WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager / Munisipale Bestuurder

VAN / FROM: Director: Finance / Direkteur: Finansies

DATUM / DATE: 31 October 2016 / 31 Oktober 2016

VERW. / REF.: 09/1/2/2

FINANCE MONTHLY REPORT – OCTOBER 2016

A MAYOR'S REPORT

The credit control measures could not be implemented in certain areas do to the lives of contractors and municipal staff's being threaten.

B RESOLUTIONS

It is recommended that Council takes cognisance of the monthly budget statement and supporting documentation for October 2016.

C EXECUTIVE SUMMARY

The municipality has read 93% of its consumption meters of which 99% was read correctly the first time. The monthly billing was also done as scheduled and during this process 16 748 accounts amounting to R 26.6 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 3.3 million. The indigent cost to the municipality for the month amounts to R 1.2 million.

The accumulated debtor's collection target for the year is 99%, but the actual accumulated year to date debtor's collection is 95%.

The municipality issued orders to the value of R 12.5 million of which R 0.7 million was in terms of deviations.

The municipality currently has R 24.4 million in its primary bank account and 85.0 million in short term investment.

.

FINANSIES MAANDELIKSE VERSLAG – OKTOBER 2016

A BURGEMEESTERS VERSLAG

Die kredietbeheer maatreëls kon in sekere areas nie toegepas word nie, aangesien die lewens van diensverskaffers en munisipale personeel bedreig is.

B BESLUIT

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir Oktober 2016.

C OPSOMMING

Die munisipaliteit het 93% van die meters gelees, waarvan 99% die eerste keer korrek gelees is. Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 16 748 rekeninge ten bedrae van R 26.6 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 3.3 miljoen. Die deernis subsidies vir die maand beloop R 1.2 miljoen.

Die opgehoopte debiteure verhaling se teiken vir die jaar is 99%, maar die werklike jaar tot op datum invordering is 95%.

Bestellings ter waarde van R 12.5 miljoen uitgereik, waarvan R 0.7 miljoen ten opsigte van afwykings is.

Die munisipaliteit het R 24.4 miljoen in die primêre bankrekening en R 85.0 miljoen op korttermyn belegging.

D REPORT

1. PURPOSE

The purpose of this report is to prepare a **section 71 report** and other reporting requirements for consideration and discussion.

2. LEGAL FRAMEWORK

The following is the reporting requirements in terms of the MFMA:

2.1 WITHDRAWALS FROM BANK ACCOUNTS

In terms of section 11 (4) (a), the Accounting Officer must prepare a quarterly report regarding expenditure that has been authorised in terms of section 11(1) (b) to (j). Section 11(1) read as follow:

"11. (1) Only the accounting officer or the chief financial officer of a municipality, or any other senior financial official of the municipality acting on the written authority of the accounting officer, may withdraw money or authorise the withdrawal of money from any of the municipality's bank accounts, and may do so only—

(a) to defray expenditure appropriated in terms of an approved budget;
(b) to defray expenditure authorised in terms of section 26(4);
(c) to defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1);
(d) in the case of a bank account opened in terms of section 12, to make payments from the account in accordance with subsection (4) of that section;
(e) to pay over to a person or organ of state money received by the municipality on behalf of that person or organ of state, including—
(i) money collected by the municipality on behalf of that person or organ of state by agreement; or
(ii) any insurance or other payments received by the municipality for that person or organ of state;
(f) to refund money incorrectly paid into a bank account;
(g) to refund guarantees, sureties and security deposits;
(h) for cash management and investment purposes in accordance with section 13;
(i) to defray increased expenditure in terms of section 31; or
(j) for such other purposes as may be prescribed."

2.2 Expenditure on staff benefits

In terms of Section 66 of the MFMA the Accounting Officer must prepare a report on all expenditure incurred with relation to staff benefits.

Section 66 reads as follow:

"66. The accounting officer of a municipality must, in a format

D REPORT

1. DOEL

Die doel van hierdie verslag is om 'n **artikel 71-verslag** en ander verslagdoening vereistes vir oorweging en bespreking voor te lê vir bespreking.

2. WETLIKE RAAMWERK

Die volgende is die rapportering vereistes in terme van die MFMA:

2.1 ONTTREKKINGS UIT BANKREKENINGE

In terme van artikel 11 (4) (a), moet die rekenpligtige beampte 'n kwartaallikse verslag ten opsigte van uitgawes wat in terme van artikel 11 (1) (b) tot (j) gemagtig is om voor te berei. Artikel 11 (1) lees soos volg:

"11. (1) Slegs die rekenpligtige beampte of die hoof finansiële beampte van 'n munisipaliteit, of enige ander senior finansiële beampte van die munisipaliteit wat op die skriftelike magtiging van die rekenpligtige beampte, kan onttrek geld of magtig om die onttrekking van geld uit enige van die munisipaliteit se bank rekeninge, en kan dit doen net-

(a) uitgawes wat in terme van 'n goedgekeurde begroting bewillig is, te dek;
(b) in terme van artikel 26 (4) gemagtig uitgawes te bestry;
(c) onvoorsiene en onvermydelike uitgawes in terme van artikel 29 (1) te bestry;
(d) in die geval van 'n bankrekening geopen ingevolge artikel 12, betalings te maak van die rekening in ooreenstemming met subartikel (4) van daardie artikel;
(e) oor te betaal aan 'n persoon of orgaan van die staat geld wat deur die munisipaliteit op namens daardie persoon of orgaan van die staat ontvang, insluitende-
(i) geld wat ingesamel is deur die munisipaliteit namens daardie persoon of orgaan van die staat deur 'n ooreenkoms;
(ii) 'n versekering of ander betalings wat deur die munisipaliteit vir daardie persoon of orgaan van die staat ontvang;
(f) om geld wat verkeerdelik in 'n bankrekening betaal is terug te betaal;
(g) om waarborge, borge en sekuriteite terug te betaal;
(h) vir kontant bestuur en belegging in ooreenstemming met artikel 13;
(i) verhoogde uitgawes te dek in terme van artikel 31;
(j) vir enige ander doeleindes soos voorgeskryf mag word."

2.2 Besteding aan personeel voordele

In terme van Artikel 66 van die MFMA die Rekenpligtige Beampte moet 'n verslag oor al die uitgawes aangegaan met betrekking tot personeelvoordele voor te berei. Artikel 66 lees soos volg:

"66. Die rekenpligtige beampte van 'n munisipaliteit moet, in 'n

and for periods as may be prescribed, report to the council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits, and in a manner that discloses such expenditure per type of expenditure, namely—

(a) salaries and wages;
(b) contributions for pensions and medical aid;
(c) travel, motor car, accommodation, subsistence and other allowances;
(d) housing benefits and allowances;
(e) overtime payments;
(f) loans and advances; and
(g) any other type of benefit or allowance related to staff."

2.3 Monthly budget statements

In terms of Section 71 of the MFMA the accounting officer must prepare monthly budget statements that comply with this section.

This section read as follows:

"71. (1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:

(a) Actual revenue, per revenue source;
(b) actual borrowings;
(c) actual expenditure, per vote;
(d) actual capital expenditure, per vote;
(e) the amount of any allocations received;
(f) actual expenditure on those allocations, excluding expenditure on—
(i) its share of the local government equitable share; and
(ii) allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and
(g) when necessary, an explanation of—
(i) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote;
(ii) any material variances from the service delivery and budget implementation plan; and
(iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.

(2) The statement must include—
(a) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and
(b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).

(3) The amounts reflected in the statement must in each case be compared with the corresponding amounts budgeted for in the municipality's approved budget.

formaat en vir tydperke as wat voorgeskryf mag word, aan die Raad rapporteer op alle uitgawes wat aangegaan is deur die munisipaliteit op die personeel se salarisse, lone, toelaes en voordele, op 'n wyse wat sodanige uitgawes per tipe openbaar, naamlik-

(a) salarisse en lone;
(b) bydraes vir pensioene en mediese fonds;
(c) reis, motor-, verblyf-, verblyf-en ander toelaes;
(d) behuising voordele en toelaes;
(e) oortydbetalings;
(f) lenings en voorskotte, en
(g) enige ander soort van voordeel of vergoeding aan personeel. "

2.3 M**aandelikse begroting state**

In terme van Artikel 71 van die MFMA die rekenpligtige beampte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg: *"71. (1) Die rekenpligtige beampte van 'n munisipaliteit moet nie later as 10 werk dae na die einde van elke maand aan die burgemeester van die munisipaliteit en die betrokke Provinsiale Tesourie 1 verklaring in die voorgeskrewe formaat oor die toestand van die munisipaliteit se begroting wat die volgende besonderhede vir die maand en vir die finansiële jaar tot die einde van die maand:*

(a) werklike inkomste per bron van inkomste;
(b) werklike lenings;
(c) die werklike uitgawes per stem;
(d) die werklike kapitaalbesteding, per stem;
(e) die bedrag van enige toekennings ontvang;
(f) die werklike uitgawes op daardie toekennings, uitgesluit besteding op
(i) sy deel van die plaaslike regering billike deel;
(ii) toekennings vrygestel is by die jaarlikse Verdeling van Inkomste van die nakoming van hierdie paragraaf, en
(g) wanneer dit nodig is, 'n verduideliking van-
(i) enige wesenlike afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;
(ii) enige wesenlike afwykings van die dienslewering en begrotings implementeringsplan;
(iii) enige remediërende of korrektiewe stappe geneem is of geneem word om te verseker dat die geprojekteerde inkomste en uitgawes in die munisipaliteit se goedgekeurde begroting bly.

(2) Die staat moet die volgende insluit-
(a) 'n projeksie van die betrokke munisipaliteit se inkomste en uitgawes vir die res van die finansiële jaar, en enige wysigings van die aanvanklike projeksies, en (b) die voorgeskrewe inligting met betrekking tot die toestand van die begroting van elke munisipale entiteit wat aan die munisipaliteit in terme van artikel 87 (10).

(3) die bedrae wat in die verklaring moet in elke geval in vergelyking met die ooreenstemmende bedrae begroot vir die munisipaliteit se goedgekeurde begroting.

(4) Die verklaring aan die provinsiale tesourie moet in die

(4) The statement to the provincial treasury must be in the format of a signed document and in electronic format.

(5) The accounting officer of a municipality which has received an allocation referred to in subsection (1)(e) during any particular month must, by no later than 10 working days after the end of that month, submit that part of the statement reflecting the particulars referred to in subsection (1)(e) and (f) to the national or provincial organ of state or municipality which transferred the allocation.

(6) The provincial treasury must by no later than 22 working days after the end of each month submit to the National Treasury a consolidated statement in the prescribed format on the state of the municipalities' budgets, per municipality and per municipal entity.

(7) The provincial treasury must, within 30 days after the end of each quarter, make public as may be prescribed, a consolidated statement in the prescribed format on the state of municipalities' budgets per municipality and per municipal entity. The MEC for finance must submit such consolidated statement to the provincial legislature no later than 45 days after the end of each quarter."

formaat van 'n getekende dokument en in elektroniese formaat.

(5) Die rekenpligtige beampte van 'n munisipaliteit wat 'n toekenning bedoel in subartikel (1)(e) gedurende 'n bepaalde maand ontvang het, moet nie later nie as 10 werksdae na die einde van die maand, moet daardie deel van die verklaring wat die besonderhede bedoel in subartikel (1)(e) en (f) om die nasionale of provinsiale orgaan van die staat of munisipaliteit wat die toekenning oorgedra

(6) Die Provinsiale Tesourie moet nie later nie as 22 werksdae na die einde van elke maand aan die Nasionale Tesourie 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van die munisipaliteite se begrotings, per munisipaliteit en per munisipale entiteit.

(7) Die Provinsiale Tesourie moet, binne 30 dae na die einde van elke kwartaal, openbaar te maak as wat voorgeskryf mag word, 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van munisipaliteite se begrotings per munisipaliteit en per munisipale entiteit. Die LUR vir finansies moet so 'n gekonsolideerde staat nie later nie as 45 dae na die einde van elke kwartaal aan die provinsiale wetgewer dien."

2.4 Other Policy Requirements

The rest of the report is informed by policies requirements as well as the service delivery and budget implementation plan (SDBIP).

2.4 Ander Beleid Vereistes

Die res van die verslag word bepaal deur die beleid sowel as dienslewering en die Begrotings Implementering Plan (SDBIP).

3. DISCUSSION

The discussion of the information is based on the 3 key performance areas of Finance, namely:

- Revenue
- Supply Chain Management
- Financial Administration

3. BESPREKING

Die bespreking van die inligting is gebaseer op die 3 sleutel prestasie-areas van Finansies, naamlik:

- Inkomste
- Voorsieningskanaal Bestuur
- Finansiële Administrasie

3.1 REVENUE

3.1.1 Accounts and Meter readings

The important comparative statistics in relation to accounts is shown in the table below:

3.1 INKOMSTE

3.1.1 Rekeninge en meterlesings

Die belangrike vergelykende statistiek met betrekking tot rekeninge word getoon in die tabel hieronder:

Activities	Aug-16	Sep-16	Oct-16
Meter readings:			
No. of meter readings by meter readers	12 948	12 983	13 014
No. of readings estimated	1 076	1 032	1 026
No. of readings by owners	360	394	414
Metering online	70	70	70
Total number of meters	14 454	14 479	14 524
Completion date of meter readings	19/08/2016	15/09/2016	17/10/2016
No. of re-readings performed	386	319	362
No. of changes after re-readings	118	73	66
% of meters read correctly first time	99.09%	99.44%	99.49%
Faulty meters to technical dept.	106	106	335
Zero Consumption to tech,dept	148	148	238
Faulty meters replaced	8	8	12
Water Connections	3	3	2
New Sewerage Connections	3	1	2
Disconnections	19	15	
% of meters estimated	7.44%	7.13%	7.06%

Rates clearance certificates	Aug-16	Sep-16	Oct-16
Erfs subdivided	0	1	0
Application for clearance certificates	73	64	66
Clearance certificates issued	54	44	58
Deeds registrations	80	32	32
Consolidations	0	0	0

Nota.Skattings redes by Meterlesings Note Estimates - Meter readings	Aug-16	Sep-16	Oct-16
Meter locked	42	16	28
Gate locked	468	465	447
Under Ground	54	56	65
Beneath rubble	27	38	39
Under water	45	38	30
Dogs	131	133	130
Meter unreadable	29	22	25
Can't find meter	277	264	254
Vehicles parked on meter			8
Unread	3		
	1076	**1032**	**1026**

Explanation:

Letters were sent to all consumers with no access to meters. Contractor not yet appointed by Technical Dept to repair / replace faulty watermeters.

Verduideliking:

Briewe is gestuur na alle verbruikers met meters wat ontoeganklik is . Kontrakteur nog nie aangestel deur Tegniese Dept om watermeters te herstel / vervang nie.

3.1.1.1 Billing dates / 3.1.1.1 Heffingsdatums

Billing:	Aug-16	Sep-16	Oct-16
Debt raising date	22/08/2016	20/09/2016	19/10/2016
Date of account postage	26/08/2016	26/09/2016	24/10/2016
Debtor reconciliation (Debtors/Votes/Age analysis)	01/09/2016	03/10/2016	01/11/2016
Electricity Pre paid Reconciliation	01/09/2016	03/10/2016	01/11/2016

3.1.1.2 Number of informal households with access to basic services without accounts / 3.1.1.2 Aantal informele huishoudings met toegang tot basiese dienste sonder rekeninge

Number of informal households with access to basic services without accounts	Aug-16	Sep-16	Oct-16
- N'duli (Polo cross)	1 096	1 096	1 096
- Tulbagh (Chris Hani)	534	534	534
- Wolseley (Pine Valley)	311	311	311
Total	1 941	1 941	1 941

3.1.1.3 Number of customers with accounts

Number of customers with accounts	Aug-16	Sep-16	Oct-16
Electricity - Conventional	2 929	2 931	2 925
Electricity - Prepaid	9 991	9 999	10 004
Property rates	14 084	9 431	9 868
Refuse removal	12 025	12 032	12 033
Sewerage	12 496	12 505	12 506
Water	12 451	12 464	12 464
Other	11 097	11 368	11 570
Total number of accounts printed	14 596	14 186	14 080
Total number accounts emailed	2 592	2 637	2 668

Debiteure heffing vir die maand is soos volg / Debtor levies for the month are as follows:

Service Description	Aug-16	Sep-16	Oct-16
Assesment Rates (Monthly)	2 919 122.17	1 632 782.97	2 690 156.80
Assesment Rates (Yearly)		1 149 328.57	
Electricity	18 943 302.78	16 327 284.74	16 582 363.35
Refuse Removal	2 367 482.08	2 355 743.88	2 307 621.97
Sewerage	2 748 537.64	2 326 707.09	2 357 801.73
Water Levies	3 159 860.48	2 322 950.79	3 736 911.28
Rental	26 654.13	26 632.73	26 163.22
Indigent subsidy	-1 148 918.59	-1 150 144.01	-1 174 754.81
Sundries	80 222.33	80 929.75	78 532.82
Total	29 096 263.02	25 072 216.51	26 604 796.36

Explanation:

Higher estimation % on water & electricity for consumers with no access to properties. Water estimations 831 consumers and electricity 195 consumers.

Verduideliking:

Hoër skattings persentasie op lesings van verbuikers met geen toegang tot eiendomme. Waterskattings 831 verbruikers en elektrisiteit skattings is 195 verbruikers.

3.1.4 Pre-paid Electricity Sales

3.1.4 Vooruitbetaalde Elektrisiteit Verkope

	Aug-16	Sep-16	Oct-16
Total Pre Paid Meters	9 991	9 999	10 004
Total Free units(Indigents)	103 440	100 770	100 800
Cost of free Units	R89 993	R87 670	R87 696
Units sold	2 536 652	2 467 859	2 424 066
Cost of units sold	R3 024 368	R2 919 742	R2 854 398
Vat Amount	R436 052	R421 079	R411 936
Axillary Amount	R2 370	R2 019	R1 707
Total Amount Pre Paid	R3 552 783	R3 430 510	R3 355 738

3.1.5 Indigent Households

3.1.5 Behoeftige Huishoudings

Mechanisms	Aug-16	Sep-16	Oct-16
Approved Indigent households:			
No. of households at beginning of the month:	2 707	2 574	2 632
Additions during the month	224	324	321
Cancellations during the month	357	266	273
No. of households at end of the month:	2 574	2 632	2 680
	Aug-16	Sep-16	Oct-16
Cost of Indigent to Council(403131121)	R990 932	R1 009 641	R1 031 206

Explanation:

Indigent increased from2632 to 2 680 at end October 2016.

Verduideliking:

Deernis het toegeneem vanaf 2 632 na 2680 einde October 2016.

3.1.7 Outstanding Debtors

The important comparative statistics in relation to accounts is shown in the table below. The table below provides an age analysis of the debtors as at 30 October 2016:

3.1.7 Uitstaande Debiteure

Die belangrike vergelykende statistiek met betrekking tot rekeninge word getoon in die tabel hieronder. Die tabel hieronder voorsien 'n ouderdomsanalise van Debiteure soos op 31 Oktober 2016:

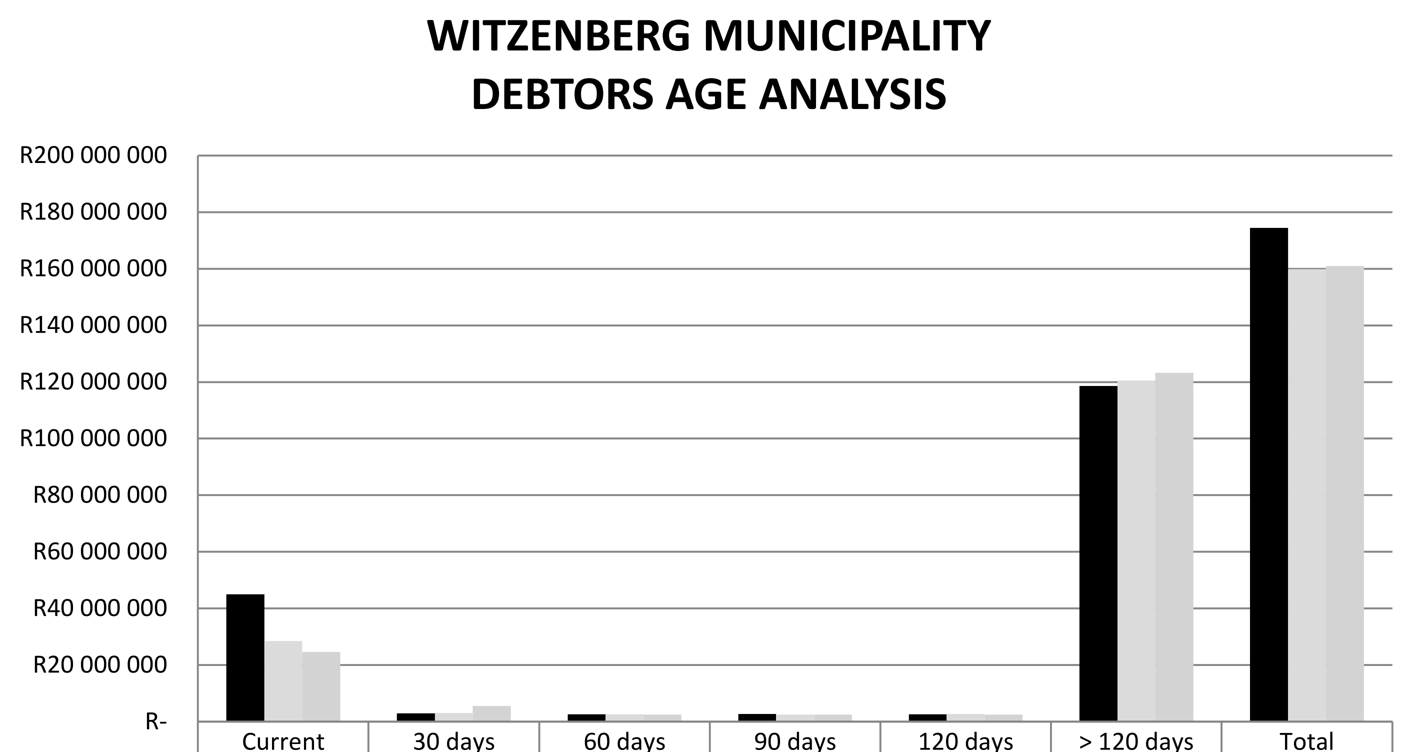
Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total -	
Debtors Age Analysis By Income Source	R	R	R	R	R	R	R	R	R	%
Water	3 865 295	857 062	967 143	945 979	1 021 604	1 145 984	5 678 815	32428423	46 910 305	29.14
Electricity	16 374 519	379 827	274 144	237 290	240 828	236 833	1 402 618	3 338 594	22 484 653	13.97
Property Rates	2 989 136	3 231 484	131 998	251 443	156 470	182 161	706 783	13 018 622	20 668 096	12.84
Waste Water Management	2 373 352	523 734	547 484	440 038	443 220	401 118	2 326 417	14 831 059	21 886 422	13.59
Waste Management	2 305 478	485 332	464 616	521 637	485 188	489 396	2 730 743	18 066 702	25 549 091	15.87
Property Rental Debtors	46 458	18 003	17 099	16 964	16 666	16 489	93 900	825 647	1 051 227	0.65
Interest on Arrear Debtor Accounts	65 016	67 466	64 729	95 066	100 483	129 129	1 017 151	22 939 725	24 478 765	15.20
Other	-3 330 373	36 768	31 823	26 789	30 098	32 831	207 659	934 632	-2 029 774	-1.26
Total By Income Source	24 688 881	5 599 675	2 499 037	2 535 206	2 494 558	2 633 941	14 164 084	106 383 404	160 998 786	
Debtors Age Analysis By Customer Group										
Organs of State	1 127 384	524 177	72 946	37 002	66 074	70 272	361 901	2 227 182	4 486 939	2.79
Commercial	13 485 775	1 541 623	314 404	274 694	273 511	282 439	1 568 003	9 079 406	26 819 856	16.66
Households	9 010 485	2 767 457	1 937 468	2 036 537	1 975 261	2 118 365	11 275 469	90 166 909	121 287 951	75.33
Other	1 065 236	766 418	174 219	186 973	179 712	162 865	958 711	4 909 907	8 404 041	5.22
Total By Customer Group	24 688 881	5 599 675	2 499 037	2 535 206	2 494 558	2 633 941	14 164 084	106 383 404	160 998 786	100%
%	15.33%	3.48%	1.55%	1.57%	1.55%	1.64%	8.80%	66.08%	100.00%	

3.1.8 DEBITEURE OUDERDOMSANALISE

The graph below shows a comparison of the age analysis of this month to the previous month:

3.1.8 VERGELYKING

Die grafiek hieronder vergelyk die ouderdomsanalise van hierdie maand met die vorige maand:



	Current	30 days	60 days	90 days	120 days	> 120 days	Total
Aug-16	R44 967 842	R2 983 365	R2 584 739	R2 723 591	R2 599 757	R118 597 13	R174 456 43
Sep-16	R28 455 856	R3 084 747	R2 590 766	R2 521 015	R2 679 802	R120 547 04	R159 879 23
Oct-16	R24 688 881	R5 599 675	R2 499 037	R2 535 206	R2 494 558	R123 181 42	R160 998 78

Explanation:

The increase in outstanding amounts is due to limited credit control measures in certain areas.

Verduideliking:

Die styging in skuld is as gevolg van beperkte krediet beheer maatreëls in sekere areas.

3.1.9 RECEIPTING

Table below indicates the value of receipts by the different cashiers and collecting agencies:

3.1.9 ERKENNING VAN ONTVANGS

Die onderstaande tabel dui die waarde van kwitansies soos gevorder deur die onderskeie kassiere en inworderings agentskappe:

Collecting agent	Aug-16	Sep-16	Oct-16
	R	R	R
Third party agents:	7 907 850	7 415 042	6 741 120
Syntell	3 736 605	3 286 809	3 316 641.16
Pay a bill	422 285	414 877	430 920.39
Easy pay	2 813 516	2 332 144	2 155 629.01
Pay@	431 112	484 281	411 865.33
ACB	504 331	896 931	R 426 063.82
Cashiers:	38 653 010	37 610 511	33 160 151
Transfer(Senior Cashier)	34 758 435	33 123 146	R 28 933 835.66
RMC 1 - Ceres	1 276 026	1 046 040	R 866 866.02
RMC 2 - Ceres	719 319	573 415	R 390 207.13
RMC 3 - Ceres			
RMC 4 - Ceres	187 443	412 277	R 550 516.08
RMC 6 - Tulbagh	591 922	562 836	R 500 754.37
RMC 7 - Wolseley	555 515	496 736	R 510 736.16
RMC 8 - Hamlet	57 736	63 225	R 51 838.50
RMC 9 - Op-die-Berg	37 717	41 372	R 32 777.00
RMC 10 - Thusong Center	468 896	1 291 465	R 1 322 619.96
Back office receipting	476 078.97	1 401 263	426 063.82
Total Cash Receipted	**R 46 522 901**	**R 45 004 804**	**R 40 327 334**

Explanation:

Backoffice receipting for Sept high due to yearly rates that was due

Verduideliking:

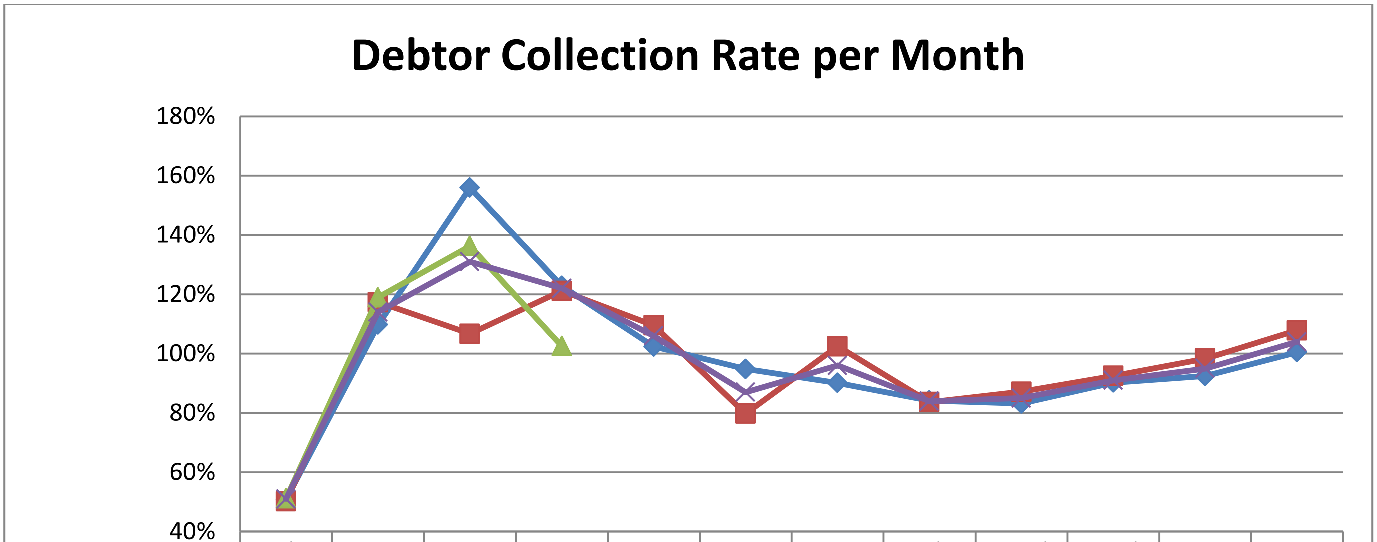
Backoffice receipting hoog agv die jaarlikse belasting wat 30 Sept betaalbaar was.

3.1.9.1 Receipting

3.1.9.1 Erkenning van Ontvangste

Cashiers:	Aug-16	Sep-16	Oct-16
Average of all Cashiers			
Number of transactions	4 661	7 764	7 723
Number of days operational	198	198	189
Number of receipts cancelled	28	22	22
Amount receipted	R38 653 009.65	R37 610 510.57	R 33 160 150.88
Value of variances in end of days - Surplus/(Shortage)			
Average number of transactions per day	23.54	39.21	40.86
Percentage cancelled receipts	0.60%	0.28%	0.28%
Percentage variances in end of days	0.00%	0.00%	0.00%

3.1.10 DEBTOR COLLECTIONS RATE PER MONTH

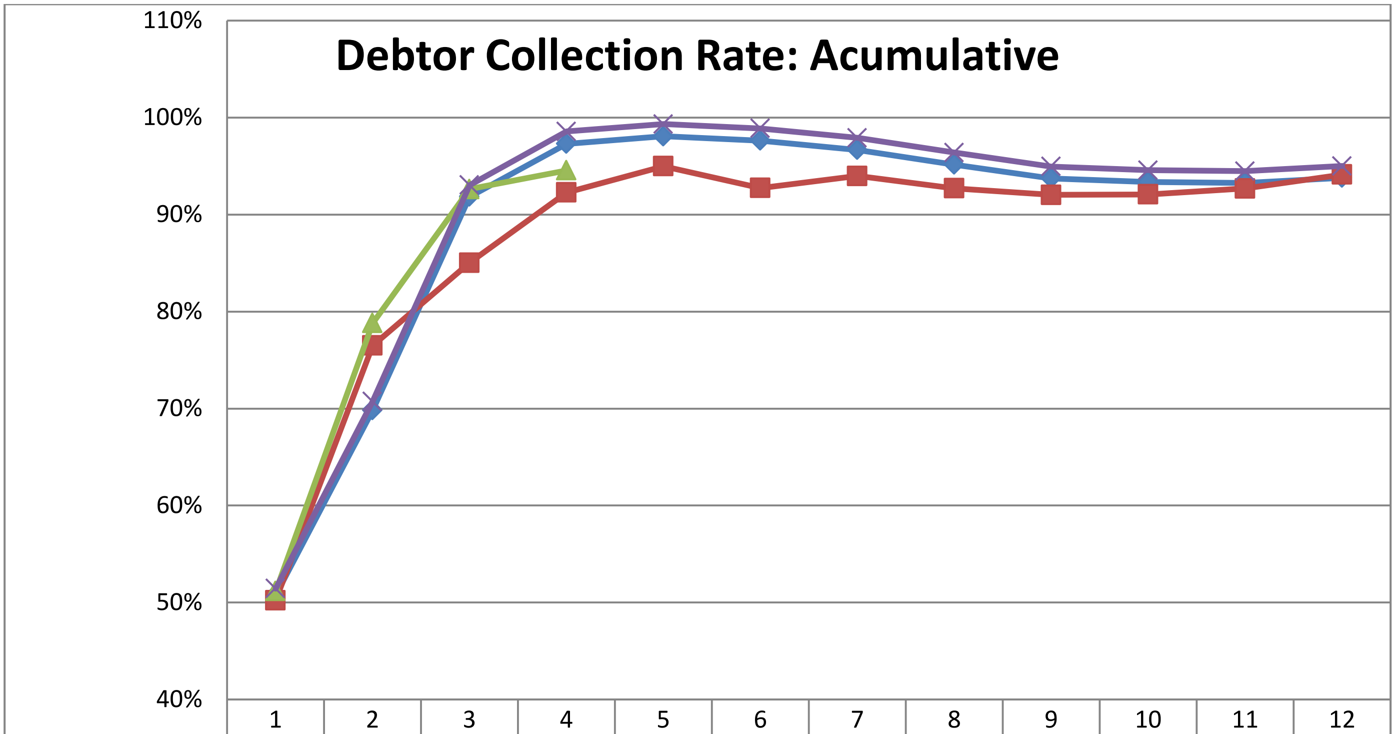


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2014/2015	51%	110%	156%	123%	102%	95%	90%	84%	83%	90%	92%	100%
2015/2016	50%	117%	107%	121%	110%	80%	102%	84%	87%	93%	98%	108%
2016/2017	51%	119%	136%	103%								
Target	51%	114%	131%	122%	106%	87%	96%	84%	85%	91%	95%	104%

Explanation:
The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 122% while the actual figure for Oktober 2016 amounts to 103% which in comparison to the previous year 121%. Less collected than previous month due to the yearly rates that was due on 30 Sept 2016.

Verduideliking:
Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling te illustreer teen die teikens gestel vir die onderskeie maande. Die teiken vir die maand is 122%, terwyl die syfer vir Oktober 2016 103% beloop in vergelyking met die vorige jaar 121%. Minder ingevorder as vorige maand omdat die jaarlikse belasting betaalbaar was 30 Sept 2016

3.1.11 DEBTOR COLLECTION RATE ACCUMALATIVE



	1	2	3	4	5	6	7	8	9	10	11	12
2014/2015	51%	70%	92%	97%	98%	98%	97%	95%	94%	93%	93%	94%
2015/2016	50%	76%	85%	92%	95%	93%	94%	93%	92%	92%	93%	94%
2016/2017	51%	79%	93%	95%								
Target	51%	71%	93%	99%	99%	99%	98%	96%	95%	95%	94%	95%

<u>Explanation:</u>
The purpose of this graph is to illustrate effectiveness of collection of debt against targets set for the year. The target for the year to date is 99% while the actual figure is 95%.

<u>Verduideliking:</u>
Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling van skuld te illustreer teen die teikens gestel vir die jaar. Die teiken vir die jaar tot datum is 99%, terwyl die werklike syfer 95% beloop.

3.1.12 SUMMARY OF OUTSTANDING DEBT

Die tabel hieronder verskaf 'n opsomming van uitstaande skuld:

	Aug-16	Sep-16	Oct-16
Councillors:	R	R	R
Deferments	3 382	2 878	1296.06
Current	23 798	26 065	18 822.51
30 days	20 305	3 397	13 536.57
60 days	2 923	10 432	2 843.70
90 days	2 827	2 140	9 964.48
> 90 days	58 604	55 922	56 485.02
Total	111 838	100 834	102 948
Employees:	R	R	R
Deferments	111 388	121 122	111429.77
Current	105 462	91 594	90 915.08
30 days	15 523	13 801	12 591.93
60 days	5 109	3 633	3 523.37
90 days	1 474	2 099	3 208.06
> 90 days	71 019	72 906	75 551.91
Total	309 975	305 156	297 220
Government Departments:	R	R	R
Current	2 129 572	277 030	R 460 973.87
30 days	721 315	2 227	263 965.41
60 days	1 023 661	86 184	2 034.21
90 days	11 803	384	80 898.60
> 90 days	370 849	200 662	265 371.11
Total	4 257 201	566 487	1 073 243
Schools & Hostels:	R	R	R
Deferment	16 334	-534	-531
Current	258 305	311 137	397 080.25
30 days	145 144	99 999	73 242.92
60 days	43 176	63 956	25 439.26
90 days	37 422	8 834	22 316.16
> 90 days	422 354	440 536	451 123.93
Total	922 735	923 926	968 672
Indigent households	R	R	R
Deferments	4 084 813	4 150 130	4625595.83
Current	553 018	401 754	672191.09
30 days	351 379	412 877	347526.27
60 days	306 762	311 422	408532.9
90 days	372 297	298 104	335325.07
> 90 days	9 370 421	9 438 295	10674732.13
Total	15 038 689	15 012 582	17 063 903

3.1.12.1 50 Highest Business and Government Accounts

Attached as Annexure M

3.1.12.1 50 Hoogste besigheid- en regering rekeninge:

Aangeheg as Bylae M

3.1.13 Credit Control Mechanisms

The table below indicates the number of mechanisms instituted:

3.1.13 Kredietbeheer meganismes

Die tabel hieronder toon die aantal meganismes ingestel:

Disconnection of services:	Aug-16	Sep-16	Oct-16
No. of customers on the disconnections lists	2 558	2 865	2 214
No. already block	1 586	1 610	1 590
No. of new disconnections for the month:			
- Prepaid	896	763	590
- Conventional	53	44	24
Number reconnected:			
- Prepaid	711	656	568
- Conventional	51	40	23
Reconnected :due to faulty groupings and			
Indigent and poor households		324	321
No. of customers still disconnected	1 610	1 592	1 590
% of disconnections executed	99%	84%	100%

3.2 SUPPLY CHAIN MANAGEMENT

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Demand and Acquisition

3.2.1 Aanvraag en Verkryging

3.2.1.1 Advertisement stage

3.2.1.1 Adverteringsfase

The following competitive bids are currently in the advertisement stage:

Die volgende mededingende tenders is tans in die adverterings Fase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/13/91	Supply and fitment of new tyres, tubes and provision of tyre repair and other related services (Re-advertisement)	11-Nov-2016
08/2/14/13	Supply and delivery of 2 core ABC cable	01-Nov-2016
08/2/14/22	Appointment of a service provider for Environmental practice training SAQA ID: 49752	11-Nov-2016

No formal written price quotations are currently in the advertisement stage.

Geen formele geskrewe pryskwotasies is tans in die Adverteringsfase nie.

3.2.1.2 Evaluation stage

3.2.1.2 Evaluering stadium:

The following competitive bids are currently in the evaluation stage:

Die volgende mededingende tenders is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/13/43	Supply and delivery of 1 x new chassis and cab with new sweeper body (Re-advertisement)	27-Sep-2016	19-Oct-2016	J Jacobs
08/2/13/82	Provision of Security Services	23-Aug-2016	28-Sep-2016	C Wessels
08/2/13/83	Supply and delivery of Electrical equipment	11-Oct-2016	26-Oct-2016 Referred back	B van der Watt
08/2/13/89	Supply, upgrade and replacement of water networks in the Witzenberg area (3 year tender)	30-Sep-2016	Awaiting	N Jacobs
08/2/13/90	Supply, upgrade and replacement of Sewer networks in the Witzenberg area (3 year tender)	30-Sep-2016	Awaiting	N Jacobs
08/2/14/93	Supply and delivery of Electrical cables	04-Oct-2016	12-Oct-2016 Referred back	B van der Watt
08/2/14/02	Appointment of an auctioneer	04-Oct-2016	21-Oct-2016	MG Frieslaar
08/2/14/6	Supply and delivery of a vacuum sewerage tanker truck	27-Sep-2016	20-Oct-2016	N Jacobs
08/2/13/08	Maintenance of water meters in the Witzenberg area	16-Sep-2016	26-Oct-2016	N Jacobs
08/2/14/09	Electrical and mechanical maintenance of water and sewer pump stations and treatment works in Witzenberg for a period of 24 months	06-Sep-2016	27-Oct-2016	N Jacobs

The following formal written price quotations are currently in the evaluation stage:

Die volgende formele geskrewe pryskwotasie is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/14/03	Supply and delivery of Protective clothing	14-Sep-2016	20-Oct-2016	G Lintnaar
08/2/14/14	Appointment of a service provider for the drafting of performance contracts	30-Sep-2016	25-Oct-2016	I Swartbooi
08/2/14/15	Cutting and removing of pine trees at pine forest holiday resort	06-Oct-2016	13-Oct-2016	J Samuel
08/2/14/16	Service provider for Upholstery training NQF level 1	03-Oct-2016	Awaiting	G Lintnaar
08/2/14/17	Service provider for electrical training NQF level 1	03-Oct-2016	Awaiting	G Lintnaar
08/2/14/18	Service provider for carpentry training NQF level 1	03-Oct-2016	Awaiting	G Lintnaar
08/2/14/19	Supply, delivery and installation of new stage curtains, Witzenville hall Tulbagh	21-Oct-2016	31-Oct-2016	H Truter
08/2/14/20	Supply and delivery of one new blower mower with grass bag frame	18-Oct-2016	24-Oct-2016	H Truter
08/2/14/21	Supply and delivery of one new heavy duty 4 blade slasher	18-Oct-2016	24-Oct-2016	H Truter
08/2/14/26	Supply and delivery of refuse bins	07-Oct-2016	Awaiting	J Jacobs

3.2.1.3 Adjudication stage

The following competitive bid is currently in the adjudication stage:

3.2.1.3 Toekenningsfase:

Die volgende mededingende tenders is tans in die toekenningsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	DATE OF BID EVALUATION COMMITTEE	RESPONSIBLE MANAGER
08/2/13/92	Supply, delivery & fitment of vehicle batteries	26-Aug-2016	2-Sep-2016	19-Oct-2016	B van der Watt

No formal written price quotations are currently in the adjudication stage.

Geen formele geskrewe prys kwotasie is tans in die toekenningsfase.

3.2.1.4 Bids awarded

Paragraph 5(3) of Council's Supply Chain Management Policy states that, "*An official or bid adjudication committee to which the power to make final awards has been sub delegated in accordance with subparagraph 5(2) must within five days of the end of each month submit to the official referred to in subparagraph 5(4) a written report containing particulars of each final award made by such official or committee during that month, including-*

(a) the amount of the award;
(b) The name of person to whom the award was made; and
(c) The reason why the award was made to that person."

Paragraph 5(4) (a) further states that the written report referred to above, must be submitted to the

3.2.1.4 Tenders toegeken

Paragraaf 5 (3) van die Raad se Voorsienings Kanaal Beleid state wat, "'n beampte of Bodtoekenningskomitee aan wat finale toekennings te maak het is sub gedelegeer in ooreenstemming met subparagraaf 5 (2) moet binne 5 dae van die einde van elke maand aan die beampte bedoel in subparagraaf 5 (4) 'n skriftelike verslag wat besonderhede bevat van elke finale toekenning wat deur so 'n beampte of komitee gedurende die maand, insluitend-

(a) die bedrag van die toekenning;
(b) Die naam van die persoon aan wie die toekenning gemaak is, en
(c) Die rede waarom die toekenning gemaak is aan daardie persoon."

Paragraaf 5 (4) (a) bepaal verder dat die geskrewe verslag waarna hierbo verwys word, moet voorgelê word aan die rekenpligtige beampte.

accounting officer.

No bid was awarded by the Accounting Officer during the month of October 2016.

Geen tender was toegeken deur die Rekenpligtige Beampte gedurende Oktober 2016 nie.

The following competitive bids were awarded by the Bid Adjudication Committee during the month of October 2016:

Die volgende mededingende tenders was toegeken deur die Tender Toekenningskomitee gedurende Oktober 2016:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/14/11	14-Oct-2016	Earl-Nique Decorators CC	Supply, delivery and installation of vinyl flooring at Witzenville community hall	Bidder scored the highest points	R 227 977.80 (Incl. VAT)
08/2/14/12	14-Oct-2016	Daniel Erasmus Johannes Bester t/a RB Vervoer	Sale of portion 1 of farm 276, Duivelsberg & remainder of farm 274, twistniet, Tulbagh RD	Bidder offered the highest price	R 2 861 400.00 (Incl. VAT)

3.2.1.5 Paragraph 8 (4): Cancellation and re-invitation of tenders

Paragraph 8 (4) of the Preferential Procurement Regulations of 2011 states the following:

An organ of state may, prior to the award of a tender, cancel a tender if-
(a) due to changed circumstances, there is no longer need for the goods or services tendered for; or
(b) funds are no longer available to cover the total envisaged expenditure; or
© no acceptable tenders are received.

No formal written price quotation or competitive bid was cancelled during the month of October 2016.

3.2.1.5 Paragraaf 8 (4): Kansellasie en her-uitnodiging van tenders

Paragraaf 8 (4) van die Voorkeur Verkrygings Regulasies van 2011 bepaal die volgende:

'n staats instansie mag op voor die toekenning van 'n tender, 'n tender te kanselleer indien-
(a) as gevolg van veranderde omstandighede, daar is nie meer nodig vir die goedere of dienste aangebied;
(b) fondse is nie meer beskikbaar om die totaal in die vooruitsig gestel uitgawes te dek;
(c) geen aanvaarbare tenders ontvang is.

Geen formele geskrewe prys kwotasie of mededingende tender was gekanselleer gedurende Oktober 2016 nie.

3.2.1.6 Paragraph 19 (1) I and 19 (2): Formal written price quotations

Paragraph 19(1) I of Council's Supply Chain Management Policy states that: "*if it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the chief financial officer or an official designated by the chief financial officer*"

Paragraph 19(2) of Council's Supply Chain Management Policy states that: "*A designated official referred to in subparagraph 19(1) I must within three days of the end of each month report to the chief financial officer on any approvals given during that month by that official in terms of that subparagraph.*"

3.2.1.6 Paragraaf 19 (1) (c) en 19 (2): Formele geskrewe kwotasies

Paragraaf 19 (1) (c) van die Raad se Voorsieningskanaal Beleid meld dat: "*As dit nie moontlik is om ten minste drie kwotasies te bekom nie, moet die redes aangeteken en goedgekeur word deur die hoof finansiële beampte of 'n beampte aangewys deur die hoof finansiële beampte*"
Paragraaf 19 (2) van die Raad se Voorsieningskanaal Bestuur Beleid meld dat: "'*n aangewese beampte waarna in subparagraaf 19 (1) verwys (c) moet binne 3 dae van die einde van elke maand verslag aan die hoof finansiële beampte op enige goedkeurings gegee tydens daardie maand deur daardie beampte in terme van daardie subparagraaf*."

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o. sub delegation
142591	03-Oct-2016	Ceres Spar (Ablaze Trading 248)	Supply of Newspapers for October 2016	Only responsive quotation	R 5 685.50 (Incl. VAT)	Chief Financial Officer
142755	11-Oct-2016	Ceres Spar (Ablaze Trading 248)	Platters for the SMME Indaba (13–14 October 2016)	Only responsive quotation	R 2 867.47 (Incl. VAT)	Chief Financial Officer
142766	12-Oct-2016	Eddie's Sound	Sound for the SMME Indaba (13–14 October 2016)	Only responsive quotation	R 4 000.00 (Non- VAT)	Chief Financial Officer
142843	14-Oct-2016	Parkerson Thomas Technologies t/a Officetech	Supply and Deliver of Chairs for Councilors	Lowest responsive quotation	R 21 835.56 (Incl. VAT)	Chief Financial Officer
142847	14-Oct-2016	Human Communications (Pty) Ltd	Advertisement od Bid 08/2/13/91, 08/2/14/13 & 08/2/14/22	Only responsive quotation	R 9 515.13 (Incl. VAT)	Chief Financial Officer
142902	18-Oct-2016	Business Development Centre	Supply of Office Management Training	Lowest responsive quotation	R 7 524.00 (Incl. VAT)	Chief Financial Officer
142912	18-Oct-2016	Procedo training Providers	Supply of Streetlight Installation Repair Training	Lowest responsive quotation	R 9 120.00 (Incl. VAT)	Chief Financial Officer
143005	21-Oct-2016	Autacs Signs	Supply and Brandmarking of Traffic decals on traffic vehicles	Lowest responsive quotation	R 3 708.21 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Paragraph 20 (d): Policy Compliance

Paragraph 20(d) of Council's Supply Chain Management Policy states that: *The procedure for the procurement of goods or services through written quotations or formal written price quotations is as follows: the accounting officer or chief financial officer must on a monthly basis be notified in writing of all written quotations and formal written price quotations accepted by an official acting in terms of a sub delegation.*

For the purpose of this report, only the formal written price quotations will be reported on.

The following formal written price quotations, in excess of R 30 000 were awarded by an official acting in terms of a sub-delegation for the month of October 2016:

3.2.1.7 Paragraaf 20 (d): Beleids voldoening

Paragraaf 20 (d) van die Raad se Voorsieningskanaal Beleid bepaal dat: "*Vir die verkryging van goedere of dienste deur middel van geskrewe kwotasies of formele geskrewe kwotasies proses is soos volg: die rekenpligtige beampte of hoof finansiële beampte moet op 'n maandelikse basis in kennis gestel word in skriftelik van alle geskrewe kwotasies en formele geskrewe kwotasies aanvaar deur 'n amptenaar wat in terme van 'n sub-afvaardiging.*"

Vir die doel van hierdie verslag, sal slegs die formele geskrewe kwotasies gerapporteer word.

Die volgende formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van Oktober 2016:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
08/2/14/04	26-Oct-2016	J Jacobs	Lease of the Café building in Pine Forest holiday resort	Bidder offered the highest price	R 17 920.00 (incl. VAT)	Acting Director: Community Services
08/2/14/05	26-Oct-2016	Valiphi Cleaning Professionals	Lease of the Café building at N'duli and PA Hamlet swimming pools	Bidder offered the highest price	R 4 800.00 (Incl. VAT) – N'duli R 4 800.00 (incl. VAT) - PAH	Acting Director: Community Services

3.2.1.8 Appeals

The following appeals were lodged during October 2016.

3.2.1.8 Appèlle

Geen appèlle is gedurende Oktober 2016 ontvang nie.

3.2.1.9 Deviations

Paragraph 44(3) of Council's Supply Chain Management Policy states that: *The accounting officer must record the reasons for any deviations in terms of subparagraphs (1) (a) and (b) of this policy and report them to the next meeting of the council and include as a note to the annual financial statements.*

The following table contains the approved deviations by the Accounting Officer for the month of October 2016 which totals R 708 942.12:

3.2.1.9 Afwykings

Paragraaf 44 (3) van die Raad se Voorsieningskanaal Beleid meld dat: "*Die rekenpligtige beampte moet teken die redes vir enige afwykings in terme van subparagrawe (1) (a) en (b) van hierdie beleid en rapporteer dit aan die volgende vergadering van die raad en sluit as 'n nota tot die jaarlikse finansiële state.*"

Die volgende tabel bevat die goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van Oktober 2016 wat beloop op die totaal van R 708 942.12:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
07-Oct-16	Henntech	Emergency repair work to Flow meter at Groenplaatjie reservoir	Emergency	142683	20 160.00
07-Oct-16	Pitney Bowes Batsumi Enterprise	Postage on franking machine	Impractical	142686	9 600.00
07-Oct-16	Motla Consulting Engineers	Bulk meter reading - Jul-Dec 2016	Emergency	142702	289 775.23
11-Oct-16	Bytes Universal Systems	Cashier Training	Impractical	142747	12 790.80
11-Oct-16	Visser's Ingenieurswerke	Repair of sewer pump truck - CT 18168	Emergency	142749	26 927.94
11-Oct-16	ABB South Africa (PTY) Ltd	Installation of 11kv Switchgear at Wolseley Substation	Impractical	142751	127 983.29
12-Oct-16	Bytes Universal Systems	On-site, Budget and IRP5 training, Annual maintenance fees and disaster recovery	Impractical	142799	7 814.70
13-Oct-16	Witzenberg Herald	Publication of Notices: General Valuation on Rateable Property	Impractical	142800	2 808.00
14-Oct-16	Mpact Plastic Containers	Supply of 80 RFID Tags	Impractical	142841	2 280.00
17-Oct-16	Institute of Internal Audit, SA	Annual conference - Goudini Spa	Single supplier	142860	11 760.00
18-Oct-16	Institute of Internal Audit, SA	Effective quality assessment training	Single supplier	142885	7 112.00
19-Oct-16	Trans Manuafacturing (PTY) Ltd T/A Transtech	Supply and fit Bin Lifter for Wheely bins: CT 2315	Single supplier	142931	26 150.11
19-Oct-16	Witzenberg Herald	Publishing of Mayor's message to matriculants	Single supplier	142952	4 480.00

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
19-Oct-16	Wilna Roux Prokureurs	Legal services: Evictions	Emergency	142968	39 011.15
25-Oct-16	Witzenberg Besproeiing	Material for emergency work: Kharasi N'duli	Emergency	143087	2 117.30
26-Oct-16	Witzenberg Herald	Mayoral Message Publication: Rastafarian Holiday:	Single supplier	143096	4 480.00
26-Oct-16	Pitney Bowes Batsumi Enterprise	Postage on franking machine	Single supplier	143119	9 600.00
27-Oct-16	Ceres Gholfklub	Renting golf course for Mayoral Golf day	Impractical	143142	10 000.00
27-Oct-16	Rozette Gelderblom	Dinner for Mayoral Golfday	Impractical	143156	14 950.00
27-Oct-16	Riding & Watt	Subdivision of land for Pine-Valley Creche	Impractical	143157	27 091.90
31-Oct-16	SA Institute of Architectural Technologists NPC	Registration fees for Construction technology training - 4 Delegates	Single supplier	143170	11 200.00
31-Oct-16	Thorp Ceres	Replace Engine: CT 9198	Impractical	143180	40 849.70

MONTH / MAAND	DEVIATION AMOUNT AFWYKING BEDRAG	TOTAL VALUE OF ORDERS ISSUED TOTALE WAARDE VAN BESTELLINGS UITGEREIK	% DEVIATIONS OF TOTAL ORDERS ISSUED % AFWYKINGS VAN TOTALE BESTELLINGS UITGEREIK
August 2016	R2 010 252.44	R13 211 652.31	15.21%
Sept 2016	R417 293.88	R11 884 224.20	3.51%
October 2016	R 708 942.12	R12 531 602.29	5.66%

Logistics

The table below contains a high level summary of information regarding the stores section:

Logistieke

Die tabel hieronder bevat 'n hoë vlak opsomming van inligting rakende die magasyn (stoor):

	31 Aug 2016	30 Sept 2016	30 Oct 2016
Value of inventory at hand	R4 547 721.22	R4 856 005.71	R4 501 882.18
Turnover rate of total value of inventory (Norm 1,5 times for the third quarter)	1.50 times	1.50 times	1.77 times
Turnover rate excluding Chinese meters	1.53 times	1.52 times	1.80 times
Date of latest stores reconciliation	01.11.2016		
Date of last stock count	22.09.2016		
Date of next stock count	15.12.2016		

Expenditure

Uitgawes

3.2.3.1 Salaries section

The high level information with regard to the salary is contained in the table below:

3.2.3.1 Salaris afdeling

Die hoë vlak van inligting met betrekking tot die salarisse is vervat in die tabel hieronder:

	Aug 2016	Sept 2016	Oct 2016
Salaries – Cost to company	R11,005,315.46	R11,143,313.65	
Provisions included with salaries	R1,196,704.52	R2,233,910.16	
Number of Employees and Councillors included in run	568	555	580
Number of Ward members receiving allowance	0	0	0
Balancing amount	R156 841.91	R247 729.95	R255 639.05

3.2.3.2 Creditors Section

An age analysis of the creditors with comparative figures for the previous months is as shown in the table below:

3.2.3.2 Krediteure afdeling

'n Ouderdomsontleding van die Krediteure met vergelykende syfers vir die vorige maande word in die tabel hieronder aangedui:

Period	< 30 days	< 60 days	< 90 Days	< 1 20 days	< 150 days	< 180 days	< 365 days	> 365 days	Total
Aug 2016	784 032	6 937	0	0	0	0	0	0	R790 969
Sept 2016	10 020 252	19 317	0	0	0	0	0	0	R10 039 569
Oct 2016	1 330 286	130	0	0	0	0	0	0	R1 330 416

The table below indicates the highest creditors outstanding longer than 30 days:

Name of creditor	Sept 2016 Amount	Oct 2016 Amount	Description	Reason
LESVOS FISHERIES		130	PARCELS	DID NOT APPEAR ON STATEMENT
AAD TRUCK & BUS	474		HUBBOLT 17MM	DID NOT APPEAR ON STATEMENT
ARB ELECTRICAL	1 265		LAMPS 125W	DID NOT APPEAR ON STATEMENT

Name of creditor	Sept 2016 Amount	Oct 2016 Amount	Description	Reason
AFRIFELL	1 511		CONCRETE STONE	DID NOT APPEAR ON STATEMENT
CERES SPAR	27		SERVIETTES	DID NOT APPEAR ON STATEMENT
GIOVANNIS FISHERIES	179		CHICKEN PLATTER	DID NOT APPEAR ON STATEMENT
GREENLINE ALUMINIUM	74		DOOR HINGE	DID NOT APPEAR ON STATEMENT
JC SERVICES	2 850		HIRING OF TIPPER TRUCKS	DID NOT APPEAR ON STATEMENT
LANDBOU ONDERDELE	475		WIPER	DID NOT APPEAR ON STATEMENT
AUTOZONE	2 812		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
VILKO KOOPERASIE	256		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
VERMER BLINDS	9 300		MATRASS PROTECTORS	DID NOT APPEAR ON STATEMENT

The high level information with regard to the creditor section is contained in the table below:

	July 2016	August 2016	September 2016	October 2016
Total value of creditors paid	R20,548,082	R26,032,219	R36,875,518	R18,440,476
Date of creditor reconciliation	01/08/2016	01/09/2016	03/10/2016	04/10/2016

The table below contains the 10 highest creditor values outstanding:

Die tabel hieronder bevat die 10 hoogste uitstaande skuldeiser waardes:

Name of creditor	September 2016 Amounts Outstanding	October 2016 Amounts Outstanding	Description of goods/ services
KAAP AGRI		37 900.00	VARIOUS GOODS DELIVERED
AUTOZONE HOLDINGS		41 090.00	VARIOUS GOODS DELIVERED
CONLOG		43 356.00	METRES
WCC CABLES AND ELECTRICAL		47 071.00	VARIOUS GOODS DELIVERED
VILKO/VILLIERSDORP		50 261.00	VARIOUS GOODS DELIVERED
CERES SPAR		63 645.00	VARIOUS GOODS DELIVERED
BEKA		66 872.00	LANTERNS
BYTES UNIVERSAL SYSTEMS		76 197.00	TARIFF IMPLEMENTATION AND TRAINING
CHLORCAPE		78 762.00	CHLORINE GAS CYLINDERS
AWV PROJECT MANAGEMENT		420 660.00	GREEN REFUSE BAGS
KARSTEN & HARDWARE	31 963		VARIOUS GOODS DELIVERED

VILKO VILLIERSDORP KOOPERASIE	32 257		VARIOUS GOODS DELIVERED
O`NEIL VISSER ATTORNEYS	35 006		LEGAL MATTERS
DOOLING IT SOLUTIONS	50 499		A4 COPY PAPERS
CHLORCAPE	52 508		CHLORINE GAS CILINDERS
ARB ELECTRICAL	58 672		VARIOUS GOODS DELIVERED
GLENCAPE RESOURCES	68 400		WEATHER COLD MIX
SIYAPHAMBILI ELECTRICAL	101 163		10 MM AIRDACK CABLE
ADENCO CONSTRUCTION	466 410		STREETLIGHT INSTALLATION
MPACT PLASTIC CONTATIONERS	518 244		WHEELIE BINS

The table below contains the 10 highest value creditors paid for the month:

Die tabel hieronder bevat die 10 hoogste waarde krediteure uitbetaal vir die maand:

Name of creditor	Sept 2016	Oct 2016	Description of goods/services
ESKOM	21 453 933.20	12 787 999.98	ELEC
MASISEBENZE WATER SYSTEMS		1 349 359.29	SUPPLY INSTALLATION OF COMMISIONING OF HIGH PRESSURE
MARTIN & EAST		1 090 854.00	RESEALING OF EXISTING STREETS IN WITZENBERG AREA
AUDITOR GENERAL		759 287.25	EXTERNAL AUDIT FEES
INENZO WATER		628 205.02	CIVIL AND MECHANICAL REFURBISHMENTS
MPACT PLASTIC CONTAINERS		518 244.00	WHEELIE BINS
DELNIET CONSTRUCTION		346 608.84	HIRING OF DIGGER LOADERS
AURECON		280 464.04	PROVISION OF ENGINEERING SERVICE
KOEKEDOUW BESPROEINGSRAAD		261 869.40	WATER BELASTING
MULTIPART PETROL	315 420.30	261 489.74	PETROL/DIESEL
ASLA CONSTRUCTION	2 547 628.80		VARIOUS GOODS DELIVERED
MASISEBENZE WATER SYSTEMS	1 415 264.40		SUPPLY AND INSTALLATION OF COMMISSIONING OF HIGH PRESSURE
VENUS SECURITY	1 272 569.23		SECURITY SERVICES
AUDITOR GENERAL	744 481.84		AUDIT FEES
CERES KOEKEDOUW BESTUURSKOMITEE	613 365.28		VARIOUS GOODS DELIVERED
ADENCO CONSTRUCTION	483 589.92		STREETLIGHT INSTALLATION OF PRINCE ALFRED HAMLET
AWV PROJECT MANAGEMENT	311 940		REFUSE BAGS
SYNTELL NETWORKS	274 778.52		COMMISION AND BANKCHARGES

3.2.3.3 Petty Cash: 3.2.3.3 Kleinkas

Tipe Transaksie	Sept 2016		Oct 2016	
Type of transaction	Total	%	Total	%
Condolences, well wish cards, bouquets, flowers and keys for offices	R 499.50	6.82%	R 996.10	10.30%
Refreshments and caterings	R 4 405.90	60.18%	R 3 463.50	35.80%
Rent (Halls etc.);	R 0.00	0.00%	R 3 404.90	68.10%
Refunds (Library book fees)	R 0.00	0.00%	R 0.00	0.00%
Payment of clients without bank accounts	R 0.00	0.00%	R 0.00	0.00%
Temporary vehicle licensing fees and public driver permits	R 432.00	5.90%	R 0.00	0.00%
Tollgate fees when an employee is driving with an official vehicle registered in the name of council	R 612.30	8.36%	R 0.00	0.00%
Approved in terms of 5 (b) (vi) of Petty Cash policy	R 1 371.35	18.73%	R 1 810.60	18.71%
GRAND TOTAL	R 7 321.05		R 9 675.10	

Petty cash: Cash at hand reconciliation Kleinkas: Kontant voorhande opsomming

DESCRIPTION / BESKRYWING	Aug 2016	Sept 2016	Oct 2016
Opening cash balance	R5 000	R5 000	R5 000
Less total vouchers	(R9 259.00)	(R7 321.05)	(R9 675.10)
Replenishment during month	R7,434.00	R2 945.35	R4 017.00
Cash at hand before month-end replenishment	R3,175.00	R624.30	(R658.10)
Replenishment at month end	R1,825.00	R4 375.70	R5 658.10
Closing cash balance at month end	R5 000	R5 000	R5 000

3.3 FINANCIAL ADMINISTRATION

3.3 FINANSIëLE ADMINISTRASIE

3.3.1 Cash and Investments

3.3.1 Kontant en Beleggings

The information with regard to the cash and investment is contained in the tables below:

Die inligting met betrekking tot die kontant en beleggings is vervat in die tabelle hieronder:

Cash: / Kontant:

Bank accounts Bank rekeninge	Institution Instansie	Acc. Numbers	30 Sept 2016		31 Oct 2016	
			Bank balance	Cashbook Balance	Bank balance	Cashbook Balance
Primary Bank Acc.	STANDARD BANK	203 241 819	R108,835,601	R104,180,553	R32,929,167	R24,425,830

Investments: / Beleggings:

Institution / Instansie	Aug 2016		Sept 2016			
	R	% of available funds	R	% of available funds	R	% of available funds
ABSA Bank Ltd	R0		R0		R15,000,000	17.65%
Investec Bank Ltd	R0		R0		R25,000,000	29.41%
Nedbank Ltd	R0		R0		R25,000,000	29.41%
Standard Bank of SA Ltd	R0		R0		R20,000,000	23.53%
Total	R0		R0		R85,000,000	100%

Investment Purpose Doel van Belegging	Aug 2016		Sept 2016		Oct 2016	
	R	% of available funds	R	% of availabl e funds	R	% of available funds
Unutilised government grants	R0		R0		R33,719,845	39,67%
Capital Replacement Reserve (CRR)	R0		R0		R9,653,485	11,36%
Provisions	R0		R0		R41,626,670	48,97%
Total	R0		R0		R85,000,000	100%

The detail movements of the investments are shown in Annexure A.

Die gedetailleerde bewegings van die beleggings word getoon in Bylae A.

The balance of the unutilised funding account is indicated in the table below:

Die balans van die onbenutte befondsing rekening word in die tabel hieronder aangedui:

Unutilised Project funding: Onbenutte Projek befondsing:	Aug 2016	Sept 2016	Oct 2016
Balances	R15,523,518.56	R16,913,345	R27,686,979

The table below shows the dates when the reconciliation is completed:

Die tabel hieronder dui die datums wanneer die rekonsiliasies voltooi is:

Reconciliations Rekonsiliasies	Aug 2016	Sept 2016	Oct 2016
Primary bank account	05/09/2016	04/10/2016	03/11/2016
Investment reconciliation	05/09/2016	04/10/2016	04/11/2016
Long term Liabilities	05/09/2016	04/10/2016	04/11/2016
Grant Register	12/09/2016	12/10/2016	04/11/2016

The table below indicates the outstanding bank reconciliation number of items and amounts:

Die tabel hieronder dui die uitstaande bankrekonsiliasie aantal items en bedrae:

	Sept 2016		Oct 2016	
Description / Beskrywing	Number of items	Amount	Number of items	Amount
Uncleared ACB	94	R8,147,938	185	R14,319,085
Outstanding cheques	16	R40,402	16	R16,912
Transactions not in cash book	1760	R2,202,893	1041	R4,257,085
Receipts not cleared on Bank statement	102	R3,736,186	175	R1,556,568
Outstanding journals	0	R0	2	R19,007

3.3.2 Liabilities

3.3.2 Laste

Name of Institution	Interest Rate	Opening Balance	Payment (Redemption)	Interest	Closing Balance	Payments
Naam van Instansie		Oct 2016			Oct 2016	Nov 2016
		R			R	R
DBSA	10,75% - 17,45%	R8,858,223	0	0	R8,858,223	0
Nedbank	13.50%	R7,212,091	0	0	0R7,212,091	R761,095
Total		R16,070,315	R0	R0	R16,070,315	R761,095

3.3.3 Financial system reconciliations

The table below shows the status of the system reconciliations:

3.3.3 Finansiële stelsel Rekonsiliasies

Die tabel hieronder toon die status van die stelsel rekonsiliasies:

Type of reconciliation	Period reconciled	Reconciled Amount	Reconciliation Date & Signed off
Financial system	Oct 2016	R0	01/11/2016
Traffic : Motor Registration	Oct 2016	R453,130	03/11/2016
Traffic : RTMC Fees	Oct 2016	R34,285	03/11/2016
Direct Deposit	Oct 2016	R398,852-07	03/11/2016
Traffic : AARTO	Oct 2016	R0	03/11/2016
Traffic : Drivers Licence	Oct 2016	R9,906	03/11/2016
Traffic : Roadworthy	Oct 2016	R8,402	03/11/2016
Faulty Direct Deposits	Oct 2016	R9,285	03/11/2016
Traffic : Nu-Traffic	Oct 2016	R151,806-58	03/11/2016
VAT	Oct 2016	R562 126.67	09/11/2016

3.3.4 INSURANCE

Month of Reporting: Oct 2016

Insurance report - ANNEXURE O

3.3.5 VERSEKERING

Maandverslag: Okt 2016

Versekeringsverslag - BYLAE O

3.3.5 ASSETS

Month of Reporting: Oct 2016

Assets Report – ANNEXURE N

3.3.6 BATES

Maandverslag: Okt 2016

Bates verslag - BYLAE N

Attached find the following management reports with regard to budget monitoring:

Aangeheg vind die volgende verslae met betrekking tot die monitering van begroting:

- Annexure / Bylae B - Age Analysis of Creditors / Ouderdomsontleding van Skuldeisers
- Annexure / Bylae C - Age Analysis of Debtors / Ouderdomsontleding van Debiteure
- Annexure / Bylae D - Cash Flow Statement / Kontantvloeistaat
- Annexure / Bylae E - Statement of Financial Performance / Staat van Finansiële Prestasie
- Annexure / Bylae F - Actual capital Acquisition and Sources of Finance / Die werklike Kapitaalverkryging program en Bronne van Finansies

Annexure B – F is the Section 71 report of the Municipality.

Bylae B- F is die Artikel 71-verslag van die Munisipaliteit.

Attached find the following legally required reports in terms of the MFMA:

Aangeheg vind die volgende wetlik verplig verslae soos vereis in die MFMA:

- Annexure G - Sect 66 for Oct 2016 / Artikel 66 vir Okt 2016
- Annexure H - Sect 11 for Oct 2016 / Artikel 11 vir Okt 2016
- Annexure I - Finance Management Grant / Finansiële Bestuur toelaag
- ~~Annexure J~~ - No MSIG Received Municipal Systems Improvement Grant
- Annexure K - Municipal Infrastructure Grant / Munisipale Infrastruktuur toekenning
- Annexure L - Integrated National Electrification Programme Grant / Geïntegreerde Nasionale Elektrifisering Program Toekenning
- Annexure P - Grant register / Leningsregister

Other Annexures:

Annexure A - The detail movements of the investments
Annexure M – 50 Highest Business and Government Accounts
Annexure N – Asset report
Annexure O – Insurance

Ander Annexures:

Bylae A - Die gedetailleerde bewegings van die beleggings
Bylae M – 50 Hoogste besigheid- en regering rekeninge
Bylae N – Bates verslag
Bylae O – Versekering

Yours faithfully

Die uwe

H J Kritzinger
CHIEF FINANCIAL OFFICER / HOOF FINANSIËLE BEAMPTE

A

WITZENBERG MUNICIPALITY										
INVESTMENT REGISTER										
				Balance as at	Movements for the month of October					Balance as at
Institution	Account number	Investment Purpose	Investment Type	01 October 2016	Investments Withdrawals	Investments made	Interest capitalised	Transfers between purposes	Costs & Fees	31 October 2016
				R	R	R	R	R	R	R
				0.00	0.00	85 000 000.00	0.00	0.00	0.00	85 000 000.00
Nedbank Ltd	03/7881032766/43	Unutilised receipts	Fixed deposit - 3 months	0.00		25 000 000.00				25 000 000.00
ABSA Bank Ltd	2076416592	Unutilised receipts	Fixed deposit - 1 months	0.00		15 000 000.00				15 000 000.00
Standard Bank of SA Ltd	088779831-027	Unutilised receipts	Fixed deposit - 1 months	0.00		20 000 000.00				20 000 000.00
Investec Bank Ltd	1100-198879-450	Unutilised receipts	Fixed deposit - 2 months	0.00		25 000 000.00				25 000 000.00

AC : AGE ANALYSIS OF CREDITORS (All values in Rand)
Save File as : Muncde_AC_ccyy_Mnn.XLS (e.g.: GT411_AC_2003_M07)
Change Year End (ccyy) to Financial Year End (e.g.: 2003 for year 2002/2003)
Change Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M07)
Change Muncde to your own municipal code (e.g.: GT411)
If (and only if) Creditors per function not available, list top 10 creditors by name

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total
													-
2017	M04	WC022	0100	Bulk Electricity	0	0	0	0	0	0	0	0	0
			0200	Bulk Water	0	0	0	0	0	0	0	0	0
			0300	PAYE deductions	0	0	0	0	0	0	0	0	0
			0400	VAT (output less input)	0	0	0	0	0	0	0	0	0
			0500	Pensions / Retirement deductions	0	0	0	0	0	0	0	0	0
			0600	Loan repayments	0	0	0	0	0	0	0	0	0
			0700	Trade Creditors	1 330 260	130	0	0	0	0	0	0	1 330 390
			0800	Auditor General	0	0	0	0	0	0	0	0	0
			0900	Other	0	0	0	0	0	0	0	0	0
			1000	Total	1 330 260	130	0	0	0	0	0	0	1 330 390
			TP01	Top 1 Creditor	0	0	0	0	0	0	0	0	0
			TP02	Top 2 Creditor	0	0	0	0	0	0	0	0	0
			TP03	Top 3 Creditor	0	0	0	0	0	0	0	0	0
			TP04	Top 4 Creditor	0	0	0	0	0	0	0	0	0
			TP05	Top 5 Creditor	0	0	0	0	0	0	0	0	0
			TP06	Top 6 Creditor	0	0	0	0	0	0	0	0	0
			TP07	Top 7 Creditor	0	0	0	0	0	0	0	0	0
			TP08	Top 8 Creditor	0	0	0	0	0	0	0	0	0
			TP09	Top 9 Creditor	0	0	0	0	0	0	0	0	0
			TP10	Top 10 Creditor	0	0	0	0	0	0	0	0	0
			TOT	Total	0	0	0	0	0	0	0	0	0

B

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)
Save File as : Munode_AD_ccyy_Mnn.XLS (e.g.: GT411_AD_2005_M10)
Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)
Change Munode to your own municipal code (e.g.: GT411)
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total -	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
2017	M04	WC022	1100	Debtors Age Analysis By Income Source											
			1200	Trade and Other Receivables from Exchange Transactions - Water	3 885 295	857 062	987 143	945 979	1 021 604	1 145 964	5 878 815	32 428 423	46 910 305	0	0
			1300	Trade and Other Receivables from Exchange Transactions - Electricity	16 374 519	379 827	274 144	237 290	240 828	236 833	1 402 618	3 338 594	22 484 653	0	0
			1400	Receivables from Non-exchange Transactions - Property Rates	2 989 136	3 231 484	131 998	251 443	156 470	182 161	706 783	13 018 622	20 668 098	0	0
			1500	Receivables from Exchange Transactions - Waste Water Management	2 373 352	523 734	547 484	440 036	443 220	401 118	2 826 417	14 831 069	21 886 422	0	0
			1600	Receivables from Exchange Transactions - Waste Management	2 305 478	485 332	464 616	521 637	488 186	459 398	2 730 743	18 066 702	25 549 091	0	0
			1700	Receivables from Exchange Transactions - Property Rental Debtors	46 458	18 003	17 099	16 984	16 686	16 489	93 900	825 647	1 051 227	0	0
			1810	Interest on Arrear Debtor Accounts	65 016	67 466	64 729	95 066	100 483	129 129	1 017 151	22 939 725	24 478 766	0	0
			1820	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	0	0	0	0	0	0
			1900	Other	-3 330 373	36 768	31 823	28 780	30 098	32 631	207 659	934 632	-2 029 774	0	0
			2000	Total By Income Source	24 668 661	5 599 675	2 499 037	2 536 206	2 494 558	2 633 941	14 164 084	108 383 404	160 998 766	0	0
			2100	Debtors Age Analysis By Customer Group											
			2200	Organs of State	1 127 364	524 177	72 846	37 002	66 074	70 272	361 901	2 227 182	4 486 939	0	0
			2300	Commercial	13 466 775	1 541 623	314 404	274 694	273 511	282 439	1 568 003	9 079 406	26 819 858	0	0
			2400	Households	9 010 466	2 767 457	1 937 468	2 036 537	1 976 261	2 118 365	11 276 469	90 166 909	121 287 951	0	0
			2500	Other	1 065 236	766 418	174 219	186 973	179 712	162 865	958 711	4 909 907	8 404 041	0	0
			2600	Total By Customer Group	24 668 661	5 599 675	2 499 037	2 536 206	2 494 558	2 633 941	14 164 084	108 383 404	160 998 766	0	0

Notes:

Property Rental Debtors: including housing and land sale debtors
Total By Income Source = Total by Customer Group
The total debtors amount must balance the total amount reflected for debtors on the BSAC return.
Bad Debts=Bad Debts written off during the month
Impairment - Bad Debts i.t.o Council Policy :
The aim of this schedule is to ensure that the impairment contribution is done in a structured manner
The impairment amount that is entered in this block should be the agregated amount as per the calculation formula in the municipality
If a formula to calculate impairment is not in place this is a tool that can be used to develop such a formula and get it approved as part of the accounting policy

C

CFA : CASH FLOW STATEMENT ACTUALS / FORECASTS (All values in Rand)(Payments= +)
Save File as : Muncde_CFA_ccyy_Mnn.XLS (e.g.: GT411_CFA_2005_M10)
Change Muncde to your own municipal code (e.g.: GT411) and Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005)
Change Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10) (Enter Actuals up to Active Month included and Forecast figures for months after Active Month)
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	Month 1 July	Month 2 Aug	Month 3 Sept	Month 4 Oct	Month 5 Nov	Month 6 Dec	Month 7 Jan	Month 8 Feb	Month 9 Mar	Month 10 Apr	Month 11 May	Month 12 June
2017	M03	WC022	3000	Cash Receipts by Source												
			3010	Property rates	3 828 271	472 419	14 212 428	5 244 692								
			3020	Property rates - penalties & collection charges	19 218	0	0	0								
			3030	Service charges - electricity revenue	15 813 307	3 863 922	15 298 075	13 829 604								
			3040	Service charges - water revenue	2 852 135	216 698	1 922 724	2 347 523								
			3050	Service charges - sanitation revenue	1 598 232	181 073	2 026 099	1 845 015								
			3060	Service charges - refuse revenue	1 715 265	177 722	1 862 877	1 786 340								
			3070	Service charges - other	-477 186	33 497 882	5 524 263	3 500 434								
			3080	Rental of facilities and equipment	437 511	757 615	304 222	1 418 769								
			3090	Interest earned - external investments	285 189	672 865	677 733	644 257								
			3100	Interest earned - outstanding debtors	695 217	0	0	0								
			3110	Dividends received	0	0	0	0								
			3120	Fines	100 942	108 981	190 940	248 885								
			3130	Licences and permits	55 414	17 640	12 179	4 132								
			3140	Agency services	258 107	398 439	365 263	282 364								
			3150	Transfer receipts - operational	24 889 000	334 000	4 181 362	0								
			3160	Other revenue	954 282	4 943 994	2 383 067	2 929 607								
			3170	Cash Receipts by Source	53 022 904	45 443 250	48 961 232	34 059 622	0	0	0	0	0	0	0	0
			3180	Other Cash Flows/Receipts by Source												
			3190	Transfer receipts - capital	0	6 968 000	189 048	6 851 000								
			3200	Contributions recognised - capital & Contributed	0	0	0	0								
			3210	Proceeds on disposal of PPE	0	0	0	0								
			3220	Short term loans	0	0	0	0								
			3230	Borrowing long term/refinancing	0	0	0	0								
			3240	Increase (decrease) in consumer deposits	77 744	47 944	52 759	43 397								
			3250	Decrease (Increase) in non-current debtors	0	0	0	0								
			3260	Decrease (increase) other non-current	0	0	0	0								
			3270	Decrease (increase) in non-current investments	0	0	0	0								
			3280	Total Cash Receipts by Source	53 100 648	52 459 194	49 203 039	40 954 019	0	0	0	0	0	0	0	0
			4000	Cash Payments by Type												
			4010	Employee related costs	9 716 820	9 922 197	9 950 013	9 982 827								
			4020	Remuneration of councillors	773 615	670 111	712 667	715 245								
			4030	Collection costs	73 465	62 687	58 000	64 880								
			4040	Interest paid	0	0	620 487	0								
			4050	Bulk purchases - Electricity	0	19 428 402	18 529 246	11 217 544								
			4060	Bulk purchases - Water & Sewer	0	0	0	0								
			4070	Other materials	0	0	0	0								
			4080	Contracted services	1 093 643	410 299	1 706 287	1 016 364								
			4090	Grants and subsidies paid - other municipalities	10 000	189 387	89 677	185 930								
			4100	Grants and subsidies paid - other	0	0	0	0								
			4110	General expenses	8 880 539	5 949 475	5 209 141	5 955 758								
			4120	Cash Payments by Type	20 548 082	36 630 558	36 875 518	29 138 548	0	0	0	0	0	0	0	0
			4130	Other Cash Flows/Payments by Type												
			4140	Capital assets	5 721 741	3 132 337	3 598 517	619 669								
			4150	Repayment of borrowing	0	0	4 171 491	0								
			4160	Other Cash Flows/Payments	28 256 432	2 996 100	5 682 854	90 946 864								
			4170	Total Cash Payments by Type	54 526 255	42 758 995	50 328 380	120 705 061	0	0	0	0	0	0	0	0
			4180	Net Increase/(Decrease) in Cash Held	-1 425 607	9 700 199	-1 125 341	-79 751 062	0	0	0	0	0	0	0	0
			4190	Cash/cash equivalents at the month/year begin:	97 039 728	95 614 121	105 314 320	104 188 979	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917
			4200	Cash/cash equivalents at the month/year end:	95 614 121	105 314 320	104 188 979	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917	24 437 917

OSA : STATEMENT OF FINANCIAL PERFORMANCE ACTUALS (All values in Rand. See Input Form Instructions)(Select Signing Convention: +1 or -1, Check Totals) -1
Save File as : Muncde_OSA_ccyy_Mnn.XLS (e.g.: GT411_OSA_2005_M10)
Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005)
Change Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)
Change Muncde to your own municipal code (e.g.: GT411)
All functions are listed below
If function is a Municipal Entity change Mun/Ent to Y next to function description column
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Function	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Committed Orders Month M04	Actual Month M04
			9999	TOTAL FOR ALL FUNCTIONS		0100	OPERATING REVENUE	0	0
				TOTAL FOR ALL FUNCTIONS		0200	Property Rates	0	1 829 124
				TOTAL FOR ALL FUNCTIONS		0300	Property Rates - Penalties And Collection Charges	0	-22 145
				TOTAL FOR ALL FUNCTIONS		0400	Service Charges	0	23 838 881
				TOTAL FOR ALL FUNCTIONS		0700	Rent Of Facilities And Equipment	0	1 468 579
				TOTAL FOR ALL FUNCTIONS		0800	Interest Earned - External Investments	0	644 257
				TOTAL FOR ALL FUNCTIONS		1000	Interest Earned - Outstanding Debtors	0	687 098
				TOTAL FOR ALL FUNCTIONS		1100	Dividends Received	0	0
				TOTAL FOR ALL FUNCTIONS		1300	Fines	0	250 882
				TOTAL FOR ALL FUNCTIONS		1400	Licenses and Permits	0	5 465
				TOTAL FOR ALL FUNCTIONS		1500	Agency Services	0	282 364
				TOTAL FOR ALL FUNCTIONS		1600	Transfers Recognised - Operating	0	5 538 336
				TOTAL FOR ALL FUNCTIONS		1610	Transfers Recognised - Capital	0	364 008
				TOTAL FOR ALL FUNCTIONS		1700	Other Revenue	0	652 380
				TOTAL FOR ALL FUNCTIONS		1800	Gain On Disposal Of Property, Plant & Equipment	0	0
				TOTAL FOR ALL FUNCTIONS		1900	Total Operating Revenue Generated	0	35 539 250
				TOTAL FOR ALL FUNCTIONS		2000	Less Revenue Foregone	0	-1 750 273
				TOTAL FOR ALL FUNCTIONS		2100	Total Direct Operating Revenue	0	33 788 976
				TOTAL FOR ALL FUNCTIONS		2200	INTERNAL TRANSFERS -- (must net out with corresp. items under	0	0
				TOTAL FOR ALL FUNCTIONS		2300	Interest Received - Internal Loans	0	0
				TOTAL FOR ALL FUNCTIONS		2500	Internal Recoveries (Activity Based Costing Etc)	0	-12 004 812
				TOTAL FOR ALL FUNCTIONS		2600	Dividends Received - Internal (From Municipal Entities)	0	0
				TOTAL FOR ALL FUNCTIONS		2700	Total Indirect Operating Revenue	0	-12 004 812
				TOTAL FOR ALL FUNCTIONS		2800	Total Operating Revenue	0	21 784 165
				TOTAL FOR ALL FUNCTIONS		2900	OPERATING EXPENDITURE	0	0
				TOTAL FOR ALL FUNCTIONS		3000	Employee Related Costs - Wages & Salaries	-25 950	-9 191 792
				TOTAL FOR ALL FUNCTIONS		3100	Employee Related Costs - Social Contributions	0	-2 204 047
				TOTAL FOR ALL FUNCTIONS		3200	Less Employee Costs Capitalised	0	0
				TOTAL FOR ALL FUNCTIONS		3300	Less Employee Costs Allocated To Other Operating Items	0	16 423
				TOTAL FOR ALL FUNCTIONS		3400	Remuneration Of Councillors	0	-715 245
				TOTAL FOR ALL FUNCTIONS		3500	Debt Impairment	0	-2 464 003
				TOTAL FOR ALL FUNCTIONS		3600	Collection Costs	-591 120	-64 880
				TOTAL FOR ALL FUNCTIONS		3700	Depreciation and Asset Impairment	0	-1 750 075
				TOTAL FOR ALL FUNCTIONS		3900	Interest Expense - External Borrowings	0	-684 833
				TOTAL FOR ALL FUNCTIONS		4000	Redemption Payments - External Borrowings (Gamap To Remove)	0	0
				TOTAL FOR ALL FUNCTIONS		4100	Bulk Purchases	0	-11 217 544
				TOTAL FOR ALL FUNCTIONS		4110	Other Materials	0	0
				TOTAL FOR ALL FUNCTIONS		4200	Contracted Services	-3 210 120	-1 037 136
				TOTAL FOR ALL FUNCTIONS		4300	Grants and Subsidies	-4 500	-173 900
				TOTAL FOR ALL FUNCTIONS		4400	Other Expenditure	-8 607 226	-5 884 514
				TOTAL FOR ALL FUNCTIONS		4500	Loss On Disposal Of Property, Plant & Equipment	0	0
				TOTAL FOR ALL FUNCTIONS		4550	Contributions To/(From) Provisions	0	0
				TOTAL FOR ALL FUNCTIONS		4600	Total Direct Operating Expenditure	-12 438 916	-35 351 544
				TOTAL FOR ALL FUNCTIONS		4700	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0
				TOTAL FOR ALL FUNCTIONS		4800	Interest - Internal Borrowings	0	0
				TOTAL FOR ALL FUNCTIONS		5000	Internal Charges (Activity Based Costing Etc)	0	12 004 812
				TOTAL FOR ALL FUNCTIONS		5010	Contributed Assets	0	0
				TOTAL FOR ALL FUNCTIONS		5100	Total Indirect Operating Expenditure	0	12 004 812
				TOTAL FOR ALL FUNCTIONS		5200	Total Operating Expenditure	-12 438 916	-23 346 732
				TOTAL FOR ALL FUNCTIONS		5300	SURPLUS	0	0
				TOTAL FOR ALL FUNCTIONS		5400	Operating Surplus / (Deficit) - Total Revenue Less Total Exp	-12 438 916	-1 562 568
				TOTAL FOR ALL FUNCTIONS		5500	Taxation	0	0
				TOTAL FOR ALL FUNCTIONS		5600	Operating Surplus / (Deficit) - After Tax	-12 438 916	-1 562 568
				TOTAL FOR ALL FUNCTIONS		5800	Cross Subsidisation	0	0
				TOTAL FOR ALL FUNCTIONS		6600	Plus Interests In Entities Not Wholly Owned	0	0
				TOTAL FOR ALL FUNCTIONS		5900	Surplus / (Deficit) After Tax, Cross Subsidies & Share Of As	-12 438 916	-1 562 568
				TOTAL FOR ALL FUNCTIONS		6200	OTHER ADJUSTMENTS AND TRANSFERS	0	0
				TOTAL FOR ALL FUNCTIONS		6260	Other	0	0
				TOTAL FOR ALL FUNCTIONS		6700	Change To Unappropriated Surplus / (Accumulated Deficit)	-12 438 916	-1 562 568

CAA : ACTUAL CAPITAL ACQUISITION AND SOURCES OF FINANCE (All values in Rand)
Save File as : Muncde_CAA_ccyy_Mnn.XLS (e.g.: GT411_CAA_2005_M10)
Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005)
Change Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)
Change Muncde to your own municipal code (e.g.: GT411)
All functions are listed below
If function is a Municipal Entity change Mun/Ent to Y next to function description column
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Actual Month M04

Year End	Month End	Mun	Function	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Contr Assets	New Capital	Repl Capital	Repair/Mnt Capital	Total	
			9999	TOTAL FOR ALL FUNCTIONS		0100	INFRASTRUCTURE	0	0	0	0	0	99990100
				TOTAL FOR ALL FUNCTIONS		0300	Roads, Pavements, Bridges & Storm Water	0	0	84 754	0	84 754	99990300
				TOTAL FOR ALL FUNCTIONS		0400	Water Reservoirs & Reticulation	0	1 536 613	0	0	1 536 613	99990400
				TOTAL FOR ALL FUNCTIONS		0500	Car Parks, Bus Terminals and Taxi Ranks	0	0	0	0	0	99990500
				TOTAL FOR ALL FUNCTIONS		0600	Electricity Reticulation	0	203 718	0	0	203 718	99990600
				TOTAL FOR ALL FUNCTIONS		0700	Sewerage Purification & Reticulation	0	0	0	0	0	99990700
				TOTAL FOR ALL FUNCTIONS		0800	Housing	0	0	0	0	0	99990800
				TOTAL FOR ALL FUNCTIONS		0900	Street Lighting	0	11 043	0	0	11 043	99990900
				TOTAL FOR ALL FUNCTIONS		1000	Refuse sites	0	0	0	0	0	99991000
				TOTAL FOR ALL FUNCTIONS		1100	Gas	0	0	0	0	0	99991100
				TOTAL FOR ALL FUNCTIONS		1200	Other	0	0	0	0	0	99991200
				TOTAL FOR ALL FUNCTIONS		1300	Sub-total Infrastructure	0	1 751 374	84 754	0	1 836 128	99991300
				TOTAL FOR ALL FUNCTIONS		1400	COMMUNITY	0	0	0	0	0	99991400
				TOTAL FOR ALL FUNCTIONS		1500	Establishment of Parks & Gardens	0	0	0	0	0	99991500
				TOTAL FOR ALL FUNCTIONS		1600	Sportsfields	0	0	42 447	0	42 447	99991600
				TOTAL FOR ALL FUNCTIONS		1700	Community Halls	0	0	0	0	0	99991700
				TOTAL FOR ALL FUNCTIONS		1800	Libraries	0	0	0	0	0	99991800
				TOTAL FOR ALL FUNCTIONS		1900	Recreational Facilities	0	0	0	0	0	99991900
				TOTAL FOR ALL FUNCTIONS		2000	Clinics	0	0	0	0	0	99992000
				TOTAL FOR ALL FUNCTIONS		2100	Museums & Art Galleries	0	0	0	0	0	99992100
				TOTAL FOR ALL FUNCTIONS		2200	Other	0	0	0	0	0	99992200
				TOTAL FOR ALL FUNCTIONS		2300	Sub-total Community	0	0	42 447	0	42 447	99992300
				TOTAL FOR ALL FUNCTIONS		2310	HERITAGE ASSETS	0	0	0	0	0	99992310
				TOTAL FOR ALL FUNCTIONS		2311	Heritage Assets	0	0	0	0	0	99992311
				TOTAL FOR ALL FUNCTIONS		2312	Sub-total Heritage Assets	0	0	0	0	0	99992312
				TOTAL FOR ALL FUNCTIONS		2320	INVESTMENT PROPERTIES	0	0	0	0	0	99992320
				TOTAL FOR ALL FUNCTIONS		2321	Investment Properties	0	0	0	0	0	99992321
				TOTAL FOR ALL FUNCTIONS		2322	Sub-total Investment Properties	0	0	0	0	0	99992322
				TOTAL FOR ALL FUNCTIONS		2400	OTHER ASSETS	0	0	0	0	0	99992400
				TOTAL FOR ALL FUNCTIONS		2500	Other motor vehicles	0	0	0	0	0	99992500
				TOTAL FOR ALL FUNCTIONS		2600	Plant & equipment	0	0	0	0	0	99992600
				TOTAL FOR ALL FUNCTIONS		2700	Office equipment	0	5 482	0	0	5 482	99992700
				TOTAL FOR ALL FUNCTIONS		2800	Abattoirs	0	0	0	0	0	99992800
				TOTAL FOR ALL FUNCTIONS		2900	Markets	0	0	0	0	0	99992900
				TOTAL FOR ALL FUNCTIONS		3000	Airports	0	0	0	0	0	99993000
				TOTAL FOR ALL FUNCTIONS		3100	Security Measures	0	0	0	0	0	99993100
				TOTAL FOR ALL FUNCTIONS		3110	Civic Land and Buildings	0	0	0	0	0	99993110
				TOTAL FOR ALL FUNCTIONS		3120	Other Land and Buildings	0	27 271	0	0	27 271	99993120
				TOTAL FOR ALL FUNCTIONS		3200	Other	0	33 304	20 421	0	53 725	99993200
				TOTAL FOR ALL FUNCTIONS		3300	Sub-total Other Assets	0	66 057	20 421	0	86 478	99993300
				TOTAL FOR ALL FUNCTIONS		3400	SPECIALISED VEHICLES	0	0	0	0	0	99993400
				TOTAL FOR ALL FUNCTIONS		3500	Refuse	0	0	0	0	0	99993500
				TOTAL FOR ALL FUNCTIONS		3600	Fire	0	0	0	0	0	99993600
				TOTAL FOR ALL FUNCTIONS		3700	Conservancy	0	0	0	0	0	99993700
				TOTAL FOR ALL FUNCTIONS		3800	Ambulances	0	0	0	0	0	99993800
				TOTAL FOR ALL FUNCTIONS		3900	Buses	0	0	0	0	0	99993900
				TOTAL FOR ALL FUNCTIONS		4000	Sub-total Specialised Vehicles	0	0	0	0	0	99994000
				TOTAL FOR ALL FUNCTIONS		4010	AGRICULTURAL ASSETS	0	0	0	0	0	99994010
				TOTAL FOR ALL FUNCTIONS		4011	Agricultural Assets	0	0	0	0	0	99994011
				TOTAL FOR ALL FUNCTIONS		4012	Sub-total Agricultural Assets	0	0	0	0	0	99994012
				TOTAL FOR ALL FUNCTIONS		4020	BIOLOGICAL ASSETS	0	0	0	0	0	99994020
				TOTAL FOR ALL FUNCTIONS		4021	Biological Assets	0	0	0	0	0	99994021
				TOTAL FOR ALL FUNCTIONS		4022	Sub-total Biological Assets	0	0	0	0	0	99994022
				TOTAL FOR ALL FUNCTIONS		4030	INTANGIBLES	0	0	0	0	0	99994030
				TOTAL FOR ALL FUNCTIONS		4031	Intangibles	0	0	0	0	0	99994031
				TOTAL FOR ALL FUNCTIONS		4032	Sub-total Intangibles	0	0	0	0	0	99994032
				TOTAL FOR ALL FUNCTIONS		4100	TOTAL	0	1 817 431	147 622	0	1 965 053	99994100
				TOTAL FOR ALL FUNCTIONS		4200	SOURCE OF FINANCE	0	0	0	0	0	99994200
				TOTAL FOR ALL FUNCTIONS		4300	External Loans	0	0	0	0	0	99994300
				TOTAL FOR ALL FUNCTIONS		4400	Asset Financing Reserve	0	1 249 705	147 622	0	1 397 327	99994400
				TOTAL FOR ALL FUNCTIONS		4500	Surplus Cash	0	0	0	0	0	99994500
				TOTAL FOR ALL FUNCTIONS		4600	Public contributions/ donations	0	0	0	0	0	99994600
				TOTAL FOR ALL FUNCTIONS		4700	National Government Transfers and Grants	0	567 726	0	0	567 726	99994700
				TOTAL FOR ALL FUNCTIONS		4701	Provincial Government Transfers and Grants	0	0	0	0	0	99994701
				TOTAL FOR ALL FUNCTIONS		4702	District Municipality Transfers and Grants	0	0	0	0	0	99994702
				TOTAL FOR ALL FUNCTIONS		4703	Other Transfers and Grants	0	0	0	0	0	99994703
				TOTAL FOR ALL FUNCTIONS		4800	Leases	0	0	0	0	0	99994800
				TOTAL FOR ALL FUNCTIONS		5000	Other	0	0	0	0	0	99995000
				TOTAL FOR ALL FUNCTIONS		5100	TOTAL FINANCING	0	1 817 431	147 622	0	1 965 053	99995100

F

WITZENBERG MUNICIPALITY

Report: Expenditure on Staff & Councillor Benefits - October 2016

(Report in terms of Section 66 of the MFMA)

MFMA Section	Item Description	Original Budget 2016/2017	Amended Budget 2016/2017	Year to Date Total	% Spent to date
Staff Benefits					
66(a)	Salaries and Wages	93 274 153.00	93 274 153.00	28 134 325.47	30.16%
66(b)	Contributions to pension funds and medical aid	21 391 315.00	21 391 315.00	6 323 298.04	29.56%
66(c)	Travel, accomodation and subsistence	5 151 014.00	5 151 014.00	1 683 294.90	32.68%
66(d)	Housing benefits and allowances	5 334 334.00	5 244 334.00	456 967.44	8.71%
66(e)	Overtime	7 338 291.00	7 338 291.00	2 895 193.78	39.45%
66(f)	Loans and advances	0.00	0.00	0.00	0.00%
66(g)	Other type of benefit or allowances related to staff	15 922 609.00	15 922 609.00	8 065 469.53	50.65%
	Sub - Total (Staff Benefits)	**R 148 411 716.00**	**R 148 321 716.00**	**R 47 558 549.16**	**32.06%**
Councillor Benefits					
MAY	Mayor	828 861.00	828 861.00	250 812.97	30.26%
DM	Deputy Mayor	611 755.00	611 755.00	185 852.33	30.38%
SP	Speaker	612 012.00	612 012.00	185 930.44	30.38%
MCM	Mayoral Committee members	2 241 908.00	2 241 908.00	692 340.23	30.88%
CLLR	Other Councillors	4 150 361.00	4 150 361.00	1 240 844.16	29.90%
MED	Medical aid contributions	44 740.00	44 740.00	16 122.68	36.04%
PEN	Pension fund contributions	975 395.00	975 395.00	244 234.67	25.04%
WARD	Ward Committee Allowance	720 000.00	720 000.00	55 500.00	7.71%
	Sub - Total (Councillors' Benefits)	**R 10 185 032.00**	**R 10 185 032.00**	**R 2 871 637.48**	**28.19%**
Total Councillor and Staff Benefits		**R 158 596 748.00**	**R 158 506 748.00**	**R 50 430 186.64**	**31.82%**

9

MUNICIPALITY WITZENBERG

Report: Withdrawals from Municipal Bank Accounts
Quarter ending December 2016 (October)
Report in terms of section 11(4)(a) of the MFMA, Act no 56 of 2003

MFMA Section	Item Description	Income transactions October 2016	Expenditure transactions October 2016	Income YTD transactions Quarter 2	Expenditure YTD transactions Quarter 2	Income YTD transactions	Expenditure YTD transactions
		R	R	R	R	R	R
11(1) (b)	Expenditure authorised in terms of section 26(4) (Expenditure before annual budget is approved)	0.00	0.00	0.00	0.00	0.00	0.00
11(1) (c)	Unforeseeable and unavoidable expenditure authorised in terms of section 29(1) (Mayor may approve emergency or other exceptional circumstances expenditure for which no budget provision was made)	0.00	0.00	0.00	0.00	0.00	0.00
11(1) (d)	Section 12 withdrawals (Relief, charitable, trust or other funds withdrawals)	0.00	0.00	0.00	0.00	0.00	0.00
11(1) (e) (i)	Money collected on behalf of organ of state:						
	- VAT	3 275 576.87	3 869 762.33	3 275 576.87	3 869 762.33	13 305 669.32	15 331 307.13
	- Agency fees, for example motor registration, driv	1 262 942.10	1 721 907.57	1 262 942.10	1 721 907.57	5 775 685.72	6 513 902.12
11(1) (e) (ii)	Insurance received by the Municipality on behalf o	0.00	0.00	0.00	0.00	0.00	0.00
11(1) (f)	Refund of money incorrectly paid into bank accour	1 252.00	500.00	1 252.00	500.00	36 918.03	35 082.03
11(1) (g)	Refund of guarantees, sureties & security deposits	308 749.40	108 231.54	308 749.40	108 231.54	777 983.42	459 146.39
		4 848 520.37	5 700 401.44	4 848 520.37	5 700 401.44	19 896 256.49	22 339 437.67

MFMA Section	Item Description	Transactions October 2016		YTD Transactions Quarter 2		YTD Transactions	
11(1) (h)	Cash management and investment purposes:						
	- Realised	0		0		0	
	- Made	85 000 000		85 000 000		85 000 000	
	- Nett movement	**85 000 000**		**85 000 000**		**85 000 000**	

I

Finance Management Grant
Monthly Report as per the Division of Revenue Act

I

The onus is on the municipality to confirm that the return has been received by NT

Municipality	**WC022 Witzenberg**	**Financial Year**	**2016/17**
		Month End	**M04 Oct**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	
Received This Month	1 475 000
Total FMG Funds Received	1 475 000
Spent Prior Periods (Since Inception) - See Last Months Form	69 891
Spent This Month	117 837
Total FMG Funds Spent	187 728
Total FMG funds Received and Not Spent	1 287 272
Percentage of Funds Spent	12.73%
Funds Currently Committed but Not Spent	

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S
Save file as: Muncde_FMG_ccyy_Mnn.XLS (e.g. GT411_FMG_2005_M01.xls)
Muncde = Municipality Code , ccyy = Financial Year End , Mnn = M01… M12

08/11/2016

Municipal Infrastructure Grant (MIG)
Monthly Report as per the Division of Revenue Act

The onus is on the municipality to confirm that the return has been received by NT

Municipality	**WC022 Witzenberg**	**Financial Year**	**2016/17**
		Month End	**M04 Oct**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	7 666 323
Received This Month	
Total MIG Funds Received	7 666 323
Spent Prior Periods (Since Inception) - See Last Months Form	5 494 917
Spent This Month	423 243
Total MIG Funds Spent	5 918 160
Total MIG funds Received and Not Spent	1 748 163
Percentage of Funds Spent	77.20%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

-Prioritise residential infrastructure for water, sanitation, refuse removal, street lighting, solid waste, connector and bulk infrastructure, and other municipal infrastructure like roads, in line with the MIG policy framework and/or other government sector policies established before the start of the municipal financial year.

-Compliance with Chapter 5 of the Municipal Systems Act (200). Infrastructure investment and delivery must be based on an Integrated Development Plan that provides a medium to long-term framework for sustainable human settlements and is in accordance with the principles of the national Spatial Development Perspective.

-Municipalities must adhere to the labour-intensive construction methods in terms of the Expanded Public Works Programme (EPWP) guidelines.

-Compliance with the Division of Revenue Act, including additional reporting requirements on spending and projects as approved by National Treasury.

(Print Name Below)

I, H J Kritzinger The ~~Accounting Officer~~ or Delegate certify that the above information is correct and that this report has been submitted electronically as required.

Signed

Dated 14/11/2016

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Save file as: Muncde_MIG_ccyy_Mnn.XLS (e.g. GT411_MIG_2009_M01.xls)

Muncde = Municipality Code , ccyy = Financial Year End , Mnn = M01... M12

08/11/2016

10/11/2016

L

Integrated National Electrification Programme Grant (INEG)
Monthly Report as per the Division of Revenue Act

The onus is on the municipality to confirm that the return has been received by NT

Municipality	**WC022 Witzenberg**	**Financial Year**	**2016/17**
		Month End	**M04 Oct**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	409 092
Received This Month	
Total INEG Funds Received	409 092
Spent Prior Periods (Since Inception) - See Last Months Form	322 558
Spent This Month	28 521
Total INEG Funds Spent	351 079
Total INEG funds Received and Not Spent	58 013
Percentage of Funds Spent	85.82%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:
•Municipalities must contractually undertake to:
- Account for the allocated funds on a monthly basis by the 10th of every month
- Pass all benefits to end-customers
- Not utilize the fund for any purpose other than electrification
- Ring-fence funds transferred. Adhere to the approved electrification programme and agreed cash flow budgets
- Ring-fence electricity function
- Reflect all assets created under the integrated national Electrification Program (INEP) on the municipal asset register; this is to assist the process for the formation of the REDS
- Safety operate and maintain the infrastructure
- Adhere to the labour intensive construction methods in terms of the Expanded Public Works Programme (EPWP) guidelines for activities such as trenching, planting of poles, etc.
- Register the master Plans for bulk infrastructure in terms of the INEP framework and to abide by the directives of the Department regarding the central planning and co-ordination for such bulk infrastructure. This is to maximize the economies of scale in the creation of bulk infrastructure affecting more than one municipality
- Use INEP funds for the refurbishment of critical infrastructure, only upon submission of a project plan which must be approved under a framework to be regulated by the Department.

(Print Name Below)

I, H J Kritzinger , The ~~Accounting Officer~~ or Delegate certify that the above information is correct and that this report has been submitted electronically as required.

Signed

Dated 14/11/2016

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S
Save file as: Muncde_INEG_ccyy_Mnn.XLS (e.g. GT411_INEG_2009_M01.xls)
Muncde = Municipality Code , ccyy = Financial Year End , Mnn = M01... M12

08/11/2016

10/11/2016

M

Account number	Future/ Nov-16	Oct-16	Sep-16	Aug-16	Jul-16	Older than Jul-16	Total
17610600023	0	125111.22	132568.33	152587.31	285259.47	3960268.02	4655794.35
17364960004	0	3029175.55	64379.01	0	0	0	3093554.56
17364108002	0	2584519.92	0.22	0	0	0	2584520.14
17497300009	0	1414121.4	0	0	0	0	1414121.4
20750396040	0	25665.86	0	12955.91	12955.91	1008959.96	1060537.64
17790000028	0	987736.03	0	0	0	0	987736.03
89760700012	0	0	0	0	126947.43	640560.67	767508.1
10000672976	0	0	0	0	0	729502.48	729502.48
17289900008	0	461247.61	0	0	0	0	461247.61
75005720008	0	32.01	17.24	32.55	14.61	456231.19	456327.6
22101200037	0	1264.04	1034.08	0	21696.25	413023.42	437017.79
10000413144	0	0	0	0	0	384967.02	384967.02
10000678594	0	0	0	0	0	364337.2	364337.2
20750187251	0	162757.77	176990.14	0	0	0	339747.91
10000645367	0	0	0	0	0	326113.05	326113.05
19002200099	0	316884.22	3128.26	0	0	0	320012.48
75008270007	0	71.97	17.24	43.62	320.66	319542.47	319995.96
89578800023	0	482.58	456.57	452.81	460.37	292866.12	294718.45
24262800055	0	7006.52	7065.42	7124.32	7183.22	258495.92	286875.4
10000634525	0	0	0	0	0	259414.84	259414.84
60011060006	0	256504.45	0	0	0	0	256504.45
90731800002	0	1928.97	1366.29	1771.9	2833.72	237148.65	245049.53
89568200006	0	504.95	464.09	513.45	655.29	241308.26	243446.04
75012160011	0	10225.99	2621.83	4124.1	6326.16	216222.88	239520.96
75012290015	0	13834.91	11192.43	17204.44	14143.76	181792.53	238168.07
86514204655	3523.67	2199.06	846.81	1166.72	860.53	225091.01	233687.8
19856900004	0	225997.29	0	0	0	0	225997.29
10000679076	0	0	0	0	0	223946.55	223946.55
75013190028	0	2204.83	1839.93	2113.04	2742	213120.2	222020
10000670974	0	0	0	0	0	221893.36	221893.36
89584900012	0	99.11	77.39	62.87	86.33	218036.15	218361.85
20190383039	0	9402.1	9153.26	9381.95	10848.91	172787.71	211573.93
13540600050	0	89962.64	110069.27	6.87	0	0	200038.78
13285200054	0	196577.14	0.01	0	0	0	196577.15
89585000005	0	519.86	486.64	498.3	5371.34	188248.36	195124.5
17364960011	0	191322.18	0	0	0	0	191322.18
10000697010	0	0	0	0	25.42	185130.3	185155.72
75012090028	0	2517.96	2208.34	3532.24	3578.97	170021.15	181858.66
77032900002	0	1535.36	811.48	1212.46	610.98	175238.1	179408.38
17790000035	0	178116.65	0	0	0	0	178116.65
18364960001	0	171347.99	0.02	0	0	0	171348.01
19766800023	0	1815.58	1830.85	2254.71	10969.63	150568.85	167439.62
12245400198	0	165641.27	0	0	0	0	165641.27
13769600208	0	165616.31	0.01	0	0	0	165616.32
89586800011	336.49	1885.23	1570.21	2060.84	4685.42	148553.9	159092.09
80515700066	4770.23	1044.56	857.89	857.48	929.58	146696.43	155156.17
10000645257	0	0	0	0	0	153864	153864
20193830501	0	56207.37	94845.82	0	0	0	151053.19
18007500005	0	150531.79	0	0	0	0	150531.79
70201165022	0	150390.53	0	0	0	0	150390.53

N

Intangible Assets

	2017
	R
Computer Software	
Net Carrying amount at 1 July	**2 645 646**
Cost	4 483 998
Accumulated Amortisation	(1 838 352)
Accumulated Impairment	
Additions	-
Amortisation for Year	(58 545)
Impairments	
Disposals	
Net Carrying amount at 30 June	**2 587 101**
Cost	4 483 998
Accumulated Amortisation	(1 896 897)
Accumulated Impairment	-

N

Investment Property

	2017 R
Net Carrying amount at 1 July	**48 517 227**
Cost	50 899 404
Under Construction	-
Accumulated Depreciation	(2 382 177)
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Depreciation for the year	(106 207)
Impairment	-
Transfers from Inventory	-
Transfers	-
Net Carrying amount at 30 June	**48 411 020**
Cost	50 899 404
Accumulated Depreciation	(2 488 384)
Accumulated Impairment	-

N

Heritage Assets

	2017
	R
Net Carrying amount at 1 July	**550 000**
Cost	550 000
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Transfers	-
Net Carrying amount at 30 June	**550 000**
Cost	550 000
Accumulated Impairment	-

Property Plant & Equipment

The Standard of GRAP 17 on Property, Plant and Equipment prescribe the accounting treatment for property, plant and equipment so that the users of financial statements can discern information about the municipality's investment in its property, plant and equipment and the changes in such investment. The principal issues in accounting for property, plant and equipment are the recognition of the assets, the determination of their carrying amounts and the depreciation charges and impairment losses to be recognised in relation to them

Reconciliation of Carrying Value	Land	Buildings	Infrastructure	Community	Lease Assets	Other	Total
	R	R	R	R	R	R	R
Carrying value at 1 July 2014	**78 203 971**	**93 531 579**	**441 287 111**	**68 742 646**	**995 479**	**30 219 468**	**712 990 256**
Cost	78 203 971	101 768 030	552 355 130	74 148 394	1 867 230	57 846 635	866 189 389
Accumulated Impairments	-	-	(19 801)	-	-	(551 858)	(571 659)
Accumulated Depreciation	-	(8 236 451)	(111 048 218)	(5 405 746)	(871 751)	(27 075 309)	(152 637 475)
Acquisitions	-	-	1 497 579	102 012	-	117 671	1 717 262
Capital under Construction	-	27 271	6 363 165	4 050	-	-	6 394 486
Transfers from/(to) Non-current Assets Held for Sale - Note	-	-	-	-			
Cost	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Transfers from/(to) Investment Properties - Note							
Impairments			-	-	-	-	-
Impairments	-	-	-	-	-	-	-
Reversals	-	-	-	-	-	-	
Depreciation	-	(373 741)	(4 150 629)	(562 357)	(132 084)	(1 549 990)	(6 768 801)
Normal Depreciation	-	(373 741)	(4 150 629)	(562 357)	(132 084)	(1 549 990)	(6 768 801)
Correction of error	-	-	-	-	-	-	-
Carrying value of disposals							
Disposal Cost	-	-	-	-	-	-	-
Disposal Cost Acc Depreciation	-	-	-	-	-	-	-
Carrying value at	**78 203 971**	**93 185 109**	**444 997 226**	**68 286 352**	**863 395**	**28 787 150**	**714 303 202**
Cost	78 203 971	101 795 301	560 215 874	74 254 455	1 867 230	57 964 307	874 301 137
Accumulated Impairments	-	-	(19 801)	-	-	(551 858)	(571 659)
Accumulated Depreciation	-	(8 610 193)	(115 198 847)	(5 968 103)	(1 003 835)	(28 625 298)	(159 426 276)

INSURANCE REPORT: October 2016

Monthly Premium	R 120 567
Insurance Receipts	R
Insurance Expenses	R
Items placed under insurance	R 0

Claims movement for the month

Total claims open at the beginning of the month	67
New claims for the month	7
Claims closed during the month	1
Total claims open at the end of the month	73

Old Aon claims outstanding	R2 994 040.84
Claim: 432- Five year old Boy burned at Pump station **Date Reported:** 2009/10/28. **Reason:** Letter of rejection of claim issued / claim re-opened- New Summons Received. Meeting held with Attorneys. Awaiting further response. Still sub-judicative. Await a trial date from the plaintiff.	1 210 000.00
Claim: 378- Incident at Dennebos **Date Reported:** 2009/07/28 **Reason:** Letter of rejection of claim issued / claim re-opened bear 29/11/2015: Judgement: The municipality is ordered to pay the costs of this application on an attorney and own client scale (punitive scale). The action is set to commence in February, next year	1 427 600.00
Claim: 581-Truck CFA829 with trailer CFA1747 with Bomag in accident with CF143851) **Date Reported:** 2012/01/17 **Reason:** Claim denied. Only damage to trailer was not denied. Damage to Bomag Roller denied. Claim is still Sub Judice	356 440.84
Claim: 583-Gunter C Mrs (Fell on pavement after stepping into hole. **Date Reported:** 2012/01/23 **Reason:** Additional Information submitted from third party lawyers. Legal proceedings are in progress. Lion of Africa attorney served a notice of intention to defend on 4 August 2014. Attorney withdrew. Awaiting correspondence from AON regarding the appointment of new attorney Date: 22/10/2015: Internal Legal department are currently in consultation with new attorneys	585 765.80

Action Taken On Claims	Total
Additional Information Submitted to Insurance	8
Awaiting Invoice	1
Claim Reported, Awaiting Response from Insurer	12
Order Made out and given through to supplier	4
Request for Quotations Submitted	3
Claim Closed	1
Requested Department to obtain Quotation	6
Insurer Requires Additional Info2	6
Additional Information Requested from relevant department	12
Invoice received and submitted for payment/or refund to Insurers	2
Assessor appointed	1
Quotations submitted for Order	1
Quotations submitted to Insurer, Awaiting Approval	6
Agreement of Loss signed and sent to Insurer	2
Agreement of Loss signed and submitted to Insurer	3
Require Third Party Letter of Claim	2
Insurer requires proof of Excess Payment	1
Agreement of loss received	1
Claim denied	1
Grand Total	73

Age analysis of Outstanding Claims

Category	Status of Claim	AON	INDWE	Grand Total
30 days or Less	Open	5		5
More than 30 days	Open	5		5
60 days or more	Open	14		14
More than 120 Days	Open	34	15	49
Grand Total		58	15	73

Note: AON has been appointed as the Insurance Broker for the period 01 July 2016 – 30 June 2017

WITZENBERG MUNICIPALITY - GRANT REGISTER 2016/2017

Description	Balance 1 July 2016 R	DORA Allocation R	Grants Received R	Operating Expenditure R	Capital Expenditure R	Balance 31 July2016 R
	-12 726 149	-	-43 562 410	22 090 120	6 511 460	-27 686 979
National Government Grants			20 589 870			
Finance Management Grant	-		-1 475 000	187 729	-	-1 287 271
Municipal Systems Improvement Grant	0		-	-	-	0
Municipal infrastructure Grant	-698 323		-6 968 000	755 604	5 162 558	-1 748 161
Regional Bulk Infrastructure Grant	-		-	-	-	-
Housing - Kluitjieskraal	-		-	-	-	-
Intergrated National Electricity Program	-409 092		-	313 290	37 788	-58 013
Equitable share	-		-24 889 000	19 911 333	-	-4 977 667
Neighbourhood Development Plan	-321		-	-	-	-321
Rural Development	-471 155		-	-	-	-471 155
Expanded Public Works Progamme	12 375		-334 000	230 251	-	-91 374
Provincial Government Grants						
Library services	-1 416 673		-825 000	15 862	-	-2 225 811
Library Grant - MRF	0		-1 833 000	143	-	-1 832 857
Draught Relief	-4 517 242		-	19 006	-	-4 498 236
CDW	-337 816		-150 000	31 825	-	-455 991
Mainroads	-		-	136 800	-	136 800
Housing	-1 478 410		-6 851 000	9 751	69 653	-8 250 005
Multiputpose Centre (Thusong Centre)	-222 000		-	-	-	-222 000
Financial Management Supporting Grant	-1 310 000		-	12 004	-	-1 297 996
Department of Local Government	-		-	336 000	1 241 460	1 577 460
Municipal Infrastructure Support Grant	-594 594		-	-	-	-594 594
Other						
Grant Water meters (China)	-84 307		-	-	-	-84 307
Essen Belgium	-1 198 591		-237 410	130 522	-	-1 305 479