

**SDBIP Scorecard - FINACIAL SERVICES**

Priority Area	IDP Objectives	IDP Strategy	Departmental Activities	Performance Indicator	Weight %	Measurement Source	Dedicated funding required	Funding secured and source	Baseline	QUARTERLY TARGETS				Indicator custodian	
										30-Sep-08	31-Dec-08	#####	30-Jun-09		
Municipal Financial Viability and Management	To ensure that the municipality is financially viable	To ensure all gazetted funds are received	Confirmation of gazetted funds	Gazette		Annual Reports	R 0.00	R 0.00	100%					CFO	
			Reconciliation of receipts to gazetted funds	Percentage of gazetted funds received		Annual Reports	R 0.00	R 0.00	100%	46%	46%	4%	4%		
			Collect all monies due to the municipality	Establishment of a credit control unit	Credit Control unit		Monthly reports			0	1	-	-	-	
			Linking prepaid electricity with debt collection	Signed service level agreement			Monthly Performance reports	R 28,320.00		0	1	-	-	-	CFO
			Implementation of credit control policies	90% current collection rate			Monthly reports	R 0.00	R 0.00	30%	50%	70%	90%	90%	CFO
			Formulation of an investment policy	Adoption of an investment policy			Quarterly Reports	R 0.00	R 0.00	0	Adopted Policy	-	-	-	CFO
			Data cleansing	Reliable billing data			Quarterly Reports	R 500,000.00		0	Funding	Funding	1	-	CFO
			Budgeting monitoring and control	Section 66, 71 and 72 Reports			Monthly reports	R 0.00	R 0.00	12	3	3	3	3	CFO
			Implementation of Customer Care	Percentage of queries adressed			Monthly reports	R 0.00	R 0.00	100	100	100	100	100	SA
			Municipal Transformation and Organisational	To improve financial management in line with best practices	Conversion to GAMAP/GRAP	Implement a GAMAP/GRAP compliant asset register	Verifiable asset register		Monthly reports	R 350,000.00	R350,000.00 Nxuba	12	3	3	3
Prepare Annual Financial Statements in accordance with GAMAP/GRAP.	GAMAP/GRAP compliant AFS					Annual Reports	R 300,000.00	R 300,000.00	0	GRAP compliant	-	-	-	CFO	
Capacitation of staff	Continuous training	No. of trainings					Monthly reports	R 500,000.00	R500000.00 FMG	4	2	2	2	2	CFO
Financial Mentoring	On job mentoring						Quarterly Reports	R 200,000.00	R200,000.00 FMG	0	2	2	2	2	CFO
Conversion from financial management system from Promun to Venus	Training and mentoring on the system	Competent staff on use of system					Monthly reports		ADM	0%	80%	100%	100%	100%	CFO
Implementation of the Venus System	Reliable System						Monthly reports		ADM	0%	100%	100%	100%	100%	CFO
Ensure existence of controls and efficient use	Conduct Internal Audits	No. of Audits					Quarterly Reports		ADM	3	1	1	1	1	CFO
Make use of Audit Committee expertise	Audit Committee Meetings						Quarterly Reports	R 112,000.00	R112,000.00 Nxuba	4	1	1	1	1	CFO

<b>Good governance and Public Participation</b>	To attain an unqualified audit report								90%	90%	90%	90%	90%	CFO
	reconstruction of economy through the provision of services in a fair, transparent, equitable and	Implementation of Supply Chain Management Policy	Information sharing sessions among staff members on matters pertaining to the Supply Chain Management	No. of sessions held	Quarterly Reports	R 20,000.00	R20,000.00 Nxuba	0	1	1	1	1	1	CFO
			Centralization of purchasing	Centralized purchasing	Monthly reports	R 0.00	R 0.00	0	1	1	1	1	1	CFO
			Continuous staff training to assist in full compliance with Supply Chain Management Regulations	No. of trainings	Quarterly Reports	R 50,000.00	R50,000.00 Nxuba	3	1	1	1	1	1	CFO
			Education to Service Providers on Supply Chain Management	No. of workshops	Annual Reports	R 20,000.00	R20,000.00 Nxuba	0	0	1	1	1	1	CFO
<b>Revenue by Source</b>	To cause collection of the following amounts of													
Property Rates	R 4,303,900		Billing of Debtors	Amount of revenue collected	Monthly Reports	R 0.00	R 0.00							
Refuse	R 2,542,317		Billing of Debtors	Amount of revenue collected	Monthly Reports	R 0.00	R 0.00	12	3	3	3	3	3	CFO
Electricity	R 10,582,511		Selling and Billing of Debtors	Amount of revenue collected	Monthly Reports	R 0.00	R 0.00	12	3	3	3	3	3	CFO
Rental of facilities and equipment	R 64,765		Monitoring the Rental of facilities and equipment	Amount of revenue collected	Monthly Reports	R 0.00	R 0.00	12	3	3	3	3	3	CFO
								4	1	1	1	1	1	CFO
<b>Expenditure</b>	To contain expenditure within the following amounts							1	-	-	1	-	-	CFO
Salaries	R 15,011,126		Managing salary adjustmets	Expenditure within the budget	Monthly Reports	R 15,011,126.00	R 15,011,126.00	1	-	-	1	-	-	CFO
General expenses	R 14,352,210		Manage and control budget	Expenditure within the budget	Monthly Reports	R 14,352,210.00	R 14,352,210.00	1	1	-	-	-	-	CFO
Repairs and Maintanace	R 715,550		Manage and control budget	Expenditure within the budget	Monthly Reports	R 715,550.00	R 715,550.00	1	1	-	-	-	-	CFO

SCHEDULE 1  REVENUE BY SOURCE	Preceding Year 2006/07	Current Year 2007/08			Medium Term Revenue and Expenditure Framework		
	Audited Actual R'000 A	Approved Budget R'000 B	Adjusted Budget R'000 C	Full Year Forecast R'000 D	Budget Year 2008/09	Budget Year +1 2009/10	Budget Year +2 2010/11
					Budget R'000 E	Budget R'000 F	Budget R'000 G
<u>Operating Revenue by Source</u>							
Property rates	3,554,243	3,799,152	3,799,152	3,799,152	4,030,900	4,313,063	4,614,977
Property rates - penalties imposed and collection charges		0	0	0		0	0
Service charges - electricity revenue from tariff billings	5,692,111	6,321,300	6,321,300	6,321,300	10,582,511	11,323,287	12,115,917
Service charges - water revenue from tariff billings		0	0	0		0	0
Service charges - sanitation revenue from tariff billings		0	0	0		0	0
Service charges - refuse removal from tariff billings	1,816,384	1,839,755	1,839,755	1,839,755	2,542,317	2,720,280	2,910,699
Service charges - other	3,299,644	2,890,319	2,890,319	2,890,319	2,327,008	2,489,899	2,664,192
Regional Service Levies - turnover		0	0	0		0	0
Regional Service Levies - remuneration		0	0	0		0	0
Rental of facilities and equipment		77,621	77,621	77,621	64,765	69,298	74,149
Interest earned - external investments		48,455	48,455	48,455	39,064	41,798	44,724
Interest earned - outstanding debtors		70,172	70,172	70,172	275,220	294,485	315,099
Dividends received		0	0	0		0	0
Fines		0	0	0		0	0
Licenses and permits		0	0	0		0	0
Income for agency services		133,274	133,274	133,274		0	0
Government grants & subsidies	8,622,924	11,091,196	11,091,196	11,091,196	18,845,693	20,164,892	21,576,434
Public contributions & donated or contributed PPE		0	0	0		0	0
Gain on disposal of property plant and equipment		0	0	0		0	0
<b>Total Revenue By Source</b>	<b>22,985,306</b>	<b>26,271,244</b>	<b>26,271,244</b>	<b>26,271,244</b>	<b>38,707,479</b>	<b>41,417,002</b>	<b>44,316,193</b>

Column Definitions:

- A. The audited actual for 2004/05 as per the audited financial statements. If audit figures are not available for 2004/05, pre audit figures must be provided with a note stating these are pre audit.
- B. The original budget approved by council for the 2005/06 budget year.
- C. The budget for 2005/06 budget year as adjusted by council resolution in terms of section 28 of the MFMA.
- D. An estimate of final actual figures (pre audit) for the 2005/06 budget year at the point in time of preparing the budget for the 2006/07 budget year. This may differ from C.
- E. The amount to be appropriated for the 2006/07 budget year.
- F. The indicative projection for 2007/08
- G. The indicative projection for 2008/09

Notes:

1. The sources of revenue listed here are adapted from the specimen financial statements (statement of financial performance). These must be used where they apply.
2. Delete sources that are not applicable.
3. Insert additional sources that are not listed in the specimen financial statements. The specimen should be comprehensive and the need to list additional sources should not be great.
4. Regional Service Levies has been included as comparative information for previous years should continue to be reflected on the schedule.
5. Use of "other" must be limited such that each individual source is less than or equal to 2.5% of total revenue to ensure greatest possible information content for users.
6. See example tables and charts provided in Annexure 3 (Table 1 and related charts - pages 20 to 22)

TABLE 6 OPERATING EXPENDITURE BY TYPE	Preceding Year 2006/07	Current Year 2007/08			Medium Term Revenue and Expenditure Framework		
	Audited Actual R'000 A	Approved Budget R'000 B	Adjusted Budget R'000 C	Full Year Forecast R'000 D	Budget Year 2008/09	Budget Year +1 2009/10	Budget Year +2 2010/11
					Budget R'000 E	Budget R'000 F	Budget R'000 G
<b>Operating Expenditure by Type</b>							
Employee related costs		10,791,103	10,791,103	10,791,103	15,011,126	15,716,649	16,439,615
Remuneration of Councillors		1,448,876	1,448,876	1,448,876	1,462,093	1,530,811	1,601,228
Bad debts		0	0	0		0	0
Collection costs		9,592	9,592	9,592	30,000	31,410	32,855
Depreciation		136,663	136,663	136,663		0	0
Repairs and maintenance		509,956	509,956	509,956	715,550	749,181	783,643
Interest paid		0	0	0		0	0
Bulk purchases - Electricity		3,383,708	3,383,708	3,383,708	6,223,882	6,516,405	6,816,159
Bulk purchases - Water		0	0	0		0	0
Contracted services		0	0	0		0	0
Grants and subsidies paid		0	0	0		0	0
Advertising		48,604	48,604	48,604	77,849	81,508	85,257
Bank charges		141,844	141,844	141,844	180,000	188,460	197,129
Communications		417,840	417,840	417,840		0	0
Insurance		67,400	67,400	67,400	235,000	246,045	257,363
Legal fees		0	0	0	150,000	157,050	164,274
Seminar / Conferences		0	0	0		0	0
Travel and Accommodation		109,140	109,140	109,140		0	0
Other		8,929,818	8,929,818	8,929,818	7,055,479	7,387,087	7,726,893
Audit fees		276,700	276,700	276,700	400,000	418,800	438,065
<b>Total Operating Expenditure By Type</b>	<b>0</b>	<b>26,271,244</b>	<b>26,271,244</b>	<b>26,271,244</b>	<b>31,540,980</b>	<b>33,023,406</b>	<b>34,542,482</b>

**Column Definitions:**

- A. The audited actual for 2004/05 as per the audited financial statements. If audit figures are not available for 2004/05, pre audit figures must be provided with a note stating these are pre aud
- B. The original budget approved by council for the 2005/06 budget year
- C. The budget for 2005/06 budget year as adjusted by council resolution in terms of section 28 of the MFMA
- D. An estimate of final actual figures (pre audit) for the 2005/06 budget year at the point in time of preparing the budget for the 2006/07 budget year. This may differ from C
- E. The amount to be appropriated for the 2006/07 budget year
- F. The indicative projection for 2007/08
- G. The indicative projection for 2008/09

**Notes:**

1. The line items are as per the specimen financial statements. However, for useful information to be provided "general expenses" must be broken down further. This example shows example items comprising "general expenses"
2. Refer to charts on pages 33 and 34.
3. This agrees to Operating expenditure by Vote shown on page 23 and Operating expenditure classified by IDP goals etc on page 3f
4. The example charts displayed show the relevant data tables ranked in order from highest to lowest (bottom to top) in the same way the chart displays the stacked columns from highest to lowest