
Other (list sub-class)		-	-	-	-	-	-	-	-	-
<b>Total Repairs and Maintenance Expenditure</b>	1	18,292	16,305	15,909	17,479	22,647	22,647	15,685	17,162	18,585
<b>Specialised vehicles</b>		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	-	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-
<b>R&amp;M as a % of PPE</b>		44.5%	39.2%	40.3%	39.3%	59.7%	59.7%	31.3%	35.5%	40.1%
<b>R&amp;M as % Operating Expenditure</b>		19.3%	15.8%	13.3%	16.1%	19.9%	19.9%	14.6%	14.4%	14.4%

References





**DC3 Overberg - Supporting Table SA35 Future financial implications of the capital budget**

Vote Description	Ref	2012/13 Medium Term Revenue & Expenditure Framework			Forecasts			
		Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15	Forecast 2015/16	Forecast 2016/17	Forecast 2017/18	Present value
<b>R thousand</b>								
<b>Capital expenditure</b>	1							
Vote 1 - Municipal Manager		-	-	-	-	-	-	-
Vote 2 - Management services		309	190	7	-	-	-	-
Vote 3 - Community and Technical services		14,630	320	285	-	-	-	-
Vote 4 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 5 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
<i>List entity summary if applicable</i>								
<b>Total Capital Expenditure</b>		<b>14,938</b>	<b>510</b>	<b>292</b>	-	-	-	-
<b>Future operational costs by vote</b>	2							
Vote 1 - Municipal Manager		-	-	-	-	-	-	-
Vote 2 - Management services		-	-	-	-	-	-	-
Vote 3 - Community and Technical services		-	-	-	-	-	-	-
Vote 4 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 5 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-
<i>List entity summary if applicable</i>								
<b>Total future operational costs</b>		-	-	-	-	-	-	-
<b>Future revenue by source</b>	3							
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>14,938</b>	<b>510</b>	<b>292</b>	-	-	-	-

**References**

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




**2.1 Municipal Manager's quality certificate**

I ..... **WADUTOIT** ....., Municipal Manager of Overberg District 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 W.A. du Toit

Municipal Manager of Overberg District Municipality

Signature 

Date 31 May 2012

## Part 3 – Appendices

### 3.1 Appendix A – Capital budget

Municipal Vote/Capital project	Program/Project description	Asset Class	Asset Sub-Class	2012/13 Medium Term Revenue & Expenditure Framework		
				Budget Year 2012/13	Budget Year +1 2013/14	Budget Year +2 2014/15
R thousand		3	3			
3.2 - Environment Protection	Sundry equipment	Other assets	Furniture and other office equipment	70	78	82
3.2 - Environment Protection	Data projectors x 2	Other assets	Furniture and other office equipment	17	19	21
3.2 - Environment Protection	Inspection Kit	Other assets	Furniture and other office equipment	50	60	70
3.2 - Environment Protection	Municipal Health Information System	Intangibles	Computers - software & programming	500	-	-
3.7 - Environmental Management	Gate at OD Offices	Other assets	Civic Land and Buildings	3	-	-
2.2 - Administration	Voertuig	Other assets	General Vehicles	180	-	-
2.2 - Administration	Staal Rakke (Argiewe	Other assets	Furniture and other office equipment	80	-	-
2.4 - Human Resources	Computer equipment	Other assets	Computers - hardware/equipment	20	-	-
2.8 - Financial Administration	Computer equipment	Other assets	Computers - hardware/equipment	21	-	-
3.1 - Public Safety	Rescue equipment	Other assets	Plant & equipment	100	-	-
3.1 - Public Safety	Sundry equipment	Other assets	Plant & equipment	40	-	-
3.1 - Public Safety	Rescue equipment	Other assets	Plant & equipment	100	-	-
3.1 - Public Safety	Bunker klere	Other assets	Plant & equipment	150	-	-
3.1 - Public Safety	Wendy House	Other assets	Civic Land and Buildings	-	-	-
3.1 - Public Safety	Upgrading of Fire Station	Other assets	Civic Land and Buildings	300	-	-
3.1 - Public Safety	Replacement of vehicles	Other assets	Fire	2 600	-	-
3.6 - Resorts	Upgrading of bungalows (roofs)	Community	Recreational facilities	180	-	-
3.6 - Resorts	Upgrading of lodge, hall, & roads	Community	Recreational facilities	120	-	-
3.6 - Resorts	Upgrading of sewerage plant	Infrastructure - Sanitation	Sewerage purification	450	-	-
3.6 - Resorts	Upgrading of facilities (shop)	Community	Recreational facilities	50	-	-
3.6 - Resorts	Upgrading of ablution facilities	Community	Recreational facilities	130	-	-
3.6 - Resorts	Upgrading of roads	Infrastructure - Road transport	Roads, Pavements & Bridges	80	-	-
3.6 - Resorts	Upgrading of buildings	Community	Recreational facilities	220	-	-
3.6 - Resorts	Upgrading of bungalows	Community	Recreational facilities	201	50	50
3.6 - Resorts	Upgrading of conference hall	Community	Recreational facilities	100	-	-
3.6 - Resorts	Upgrading of sewerage plant	Infrastructure - Sanitation	Sewerage purification	220	-	-
3.6 - Resorts	Upgrading of terrain	Community	Recreational facilities	150	-	-
3.6 - Resorts	Upgrading of council houses	Community	Recreational facilities	70	-	-
3.6 - Resorts	Upgrading of Swimming Beach	Community	Recreational facilities	62	50	50
3.6 - Resorts	New grass cutting & safety equipment	Other assets	Plant & equipment	-	60	-
3.6 - Resorts	Acquisition of Vehicle (Bakkie)	Other assets	General Vehicles	150	-	-
3.5 - Solid Waste	Computer equipment	Other assets	Computers - hardware/equipment	12	-	7
3.5 - Solid Waste	Office equipment	Other assets	Furniture and other office equipment	5	3	5
3.5 - Solid Waste	Cell 3	Infrastructure - Other	Waste Management	8 500	-	-
2.5 - Planning	1X Laminating machine	Other assets	Furniture and other office equipment	1	-	-
2.5 - Planning	2x Laptops	Other assets	Computers - hardware/equipment	6	-	7
2.5 - Planning	1x Vehicle - Social Dev elopment	Other assets	General Vehicles	-	190	-
2.5 - Planning	1x Darised Whiteboard	Other assets	Furniture and other office equipment	1	-	-
<b>Total Capital expenditure</b>				<b>14 938</b>	<b>510</b>	<b>292</b>

### **3.2 Appendix B – Tariff Listing**

Refer to Appendix B attached.



## DENNEHOF TARIEFSTRUKTUUR 2012/13

	• Binne seisoen:						• Buite seisoen:												
	Goedgekeurde Tariewe 2011/12		Voorgestelde Tariewe 2012/13		%		Goedgekeurde Tariewe Naweek 2011/12		Voorgestelde Tariewe Naweek 2012/13		%		Goedgekeurde Tariewe Week 2011/12		Voorgestelde Tariewe Week 2012/13		%		
	BTW Uitgesluit	BTW Ingesluit	BTW Uitgesluit	BTW Ingesluit	Verhoging		BTW Uitgesluit	BTW Ingesluit	BTW Uitgesluit	BTW Ingesluit	Verhoging		BTW Uitgesluit	BTW Ingesluit	BTW Uitgesluit	BTW Ingesluit	Verhoging		
• Riool - Basies Per maand	R -	-	R -	241.23	R	275.00	100.00%	R -	-	R -	-	100.00%	R -	-	R -	241.23	R	275.00	100.00%
• ELEKTRISITEIT																			
• Elektriesiteits Eenheidstarief per eenheid Per maand	R	0.96	R	1.10	R	1.45	24.14%	R	0.96	R	1.10	R	1.45	R	0.96	R	1.10	R	1.45
• Elektriesiteit Besikbaarheidstarief (Semi-Permanente Persone) per maand	R	16.67	R	120.00	R	160.00	25.00%	R	16.67	R	120.00	R	160.00	R	16.67	R	120.00	R	160.00
• Deposito diensaansluiting***GEEN BTW***	R	-	R	610.00	R	610.00	0.00%	R	-	R	610.00	R	610.00	R	-	R	610.00	R	610.00
• Deposito dienste wanbetalers***GEEN BTW****																			
• Dienste aansluitingsfooi Per aansluiting	R	78.95	R	90.00	R	90.00	0.00%	R	78.95	R	90.00	R	90.00	R	78.95	R	90.00	R	90.00
• Heraansluitingsfooi weens wanbetaling per geleentheid																			

• Verminderde tarief vir groepe (Uitgesluit 15 Desember tot 15 Januarie van die volgende jaar en Paasaweek)

- Groepe van 20 tot 50 persone : 15% korting op die toepasslike tarief per eenheid
- Groepe van 51 tot 100 persone : 20% korting op die toepasslike tarief per eenheid
- Groepe van 101 tot 160 persone : 25% korting op die toepasslike tarief per eenheid
- Groepe van meer as 200 persone : 30% korting op die toepasslike tarief

Addisionele korting van 14% op groepe wat alle eenhede by geleentheid bespreek( Saai, Kleine Herberg, Hergberg, alle tent/karavaanstaanplekke, chalets,huise)

**SEISOENTYPE:**

- Binne-seisoen: Die tydperk vanaf 15 Desember van elke jaar tot 15 Januarie van die volgende jaar en Paasaweek
- Buite-seisoen: Die tydperk vanaf 16 Januarie tot 14 Desember uitgesluit Paasaweek

**WEEKTYE EN NAWEEKTYE**

- Week : Sondag 14:00 tot Donderdag 10:00
- Week : Donderdag 14:00 tot Sondag 10:00



## DIE DAM TARIEFSTRUKTUUR 2012/13

	• Binne seisoen:				• Buite seisoen:				% Verhoging	
	Goedgekeurde Tariewe 2011/12	Voorgestelde Tariewe 2012/13	% Verhoging	Goedgekeurde Tariewe Naweek 2011/12	Voorgestelde Tariewe Naweek 2012/13	% Verhoging	Goedgekeurde Tariewe Week 2011/12	Voorgestelde Tariewe Week 2012/13		
	BTW Uitgesluit	BTW Ingesluit	BTW Ingesluit	BTW Uitgesluit	BTW Ingesluit	BTW Ingesluit	BTW Uitgesluit	BTW Ingesluit	BTW Ingesluit	
• <b>KAMPHUISE</b>										
• Kamphuisies	R 399.12	R 455.00	R 447.37	R 510.00	R 350.88	R 400.00	R 289.47	R 330.00	R 350.00	R 5.71%
• Breekkaadde Deposito	R 300.00	R 300.00	R 300.00	R 300.00	R 300.00	R 300.00	R 300.00	R 300.00	R 300.00	0.00%
• Administratiewe fooi met kansellasië (Slegs betaalbaar wanneer perseel herverhuur word)	R 58.77	R 67.00	R 70.18	R 80.00	R 58.77	R 67.00	R 58.77	R 67.00	R 80.00	16.25%
• Kansellasiëfooi per geleentheid (Slegs betaalbaar indien perseel nie herverhuur is nie)	R 201.75	R 230.00	R 250.00	R 285.00	R 201.75	R 230.00	R 201.75	R 230.00	R 285.00	19.30%
• <b>KARAVAAN/TENTISTAAANPLEKKE</b>										
• Elektrieseit per nag	R 201.75	R 230.00	R 219.30	R 250.00	R 144.74	R 165.00	R 144.74	R 165.00	R 170.00	2.94%
• Sonder elektrieseit per nag	R 171.05	R 180.00	R 175.44	R 200.00	R 114.04	R 130.00	R 114.04	R 130.00	R 131.58	13.33%
• Administratiewe fooi met kansellasië (Slegs betaalbaar wanneer perseel herverhuur word)	R 58.77	R 67.00	R 70.18	R 80.00	R 58.77	R 67.00	R 58.77	R 67.00	R 80.00	16.25%
• Kansellasiëfooi per geleentheid (Slegs betaalbaar indien perseel nie herverhuur is nie)	R 201.75	R 230.00	R 250.00	R 285.00	R 201.75	R 230.00	R 201.75	R 230.00	R 285.00	19.30%
• <b>BESOEKERS/EKSTRA VOERTUIG</b>										
• Dagbesoeker/Ekstra persoon per perseel	R 8.77	R 10.00	R 13.16	R 15.00	R 8.77	R 10.00	R 8.77	R 10.00	R 15.00	33.33%
• Ekstra persoon per nag	R -	R -	R 13.16	R 15.00	R -	R -	R -	R -	R 15.00	100.00%
• Ekstra voertuig Per voertuig	R 17.54	R 20.00	R 26.32	R 30.00	R 17.54	R 20.00	R 17.54	R 20.00	R 30.00	33.33%
• Mini Bus per dag (08:00 tot 17:00)	R 35.09	R 40.00	R 35.09	R 40.00	R 35.09	R 40.00	R 35.09	R 40.00	R 40.00	0.00%
• Busse (08:00 tot 17:00)	R 70.18	R 80.00	R 70.18	R 80.00	R 70.18	R 80.00	R 70.18	R 80.00	R 80.00	0.00%
• Businsittendes per persoon (08:00 tot 17:00)	R 13.16	R 15.00	R 13.16	R 15.00	R 13.16	R 15.00	R 13.16	R 15.00	R 15.00	0.00%
• Kinders 5 jaar en jonger	GRATIS	GRATIS	GRATIS	GRATIS	GRATIS	GRATIS	GRATIS	GRATIS	GRATIS	0.00%
• <b>SEMI-PERMANENTE PERSELE</b>										
• Perseelhuur per jaar	R 7,846.49	R 8,945.00	R 8,627.19	R 9,835.00	R 7,846.49	R 8,945.00	R 7,846.49	R 8,945.00	R 9,835.00	9.05%
• Plettenberg huise per jaar	R 8,407.89	R 9,585.00	R 10,438.60	R 11,900.00	R 8,407.89	R 9,585.00	R 8,407.89	R 9,585.00	R 11,900.00	19.45%
• <b>ELEKTRISITEIT</b>										
• Elektriesits Eenheidstarief per eenheid Per maand	R 0.96	R 1.10	R 1.27	R 1.45	R 0.96	R 1.10	R 0.96	R 1.10	R 1.27	24.14%
• Elektrieseit Besikbaarheidstarief (Semi-Permanente Persele) per maand	R 16.67	R 19.00	R 140.35	R 160.00	R 16.67	R 19.00	R 16.67	R 19.00	R 140.35	88.13%
• <b>ONDERVERHUURING SEMI-PERMANENTE HUURDERS</b>										
• Onderverhuur per persoon semi-permanente woning per dag	R 13.16	R 15.00	R 13.16	R 15.00	R 13.16	R 15.00	R 13.16	R 15.00	R 15.00	0.00%
• Onderverhuur per voertuig semi-permanente woning per dag	R 26.32	R 30.00	R 26.32	R 30.00	R 26.32	R 30.00	R 26.32	R 30.00	R 30.00	0.00%
• <b>MAANDELIKSE HEFFING SEMI-PERMANENTE HUURDERS (INGESLUIT IN HUUR)</b>										
• Water - Basies Per maand	R 100.88	R 115.00	R 131.58	R 150.00	R 100.88	R 115.00	R 100.88	R 115.00	R 150.00	23.33%
• Riool - Basies Per maand	R 184.21	R 210.00	R 241.23	R 275.00	R 184.21	R 210.00	R 184.21	R 210.00	R 275.00	23.64%
• <b>Vullisverwydering - Basies Per maand</b>										
• Verminderde tarief vir groepe en (Uitgesluit 15 Desember tot 15 Januarie van die volgende jaar en Paasaweek)	R 105.26	R 120.00	R 140.35	R 160.00	R 105.26	R 120.00	R 105.26	R 120.00	R 140.35	25.00%

Groepe van 20 tot 50 persone : 15% korting op die toepasslike tarief per eenheid  
 Groepe van 51 tot 100 persone : 20% korting op die toepasslike tarief per eenheid  
 Groepe van 101 tot 200 persone : 25% korting op die toepasslike tarief per eenheid  
 Groepe van meer as 200 persone : 30% korting op die toepasslike tarief per eenheid

### SEISOENTYE:

- Binne-seisoen: Die tydperk vanaf 15 Desember van elke jaar tot 15 Januarie van die volgende jaar en Paasaweek
- Buite-seisoen: Die tydperk vanaf 16 Januarie tot 14 Desember uitgesluit Paasaweek

### WEEKTYE EN MAWEEKTYE

- Week : Sondag 14:00 tot Donderdag 10:00
- Week : Donderdag 14:00 tot Sondag 10:00

### SEISOENTYE:

- Binne-seisoen: Die tydperk vanaf 15 Desember van elke jaar tot 15 Januarie van die volgende jaar en Paasaweek
- Buite-seisoen: Die tydperk vanaf 16 Januarie tot 14 Desember uitgesluit Paasaweek

### WEEKTYE EN MAWEEKTYE

- Week : Sondag 14:00 tot Donderdag 10:00
- Week : Donderdag 14:00 tot Sondag 10:00



# UILENKRAALSMOND TARIEFSTRUKTUUR 2012/13

	• Binne seisoen:						• Buite seisoen:								
	Goedgekeurde Tariewe 2011/12		Voorgestelde Tariewe 2012/13		%		Goedgekeurde Tariewe Naaweek 2011/12		Voorgestelde Tariewe Naaweek 2012/13		%				
	BTW Uingesluit	BTW Ingesluit	BTW Uingesluit	BTW Ingesluit	BTW Uingesluit	BTW Ingesluit	BTW Uingesluit	BTW Ingesluit	BTW Uingesluit	BTW Ingesluit	BTW Uingesluit	BTW Ingesluit	Verhoging		
	R	R	R	R	R	R	R	R	R	R	R	R	%		
• Ritool - Basies Per maand	184.21	210.00	241.23	275.00	23.64%	184.21	210.00	241.23	275.00	23.64%	184.21	210.00	241.23	275.00	23.64%
• Vullisverwydering - Basies Per maand	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%
• Grootmaatdiens Elektrisiteit - Basies Per maand	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%
• Verminderde tarief vir groepe en (Uitgesluit 15 Desember tot 15 Januarie van die volgende jaar en Paasaweek)	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%	105.26	120.00	140.35	160.00	25.00%

Groepe van 20 tot 50 persone : 15% korting op die toepaslike tarief per eenheid  
 Groepe van 51 tot 100 persone : 20% korting op die toepaslike tarief per eenheid  
 Groepe van 101 tot 200 persone : 25% korting op die toepaslike tarief per eenheid  
 Groepe van meer as 200 persone : 30% korting op die toepaslike tarief per eenheid

**SEISOENTYE:**

- Binne-seisoen: Die tydperk vanaf 15 Desember van elke jaar tot 15 Januarie van die volgende jaar en Paasaweek
- Buite-seisoen: Die tydperk vanaf 16 Januarie tot 14 Desember uitgesluit Paasaweek

**WEEKTYE EN NAWEEKTYE**

- Week : Sondag 14:00 tot Donderdag 10:00
- Week : Donderdag 14:00 tot Sondag 10:00

**OVERBERG DISTRIKSMUNISIPALITEIT**

**BEGROTING 2012/2013  
SKEDULE VAN VOORGESTELDE TARIWE**

A. <b>HOSTELLE</b>	Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde	
			2011/12	2011/12	2012/13	2012/13	
			Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT	
	Besonderhede	Eenheid	Goedgekeurde 2011/12	Goedgekeurde 2011/12	Voorgestelde 2012/13	Voorgestelde 2012/13	
	Besonderhede	Eenheid	Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT	
	Verblyf	Per persoon per nag	R 1.50	R 1.71	R 1.75	R 2.00	
	<b>• Velapi Hostel: Water</b>						
	Beskikbaarheid	Per maand	R 38.00	R 43.32	R 45.61	R 52.00	
	0 - 6 Kiloliter	Per kl	R -	R -	R -	R -	
	7 - 10 Kiloliter	Per kl	R 2.50	R 2.85	R 2.98	R 3.40	
	11 - 15 Kiloliter	Per kl	R 3.70	R 4.22	R 4.39	R 5.00	
	Meer as 15 Kiloliter	Per kl	R 4.30	R 4.90	R 5.13	R 5.85	
			<b>18.83%</b>				
			<b>Gemiddelde verhoging in tariewe vir 2012/13</b>				
B. <b>ADMINISTRASIEKOSTE</b>	Besonderhede	Eenheid	Goedgekeurde 2011/12	Goedgekeurde 2011/12	Voorgestelde 2012/13	Voorgestelde 2012/13	
	Heffing op openbare oorde		Tariewe-btw uit 5%	Tariewe-BTW INGESLUIT ..14%	Tariewe-btw uit 5%	Tariewe-BTW INGESLUIT ..14%	
	Heffing op munisipale funksies		5%	..14%	5%	..14%	
	Heffing op PGS/ Global funds		5%	..14%	5%	..14%	
	Heffing op paaie		10%	..14%	12%	..14%	
C. <b>BRANDWEERTARIEWE</b>	Besonderhede	Eenheid	Goedgekeurde 2011/12	Goedgekeurde 2011/12	Voorgestelde 2012/13	Voorgestelde 2012/13	
	<b>• <u>Spesialis insidente</u></b>						
	<b>• <u>Uitroep koste:</u></b>						
	Motorpompe	Per eenheid	R 605.26	R 690.00	R 666.67	R 760.00	
	Diens- en responsvoertuie	Per eenheid	R 298.25	R 340.00	R 328.95	R 375.00	
	<b>• <u>Bystand en operasionele koste</u></b>						
	Motorpompe	Per uur	R 605.26	R 690.00	R 666.67	R 760.00	
	Diens- en responsvoertuie	Per uur	R 504.39	R 575.00	R 552.63	R 630.00	
	<b>• <u>Mannekrag</u></b>						
	Senior	Per uur	R 166.67	R 190.00	R 184.21	R 210.00	
	Junior	Per uur	R 109.65	R 125.00	R 122.81	R 140.00	
	<b>• <u>Water</u></b>	Per kiloliter	R 9.21	R 10.50	R 10.09	R 11.50	
	<b>• <u>Chemikalieë</u></b>			Kosprys plus 10%+14%		Kosprys plus 10%+14%	
	<b>• <u>Drinkwater (aanry)</u></b>	Per kilometer	R 19.30	R 22.00	R 21.93	R 25.00	
	<b>• <u>Bystand vir brandwerk</u></b>	Per eenheid per uur	R 197.37	R 225.00	R 219.30	R 250.00	
	<b>• <u>Hulp van buitendienste</u></b>			Kosprys plus 10%+14%		Kosprys plus 10%+14%	
	<b>• <u>Herwinningsvoertuig:</u></b>						
	<b>• <u>Privaat persone/organisasies</u></b>						
	Uitroep	Per uitroep	R 614.04	R 700.00	R 675.44	R 770.00	
	Herwinning	Per uur	R 1,004.39	R 1,145.00	R 1,105.26	R 1,260.00	
	Insleep (binne 25km radius)		R 635.96	R 725.00	R 701.75	R 800.00	
	Insleep (addisioneel buite 25km radius)	Per kilometer	R 19.30	R 22.00	R 21.93	R 25.00	
	<b>• <u>Munisipaliteite binne Raadsgebied</u></b>						
	Uitroep		Gratis		Gratis		
	Herwinning	Per uur	R 635.96	R 725.00	R 701.75	R 800.00	
	Insleep		Koste plus 15%	Koste plus 15%+14%	Koste plus 15%	Koste plus 15%+14%	
	<b>Munisipaliteite buite raadsgebied geld onder privaat tariewe</b>						

Besonderhede	Eenheid	Goedgekeurde 2011/12		Goedgekeurde 2011/12		Voorgestelde 2012/13		Voorgestelde 2012/13	
		Tariewe-btw uit		Tariewe-BTW INGESLUIT		Tariewe-btw uit		Tariewe-BTW INGESLUIT	
• <b><u>Nie gesubsidieerde reddingsorganisasies (Bergklub, NSRI, ens.)</u></b>									
Uitroep				Gratis		Gratis			
Insleep(insluitend reis enverblyf van personeel waar nodig)				Werklike koste	Werklike koste+14%	Werklike koste	Werklike koste+14%		
Herwinning (reddings ingesluit)				Werklike koste	Werklike koste+14%	Werklike koste	Werklike koste+14%		
• <b><u>Pompe en toerusting</u></b>		R	-			R	-		
Pomp van swembaddens (slegs kantoore)	Per uur of gedeelte	R	214.91	R	245.00	R	236.84	R	270.00
Spesialis pompe (Hazmat, ens)	Per uur of gedeelte	R	109.65	R	125.00	R	122.81	R	140.00
Hidroliese toerusting, lugsakke, ens	Per uur of gedeelte	R	328.95	R	375.00	R	364.04	R	415.00
Beligting	Per uur of gedeelte	R	105.26	R	120.00	R	114.04	R	130.00
Volmaak van silinders	Per silinder	R	87.72	R	100.00	R	96.49	R	110.00
• <b><u>Bystand filmwerk</u></b>		R	-			R	-		
Per voertuig met bemanning van twee	Per uur of gedeelte	R	500.00	R	570.00	R	548.25	R	625.00
Addisionele bemanning	Per uur of gedeelte	R	201.75	R	230.00	R	221.93	R	253.00
• <b><u>Kursusse</u></b>									
Noodhulp vlak 1	Per persoon	R	399.12	R	455.00	R	438.60	R	500.00
Noodhulp vlak 3	Per persoon	R	675.44	R	770.00	R	745.61	R	850.00
Brandblussers – basies	Per persoon	R	495.61	R	565.00	R	543.86	R	620.00
Basiese brandbestryding – 1 dag	Per persoon	R	807.02	R	920.00	R	885.96	R	1,010.00
Skoolgaande kinders	Per persoon	R	197.37	R	225.00	R	219.30	R	250.00
• <b><u>Opleiding Vervoerkoste</u></b>	Per kilometer					R	4.39	R	5.00
• <b><u>Bystandsdienste</u></b>									
Spesiale geleenthede (special events)	Per voertuig/ vaartuig	R	-			R	-		
		R	223.68	R	255.00	R	245.61	R	280.00
			plus werklike koste		plus werklike koste+14%		plus werklike koste		plus werklike koste+14%
Mediese bystand (beperk tot lokaal of terrein)	Per uur	R	184.21	R	210.00	R	201.75	R	230.00
• <b><u>Versekeringsinspeksies</u></b>									
Inspeksie op versoek van versekering		R	372.81	R	425.00	R	407.89	R	465.00
Opvolg inspeksie na bogenoemde		R	144.74	R	165.00	R	157.89	R	180.00
• <b><u>Demonstrasies by feeste, kermisse, ens.</u></b>									
Voorwaarde- gepaard met bewusmaking					Werklike koste+14%				Werklike koste+14%
• <b><u>Spesiale ondersoek</u></b>									
Siviele eise, assuransie, siviele hofsake, ens.	Per persoon per uur	R	285.09	R	325.00	R	311.40	R	355.00
					plus werklike koste+14%				plus werklike koste+14%
• <b><u>Duikspan</u></b>	Per dag	R	701.75	R	800.00	R	771.93	R	880.00
• <b><u>Lesingslokaal</u></b>	Per dag	R	280.70	R	320.00	R	307.02	R	350.00
• <b><u>Eksterne opleidingsfasiliteite</u></b>	Per student per dag	R	-			R	-		
		R	140.35	R	160.00	R	153.51	R	175.00
• <b><u>Okkupasie sertifikate</u></b>	Geen BTW			R	120.00			R	130.00
• <b><u>Noodhulp "refresher" kursus</u></b>		R	131.58	R	150.00	R	144.74	R	165.00
• <b><u>Vlambare vloeistof Permitte</u></b>									
Groot maat >1000L vir Industrie en Kommersieel	Geen BTW							R	1,000.00
Klein maat <1000 L vir plase en privaat instansies	Geen BTW							R	250.00
LPG	Geen BTW							R	120.00
									plus Inspeksie tarief
• <b><u>Voertuig - Gevaarhoudendestowwe Permit</u></b>	Per Voertuig					R	307.02	R	350.00
• <b><u>Brandpermit</u></b>	Per Terrein					R	333.33	R	380.00
• <b><u>Inspeksies tov Verordeninge &amp; Regulasies</u></b> (Sertifiaat Uitgesluit)						R	307.02	R	350.00
• <b><u>Brandinspeksies op versoek</u></b> Gebruik vir Kommersieële doeleindes						R	307.02	R	350.00

<b>10.20%</b>	Gemiddelde verhoging in tariewe vir 2012/13
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Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde
		2011/12	2011/12	2012/13	2012/13
		Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT
<b>D. STORTINGSTARIEWE KARWYDERSKRAAL STREEKSTORTINGSTERREIN</b>					
Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde
		2011/12	2011/12	2012/13	2012/13
		Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT
Vaste maandelikse heffing	Per erf per maand	R 6.78	R 7.73	R 8.94	R 10.19
Bedryfskoste	Per ton of gedeelte	R 58.35	R 66.52	R 61.56	R 70.18
Ander verbruikers (wat nie vaste maandelikse heffing betaal nie):	Per ton of gedeelte	R 107.46	R 122.50	R 107.46	R 122.50

**12.44%** Gemiddelde verhoging in tariewe vir 2012/13

**E. ADDISIONELE TARIEWE**

Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde
		2011/12	2011/12	2012/13	2012/13
		Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT
• Fotostaat per A4 blad	Per blad	R 2.81	R 3.20	R 3.38	R 3.85
• Fotostaat per A3 blad	Per blad	R 2.81	R 3.20	R 3.38	R 3.85
• Rekenaardrukstuk	Per blad	R 7.46	R 8.50	R 8.77	R 10.00
• Afstuur van fakse	Per blad	R 13.16	R 15.00	R 15.79	R 18.00
• Gedishonoreerde tjeks	Per tjek	R 58.77	R 67.00	R 70.18	R 80.00
• Foutiewe inbetalings	Per geval	R 58.77	R 67.00	R 70.18	R 80.00
• Huur van chippers / riooltrokke		R 583.33	R 665.00	R 701.75	R 800.00
• Drukwerk van kaarte en lugfoto's : A0 Grootte swart	Per item	R 50.00	R 57.00	R 59.65	R 68.00
• Drukwerk van kaarte en lugfoto's : A0 Grootte kleur	Per item	R 57.02	R 65.00	R 68.42	R 78.00
• Drukwerk van kaarte en lugfoto's : A0 Grootte lugfoto	Per item	R 157.89	R 180.00	R 189.47	R 216.00
• Drukwerk van kaarte en lugfoto's : A1 Grootte swart	Per item	R 43.86	R 50.00	R 52.63	R 60.00
• Drukwerk van kaarte en lugfoto's : A1 Grootte kleur	Per item	R 48.25	R 55.00	R 57.89	R 66.00
• Drukwerk van kaarte en lugfoto's : A1 Grootte lugfoto	Per item	R 96.49	R 110.00	R 115.79	R 132.00
• Drukwerk van kaarte en lugfoto's : A2 Grootte swart	Per item	R 35.09	R 40.00	R 42.11	R 48.00
• Drukwerk van kaarte en lugfoto's : A2 Grootte kleur	Per item	R 39.47	R 45.00	R 47.37	R 54.00
• Drukwerk van kaarte en lugfoto's : A2 Grootte lugfoto	Per item	R 78.95	R 90.00	R 94.74	R 108.00
• Drukwerk van kaarte en lugfoto's : A3 Grootte swart	Per item	R 28.07	R 32.00	R 33.33	R 38.00
• Drukwerk van kaarte en lugfoto's : A3 Grootte kleur	Per item	R 31.58	R 36.00	R 37.72	R 43.00
• Drukwerk van kaarte en lugfoto's : A3 Grootte lugfoto	Per item	R 61.40	R 70.00	R 73.68	R 84.00
• Drukwerk van kaarte en lugfoto's : A4 Grootte swart	Per item	R 11.40	R 13.00	R 13.16	R 15.00
• Drukwerk van kaarte en lugfoto's : A4 Grootte kleur	Per item	R 13.16	R 15.00	R 15.79	R 18.00
• Drukwerk van kaarte en lugfoto's : A4 Grootte lugfoto	Per item	R 17.54	R 20.00	R 21.05	R 24.00

**19.56%** Gemiddelde verhoging in tariewe vir 2012/13

**F. PONT TARIEWE**

Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde
		2011/12	2011/12	2012/13	2012/13
		Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT
• Trekker	Per voertuig	R 11.40	R 13.00	R 13.16	R 15.00
• Vragmotor	Per voertuig	R 32.46	R 37.00	R 35.09	R 40.00
• Motor en bakkie	Per voertuig	R 32.46	R 37.00	R 35.09	R 40.00
• Motorfiets	Per voertuig	R 11.40	R 13.00	R 13.16	R 15.00
• Landbou implemente, bote, karavane, ens add tot voertuig	Per item add	R 11.40	R 13.00	R 13.16	R 15.00
• Voetganger	Per persoon		GEEN		GEEN
• Maand tarief	Per maand	R 179.82	R 205.00	R 192.98	R 220.00
• Jaar tarief	Per jaar	R 1,013.16	R 1,155.00	R 1,052.63	R 1,200.00

**GEEN DIENS BESKIKBAAR TUSSEN SONONDER EN SONOP**

**10 TON MAKSIMUM MASSA PER RIT TOEGELAAT**

**PONT TARIEWE SLUIT BTW IN**

**10.51%** Gemiddelde verhoging in tariewe vir 2012/13

**G. PAAIE TARIEWE**

Besonderhede	Eenheid	Goedgekeurde	Goedgekeurde	Voorgestelde	Voorgestelde
		2011/12	2011/12	2012/13	2012/13
		Tariewe-btw uit	Tariewe-BTW INGESLUIT	Tariewe-btw uit	Tariewe-BTW INGESLUIT
• Aanbring van Toerisme/Fasiliteitstekens	2 X pale	R 263.16	R 300.00	R 263.16	R 300.00
• Enige bykomende struktuur tot bogenoemde pale		R 175.44	R 200.00	R 175.44	R 200.00

**0.00%** Gemiddelde verhoging in tariewe vir 2012/13

Besonderhede	Eenheid	Goedgekeurde 2011/12 <u>Tariewe-btw uit</u>	Goedgekeurde 2011/12 <u>Tariewe-BTW INGESLUIT</u>	Voorgestelde 2012/13 <u>Tariewe-btw uit</u>	Voorgestelde 2012/13 <u>Tariewe-BTW INGESLUIT</u>
<b>H. MUNISIPALE GESONDHEID</b>					
<b>H.1 WATERKWALITEITSMONITERING</b>					
1.1 Alle monsters geneem op versoek (behalwe op versoek van 'n owerheid) R120.00 per monsternemingsessie, plus laboratoriumkoste van laboratorium gekontrakteer deur Overberg Distriksmunisipaliteit	R	-	R	-	R 105.26 R 120.00
1.2 Met die aansoek om 'n geskiktheidssertifikaat vir 'n voedselperseel wie nie deur 'n watervoorsieningsowerheid bedien word nie: R120.00 per monsternemingsessie (Bakteriologies & chemies), plus laboratoriumkoste van laboratorium gekontrakteer deur Overberg Distriksmunisipaliteit	R	-	R	-	R 105.26 R 120.00
1.3 Waar daar na aanleiding van 1.2 opvolgmonsters geneem moet word, nadat daar nie aan die SANS 241 Kode vir Waterkwaliteit voldoen is nie: R120.00 per monsternemingsessie, plus laboratoriumkoste van laboratorium gekontrakteer deur Overberg Distriksmunisipaliteit	R	-	R	-	R 105.26 R 120.00
1.4 Alle daaropvolgende roetine monsternemings vir bakteriologiese en/of chemiese analise by persele wat oor 'n Geskiktheidssertifikaat beskik		Gratis	Gratis	Gratis	Gratis
<b>H.2 MELKMONITERING OP VERSOEK VAN VERSKAFFERS VAN MELK EN MELK-PRODUKTE</b>					
2.1 Alle monsternemings vir bakteriologiese of chemiese analise: R120.00 per monsternemingsessie, plus laboratoriumkoste van laboratorium gekontrakteer deur Overberg Distriksmunisipaliteit	R	-	R	-	R 105.26 R 120.00
2.2 Opvolgmonsters geneem op versoek in gevalle waar daar nie voldoen is aan die bepalings van die Wet op Voedingsmiddels, Skoonheidsmiddels & Ontsmettingsmiddels 1972 (Wet 54 van 1972) nie: R120 per monsternemingsessie, plus laboratoriumkoste van laboratorium gekontrakteer deur Overberg Distriksmunisipaliteit	R	-	R	-	R 105.26 R 120.00
<b>H.3 KOMMENTAAR TEN OPSIGTE VAN VOEDSELUITVOERSERTIFIKATE</b>	R	175.44	R	200.00	R 500.00 R 570.00
<b>H.4 GESKIKTHEIDCERTIFIKAAT VIR VOEDSELPERSELE</b>					
Uitreiking van Geskiktheidscertifikate ingevolge die Regulasies met betrekking tot die algemene higiëniese vereistes vir voedselpersele en die vervoer van voedsel: R918 / Regulasie betreffende melkstalle en die vervoer van melk: R1256					
4.1 R120 per aansoek (eenmalige betaling)	R	-	R	-	R 105.26 R 120.00
4.2 Inspeksie uitgevoer kragtens artikel 4.5 van R918 na aanleiding van 'n versoek vir die opheffing van 'n verbod op die gebruik van 'n perseel of fasiliteit	R	-	R	-	R 315.79 R 360.00
4.3 Die vervanging van 'n Geskiktheidscertifikaat	R	-	R	-	R 105.26 R 120.00
<b>H.5 GESONDHEIDSINSPEKSIE BY PERSELE, ANDERS AS VOEDSELPERSELE, WAAR DAAR INGEVOLGE DIE WET OP BESIGHEDE 'N LISENSIE UITGEREIK WORD</b>					
Aansoek om uitreiking van 'n Gesondheidsverslag ten opsigte van die lisensie	R	-	R	-	R 105.26 R 120.00
<b>H.6 Uitreik van sertifikaat vir die verwydering/ of vernietiging van voedselprodukte ongeskik vir menslike verbruik</b>	R	175.44	R	200.00	R 200.00 R 228.00

Besonderhede	Eenheid	Goedgekeurde 2011/12 Tariewe-btw uit	Goedgekeurde 2011/12 Tariewe-BTW INGESLUIT	Voorgestelde 2012/13 Tariewe-btw uit	Voorgestelde 2012/13 Tariewe-BTW INGESLUIT
<b>H.7 LUGKWALITEITBEHEER: LISENSIËRINGSKOSTE</b>					
Brandstof verbruikende toestelle volgens Wetgewing. Lisensiëringskoste sal geskied deur middel van 'n gyskaal volgens tipe aansoek					
7.1 ATMOSPHERIC EMISSION TARIFFS					
Application Fees for licence fee		R -	R -	R 929.82	R 1,060.00
Licence fee determined i.t.o. AIR QUALITY ACT 39 OF 2004					
Processing Fee for application as contemplated in Section 37/44/47 of the AQA					
Band 1		R -	R -	R 3,508.77	R 4,000.00
Band 2		R -	R -	R 14,035.09	R 16,000.00
Band 3		R -	R -	R 43,859.65	R 50,000.00
Band 4		R -	R -	R 87,719.30	R 100,000.00
Band 5		R -	R -	R 175,438.60	R 200,000.00
<b>H.8 Uitreiking van 'n gesondheidsverslag of sertifikaat behalwe as uitreiking op versoek van 'n Owerheid geskied</b>					
		R -	R -	R 105.26	R 120.00
<b>H.9 Gesondheidsmonitering met die opgrawing en herberging</b>					
		R -	R -	R 315.79	R 360.00

<b>99.50%</b>	Gemiddelde verhoging in tariewe vir 2012/13
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**I. BOUPLANNE**

Inspeksie van Bouplanne

Kaap Agulhas, Theewaterskloof en Swellendam Area

Overstrand Area

10% van Bouplankoste

5% van Bouplankoste

**ADDISIONEEL:**

1. Kansellasië van oord besprekings sal streng geskied volgens die raad se kredietbeheerbeleid.



**OVERBERG  
DISTRICT  
MUNICIPALITY**

**BUDGET POLICY**

**CROSS REFERENCED  
TO THE BUDGET AND REPORTING REGULATIONS**

**Council Resolution No:.....**

**Date:.....**

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{Cross reference between Regulations and Policy: ‘Policy paragraph 5.1’ indicated for paragraph 5.1 of the Policy.}

{Cross reference between Policy and Regulations: ‘Reg.4’ indicated for Regulation 4 or ‘Reg.A10d’ indicated for Schedule A 10 d.}

## 1. OBJECTIVES OF THE POLICY

The policy sets out the budgeting principles which Overberg District 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 56 of 2003 (The Act);  
the Budget and Reporting Regulations, Notice 393 of 2009 ([of which a summary is attached hereto as Annexure “A”](#));  
any official directive issued by the Minister of Finance, in terms of section 168 (1) of the Act, from time to time;  
in regard to the planning, preparation and approval of the annual budget.

Every budget cycle should place Council in a stronger position in relation to the link between Municipality’s policies, strategic objectives, its service delivery and budget implementation plans and ultimately the delivery of services. The tabling of three-year service delivery and budget implementation plans, together with the revenue and expenditure estimates for the corresponding period, provides a basis for the introduction of important enhancements to the previous budget process. Greater attention will be given to service delivery achievements, changes to policies and plans, and how these translate into requests for increases in baseline allocations.

The success of the budget process will require a team effort and will depend on the understanding and commitment of those involved. It will further require closer working relationship between the Budget Office, IDP Offices and Business Unit Managers to improve the usefulness of information that is presented in the budget.

The policy shall apply to all the relevant parties within the Overberg District Municipality that are involved throughout the budget process.

## **2. PURPOSE OF THE POLICY**

The purpose of this policy is to control and inform the basis, format and information that are included in the Budget documentation.

## **3. MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)**

Medium-term budgeting is a continuous process which covers a time span of more than one year. The purpose of such a process is to assist in planning over the medium-term and to reflect the effect of current decisions over the medium term.

The budget process will aim to facilitate the achievement of the aforementioned objectives and in doing so; it will allow the municipality to:

- Plan for the period covered by the MTREF - three years presently,

- Evaluate changing priorities and implementation plans that increase accountability of projects that are executed over the medium-term,

- Involve various role-players who provide political and technical expertise when faced with the challenge to make trade-offs between equally important strategic priorities, and

- Allocate resources in line with strategic priorities and service delivery plans

When finalising budget documentation, departments are encouraged to pay particular attention to:

- Improving the alignment between the IDP, operational plans, existing medium-term allocations and expected service delivery milestones, and

- Optimising the inclusion of new priorities within baseline allocations through reprioritisation, and

- Ensuring the affordability of revised medium-term plans which require an increase to baseline allocations.

#### 4. **FORMAT AND CONTENT OF THE BUDGET**

The budget of the Council consists of the operating budget (operating revenue and expenditure), the capital budget as well as a number of strategic reports, graphs and schedules that should enhance the understanding of the document and its objective.

The budget must be a reflection of the Integrated Development Plan of Council.

The annual budget and supporting documentation of a municipality must be in the format specified in section 71(3) of the Act, read with Schedule A of the Budget and Reporting Regulations, Notice 393 of 2009 (of which a summary is attached hereto as Annexure "A"), and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act, covering the following –

- Mayor's report
- Resolutions
- Executive summary
- Annual budget tables {Reg. Schedule A.2.Part 1}
- Overview of annual budget process
- Overview of alignment of annual budget with Integrated Development Plan
- Measurable performance objectives and indicators
- Overview of budget related policies
- Overview of budget funding
- Expenditure on allocations and grant programmes
- Allocations of grants made by the municipality –
  - in terms of section 71(3)(j) to:
    - other municipalities
    - municipal entities
    - other external mechanisms
    - other organs of state
    - any organisations or bodies referred to in section 67(1)

- Councillor and board member allowances and employee benefits
  - Monthly targets of revenue, expenditure and cash flow
  - Annual budgets and service delivery and budget implementation plans – internal departments
  - Annual budgets and service delivery agreements – municipal entities and other external mechanisms
  - Contracts having future budgetary implications
  - Capital expenditure details
  - Legislation compliance status
  - Other supporting documents –
    - to include the following listed under sections 71(3)(f),(g) & (h):
      - particulars of the municipality’s investments
      - any prescribed budget information of linked municipal entities
      - particulars of any proposed municipal entities intended to be linked
  - Municipal manager’s quality certification
- {Reg. Schedule A.2.Part 1}

## 5. BUDGET PRINCIPLES

### 5.1 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.

#### 5.1.1. 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, 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 analysed 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- of future property rates and service tariffs.

### **5.1.2. Financing**

#### **Own Financing Sources (Basic Capital Budget)**

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 (Ad Hoc Capital Budget)**

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.

## **5.2 OPERATING BUDGETS**

The operating budget refers to the funds that would be raised in the delivery of basic services, property rates, 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.

### **5.2.1. Basis of Calculation**

- a) The principle of zero-based budgeting shall be applied in preparing the annual operating budget.
- b) The annual operating budget shall be based on realistically anticipated revenue, which should be equal to the anticipated operating expenditure in order to result in a balanced budget.
- c) An income based approach shall be used where the realistically anticipated income would be determined first and the level of operating expenditure would be based on the determined income, thus resulting in a balanced budget.

### **5.2.2. Financing**

The operating budget shall be financed from the following sources of financing:

- a) Service Charges
  - (i) Karweiderskraal Landfill Site
  - (ii) Resorts

Service charges shall be based on the tariff growth rate as agreed upon.

b) Agency Services

A rate based on the specific Service Level Agreements.

c) Grants & Subsidies

Grants and subsidies shall be based on all the gazetted grants and subsidies plus all other subsidies received by the organization.

c) Interest on Investments

The budget for interest and investment shall be in accordance with the Cash Management and Investment policy of the organization.

d) Rental Fees

Fees for rental property, facilities and equipment will be budgeted for based on the percentage growth rate as determined by Financial Services for a particular budget year

e) Licences and Permits

Fees for licences and permits will be budgeted for based on the actual income received in the preceding year and the percentage growth rate as determined by Financial Services for a particular budget year

f) Other Income

All other income items will be budgeted for based on the actual income received in the preceding year and the percentage growth rate as determined by Financial Services for a particular budget year.

### **5.2.3. 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 Department of Housing and Local Government.

b) 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.

c) 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 and the CPIX.

d) 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.

e) Capital Expenses

Capital expenses refer to interest and redemption that has to be repaid on an external loan taken up by Council. The budget for capita expenses will be determine by the repayments that the municipality is liable for based on the agreements entered into with the other party.

f) Contributions to Capital

A global amount that will be spent on the acquisition of small capital items is determined. The needs of departments in terms of small capital items are requested and these needs are then prioritized and then the budget is allocated to those prioritized items.

g) 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.

h) Less: Debited Elsewhere

This category refers to interdepartmental charges within the organization. The performance of each of line items is analyzed and then the budget is based on the preceding year's performance.

i) Appropriations

Refers to the transfers to- and from the capital replacement reserve, to offset depreciation charges. Appropriations are determined on an annual basis.

## **6. BUDGET PROCESS**

### **6.1 BUDGET STEERING COMMITTEE**

A Budget Steering Committee, which may be part of a MFMA Combined Steering Committee, must be established by the Executive Mayor, in terms of regulation 4 of the Municipal Budget and Reporting Regulations, to provide technical assistance to the Mayor in discharging the budget process and related matters set out in section 53 of the Act.

## **6.2 QUALITY CERTIFICATION**

Whenever an annual budget and supporting documentation, an adjustments budget and supporting documentation or an in-year report of a municipality is submitted to the mayor, tabled in the municipal council, made public or submitted to another organ of state, it must be accompanied by a quality certificate complying with Schedule A, B or C of the regulations, as the case may be, and signed by the municipal manager {Reg.5}.

## **6.3 CONSISTENCY IN BASES OF MEASUREMENT AND ACCOUNTING POLICIES**

The municipal manager of a municipality must take all reasonable steps to ensure that –

- (a) the basis of measurement and accounting policies underpinning the municipality's annual financial statements are the same as those used in the preparation of the municipality's annual budget and supporting documentation, its adjustments budgets and supporting documentation, and its in-year reports; and
- (b) any differences or changes between financial years are explicitly noted.

{Reg.6}.

## **6.4 BUDGET RELATED POLICIES**

The municipal manager of a municipality must prepare, or take all reasonable steps to ensure the preparation of the budget-related policies of the municipality – as defined in section 1 of the Act and representing policies that affect or are affected by the annual budget and as listed under regulation 7 in the attached Annexure "A", or any necessary amendments to such policies, in accordance with the legislation applicable to those policies for tabling in the municipal council by the applicable deadline specified by the mayor in terms of section 21(1)(b) of the Act. {Reg.7}.

## 6.5 FUNDING AND RESERVES POLICY

- (a) Each municipality must have a funding and reserves policy which must set out the assumptions and methodology for estimating –
- (i) projected billings, collections and all direct revenues;
  - (ii) the provision for revenue that will not be collected;
  - (iii) the funds the municipality can expect to receive from investments;
  - (iv) the dividends the municipality can expect to receive from municipal entities;
  - (v) the proceeds the municipality can expect to receive from the transfer or disposal of assets;
  - (vi) the municipality's borrowing requirements; and
  - (vii) the funds to be set aside in reserves.

{Reg.8(1)}.

- (b) When **developing or amending the funding and reserves policy** of the municipality, the municipal manager must ensure that the policy –
- (i) is consistent with the most recent actual billings and collection trends;
  - (ii) takes into account the credit rating of the municipality, if available, the financial position of the municipality, the cost of borrowing and the capacity to repay debt;
  - (iii) takes into account all the budget-related policies of the municipality, particularly recent amendments to any of those policies;
  - (iv) takes account of any statutory requirements to set aside funds in reserves; and
  - (v) takes account of the transfer and disposal of assets.

{Reg.8(2)}.

## 6.6 PLANNING

### (a) Budget Time Table

The Chief Financial Officer (CFO) shall prepare a draft budget timetable for the ensuing financial year which shall be tabled by the Executive Mayor to Council for approval at least 10 months before the start of the next budget year.

The budget timetable shall contain key deadlines for:

- i) the annual review of the IDP
- ii) the review of budget related policies
- iii) the preparation, tabling and approval of the annual budget
- iv) the consultative processes forming part of the budget process, prescribed in sections 21,22 and 23 of the Act.

Business Unit Managers shall ensure that they meet the deadlines as set out in the Budget Timetable.

{Section 21(1)(b) of Act}.

### (b) Budget strategy

The CFO shall prepare a Budget Strategy for approval by Council, which shall contain the principles, objectives and strategies that will apply during the forthcoming budget preparation process. Such Budget Strategy shall take cognisance of the directives, guidelines and economic factors prevailing at the time or circulated by National and Provincial Government. The Budget Strategy shall give general direction to the budget process and also indicate affordable budget growth and envisaged tariff increases as the base line of the budget process.

{Section 21(1)(b) of Act}.



(c) Budget compilation process

The process to be followed in the compilation of the budget is as follows and should incorporate the funding principles detailed under paragraph 6.7 below:

- i) The CFO, in conjunction with the Manager: Budget Office, and after consultation with the Budget Steering Committee set the reasonable growth level of the capital budget to be financed out of own sources (CRR) and the operational budget based on the current financial performance and the prevailing industry growth levels (i.e. CPIX).
- ii) 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 Business Unit Managers for their perusal and amendments.
- iii) The draft operating and capital budget is compiled based on the projects that emanated out of the engagements with the different stakeholders.
- iv) The CFO, together with the Manager: Budget Office, engage with the Business Unit Managers and specifically 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.
- v) The CFO to prepare and submit to the mayor, via the budget steering committee, for consideration the following:
  - The draft operating and capital budget for perusal and suggestions;

- A draft service delivery and budget implementation plan, to include the components as listed under paragraph 7.1 below, for the budget year [section 69(3)(a)] together with the annual budget as prescribed by regulation 14(2);
- Drafts of the annual performance agreements as required in terms of section 57(1)(b) of the Act [section 69(3)(b)].

## 6.7 FUNDING

### (a) Funding of expenditure

#### (i) The funding of an annual budget must:

- be estimated in accordance with the assumptions and methodologies set out in the funding and reserves policy of the municipality referred to in paragraph 6.5 {Reg.8}; and
- be consistent with the trends, current and past, of actual funding collected or received {Reg.10(1)}.

#### (ii) Realistically anticipated revenues to be received from national or provincial government, national or provincial public entities, other municipalities, municipal entities, donors or any other source may be included in an annual budget only if there is acceptable documentation that guarantees the funds.

Acceptable documentation is constituted as listed under regulation 10(2).

#### (iii) Estimated provision for revenue from rates, taxes, levies or other charges that will not be collected must be budgeted for separately and reflected on the expenditure side of the municipality's annual budget and not netted out from budgeted revenue {Reg.10(3)}.

#### (iv) The cash flow budget required in terms of Schedule A must reflect all funds realistically forecast to be collected, including arrears {Reg. 10.4}.

(v) The municipal manager in signing the quality certificate in Schedule A, certifies that all ratepayers and consumers are accounted for in the annual budget calculations and that billing systems including property records and metering information are up to date and consistent with the revenue projections in the annual budget {Reg.10.5}.

(vi) To determine whether an annual budget is funded in accordance with section 18 of the Act, a simultaneous analysis is required of the financial performance, financial position, cash flow, and capital expenditure budgets together with any requirements for working capital and cash investments held for statutory or contractual purposes {Reg.10(6)}.

(b) Funding of capital expenditure

An annual budget must show total capital expenditure and the different sources of funding.

All sources of funding shown must be available, and must not have been committed for other purposes.

The total budgeted capital funding by source must equal the total budgeted capital expenditure.

(c) Funds created in terms of section 12 of the Act (i.e. Relief, charitable, trust funds).

Funds created in terms of section 12 of the Act must be fully cash backed.

A municipality may make expenditures or donations in support of the objectives for which funds created in terms of section 12 of the Act were established if approved in an annual budget or adjustments budget.

No municipal funds may be paid into a fund created in terms of section 12 of the Act.

{Reg.11}.

## **6.8 APPROVAL OF CAPITAL PROJECTS**

- (a) Within ten working days after the municipal council has given individual approval for a capital project in terms of section 19(1)(b) of the Act, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public –
- (i) the municipal council resolution approving the capital project; and
  - (ii) details of the nature, location and total projected cost of the approved capital project.
- (b) The following capital projects may be approved by a council either individually or as part of a consolidated capital programme as contemplated in section 19(3) of the Act:
- (i) capital projects of which the total projected cost is below 5% of the municipality's revenue, in the case of a municipality with approved total revenue in its current annual budget not exceeding R250 million;
  - (ii) capital projects of which the total projected cost is below 8% of the municipality's revenue, in the case of a municipality with approved total revenue in its current annual budget greater than R250 million but not exceeding R500 million; and
  - (iii) capital projects of which the total projected cost is below R50 million, in the case of a municipality with approved total revenue in its current annual budget greater than R500 million.
- (c) Paragraph 5.8(a) does not apply to capital projects whose total projected cost when the annual budget is approved is below the values set out in paragraph 5.8(b).
- (d) Expenditure needed for capital projects below the values set out in paragraph 5.8(b) may be included in the annual budget before the project is approved in terms of section 19(3) of the Act.

{Reg.13}

## 6.9 TABLING IN COUNCIL

- (1) The draft budget must be tabled to Council at least 90 days before the start of the new financial year (31 March) in terms of sections 16(2) with the accompanying quality certificate required in terms of the Budget and Reporting Regulations. {Reg.5}.
- (2) An annual budget and supporting documentation tabled in a municipal council in terms of section 17(3) of the Act [accompanied by the specific documents] must –
  - (a) be in the format in which it will eventually be approved by the council; and
  - (b) be credible and realistic such that it is capable of being approved and implemented as tabled.
- (3) When complying with section 68 of the Act [Budget preparation – assistance to the mayor] , the municipal manager must submit the draft municipal service delivery and budget implementation plan [Reg.14(2)] to the mayor together with the annual budget to be considered by the mayor for tabling in terms of section 16(2) of the Act.
- (4) For effective planning and implementation of the annual budget, the draft municipal service delivery and budget implementation plan may form part of the budget documentation and be tabled in the municipal council if so recommended by the budget steering committee.

{Reg.14}

## 6.10 PUBLICATION AND SUBMISSION FOR CONSIDERATION

- (1) After the draft budget is approved by Council, it is released for public comment and for National and Provincial Treasuries as required by section 22 of the Act.

- (2) When making public the annual budget and supporting documentation in terms of section 22(a) of the Act, read with section 21A of the Municipal Systems Act, the municipal manager must also make public any other information that the municipal council considers appropriate to facilitate the budget consultation process, including –
  - (a) summaries of the annual budget and supporting documentation in alternate languages predominant in the community; and
  - (b) information relevant to each ward in the municipality.
  
- (3) All information contemplated in (1) above must cover:
  - (a) the relevant financial and service delivery implications of the annual budget; and
  - (b) at least the previous year's actual outcome, the current year's forecast outcome, the budget year, and the following two years.
  
- (4) When submitting the annual budget to the National Treasury and the relevant provincial treasury in terms of section 22(b)(i) of the Act, the municipal manager must also submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form –
  - (a) the supporting documentation as tabled in the municipal council;
  - (b) the draft service delivery and budget implementation plan; and
  - (c) any other information as may be required by the National Treasury.
  
- (5) The municipal manager must send copies of the annual budget and supporting documentation as tabled in the municipal council, in both printed and electronic form to –
  - (a) any other municipality affected by the annual budget within ten working days of the annual budget being tabled in the municipal council; and
  - (b) any other organ of state on receipt of a request from that organ of state.

{Reg.15}

## **6.11 CONSULTATIONS ON TABLED BUDGETS**

- (1) The mayor must for purposes of section 23 of the Act table the following documents in the municipal council –
  - (a) a report summarising the local community's views on the annual budget;
  - (b) any comments on the annual budget received from the National Treasury and the relevant provincial treasury;
  - (c) any comments on the annual budget received from any other organ of state, including any affected municipality; and
  - (d) any comments on the annual budget received from any other stakeholders.
- (2) The municipal manager must assist the mayor in the preparation of the documents referred to in subparagraph (1) and section 23(2) of the Act.

{Reg. 16}.

- (3) Once the comments from the public, and the National and Provincial Treasuries have been submitted, noted and considered, the necessary amendments are made to the draft budget and the budget is then tabled for Council to consider approval of the budget at least 30 days before the start of the budget year (31 May).

## **6.12 APPROVAL OF ANNUAL BUDGETS**

- (1) A municipal council must consider the full implications, financial or otherwise, of the annual budget and supporting documentation before finally approving the annual budget before the start of the budget year.
- (2) When approving an annual budget, a municipal council must in terms of section 24(2)(c) of the Act, consider and adopt separate resolutions dealing with each of the matters contemplated in that section.

{Reg.17}.

### **6.13 PUBLICATION OF APPROVED BUDGET**

- (1) Within ten working days after the municipal council has approved the annual budget of a municipality, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved annual budget and supporting documentation and the resolutions referred to in section 24(2)(c) of the Act.
- (2) The municipal manager must also make public any other information that the municipal council considers appropriate to facilitate public awareness of the annual budget, including –
  - (a) summaries of the annual budget and supporting documentation in alternate languages predominant in the community; and
  - (b) information relevant to each ward in the municipality.
- (3) All information contemplated in subparagraph (2) must cover:
  - (a) the relevant financial and service delivery implications of the annual budget; and
  - (b) at least the previous year's actual outcome, the current year's forecast outcome, the budget year and the following two years.

{Reg.18}.

### **6.14 PUBLICATION OF APPROVED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN**

The municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved service delivery and budget implementation plan within ten working days after the mayor has approved the plan in terms of section 53(1)(c)(ii) of the Act. {Reg.19}.



## **6.15 SUBMISSION OF APPROVED ANNUAL BUDGET**

- (1) The municipal manager must comply with section 24(3) of the Act within ten working days after the municipal council has approved the annual budget.
- (2) The municipal manager must submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form –
  - (a) the supporting documentation within ten working days after the municipal council has approved the annual budget;
  - (b) the approved service delivery and budget implementation plan within ten working days after the mayor has approved the plan; and
  - (c) any other information as may be required by the National Treasury.
- (3) The municipal manager must send copies of the approved annual budget and supporting documentation, in both printed and electronic form to –
  - (a) any other municipality affected by the annual budget within ten working days after the municipal council has approved the annual budget; and
  - (b) any other organ of state on receipt of a request from that organ of state.

{Reg.20}.

## **7. BUDGET IMPLEMENTATION**

- 7.1 After the budget has been approved, the service delivery and budget implementation plan (SDBIP) should be compiled to include the following components –
- Monthly projections of revenue to be collected for each source
  - Monthly projections of expenditure (operating and capital) versus actual expenditure for each vote
  - Quarterly projections of service delivery targets and performance indicators for each vote
  - Detailed capital works plan broken down by ward over three years.

- 7.2 The SDBIP must be tabled to the Mayor within 28 days after aforementioned approval. After the SDBIP has been considered by the Mayor, in consultation with the Budget Steering Committee, and approved, copies must be circulated to other Councillors for information.
- 7.3 Each Business Unit Manager has to indicate the intended spending patterns of both their capital and operating budgets. (Cash flows)
- 7.4 These listed cash flows are consolidated into the Service Delivery and Budget Implementation Plan of the organisation.
- 7.5 The SDBIP will be monitored on a monthly basis where actual spending will be compared with the planned spending as indicated by the Business Unit Managers at the beginning of the year.
- 7.6 Each Business Unit Manager can use their respective vote numbers as indicated on the budget.
- 7.7 The Mayor, in consultation with the Budget Steering Committee, must take all reasonable steps to ensure that the annual performance agreements of the municipal manager and all senior managers –  
comply, and are concluded, as required in terms of section 57 the Municipal Systems Act, and  
are linked to the measurable performance objectives approved with the budget and SDBIP.
- 7.8 The municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved service delivery and budget implementation plan within ten working days after the mayor has approved the plan in terms of section 53(1)(c)(ii) of the Act.

## **8. BUDGET VIREMENTING**

### **8.1. Virement Clarification**

Virement is the process of transferring budgeted funds from one line item number to another, with the approval of the relevant Manager and CFO, to enable budget managers to amend budgets in the light of experience or to reflect anticipated changes. [{Section 28 \(2\) \(c\) MFMA}](#).

### **8.2. 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) All virements should be approved in line with Council's System of Delegation.
- d) Projected cash flows in the SDBIP should be adjusted in line with the virement.
- e) All documentation must be in order and approved before any expenditure can be committed or incurred. (Section 79 MFMA)
- f) The Municipal Manager will report to the Mayor on a monthly basis on those virements that have taken place during the preceding month.
- g) All virements of funds between votes (directorates) must be approved by the Municipal Manager and reported to the Executive Mayoral Committee on a monthly basis.

### 8.3. Virement Restrictions

- a) Virements between votes should be permitted where the proposed shifts in funding facilitate sound risk and financial management (e.g. the management of central insurance funds and insurance claims from separate votes).
- b) Virements from the capital budget to the operating budget are not allowed.
- c) No virement may be made where it would result in over expenditure of a line item. ([section 32 MFMA](#))
- d) Virements should not result in adding 'new' projects to the Capital Budget.
- e) Virements towards personnel expenditure are not permitted.
- f) Budgets from the following line items may only be transferred by Financial Services:
  - (i) Salaries and allowances
  - (ii) Depreciation
  - (iii) Capital Cost (Interest and Redemption)
  - (iv) Appropriations
  - (v) Contributions to Funds
  - (vi) Administration Cost
  - (vii) Municipal Services Consumption (Water, Electricity, Refuse and Sewerage)
- g) Virements to or from the following items should not be permitted: bulk purchases; debt impairment, interest charges, grants to individuals, revenue foregone, insurance and VAT).
- h) An approved virement does not give expenditure authority and all expenditure resulting from approved virements must still be subject to the procurement/supply chain management policy of Council as periodically reviewed.
- h) Virements may not be made between Expenditure and Income.

## 9. ADJUSTMENTS BUDGET

### 9.1 AUTHORITY

Budget amendments are only allowed when Council approve a recommendation by the Executive Mayor, in terms of section 28 of the Act, to revise the approved annual budget.

### 9.2 TIMEFRAMES AND REASONS FOR ADJUSTMENTS BUDGETS

#### (a) During the year –

Should any material under-collection of revenue become a reality, the revenue and expenditure estimates **must** be adjusted downwards {Section 28(2)(a) of the Act};

#### (b) At any time after the mid-year budget and performance assessment has been tabled in council, but not later than 28 February of the current year –

- (i) Additional revenues that have become available over and above those anticipated in the annual budget **may** be appropriated, but only to revise or accelerate spending programmes already budgeted for {Section 28(2)(b) of the Act & Reg.23(1)} ;
- (ii) *The utilization of projected savings* in one vote **may** be utilized towards spending under another vote {Section 28(2)(d) of the Act & Reg.23(1)};
- (iii) Any errors in the annual budget **may** be corrected {Section 28(2)(f) of the Act & Reg.23(1)};
- (iv) Unauthorised expenditure of the current financial year, not recoverable from the person liable for that expenditure, may be authorised in terms of section 32(a)(i) of the Act {Reg. 23(6)(a)}.

**(c) Only one adjustments budget referred to in (b) above may be tabled in council during a year, except when –**

the additional revenues referred to in (b)(i) above are allocations to the municipality in a National or Provincial adjustments budget, when it will be required that the Mayor **must**, at the next council meeting, but within 60 days of the approval of the relevant National or Provincial adjustments budget, table an adjustments budget in council to appropriate the additional revenues {Section 28(2)(b) of the Act & Reg.23(2)/(3)};

**(d) At the first available opportunity after any unforeseeable and unavoidable expenditure was incurred –**

the mayor may in emergency or other exceptional circumstances recommend the authorization of unforeseeable and unavoidable expenditure for which no provision was made in an approved budget and table the adjustment budget **but if** such adjustments budget is **not passed** by council within 60 days after the unforeseeable and unavoidable expenditure was incurred, the expenditure is unauthorized and section 32 of the Act applies {section 28(2)c & 29(3) of the Act / Reg.23(4)};

**(e) After the end of the past financial year where the under-spending could not reasonably have been foreseen at the time –**

The authorization of the spending of funds, that was unspent at the end of the past 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 council, **must** be approved in an adjustments budget for that purpose by the council by 25 August of the year following the year to which the roll-overs relate {Section 28(2)(e)/ 29(3) of the Act & Reg.23(5)};

**(f) When the mayor tables the annual report, within seven months after the end of a financial year, in terms of section 127(2) of the Act–**

A special adjustments budget must be tabled in the municipal council which may only deal with unauthorised expenditure from the previous financial year, which the council is being requested to authorize in terms of section 32(2)(a)(i) of the Act [{Reg. 23\(6\)\(b\)}](#).

### **9.3 FORMAT**

An adjustments budget and supporting documentation of a municipality must be in the format specified in Schedule B of the regulations and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act [{Reg. 21}](#).

### **9.4 FUNDING**

An adjustments budget of a municipality must be appropriately funded. The supporting documentation to accompany an adjustments budget in terms of section 28(5) of the Act must contain an explanation of how the adjustments budget is funded [{Reg. 22}](#).

### **9.5 SUBMISSION OF TABLED ADJUSTMENTS BUDGET**

When submitting the tabled adjustments budget to the National Treasury and the relevant provincial treasury in terms of section 28(7) of the Act, read together with section 22(b)(i) of the Act, the municipal manager must submit in both printed and electronic form –

- the supporting documentation referred to in section 28(5) of the Act within ten working days of the adjustments budget being tabled in the municipal council; and
- any other information as may be required by the National Treasury.

The municipal manager must send copies of an adjustments budget and supporting documentation, in both printed and electronic form to –

- any other municipality affected by that adjustments budget within ten working days of the adjustments budget being tabled in the municipal council; and
- any other organ of state on receipt of a request from that organ of state.

{Reg. 24}.

## 9.6 APPROVAL

A municipal council must consider the full implications, financial or otherwise, of the adjustments budget and supporting documentation referred to in regulation 21 before approving the adjustments budget.

An adjustment budget must be accompanied by all of the following:

- An explanation of how the adjustments affect the approved annual budget;
- Appropriate motivation of any material changes to the annual budget;
- An explanation of the impact of any increased spending on the annual budget and the annual budgets for the next two years; and
- Any other supporting documentation that may be prescribed.

Expenditure may only be incurred on amended budgets after approval by Council of such Budget amendment, except in case of emergency or other exceptional circumstances as defined in Section 29 of the MFMA.

When approving an adjustments budget, a municipal council must consider and adopt separate resolutions dealing with each of the following matters listed in Part 1 and 2 of Schedule B of the regulations -

Mayor's report;

Resolutions;

Executive summary;

Tables;

Supporting documentation.

{Reg. 25 / Schedule B.2}.



## **9.7 PUBLICATION**

Within ten working days after the municipal council has approved an adjustments budget, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved adjustments budget and supporting documentation, as well as the resolutions referred to in regulation 25(3) and information required under regulation 26(2).

[{Reg.26}](#)

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## **9.8 SUBMISSION OF APPROVED ADJUSTMENTS BUDGET AND OTHER DOCUMENTS**

- (1) The municipal manager must comply with section 28(7) of the Act read together with section 24(3) of the Act within ten working days after the municipal council has approved an adjustments budget.
- (2) When submitting an adjustments budget to the National Treasury and the relevant provincial treasury in terms of section 28(7) of the Act read together with section 24(3) of the Act, the municipal manager must also submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form –
  - (a) the supporting documentation within ten working days after the municipal council has approved the adjustments budget;
  - (b) the amended service delivery and budget implementation plan, within ten working days after the council has approved the amended plan in terms of section 54(1)(c) of the Act; and
  - (c) any other information as may be required by the National Treasury.
- (3) The municipal manager must send copies of an approved adjustments budget and supporting documentation, in both printed and electronic form to –
  - (a) any other municipality affected by that adjustments budget within ten working days after the municipal council has approved the adjustments budget; and
  - (b) any other organ of state on receipt of a request from that organ of state.

## **10. MONITORING AND REPORTING**

Reports mentioned under sections 10.1, 10.2 and 10.3 below must be in the format specified in Schedule C of the Municipal Budget and Reporting Regulations (Notice 393 of 2009) and to include all the required tables, charts and explanatory information taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.

### **10.1: MONTHLY REPORTS**

A monthly report prepared by the Chief Financial Officer shall serve to monitor the actual expenditure against the Budget and cash flow forecasts reflected in the SDBIP for the period. Business Unit Managers shall provide any possible comments to the Chief Financial Officer for inclusion in the report before it is forwarded to the Municipal Manager for submission as prescribed by the Act and Regulations.

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

This report must reflect the following:

- i) actual revenues per source, compared with budgeted revenues;
- ii) actual expenses per vote, compared with budgeted expenses;
- iii) actual capital expenditure per vote, compared with budgeted expenses;
- iv) actual borrowings, compared with the borrowings envisaged to fund the capital budget;
- v) the amount of allocations received, compared with the budgeted amount;
- vi) actual expenses against allocations, but excluding expenses in respect of the equitable share;

- vii) explanations of any material variances between the actual revenues and expenses as indicated above and the projected revenues by source and expenses by vote as set out in the service delivery and budget implementation plan;
  - viii) the remedial or corrective steps to be taken to ensure that the relevant projections remain within the approved or revised budget; and
  - ix) projections of the revenues and expenses for the remainder of the financial year, together with an indication of how and where the original projections have been revised.
- b) The report to the National and Provincial Treasuries must be both in electronic format and in a signed written document.

{Reg.28 – 30}

## **10.2 QUARTERLY REPORTS**

The Executive Mayor must submit to the Council within thirty days after the end of each quarter a report on the implementation of the budget and the financial state of affairs of the municipality as required by section 52 (d) of the Act. {Reg.31 - 32}

## **10.3 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT**

- a) The Municipal Manager must assess the budgetary performance of the municipality for the first half of the financial year, taking into account all the monthly budget reports for the first six months, the service delivery performance of the municipality as against the service delivery targets and performance indicators which were set in the service delivery and budget implementation plan in terms of section 72 of the Act.
- b) The Municipal Manager must then submit a report on such assessment to the Executive Mayor by 25 January each year as well as to Provincial Treasury and National Treasury.

- c) The Municipal Manager may in such report make recommendations for adjusting the annual budget and for revising the projections of revenues and expenses set out in the service delivery and budget implementation plan subject to the requirements stipulated in section 9 of this policy.
- d) The Executive Mayor must submit the section 72 assessment report to Council by 31 January of each year as required by section 54(1) (f) of the Act.

{Reg.33 – 35}

**10.4 WEBSITE REPORTING:**

The Municipal Manager must place on the municipality’s official website the following information relating to the budgetary process in terms of section 75 of the Act:

- a) the annual and adjustments budgets and all budget-related documents;
- b) all budget-related policies;
- c) the annual report;
- d) all performance agreements;
- e) all service delivery agreements;
- f) all long-term borrowing contracts;
- g) all quarterly reports submitted to the Council on the implementation of the budget and the financial state of affairs of the municipality.

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**SUMMARY OF**  
**MUNICIPAL BUDGET AND REPORTING REGULATIONS, Notice 393 of 2009**

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**LISTING THE HEADINGS OF REGULATION NUMBERS 1 to 77 AND SCHEDULES A to G –**

**WITH CLARIFICATION AND CROSS REFERENCE WHERE APPLICABLE**

(e.g. ‘[Reg.4](#)’ for Regulation 4 or ‘[Reg.A10d](#)’ for Schedule A 10 d in the Policy document  
**and**  
[Policy paragraph 5.1](#) in this document)

**TO APPLICABLE SECTIONS OF THE BUDGET POLICY**

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**CHAPTER 1: INTERPRETATION, OBJECT AND APPLICATION OF THESE REGULATIONS**

1. Definitions
2. Object of these Regulations
3. Application of these Regulations

**CHAPTER 2: BUDGET AND BUDGET RELATED MATTERS OF MUNICIPALITIES**

***Part 1: General provisions***

4. Budget steering committee [{Policy paragraph 6.1}](#)
  - (1)The mayor of a municipality must establish a budget steering committee to provide technical assistance to the mayor in discharging the responsibilities set out in section 53 of the Act.
  - (2)The steering committee must consist of at least the following persons:
    - (a)the councillor responsible for financial matters;
    - (b)the municipal manager;
    - (c) the chief financial officer;
    - (d)the senior managers responsible for at least the three largest votes in the municipality;
    - (e)the manager responsible for budgeting;
    - (f) the manager responsible for planning; and
    - (g)any technical experts on infrastructure.

5. Quality certification {Policy paragraph 6.2}

Whenever an annual budget and supporting documentation, an adjustments budget and supporting documentation or an in-year report of a municipality is submitted to the mayor, tabled in the municipal council, made public or submitted to another organ of state, it must be accompanied by a quality certificate complying with Schedule A, B or C, as the case may be, and signed by the municipal manager.

6. Consistency in bases of measurement and accounting policies {Policy paragraph 6.3}

**Part 2: Budget-related policies of municipalities**

7. Preparing and amending budget-related policies {Policy paragraph 6.4}

The municipal manager of a municipality must prepare, or take all reasonable steps to ensure the preparation of the budget-related policies of the municipality, or any necessary amendments to such policies, in accordance with the legislation applicable to those policies for tabling in the municipal council by the applicable deadline specified by the mayor in terms of section 21(1)(b) of the Act.

As defined in section 1 of the Act. Policies that affect or are affected by the annual budget of a municipality include -

- (a) the tariffs policy which the municipality must adopt in terms of section 74 of the Municipal Systems Act;
- (b) the rates policy which the municipality must adopt in terms of section 3 of the Municipal Property Rates Act;
- (c) the credit control and debt collection policy which the municipality must adopt in terms of section 96 of the Municipal Systems Act;
- (d) the cash management and investment policy which the municipality must adopt in terms of section 13(2) of the Act;
- (e) a borrowing policy which must comply with Chapter 6 of the Act;
- (f) a funding and reserves policy;
- (g) a policy related to the long-term financial plan;
- (h) the supply chain management policy which the municipality is required to adopt in terms of section 111 of the Act;
- (i) any policies dealing with the management and disposal of assets;
- (j) any policies dealing with infrastructure investment and capital projects, including –
  - (i) the policy governing the planning and approval of capital projects; and
  - (ii) the policy on developer contributions for property developments;
- (k) the indigents policy of the municipality;
- (l) any policies related to the provision of free basic services;
- (m) any policies related to budget implementation and monitoring including –
  - (i) a policy dealing with the shifting of funds within votes;
  - (ii) a policy dealing with the introduction of adjustments budgets;
  - (iii) policies dealing with unforeseen and unavoidable expenditure; and
  - (iv) policies dealing with management and oversight;
- (n) any policies related to managing electricity and water including –
  - (i) a policy related to the management of losses; and
  - (ii) a policy to promote conservation and efficiency;
- (o) any policies relating to personnel including policies on overtime, vacancies and temporary staff;
- (p) any policies dealing with municipal entities, including –

- (i) the service delivery agreement; and
- (ii) the dividend preference of the municipality; and
- (q) any other budget-related or financial management policies of the municipality.

8. Funding and reserves policies [{Policy paragraph 6.5}](#)

**Part 3: Annual budgets of municipalities**

9. Format of annual budgets [{Policy paragraph 4}](#)

The annual budget and supporting documentation of a municipality must be in the format specified in Schedule A and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.

10. Funding of expenditure [{Policy paragraph 6.7\(a\)}](#)

11. Funding of capital expenditure [{Policy paragraph 6.7\(b\)}](#)

12. Funds created in terms of section 12 of the Act [{Policy paragraph 6.7\(c\)}](#)

13. Approval of capital projects [{Policy paragraph 6.8}](#)

14. Tabling of annual budgets in municipal councils [{Policy paragraph 6.9}](#)

15. Publication and submission of annual budgets for consultation [{Policy paragraph 6.10}](#)

16. Consideration of annual budgets by municipal councils [{Policy paragraph 6.11}](#)

17. Approval of annual budgets [{Policy paragraph 6.12}](#)

18. Publication of approved annual budgets [{Policy paragraph 6.13}](#)

19. Publication of approved service delivery and budget implementation plan [{Policy paragraph 6.14}](#)

20. Submission of approved annual budget and other documents [{Policy paragraph 6.15}](#)

**Part 4: Adjustments budgets of municipalities**

21. Formats of adjustments budgets [{Policy paragraph 9.3}](#)

22. Funding of adjustments budgets [{Policy paragraph 9.4}](#)

23. Timeframes for tabling adjustments budgets [{Policy paragraph 9.2}](#)

24. Submission of tabled adjustments budgets [{Policy paragraph 9.5}](#)

25. Approval of adjustments budgets [{Policy paragraph 9.6}](#)

26. Publication of approved adjustments budget [{Policy paragraph 9.7}](#)

27. Submission of approved adjustments budget and other documents [{Policy paragraph 9.8}](#)

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Overberg  
District  
Municipality

**FUNDING AND RESERVES POLICY**

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**FUNDING AND RESERVES POLICY**  
**Page 2**

**Version:** Final Draft

**Date:** ..... 2012

**Summary:** This document describes the Funding and Reserves Policy that will be applicable to the municipality, detailed.

**Approved:** This policy was approved by the Municipal Council on

.....

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Municipal Manager**



## FUNDING AND RESERVE POLICY

### 1. INTRODUCTION AND OBJECTIVE

The Council sets as objective a long term financially sustainable municipality with acceptable levels of service delivery to the community.

This policy aims to set standards and guidelines towards ensuring financial viability over both the short- and long term and includes funding as well as reserves requirements.

### 2. SECTION A: FUNDING POLICY

#### 2.1 LEGISLATIVE REQUIREMENTS

In terms of Sections 18 and 19 of the Municipal Finance Management Act (Act No 56 of 2003) (MFMA), an annual budget may only be funded from:

- Realistically anticipated revenues to be collected;
- Cash backed accumulated funds from previous years' surpluses not committed for other purposes. and
- Borrowed funds, but only for capital projects.

Furthermore, spending on a capital project may only be commenced once the funding sources have been considered, are available and have not been committed for other purposes.

The requirements of the MFMA are therefore clear in that the budget must be cash – funded i.e. cash receipts inclusive of prior cash surpluses must equal or be more than cash paid.

In determining whether the budget is actually cash funded and in addition ensuring long term financial sustainability, the municipality will use analytical processes, including those specified by National Treasury from time to time.

#### 2.2 STANDARD OF CARE

Each functionary in the budgeting and accounting process must do so with judgment and care, under the prevailing circumstances, as a person of prudence, discretion and intelligence would exercise to the management of his or her own finances with the primary objective of ensuring that the objectives of this policy are achieved.

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## **2.3 STATEMENT OF INTENT**

The municipality will not pass a budget which is not cash – funded or where any of the indicators as listed in this document are negative, unless acceptable reasons can be provided for non-compliance, provided that the requirements of the MFMA must at all times be adhered to.

## **2.4 CASH MANAGEMENT**

Cash must be managed in terms of the municipality's Cash Management and Investment Policy.

## **2.5 DEBT MANAGEMENT**

Debt must be managed in terms of the municipality's Debt Management Policy, together with any requirements in this policy.

## **2.6 FUNDING THE OPERATING BUDGET**

### **2.6.1 INTRODUCTION**

The municipality's objective is that the user of municipal resources must pay for such usage in the period it occurs.

The municipality however, recognises the plight of the poor, and in line with national and provincial objectives, the municipality commits itself to subsidised services to the poor. This will necessitate cross subsidisation in tariffs to be calculated in the budget process.

### **2.6.2 GENERAL PRINCIPLE WHEN COMPILING THE OPERATING BUDGET**

The following specific principles apply when compiling the budget:

- a) The budget must be cash – funded, i.e. revenue and expenditure projections must be realistic and the provision for impairment of receivables must be calculated on proven recovery rates;
  - b) Growth parameters must be realistic and be based on historic patterns adjusted for current reliable information;
  - c) Tariff adjustments must be fair, taking into consideration general inflation indicators as well as the geographic region's ability to pay;
-

## FUNDING AND RESERVES POLICY

### Page 5

- d) Revenue from Government Grants and Subsidies must be in accordance with the amounts promulgated in the Division of Revenue Act, proven provincial transfers and any possible transfers to or from other municipalities.

For the purpose of the Cash flow budget any National or Provincial grants that have been re-appropriated for roll-over purposes must be excluded from the calculation as it must be included in changes in Cash and Cash Equivalents and Payables.

Furthermore, in the budget the total grants recognised as revenue must equal the total expected expenditure from grants, inclusive of capital expenditure and VAT as per directive given in MFMA circular 48.

- e) Projected revenue from services charges must be reflected as net (all billing less revenue foregone, which is free basic services, discounts and rebates).
- f) For the purpose of the Cash flow Budget all rebates and discounts must be deducted from the projected revenue.
- g) Only changes in fair values related to cash may be included in the cash flow budget. Changes to unamortised discount must be included in the Operating Budget but excluded in the cash flow budget.
- h) Employee related costs include contributions to non-current and current employee benefits. It is acknowledged that the non-current benefits' requirements are well above the initial cash capabilities of the municipality, and it is therefore determined that provision for the short term portion of employee benefits, as well as an operating surplus calculated at 5% of the prior year balance of the long-term benefits, be included in the operating budget, in order to build sufficient cash for these requirements. The cash portion of the employee benefits must be accounted for in an "Employee Benefits Reserve".
- i) Depreciation must be fully budgeted for in the operating budget.

In order to ensure a sufficient accumulation of cash for the replacement of Property, Plant and Equipment and Intangible Assets, the amount of depreciation on assets funded from own sources, excluding assets funded from grants, public contributions and external loans must be reflected as a surplus on the cash flow budget.

- j) Contributions to provisions (non-current and current) do not form part of the cash flow. It is however, necessary to provide for an increase in cash resources in order to comply with the conditions of the provision at the time when it is needed.
-

It is therefore a requirement that the contribution to current provisions, as well as 20% of the prior year balance of the non current provision, is budgeted as cash surpluses until the necessary funding level is obtained.

## **2.7 FUNDING THE CAPITAL BUDGET**

### **2.7.1 INTRODUCTION**

The municipality's objective is to maintain, through proper maintenance and replacement measures, existing levels of service and to improve and implement services which are neglected or non – existent.

In order to achieve this objective the municipality must annually, within financial means, budget for the replacement of redundant assets as well as new assets.

### **2.7.2 FUNDING SOURCES FOR CAPITAL EXPENDITURE**

The capital budget can be funded by way of own contributions, grants, public contributions as well as external loans.

#### **Own Contributions**

The capital budget financed from own contributions must primarily be funded from the Capital Replacement Reserve.

Notwithstanding the above the capital budget or portions thereof may also be funded from surplus cash. The allocations of the funding sources from own contributions are determined during the budget process.

#### **Grants (Including Public Contributions)**

Grants for capital expenditure have become a common practice, especially in order to extend service delivery to previously disadvantaged areas. While such grants are welcomed, care should also be taken that unusual grant funding does not place an unreasonable burden on the residents for future maintenance costs which may be higher than their ability to pay.

It is therefore determined that the accounting officer must evaluate the long term effect of unusual capital grants on future tariffs, and if deemed necessary, report on such to Council.

It is furthermore determined that the depreciation charges on assets financed from grants and donations must not have a negative effect on tariffs charged to

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the users of such assets. The Accounting Officer must put such accounting measures in place to comply with this requirement, to a reasonable extent.

**External Loans**

The municipality may only raise loans in accordance with its Debt Management Policy.

The Accounting Officer must also put such accounting measures in place to ensure that no unspent portions of loans are utilised for operating purposes.

For budgeting purposes any difference between proposed capital spending from loans and proposed loans raised must be included in the cash surplus for the year.

**2.8 FUNDING COMPLIANCE MEASUREMENT**

**2.8.1 INTRODUCTION**

The municipality wants to ensure that the budget or adjustments budget complies with the requirements of the MFMA and this policy. For this purpose a set of indicators must be used as part of the budget process and be submitted with the budget. These indicators include all the indicators as recommended by National Treasury as well as reconciliations according to this policy. Any additional indicators recommended by National Treasury in future must also be taken into account, as well as any additional reconciliation items as either determined by the Council or the Accounting Officer.

If any of the indicators are negative during the compilation or approval process of the budget, the budget may not be approved until all the indicators provide a positive return, unless any negative indicators can be reasonably explained and future budget projections address the turn-around of these indicators to within acceptable levels.

**2.8.2 CASH AND CASH EQUIVALENTS AND INVESTMENTS**

A positive Cash and Cash Equivalents position throughout the year is crucial. In addition, the forecasted cash position at year-end must at least be the amount as calculated in the Reconciliation of Cash Requirements as determined by this policy and attached to this policy as Appendix "A".

---

**2.8.3 CASH PLUS INVESTMENTS LESS APPLICATION OF FUNDS**

The overall cash position of the municipality must be sufficient to include:

- unspent conditional grants;
- unspent conditional public contributions;
- unspent borrowings;
- vat due to SARS;
- secured investments;
- the cash portion of statutory funds such as the Housing Development Fund;
- other working capital requirements; and
- In addition, it must be sufficient to back reserves as approved by the municipality and the portions of provisions as indicated elsewhere in this policy.

**2.8.4 MONTHLY AVERAGE PAYMENT COVERED BY CASH AND CASH EQUIVALENTS (“CASH COVERAGE”)**

This indicator shows the level of risk should the municipality experience financial stress.

**2.8.5 SURPLUS/DEFICIT EXCLUDING DEPRECIATION OFFSETS**

It is almost certain that the operating budget, which includes depreciation charges on assets funded by grants and public contributions, as well as on revalued assets, will result in a deficit.

As determined elsewhere in this policy it is not the intention that the users of the assets funded from grants, public contributions and revaluations must be burdened with tariff increases to provide for such depreciation charges. In order to ensure a “balanced” budget but excluding such depreciation charges, the depreciation charges may be offset against the net surplus / deficit.

Should the budget result in a deficit after the offsetting, the budget will be deemed unfunded and must be revised.

---

**2.8.6 PROPERTY RATES/SERVICE CHARGE REVENUE PERCENTAGE INCREASE LESS MACRO INFLATION TARGET**

The intention of this indicator is to ensure that tariff increases are in line with macro economic targets, but also to ensure that revenue increases for the expected growth in the geographic area is realistically calculated.

The formula to be used is as follows:

	DESCRIPTION	PROPERTY RATES	SERVICE CHARGES	TOTAL
A	Revenue of budget year	R XX	R XX	R XX
B	Less: Revenue of prior year	R XX	R XX	R XX
<b>C</b>	<b>=Revenue increase/decrease</b>	<b>R XX</b>	<b>R XX</b>	<b>R XX</b>
D	% Increase/(Decrease)	C/B %	C/B %	C/B %
E	Less: Upper limit of macro Inflation target	%	%	%
<b>F</b>	<b>=Growth in excess of inflation target</b>	<b>%</b>	<b>%</b>	<b>%</b>
G	Less: Expected growth %	%	%	%
<b>H</b>	<b>=Increase attributed to tariff Increase above macro inflation target</b>	<b>%</b>	<b>%</b>	<b>%</b>

In the event that the percentage in (h) above is greater than zero, a proper motivation must accompany the budget at submission, or the budget must be revised.

**2.8.7 CASH COLLECTION % RATE**

The object of the indicator is to establish whether the projected cash to be collected is realistic and complies with section 18 of the MFMA.

The collection rate for calculating the provision for impairment of receivables must be based on past and present experience. Past experience refers to the collection rates of the prior years and present experience refers to the collection rate of the current financial year as from 1 July.

It is not permissible to project a collection rate higher than the rate currently being obtained, even if the municipality recently approved a debt collection policy or

implemented additional debt collection measures. Any improvement in collection rates during the budget year may be appropriated in an Adjustment Budget.

**2.8.8 DEBT IMPAIRMENT EXPENSE AS A PERCENTAGE OF BILLABLE REVENUE**

This indicator provides information whether the contribution to the provision for impairment of receivables is adequate. In theory it should be equal to the difference between 100% and the cash collection rate, but other factors such as past performance might have an influence on it. Any difference, however, must be motivated in the budget report.

**2.8.9 CAPITAL PAYMENTS AS A PERCENTAGE OF CAPITAL EXPENDITURE**

This indicator provides information as to the timing for payments on capital projects and utilising allowed payment terms.

**2.8.10 BORROWING AS A PERCENTAGE OF CAPITAL EXPENDITURE (EXCLUDING GRANTS AND CONTRIBUTIONS)**

This indicator provides information as to compliance with the MFMA in determining borrowing needs. The Accounting Officer must ensure compliance with the Municipality's Debt Management Policy.

**2.8.11 GRANTS REVENUE AS A PERCENTAGE OF GRANTS AVAILABLE**

The percentage should never be less than 100% and the recognition of expected unspent grants at the current year-end as revenue in the next financial year must be substantiated in a report.

**2.8.12 CONSUMER DEBTORS CHANGE (CURRENT AND NON - CURRENT)**

The object of the indicator is to determine whether budgeted reductions in outstanding debtors are realistic.

An unacceptable high increase in either current– or non– current debtors' balances should be investigated and acted upon.

---

**2.8.13 REPAIRS AND MAINTENANCE EXPENDITURE LEVEL**

It is of utmost importance that the municipality's Property Plant and Equipment be maintained properly, in order to ensure sustainable service delivery. The budget should allocate sufficient resources to maintain assets and care should be exercised not to allow a declining maintenance program in order to fund other less important expenditure requirements.

Similarly, if the maintenance requirements become excessive, it could indicate that a capital renewal strategy should be implemented or reviewed.

As a general benchmark the maintenance budget should be between 4% and 8% of the asset values.

**2.8.14 ASSET RENEWAL/REHABILITATION EXPENDITURE LEVEL**

This indicator supports further the indicator for repairs and maintenance.

The Accounting Officer must, as part of the capital budget, indicate whether each project is a new asset or a replacement/renewal asset in order to determine whether the renewal program is sufficient or needs revision.

**2.8.15 FINANCIAL PERFORMANCE BUDGET**

Although it is not a legal requirement that the financial performance budget should balance, it only makes management sense that it should balance.

A number of line-items influence the net result of the financial performance budget. It includes capital grant revenue, depreciation charges including those where assets were funded from grants and public contributions, unamortised discounts and gains/losses on the disposal of Property Plant and Equipment. These items need to be taken into consideration in order to establish if the operating budget is realistic and credible.

**2.8.16 FINANCIAL POSITION BUDGET**

This indicator provides an overall view of the projected financial position over the periods of the Medium Term Expenditure framework, including movements in inventory and payables.

---

### **2.8.17 CASH FLOW BUDGET**

A positive cash flow is a good indicator of a balanced budget, as well as the ability of the municipality to meet its future commitments.

The cash flow budget, however, does not include those items such as contributions to the provisions described elsewhere in this policy, the effect of depreciation charges etc, and care must be taken not to let a projected positive cash inflow lead to additional expenditure requests, without taking the requirements of those items into consideration.

## **3. SECTION B: RESERVES POLICY**

### **3.1 INTRODUCTION**

Fund accounting historically formed a huge part of municipal finance in the IMFO standards.

Since the municipality changed to General Recognised Accounting Practices (GRAP) fund accounting is no more allowed.

The municipality, however, recognises the importance of providing to the municipality itself, as well as its creditors, financiers, staff, and general public a measure of protection for future losses, as well as providing the necessary cash resources for future capital replacements and other current and non-current liabilities.

This policy aims to provide for such measure of protection by creating certain reserves.

### **3.2 LEGAL REQUIREMENTS**

There are no specific legal requirements for the creation of reserves, except for the Housing Development Fund. The GRAP Standards itself also do not provide for reserves.

However, the GRAP “Framework for the Preparation and Presentation of Financial Statements” states in paragraph 91 that such reserves may be created, but “Fund Accounting” is not allowed and any such reserves must be a “legal” reserve, i.e. created by law or Council Resolution.

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### 3.3 TYPES OF RESERVES

Reserves can be classified into two main categories being “cash funded reserves” and “non – cash funded reserves”.

#### 3.3.1 CASH FUNDED RESERVES

In order to provide for sufficient cash resources for future expenditure, the municipality hereby approves the establishment of the following reserves:

(a) **Capital Replacement Reserve (CRR)**

The CRR is to be utilised for future capital expenditure from own funds and may not be used for maintenance– or other operating expenditure.

The CRR must be cash–backed and the Accounting Officer is hereby delegated to determine the contribution to the CRR during the compilation of the annual financial statements.

(b) **Employee benefits reserve**

The aim of the reserve is to ensure sufficient cash resources are available for the future payment of employee benefits.

The contributions to the reserve must be made in accordance with the directives set in this Funding Policy.

(c) **Non-current provisions reserve**

The aim of this reserve is to ensure sufficient cash resources are available for the future payment of non – current provisions.

The contributions to the reserve must be made in accordance with the directives set in this Funding Policy.

(d) **Other statutory reserves**

It may be necessary to create reserves prescribed by law, such as the Housing Development Fund. The Accounting Officer must create such reserves according to the directives in the relevant laws.

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**3.3.2 NON – CASH FUNDED RESERVES**

It might be necessary to create non – cash funded reserves for a variety of reasons, including GRAP requirements. The Accounting Officer must create any reserves prescribed by the accounting standards, such as the Revaluation Reserve, if required.

The Accounting Officer is hereby delegated and may also in the discretion of the Accounting Officer, create reserves for future depreciation offsetting, in the absence of a standard similar to IAS 20.

**3.4 ACCOUNTING FOR RESERVES**

**3.4.1 REVALUATION RESERVE**

The accounting for the Revaluation Reserve must be done in accordance with the requirements of GRAP 17.

**3.4.2 OTHER RESERVES**

The accounting for all other reserves must be processed through the Statement of Financial Performance. The required transfer to or from the reserves must be processed in the Statement of Net Assets to or from the accumulated surplus.

It is a condition of GRAP and this policy that no transactions may be directly appropriated against these reserves.

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#### **4. SECTION C: REVIEW OF THE POLICY**

This Funding and Reserves Policy is the only policy of the municipality and replaces any past policies in this regard. Any revision of the policy must be approved by the Municipal Council.

Whenever the Minister of Finance or the National Treasury or the Auditor – General requests changes to the policy by way of legislation, changes to GRAP or otherwise, it must be reviewed and submitted for consideration by the Council on an annual basis. Such submission must be accompanied with a full description of the reasons for the change to the policy.

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## APPENDIX A

### RECONCILIATION OF CASH REQUIREMENTS

Cash flow from operating activities	R XX
Add : Depreciation from own funds	R XX
Add : Contribution to current provisions	R XX
Add : 20% of prior year non – current provisions balance	R XX
Add : 5% of prior year non – current employee benefits balance	R XX
Add : Contribution to Valuation reserve	R XX
Add : Unspent conditional grants	R XX
Add : Unspent public contributions	R XX
Add : Unspent borrowings	R XX
Add : VAT due to SARS	R XX
Add : Secured investments	R XX
Add : Cash portion of Statutory Reserves	R XX
Add : Working Capital Requirements	R XX
= Minimum Cash Surplus Requirements for the year	R XX

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# **OVERBERG DISTRICT MUNICIPALITY**

## **BAD DEBT WRITE-OFF POLICY**

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## 1. DEFINITIONS

For the purposes of this policy the following definitions are applicable:

**"Debt"** - means an amount owing to the Municipality;

**"Debtor"** – means a person who owes the Municipality money for services rendered;

**"Accounting Officer"** – the Municipal Manager appointed in terms of Section 82 of the Municipal Structures Act, 1998 (Act No. 117 of 1998);

**"Council"** – means the council of the Municipality;

**"Municipality"** – means the Oudtshoorn Municipality.

## 2. PURPOSE OF POLICY

2.1 Section 96 of the Local Government: Municipal Systems Act, 32 Of 2000, provides that a municipality must collect all money that is due and payable to it, subject to the provisions of that Act and other applicable legislation.

2.2 It is recognised, however, that circumstances may arise which may make the recovery of certain debts impossible, impractical or financially unfeasible, and that such debts may have to be written off.

2.3 The purpose of this policy is to provide a framework for:

2.3.1 limiting the circumstances contemplated in 2.2;

2.3.2 determining, when such circumstances have arisen, whether to write off any debts; and

2.3.3 the procedures for writing off such debts.

### **3. STEPS TO BE TAKEN BEFORE WRITING OFF DEBT**

**Before consideration is given for the write-off of any debt the following steps should be taken:**

#### **3.1 CREDIT CONTROL AND DEBT COLLECTION POLICY ACTIONS**

All the applicable actions as contained in the Credit Control and Debt Collection Policy of the Municipality should have been executed and implemented.

#### **3.2 ESTATE NOTICES MONITORING**

Estate notices in the Government Gazette must be checked regularly to enable the municipality to institute claims against insolvent and deceased estates of persons owing money to the Municipality.

#### **3.3 TRACING OF DEBTORS**

In the event that the debtor's address is not known, all reasonable steps must be taken to trace the debtor. A reasonable effort to trace the debtor will include, but is not limited to, the following:

- (a) Utilising all the information available (such as vehicle registration number, school attended by children, etc.) to locate the debtor;
- (b) Utilising the telephone directory for the last town or city in which the debtor lived to locate the debtor and/or his/her relatives; and
- (c) Contacting the following institutions or persons in order to locate the debtor:
  - The Vehicle Registration Authorities;
  - The Department of Home Affairs; and
  - Officials and/or colleagues at the debtor's last place of employment.

The Accounting Officer shall consider all other economically viable avenues for debt recovery, including the use of tracing agents, factoring of debts, recourse against sureties, guarantors or lessees, etc.

### 3.4 PREVENTION OF PRESCRIPTION OF DEBT

(a) Prevention:

Proceedings out of the appropriate court having jurisdiction for the recovery of a debt must be commenced as soon as is appropriate in order to prevent prescription of the debt. A summons process for payment of the debt must be successfully concluded as soon as possible to prevent prescription of the debt in terms of the Prescription Act.

(b) Prescription Act, 1969 (Act No. 68 of 1969):

Section 10 (1) of the Prescription Act provides that a debt shall be extinguished by prescription after the lapse of the period which in terms of the relevant law applies in respect of the prescription of such debt. The Municipality cannot legally enforce payment of a debt once the debt has prescribed, but the period of prescription is interrupted :-

- (i) By the service on the debtor of any process whereby the creditor claims payment of the debt (Section 15). "Process" means a Summons or Notice of Motion, which must actually be served on the debtor and not simply issued by the court, and does NOT include a registered letter of demand
- (ii) the debtor acknowledges liability, whether expressly or tacitly (Section 14); payment of a portion of the debt can constitute a tacit acknowledgement of liability.

The completion of prescription may also be delayed in certain circumstances (Section 13).

(c) In terms of Section 11 of the Prescription Act, 1969 (Act 68 of 1969), the periods of prescription of debts are as follows:

- (i) **Thirty years** in respect of -
  - any debt secured by a mortgage bond;
  - any judgment debt;
  - any debt in respect of any taxation imposed or levied by or under any law; and
  - any debt owed to the State in respect of any share of the profits, royalties or any similar consideration payable in respect of the right to mine minerals or other substances.
- (ii) **Fifteen years** in respect of any debt owed to the State and arising out of an advance or loan of money or a sale or lease of land by the State to the debtor, unless a longer period applies in respect of the debt in question in terms of paragraph (i) above.

- (iii) **Six years** in respect of a debt arising from a bill of exchange or other negotiable **instrument** or from a notaries contract, unless a longer period applies in respect of the debt in question in terms of paragraph (i) or (ii) above.
- (iv) **Three years** in respect of all other debts, save where an Act of Parliament provides otherwise.

### 3.5 GENERAL

Should all the above efforts prove to be unsuccessful and the debtor cannot be traced or it would be uneconomical to take the matter any further, only then must a submission be made requesting the write-off of the debt. This submission must detail all steps taken and the Municipality must maintain audit trails in such instances, and document the reasons for the abandonment of the actions or claims in respect of the debt.

## 4. WRITE OFF DEBTS OWING TO THE MUNICIPALITY

### 4.1 GENERAL CONDITIONS

The Municipality will consider debts for write-off in the following general circumstances:

- (a) When debts have prescribed, as contemplated in paragraph 3.4 above;
- (b) When debts have not been recovered from the deceased, where their estates have been finalized, and recovery of the debts from the heirs is not possible;
- (c) When debts are owed by debtors who cannot be traced, notwithstanding compliance with the provisions in paragraph 3.3 above;
- (d) When no source documentation is available to substantiate or prove the claims, provided that the Accounting Officer must have satisfied him/herself that all reasonable steps have been taken to locate the source documents;
- (e) When the debtor has emigrated without paying the debts, leaving no assets available for attachment and the debtors' whereabouts are unknown;
- (f) When it is not economical to pursue the debt further.



**Note:** Unless affordable arrangements can be made with tracing agents or attorneys, the costs associated with the tracing of a debtor and subsequent legal costs occasioned thereby, could exceed the amount claimed. It would therefore not be in the Municipality's interest to attempt recovery of debts where the prospects of recovery are remote, and where the possibility exists that the costs associated with recovery may exceed the debt.

## 4.2 SPECIFIC CONDITIONS

The Municipality will consider debts for write-off in the following specific circumstances:

### 4.2.1 Metered Services Debt:

Debt owed to Council due to consumed metered services, i.e. Water and Electricity consumption will be regarded as irrecoverable in the following instances:

- If the debt has prescribed;
- In circumstances contemplated in 4.1 (a) to (f) above

### 4.2.2 Sundry Debt:

Debt owed to Council arising from auxiliary services rendered by Council will be regarded as irrecoverable in the following instances:

- If the debt has prescribed;
- In circumstances contemplated in 4.1 (a) to (f) above

### 4.2.3 Special cases:

The allocation of RDP houses by the Directorate Planning and Development, has in some instances resulted in debt raised for the property in the name of the person allocated the house, but who never took occupation due to one of the following reasons:

- Occupation taken up by illegal occupants;
- Failure to inform the rightful owner about the allocation;
- Alteration of allocation not effected in Council records;

In the above-mentioned cases there will never be a need to implement the Credit Control and Debt Collection Policy; therefore write-off should take place immediately when the Directorate involved in the allocation of property issues a memorandum that confirms the above. Furthermore the write-off should be effected and later reported to Council for ratification purposes.

### 4.3 FINAL ACTION

Whenever all the legal avenues, procedures and steps listed above have been exhausted, the arrear amounts should be classified as irrecoverable and should be written off by the person to whom the authority to do so has been delegated under the Municipality's system of delegations

Immediately after 30 June each year, or more regularly if requested by Council, the Accounting Officer must present to the Council a report listing the following:

- (a) For noting – details of the debts that was written off during the year ending 30 June under delegated authority, together with the reasons for the write offs; and
- (b) For consideration – details of any debt, not included under (a) above, which is believed to be irrecoverable, together with the reasons for this conclusion. The council shall then approve the write-off of such arrears, if it is satisfied with the reasons provided.

### 5. DELEGATED AUTHORITY

The Accounting Officer be given delegated authority to write-off debt under the following circumstances:

- (a) the debt amounts to three thousand rand (R3 000.00) or less ; and
- (b) all reasonable steps have been taken to recover the debt as stipulated under paragraph 3 above; and
- (c) the debt is considered to be irrecoverable in terms of any one of the conditions stipulated in paragraph 4 above.

In such cases, the reason for each write-off be listed in the report against each individual item, and audit trails for each write-off must be kept for control purposes.

### 6. CREDIT BUREAU LISTING

Debtors whose debts are written off due to any of the following reasons must be listed with the Credit Bureaus:

- Untraceable;
- Prescription;
- Insolvent;
- Emigration.

**7. BAD DEBTS RECOVERED**

The approval of Council for the write-off of any debt does not mean that actions to recover the money will be terminated, however, further actions will be instituted depending on the costs involved and if debt is recovered it will be recorded in the financial records of Council as recovered.

**8. IMPLIMENTATION**

This policy will be effective on the date of adoption by Council.

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Adopted: .....

**OVERBERG DISRICT MUNICIPALITY**

**BY-LAW RELATING TO MUNICIPAL TARIFFS**

**PREAMBLE**

**Whereas** the council of the municipality must, in terms of section 74(1) of the Local Government: Municipal Systems Act, 32 of 2000, adopt and implement a tariff policy on the levying of fees for a municipal service provided by the municipality or by way of service delivery agreements and which complies with the provisions of the Local Government: Municipal Systems Act, 32 of 2000, the Local Government: Municipal Finance Management Act, 53 of 2003 and any other applicable legislation;

**Whereas** the council of the municipality must, in terms of section 75(1) of the Local Government: Municipal Systems Act, 32 of 2000, adopt by-laws to give effect to the implementation and enforcement of its tariff policy.

**Whereas** the council of the municipality is obliged to strive to ensure that municipal services are provided to the local community in a financially and environmentally sustainable manner;

**The council adopts** this By-law and be it therefore enacted by the municipality as follows:

**1. Definitions-**

In this by-law, the singular includes the plural and vice versa unless the context otherwise indicates;

**"community services "** means services rendered by the municipality, which include, but are not limited to, environmental health, street cleaning, grass cutting and the operation of community halls and cemeteries;

**"consumer"** means any person resident within the municipal area and utilising services provided by the municipality;

**"economic services"** means services such as refuse removal, sanitation and bulk disposal that the municipality renders for consumers and municipalities within the region;

**"municipality"** or "municipal area" shall, where appropriate, mean the geographic area, determined in terms of the Local Government: Municipal Demarcation Act No. 27 of 1998 as the municipal area pertaining to the municipality.

**"municipal council"** or **"council"** means the municipal council of the municipality as referred to in terms of Section 157(1) of the Constitution;

**"municipal manager "** means a person appointed in terms of Section 82 of the Municipal Structures Act, 1998 [ Act No. 117 of 1998];

**"municipal services"** means a service rendered by the municipality as defined in the Municipal Systems Act and includes community, economic and trading services;

**"Municipal Finance Management Act"** means the Local Government: Municipal Finance Management Act, 2000 [Act No. 53 of 2003], as amended from time to time;

**"Municipal Systems Act"** means the Local Government: Municipal Systems Act, 2000 [Act No. 32 of 2000], as amended from time to time;

**"Municipal Structures Act"** means the Local Government: Municipal Structures Act, 1998 [Act No. 117 of 1998], as amended from time to time;

**"subsidised services"** means community services or such other services that the municipality may render for the benefit of consumers;

**"tariff"** means the rate at which fees for municipal services will be determined;

**"trading services"** means services such as water and electricity that the municipality renders to consumers.

**2. Application of by-law** – This by-law shall only apply in respect of municipal services rendered by the municipality itself, or by an external mechanism in terms of a service delivery agreement, within the municipal area.

**3. Objective and principles of the tariff framework for municipal services**

- (1) Tariffs must reflect the costs reasonably associated with the rendering of the service, in order to facilitate the financial sustainability of the service.
- (2) Services must be rendered in a manner that is economical, efficient and indicative of an effective use of resources.
- (3) Tariffs should be applied consistently and in an equitable manner to all consumers within the municipal area.
- (4) Tariffs may differentiate between different categories of consumers, municipal services and service standards as long as such differentiation does not amount to unfair discrimination.
- (5) Tariffs may make special provisions for certain categories of commercial and industrial consumers in order to promote local economic development.

#### **4. Determination of tariffs**

- (1) In determining tariffs for municipal services, the municipality shall ensure that -
  - (a) provision is made for working capital reserves to be maintained at optimum levels; and
  - (b) contributions to funds and other reserves are maintained at specified levels.
  
- (2) The municipal council shall determine a process for the setting of tariffs, which shall take into consideration the following -
  - (a) the level of service delivery based on the availability thereof and the condition of the current infrastructure;
  - (b) the level of services required to meet the reasonable expectations of consumer groups;
  - (c) an analysis of the costs of providing services;
  - (d) an analysis of the subsidy level framework;
  - (e) the revenue generating capacity to recover the cost of services; and
  - (f) the affordability of services to various consumer groups.



- (3) In setting a tariff structure, the municipality shall ensure that the tariff fairly reflects the costs of providing the service.
- (4) In respect of –
  - (a) trading service tariffs, the municipality must ensure that the service yields a trading surplus not exceeding an amount to be determined by resolution of the municipality;
  - (b) economic service tariffs, the full cost of the service should be recovered without any deficit;
  - (c) subsidised service tariffs, the municipality shall ensure that the cost of operating, maintaining and upgrading the municipal asset is recovered; and
  - (d) community service tariffs, the service may be rendered without a compensatory tariff, provided that the municipality may however, in its discretion, levy a charge.

## **5. Subsidisation of tariffs**

- (1) In order to comply with its obligation to reflect the extent of subsidisation of tariffs, the municipality shall ensure that the generation of revenue for subsidies and their disbursement is conducted in a transparent, equitable and efficient manner.
- (2) The municipality shall, in its annual financial statements, reflect:
  - (a) the source of revenue for financing subsidies; and

- (b) the benefit provided to each consumer receiving a subsidy.

## **6. Review of tariff policy and tariffs**

Council shall review the official tariff policy as well as the applicable tariffs for services prior to the adoption of its annual budget.

## **7. Procedure for the implementation of tariffs**

- (1) Prior to the implementation of any tariff, it shall first be approved by the passing of a resolution to this effect by the majority of the members of Council.
- (2) Once Council has passed such resolution, the municipal manager shall display a copy of the resolution at the main administrative offices of the municipality or such other places as he or she may determine, for a period of at least 30 days.
- (3) The municipal manager must further publish a notice in the local newspaper, stating that –
  - (a) the municipality has passed the resolution referred to in sub-section (1);
  - (b) the resolution is available for inspection during office hours;  
and

- (c) the date upon which the tariff will come into operation is the date indicated.
- (4) If possible, the contents of the notice referred to in (3) must be conveyed to the local community by radio broadcasts, covering the municipal area.
- (5) The municipal manager must forthwith send a copy of the notice to the Member of the Executive Committee for Local Government in the Province of Western Cape.
- (6) The provisions of this section must be interpreted and applied in accordance with the requirements of sections 21 and 21A of the Municipal Systems Act.

## **8. Regulations**

The municipality may make regulations not inconsistent with this by-law, prescribing-

- (a) any matter that may or must be prescribed in terms of this by-law; and
- (b) any matter that may facilitate the application of this by-law.

## **9. Repeal of by-law**

Any by-law relating to a tariff framework in respect of the levying of fees for municipal services adopted by the municipal council or any municipal council it superseded, shall be repealed from the date of promulgation of this by-law.

**10. Short title and commencement**

This by-law is called the By-law Relating to Municipal Tariffs, 2012, and takes effect on a date determined by the municipality by proclamation in the Provincial Gazette.