

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager / Munisipale Bestuurder

VAN / FROM: Director: Finance / Direkteur: Finansies

DATUM / DATE: 30 April 2017 / 30 April 2017

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

FINANCE MONTHLY REPORT – APRIL 2017

FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

A MAYOR'S REPORT

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

B RECOMMENDATION

It is recommended that Council takes cognisance of the monthly budget statement and supporting documentation for April 2017.

C EXECUTIVE SUMMARY

The municipality has read 94% 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 16 650 accounts amounting to R 34.6 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 3.2 million. The indigent cost to the municipality for the month amounts to R 1.1 million.

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

The municipality issued orders to the value of R 19.9 million of which R 0.4 million was in terms of deviations.

The municipality currently has R 86 million in its primary bank account and R 34 million in short term investments.

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 AANBEVELING

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir April 2017.

C OPSOMMING

Die munisipaliteit het 94% 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 16 650 rekeninge ten bedrae van R 34.6 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 3.2 miljoen. Die deernis subsidies vir die maand beloop R 1.1 miljoen.

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

Bestellings ter waarde van R 19.9 miljoen uitgereik, waarvan R 0.4 miljoen ten opsigte van afwykings is.

Die munisipaliteit het R 86 miljoen in die primêre bankrekening en R 34 miljoen in korttermyn beleggings.

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 and for periods as may be prescribed, report to the council on

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 rekening, 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 formaat en vir tydperke as wat voorgeskryf mag word, aan die

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.

(4) The statement to the provincial treasury must be in the

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 Maandelikse begroting state

In terme van Artikel 71 van die MFMA die rekenpligtige beamppte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg:

"71. (1) Die rekenpligtige beamppte 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 formaat van 'n getekende dokument en in elektroniese

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."

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).

3. DISCUSSION

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

- o Revenue
- o Supply Chain Management
- o Financial Administration

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 Ander Beleid Vereistes

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

3. BESPREKING

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

- o Inkomste
- o Voorsieningskanaal Bestuur
- o 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:

Aktiwiteite	Feb-17	Mar-17	Apr-17
Meter lesings:			
Aantal lesings deur meterlesers	13 039	13 303	13 284
Aantal lesings geskat	1 030	800	877
Aantal lesings deur eienaars voorsien	417	398	369
Elektroniese meterlesings	70	70	70
Totale aantal meters	14 556	14 571	14 600
Afhandelingsdatum van meterlesings	13/01/2017	14/03/2017	14/04/2017
Aantal herlesing uitgevoer	216	277	269
Aantal veranderinge na herlesing	43	70	70
% meters eerste keer korrek gelees	99.67%	99.47%	99.47%
Foutiewe meters deurgegee na tegniese dept.	138	130	0
Zero verbruik na Tegniese dept.	197	70	0
Foutiewe meters vervang	34	30	76
Water Aansluitings	2	2	1
Riool Aansluitings	1	1	1
% meter geskat	7.08%	5.49%	6.01%

Nota. Skattings redes by Meterlesings	Feb-17	Mar-17	Apr-17
Meter gesluit	35	58	40
Hek Gesluit	400	276	306
Onder Grond	82	82	62
Onder Vullis/Bourommel	31	38	38
Onder Water	47	37	30
Honde	151	87	113
Meter onleesbaar	26	35	19
Kan nie meter vind	249	174	256
Ongelees	5	10	12
	4	3	1
Totaal	1030	800	877

Explanation:

Estimation Water = 665 and Electricity = 212
1 Meter Reader post vacant

Verduideliking:

Skatting water = 665 en Elektrisiteit = 212
1 Meterleser pos vakant.

Belasting uitklaringsertifikate	Feb-17	Mar-17	Apr-17
Erwe onderverdeel	1	1	1
Aansoek om uitklaring	41	29	62
Uitklaringsertifikate uitgereik	29	23	77
Akte registrasies	168	120	249
Konsolidasies van erwe	0	0	0

3.1.1.1 Billing dates

3.1.1.1 Heffingsdatums

Heffings:	Feb-17	Mar-17	Apr-17
Heffingsdatum	20/02/2017	20/03/2017	20/04/2017
Datum rekeninge gepos	27/02/2017	24/03/2017	25/04/2017
Debiteure rekonsiliasie (Debiteure/Posnommers/Ouderdoms ontleding)	01/03/2017	03/04/2017	02/05/2017
Elektrisiteit Vooruitbetaalde Rekonsiliasie	01/03/2017	03/04/2017	02/05/2017

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

Aantal informele huishoudings met toegang tot basiese dienste (sonder rekeninge)	Feb-17	Mar-17	Apr-17
- N'duli (Polo cross)	1 096	1 096	1 096
- Tulbagh (Chris Hani)	537	537	537
- Wolseley (Pine Valley)	312	312	312
Totaal	1 945	1 945	1 945

3.1.1.3 Number of customers with accounts

Aantal kliënte met rekeninge	Feb-17	Mar-17	Apr-17
Electricity - Conventional	2 895	2 897	2 896
Electricity - Prepaid	10 026	10 111	10 123
Property rates	14 101	14 222	14 294
Refuse removal	12 049	12 049	12 074
Sewerage	12 521	12 517	12 546
Water	12 481	12 479	12 504
Other	11 451	11 420	11 345
Accounts Printed	13 908	13 695	13 659
Accounts send by email	2 643	2 861	2 991

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

Service Description	Feb-17	Mar-17	Apr-17
Assessment Rates (Monthly)	2 909 038.48	2 895 977.37	2 902 761.80
Assessment Rates (Yearly)			
Electricity	17 164 517.18	22 598 548.67	23 912 585.34
Refuse Removal	2 385 889.63	2 311 725.92	2 446 539.09
Sewerage	2 480 951.05	2 449 236.39	2 378 582.56
Water Levies	3 660 091.48	4 177 241.62	3 924 565.99
Rental	25 390.36	25 586.05	25 586.05
Indigent subsidy	-1 157 613.15	-1 156 894.75	-1 147 267.61
Sundries	125 605.79	131 487.71	157 609.43
Total	R27 593 870.82	R33 432 908.98	R34 600 962.65

Explanation:

Water restriction tariffs applied to Tulbagh. Increase in Electricity usage.

Verduideliking:

Water beperking tariewe van toepassing op Tulbagh. Verhoging in Elektrisiteit verbruik.

3.1.4 Pre-paid Electricity Sales

3.1.4 Vooruitbetaalde Elektrisiteit Verkope

	Feb-17	Mar-17	Apr-17
Total Pre Paid Meters	10 026	10 111	10 123
Total Free units(Indigents)	104 550	114 900	115 050
Cost of free Units	R90 959	R99 963	R100 094
Units sold	2 241 006	2 503 242	2 365 839
Cost of units sold	R2 627 029	R2 973 903	R276 151
Vat Amount	R380 555	R430 382	R400 609
Axillary Amount	R1 901	R2 097	R1 829
Total Amount Pre Paid	R3 100 443	R3 506 345	R3 263 682

3.1.5 Indigent Households

3.1.5 Behoeftige Huishoudings

Indigent households	Feb-17	Mar-17	Apr-17
Deferments	R4 223 260.15	R 3 999 106.60	R4 182 466.1
Current	R454 196.64	R 501 633.06	R492 727.2
30 days	R428 314.93	R 332 892.57	R401 901.27
60 days	R345 148.79	R 377 280.56	R324 217.61
90 days	R305 680.82	R 318 380.61	R384 609.25
> 90 days	R10 087 333.59	R 9 662 728.26	R10 313 570.86
Total	R15 843 934.92	R15 192 021.66	R16 099 492.29

Mechanisms	Feb-17	Mar-17	Apr-17
Approved Indigent households:			
No. of households at beginning of the month:	2 653	2 638	2 633
Additions during the month	179	152	144
Cancellations during the month	194	157	170
No. of households at end of the month:	2 638	2 633	2 607
	Feb-17		
Cost of Indigent to Council(403131121)	R1 016 128	R1 015 516	R1 004 755

Explanation:

Indigent households decreased from 2 633 to 2 607

Verduideliking:

Deernis huishoudings verminder vanaf 2 633 tot 2 607.

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 April 2017:

3.1.7 Uitstaande Debiteure

Die belangrike vergelykende statistiek met betrekking tot rekeninge word getoon in die tabel hieronder. Die tabel hieronder voorsien 'n ouderdomsanalises van Debiteure soos op 30 April 2017:

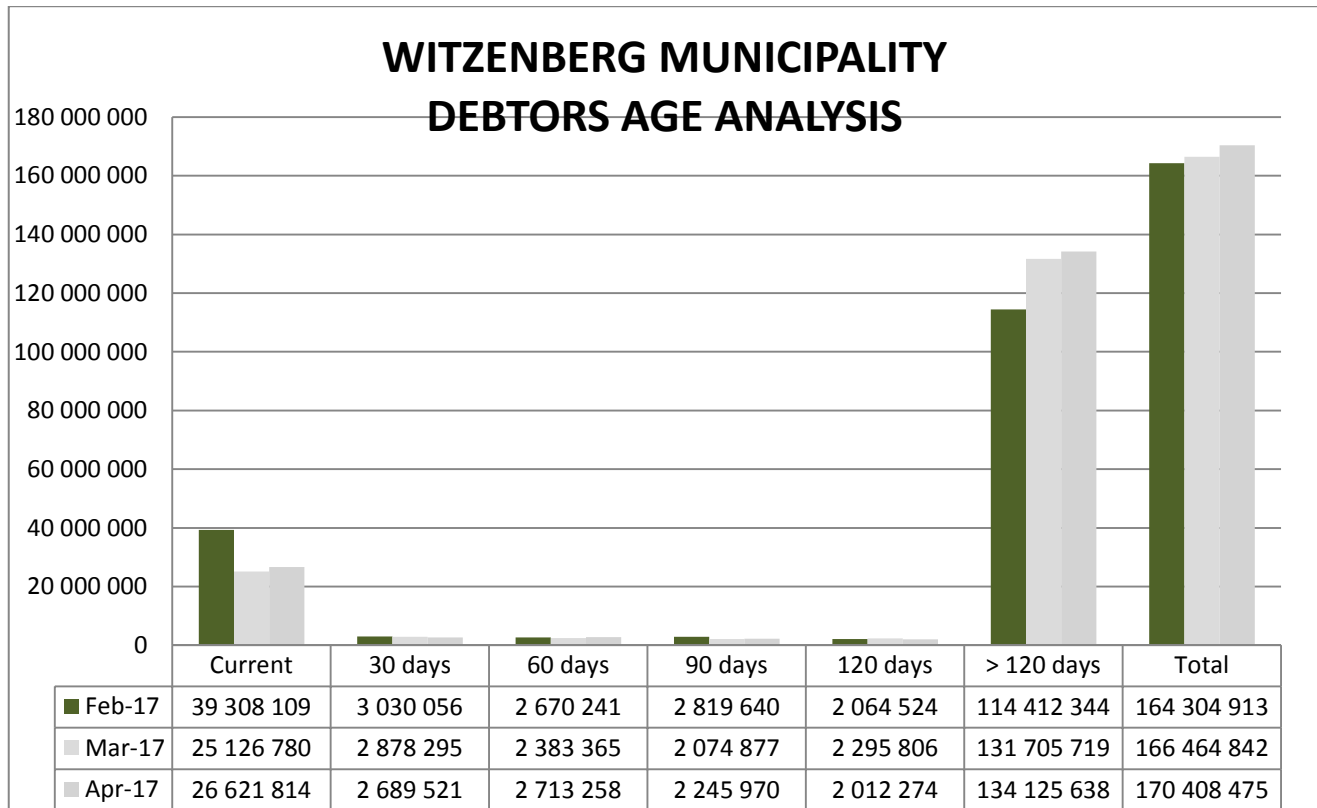
Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total -	%
Debtors Age Analysis By Income Source										
Water	4 683 555	875 836	1 109 127	901 883	733 810	920 548	5 020 541	36 690 332	50 935 633	29.89%
Electricity	16 614 542	487 333	389 489	135 065	89 174	86 491	400 907	2 225 345	20 428 347	11.99%
Property Rates	2 800 554	221 377	183 390	167 001	163 504	245 597	2 458 832	13 067 299	19 307 553	11.33%
Waste Water Management	2 395 916	551 367	497 034	494 247	480 309	441 843	2 484 155	16 314 928	23 659 799	13.88%
Waste Management	2 442 669	469 875	428 357	415 764	423 611	399 582	2 631 258	20 457 943	27 669 059	16.24%
Property Rental Debtors	46 169	17 297	17 128	16 961	16 650	17 076	95 236	905 434	1 131 952	0.66%
Interest on Arrear Debtor Accounts	62 491	42 357	67 258	73 938	81 290	110 318	1 063 981	26 857 363	28 358 996	16.64%
Recoverable Expenditure	0	0	0	0	0	0	0	0	0	
Other	-2 424 083	24 079	21 474	41 112	23 927	40 131	149 939	1 040 560	-1 082 862	-0.64%
Total By Income Source	26 621 814	2 689 522	2 713 257	2 245 970	2 012 275	2 261 585	14 304 849	117 559 204	170 408 476	100.00
Debtors Age Analysis By Customer Group										
Organs of State	1 145 280	292 206	179 468	74 671	55 439	25 566	525 487	2 167 520	4 465 637	3.03%
Commercial	14 542 553	385 741	284 247	124 242	102 449	131 584	981 843	7 197 771	23 750 430	14.25%
Households	9 832 581	1 829 733	2 062 355	1 863 389	1 679 442	1 913 647	11 398 829	102 316 963	132 896 939	77.36%
Other	1 101 400	181 841	187 188	183 668	174 944	190 788	1 398 689	5 876 951	9 295 469	5.36%
Total By Customer Group	26 621 814	2 689 521	2 713 258	2 245 970	2 012 274	2 261 585	14 304 848	117 559 205	170 408 475	100.00
%	13.58%	1.65%	1.72%	1.23%	2.59%	1.44%	9.07%	68.72%	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 ouderdomsanalises van hierdie maand met die vorige maand:



Explanation:

The high value of outstanding amounts is due to limited credit control processes in areas where ESKOM supplies electricity. An increase due to electricity usage for industrial clients and water restriction tariffs applied to Tulbagh.

Verduideliking:

Die hoë waarde van uitstaande skuld is as gevolg van beperkte krediet beheer maatreëls in gebiede waar ESKOM die elektrisiteit voorsien. 'n Verhoging van elektrisiteit verbruik van industriële kliente en water beperkings tariewe toegepas op Tulbagh.

3.1.9 RECEIPTING

The table below indicates the cash flow:

3.1.9 ERKENNING VAN ONTVANGS

Die onderstaande tabel dui die kontantvloei aan:

CASH FLOW FROM OPERATING ACTIVITIES	February	March	April
Receipts			
Taxation	341,353	243,656	320,772
Sales of goods and services	24,823,086	29,292,453	27,451,176
Residential - Pre Paid meters	2,647,337	2,912,819	2,608,472
Connection fees	82,091	57,491	52,638
Trade Licences	1,263	718	776
Vehicle Licensing & Testing	48,028	94,982	114,466
Motor Vehicle Licensing	133,018	226,134	341,592
Transgressions Roadworthy Certificates	2,950	3,398	5,286
Rental of Facilities	790,110	679,295	249,381
Traffic Fines	184,859	157,073	238,043
Building Plan Fees	42,444	42,070	96,701
Bulk Service Levy	8,316	6,931	-
Other Income	108,923	149,044	111,531
Government Grants - Capital	2,300,000	23,060,310	-
Government Grants	2,334,000	-	538,616
Equitable share	-	14,934,000	-
Interest	609,452	463,245	646,854
Payments			
Employee costs	(9,939,277)	(11,282,605)	(10,354,061)
Suppliers	(21,206,013)	(27,256,936)	(30,500,670)
Grant Expenditure	(821,322)	(1,007,512)	(764,004)
Finance charges	-	(514,118)	-
Transfers and Grants	-	(33,500)	(178,900)
Cash generated by operations	2,490,619	32,228,947	-9,021,331
CASH FLOW FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment	(1,653,757)	(2,558,190)	(6,160,657)
Purchase of Property, Plant and Equipment funded by Grants	(1,341,827)	(5,930,669)	(3,187,835)
Purchase of Intangible Assets	-	-	-
Proceeds on Disposal of Fixed Assets	-	-	-
Net Cash from Investing Activities	(2,995,584)	(8,488,860)	(9,348,491)
CASH FLOW FROM FINANCING ACTIVITIES			
Loans repaid	-	(4,261,619)	-
New loans raised	-	-	-
Building Deposits	31,648	22,218	22,630
Consumer Deposits	56,072	42,840	21,609
Community Hall Deposits	5,122	(4,194)	2,254
Key Deposits	35,063	20,374	(64,928)
Unsolved Direct Deposits	(5,655)	349,859	(217,767)
Investments (made)/realised	(80,000,000)	23,000,000	23,000,000
Net Cash from Financing Activities	(79,877,751)	19,169,478	22,763,799
Other Cash Flow Transactions	(512,003)	(703,956)	592,333
NET INCREASE/(DECREASE IN CASH AND CASH EQUIVALE	(80,894,719)	42,205,609	4,986,310
Cash the beginning of the month	119,620,724	38,726,005	80,931,615
Cash the end of the month	38,726,005	80,931,615	85,917,925

Explanation:

The increase in cash is due to investments matured.

Verduideliking:

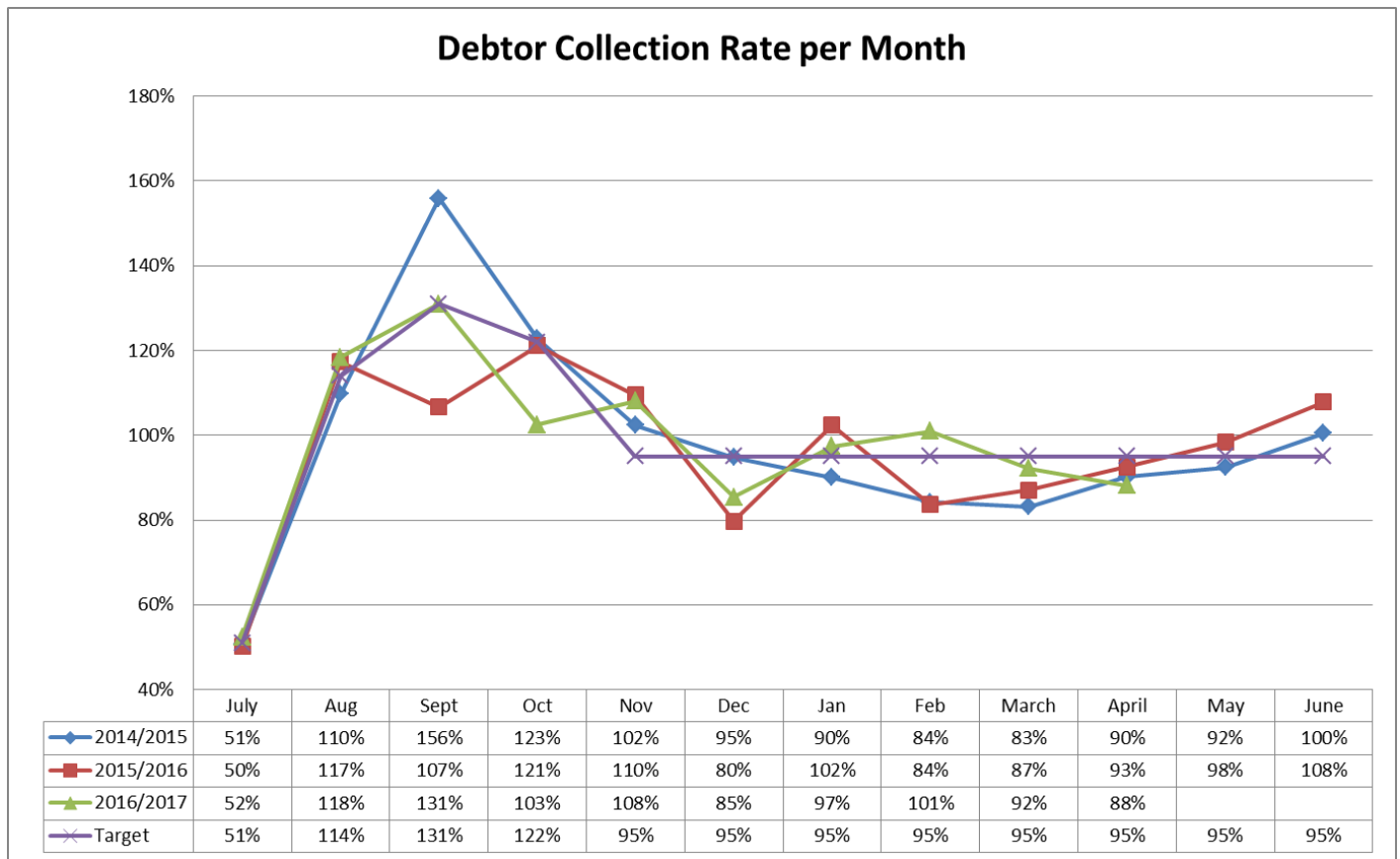
Die styging in kontant is as gevolg van belegging onttrek.

3.1.9.1 Receipting

3.1.9.1 Erkenning van Ontvangste

Cashiers:	Feb-17	Mar-17	Apr-17
Average of all Cashiers			
Number of transactions	7 170	6 727	4 849
Number of days operational	135	198	198
Number of receipts cancelled	25	21	17
Amount received	R 81 545 121.42	R 92 246 787.00	R 54 604 209.80
Value of variances in end of days - Surplus/(Shortage)			
Average number of transactions per day	53.11	33.97	24.49
Percentage cancelled receipts	0.35%	0.31%	0.35%
Percentage variances in end of days	0.00%	0.00%	0.00%

3.1.10 DEBTOR COLLECTIONS RATE PER MONTH

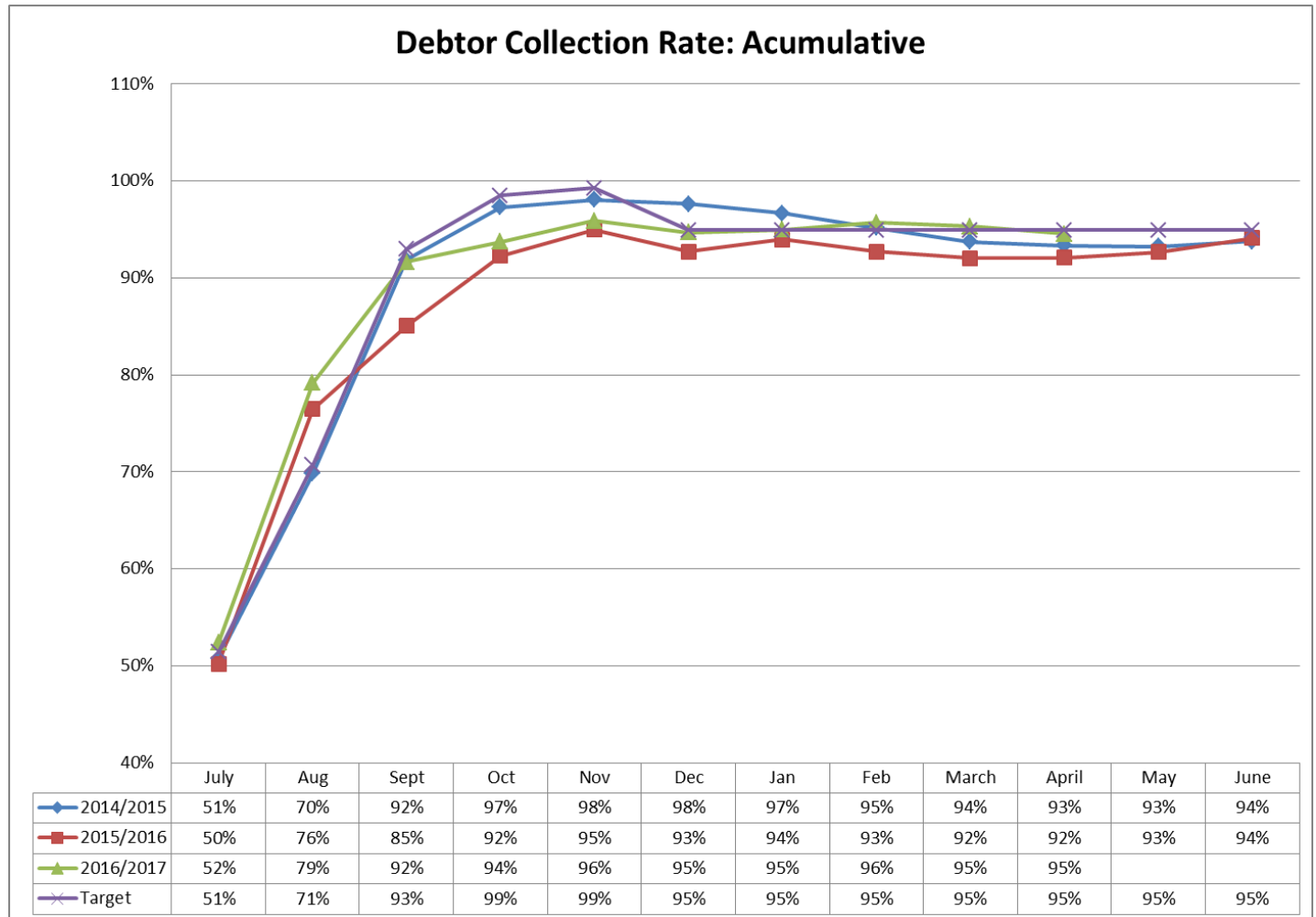


Explanation:

The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 95% while the actual figure for April 2017 amounts to 988% which in comparison to the previous year 93%.

Verduideliking:

Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling van debiteure te illustreer teen die teikens gestel vir die onderskeie maande. Die teiken vir die maand is 95%, terwyl die syfer vir April 2017 - 88% beloop in vergelyking met die vorige jaar 93%.

3.1.11 DEBTOR COLLECTION RATE ACCUMALATIVE**Explanation:**

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 95% while the actual figure is 95%.

Verduideliking:

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 95%, terwyl die werklike syfer 95% beloop.

3.1.12 SUMMARY OF OUTSTANDING DEBT

Die tabel hieronder verskaf 'n opsomming van uitstaande skuld:

	Feb-17	Mar-17	Apr-17
Councillors:	R	R	R
Deferments	72 436.16	67 798.35	-23 537.66
Current	21 174.27	13 710.54	14 896.86
30 days	4 093.47	8 066.73	6 471.23
60 days	2 806.24	2 766.6	3 022.26
90 days	3 027.74	2 829.68	2 735.70
> 90 days	119 535.99	120 284.18	121 101.05
Total	223 073.87	215 456.08	124 689.44
Employees:			
Deferments	58 622.3	135 962.3	110 360.99
Current	120 601.96	61698.88	62 622.13
30 days	13 404.15	19575.45	13 268.91
60 days	3 192.96	3697.33	3 002.14
90 days	2 054.58	1975.93	1 861.27
> 90 days	50 566.33	51471.31	74 443.74
Total	248 442.28	274 381.20	265 559.18
Government Departments:			
Current	965 692.00	994 545.00	1 145 280.00
30 days	339 646.00	240 343.00	292 206.00
60 days	287 460.00	127 351.00	179 468.00
90 days	279 016.00	86 608.00	74 671.00
> 90 days	3 345 951.00	2 819 451.00	2 774 012.00
Total	5 217 765.00	4 268 298.00	4 465 637.00
Schools & Hostels:			
Deferment	-29 674.3	-26 048.15	-8 092.6
Current	219 151.68	264338.64	263 667.87
30 days	83 650.90	44545.98	54 984.93
60 days	86 210.23	61038.36	10 188.15
90 days	48 825.62	52954.43	2 212.24
> 90 days	517 017.95	92110.61	46 928.28
Total	925 182.08	488 939.87	369 888.87

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:	Feb-17	Mar-17	Apr-17
No. of customers on the disconnections lists	3 434	2 422	2 927
No. already block	1 616	1 672	1 541
No. of tampering's			387
No. of new disconnections for the month:			
- Prepaid	1 745	641	641
- Conventional	73	67	69
Number reconnected:			
- Prepaid	745	583	542
- Conventional	58	45	61
Reconnected :due to faulty groupings and Indigent and poor households			144
No. of customers still disconnected	1 672	1 541	1 564
% of disconnections executed	100%	98%	90%

Explanation:

The number of connections already blocked is a concern. The process to investigate possible tampering's commenced during April.

Verduideliking:

Die aantal aansluitings was reeds geblok is, is kommer wekkend. Die proses om moontlike onwettige aansluitings te ondersoek is in April begin.

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
08/2/14/56	Translation services from English to Afrikaans and vice versa for Witzenberg municipality	16-May-2017
08/2/14/57	Translation services from English to Isixhosa and vice versa for Witzenberg municipality	16-May-2017
08/2/14/67	Supply and delivery of wooden stacking chairs	23-May-2017
08/2/14/68	Supply and delivery of crushed stone aggregate and sand	30-May-2017

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

Die volgende formele geskrewe pryskwotasies is tans in die adverteringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/14/62	Supply and delivery of computer equipment	03-May-2017
08/2/14/64	Supply, delivery and installation of play detector for testing station	04-May-2017
08/2/14/69	Cleaning of public toilets at Op die Berg	09-May-2017
08/2/14/71	Supply, delivery and offloading of wooden transmission poles	08-May-2017

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
08/2/13/77	Supply, delivery and installation of new palisade fencing and Two double swing palisade gates at Pine forest resort (Re-advertisement)	24-Mar-2017	18-Apr-2017	J Samuel
08/2/14/07	Supply, delivery and installation of new Fibreglass lining at Die Eiland swimming pool	22-Mar 2017	21-Apr-2017	J Samuel
08/2/14/25	Supply Delivery And Installation Of Wooden - Laminated Flooring (Re-advertisement)	22-Mar 2017	19-Apr-2017	J Samuel
08/2/14/39	Supply and delivery of Smart water meters	11-Apr-2017	Awaiting	A Human
08/2/14/47	Supply and delivery of (two) 2 steel containers converted into complete toilets for Lyell street sports field	25-Apr-2017	Awaiting	H Truter
08/2/14/55	Supply and delivery of turbidity meters, dissolved oxygen meters, PH meters and chlorine meters	13-Mar 2017	05-Apr-2017	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
08/2/14/41	Training of municipal officials on handle and use of fire arms	10-Feb-2017	25-Apr-2017	I Swartbooi
08/2/14/53	Maintenance of ablution facilities Lyell street sports ground Ceres	31-Mar-2017	Awaiting	H Truter
08/2/14/60	Supply & delivery of weaponry items for Traffic and law enforcement officers	31-Mar-2017	24-Apr-2017 Referred back	M Green
08/2/14/63	Supply, delivery and registration of two (2) carry all sewer rod trailers (Re-advertisement)	31-Mar-2017	10-Apr-2017	N Jacobs
08/2/14/65	Supply, delivery and installation of new stage curtains, Ceres Town Hall	18-Apr-2017	Awaiting	H Truter

3.2.1.3 Adjudication stage

3.2.1.3 Toekenningsfase:

The following competitive bid is currently in the adjudication stage:

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
08/2/14/45	Bulk electrical upgrading for the Vredebes area in Ceres	24-Mar-2017	03-Apr-2017	19-Apr-2017 28-Apr-2017	P van den Heever

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

Geen formele geskrewe prys kwotasie is tans in die Toekenningsfase nie.

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 accounting officer.

3.2.1.4 Tenders toegeken

Paragraaf 5 (3) van die Raad se Voorsieningskanaal Beleid state wat, "n beamppte 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 beamppte bedoel in subparagraaf 5 (4) 'n skriftelike verslag wat besonderhede bevat van elke finale toekenning wat deur so 'n beamppte 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 rekenppligtige beamppte.

No bid was awarded by the Bid Adjudication Committee during the month of April 2017.

Geen tender was toegeken deur die Tender Toekenningskomitee gedurende April 2017 nie.

No bid was awarded by the Accounting Officer during the month of April 2017.

Geen tender was toegeken deur die Rekenpligtige Beampte gedurende April 2017 nie.

The following bid was awarded by the Bid Adjudication Committee during the month of April 2017 in terms of paragraph 45 (2) of the Supply Chain Management Policy and paragraph 37 (2) of the Supply Chain Regulations:

Die volgende mededingende tender was toegeken deur die Tender Toekenningskomitee gedurende April 2017 in terme van paragraaf 45 (2) van die Voorsienings kanaal beleid en paragraaf 37 (2) van die Voorsienings kanaal regulasies:

Bid ref number	Date	Name of supplier	Brief description of services	Value (incl. VAT)
Unsolicited bid	19-Apr-2017	Silverdale Projects (Pty) Ltd	Appointment of project manager to investigate the establishment of an agricultural processing and fresh produce hub for Wolseley	R 800 000.00 (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*
- (c) no acceptable tenders are received.*

The following formal written price quotation or competitive bid was cancelled during the month of April 2017:

3.2.1.5 Paragraaf 8 (4): Kansellasië 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.*

Die volgende formele geskrewe prys kwotasie of mededingende tender was gekanselleer gedurende April 2017:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/14/49	11-Apr-2017	Rental and refilling of Oxygen, Acetylene and Nitrogen containers	No bids received
08/2/14/50	28-Mar 2017	Supply and delivery of a high molecular weight polyelectrolyte for a period of 24 months	No bids received

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"

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"

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."

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
146099	06-Apr-2017	Human Communications (Pty) Ltd	Advertisement of post: Senior Public Relations Officer	Lowest responsive quotation	R 7 724.39 (Incl. VAT)	Chief Financial Officer
146189	12-Apr-2017	Forms Media Independent Africa	Supply and Delivery of 75 Section 341 Traffic Notice Books	Lowest responsive quotation	R 3 975.75 (Incl. VAT)	Chief Financial Officer
146202	12-Apr-2017	Human Communications (Pty) Ltd	Advertisement: Bid 08/2/14/56 and Bid 08/2/14/57	Lowest responsive quotation	R 8 481.65 (Incl. VAT)	Chief Financial Officer
146258	18-Apr-2017	Ceres Spar (Ablaze Trading 248)	Supply and Delivery of Daily News Papers for May 2017	Only responsive quotation	R 4 718.40 (Incl. VAT)	Chief Financial Officer
146337	21-Apr-2017	Boland Toilet Services (Pty) Ltd	Hiring of Mobile toilets for Sports Event on 29 April 2017	Only responsive quotation	R 2 800.02 (Incl. VAT)	Chief Financial Officer
146374	24-Apr-2017	A to Z Office Supplies CC	Supply and Delivery of 1100x450x400 Oak Melamine Podium	Only responsive quotation	R 3 019.92 (Incl. VAT)	Chief Financial Officer
146395	25-Apr-2017	Geniprint (Pty) Ltd	Supply and Delivery of 10 Original Tally Genicom 6600/6800 Ribbons	Lowest responsive quotation	R 13 201.20 (Incl. VAT)	Chief Financial Officer
146431	26-Apr-2017	Human Communications (Pty) Ltd	Advertisement: Bid 08/2/14/67 and Bid 08/2/14/68	Lowest responsive quotation	R 8 481.65 (Incl. VAT)	Acting 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 April 2017:

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 April 2017:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
08/2/14/42	25-Apr-2017	S & R Trading	Supply and delivery of two new heavy duty 4 blade Slashers (Re-advertisement)	Bidder scored the highest points	R 72 732.00 (incl. VAT)	Director: Community Services

3.2.1.8 Appeals

The following appeals were lodged and is being dealt with by the Accounting Officer:

3.2.1.8 Appèlle

Die volgende appèlle is ontvang en word hanteer deur die Rekenpligtige beampte:

Bid number	Bid title	Date of appeal	Appellant	Reason for appeal	Outcome
08/2/13/82	Provision of security services	20 March 2017	Venus Security Solutions	BBBEE status and verification	Matter is under review with the Accounting officer
08/2/13/82	Provision of security services	27 March 2017	Bizstorm 51 CC T/A Global Force	Non-compliance of pre-qualification criteria	Matter is under review with the Accounting officer
08/2/13/82	Provision of security services	28 March 2017	Isivile Security services (PTY) Ltd	Award to company in Western Cape	Matter is under review with the Accounting officer
08/2/13/82	Provision of security services	28 March 2017	Secunet Security Services	Company awarded to has no infrastructure in Witzenberg	Matter is under review with the Accounting officer
08/2/13/82	Provision of security services	23 March 2017	Star Security Services	Claim previous experience submitted was sufficient	Matter is under review with the Accounting officer

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 April 2017 which totals R 387 449.86:

3.2.1.9 Afwykinge

Paragraaf 44 (3) van die Raad se Voorsieningskanaal Beleid meld dat: *"Die rekenpligtige beampte moet teken die redes vir enige afwykinge in terme van subparagrafe (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 afwykinge deur die Rekenpligtige Beampte vir die maand van April 2017 wat beloop op die totaal van R 387 449.86:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
03-Apr-17	Bytes System Integration	Kronos Software training	Impractical	146003	17 410.08

FINANCE MONTHLY REPORT APRIL 2017 / FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
04-Apr-17	Witzenberg Herald	Notice of 2017/2018 Draft Budget	Impractical	146033	4 264.00
04-Apr-17	Eskom	Cost Estimate fee, Wolseley: NMD increase	Single supplier	146038	67 650.01
06-Apr-17	Total Client Services Limited	Month extension of license	Single supplier	146094	18 610.51
07-Apr-17	AMEU (Association of Municipal Electricity Utilities)	Registration fee: Congress October 2017 - P v d Heever	Single supplier	146107	4 300.00
07-Apr-17	Witzenberg Herald	Publish Notice: Water situation and dam levels	Single supplier	146136	13 448.00
11-Apr-17	Witzenberg Herald	Publication of IDP and Budget Participation Time Schedule	Single supplier	146167	11 070.00
11-Apr-17	Witzenberg Herald	Publish Notice: Inspection of Supplementary Valuation Roll for the period 2016/2017	Impractical	146169	9 594.00
12-Apr-17	Transnet	Monthly Rental of testing facility: April 2017	Single supplier	146206	7 708.68
12-Apr-17	Witzenberg Municipality	Public Notice: Invitation to comment - Witzenberg Spatial development framework	Single supplier	146210	2 829.00
12-Apr-17	Pitney Bowes South Africa	Refilling of postage on franking machine	Impractical	146220	9 600.00
12-Apr-17	JJ's Welding & Painting Services	Supply and install double steel gates at Voortrekker Street Substation, Wolseley	Emergency	146222	12 670.00
13-Apr-17	Eddie's Sound & Lighting	Provide live sound & recordings at Public meetings	Impractical	146243	12 000.00
13-Apr-17	Witzenberg Herald	Publish Notice: Power outage for Wolseley 25 Apr 2017	Single supplier	146245	2 132.00
18-Apr-17	IDI Solutions (PTY) Ltd	Barnowl System training: G Louw	Single supplier	146260	14 250.00
20-Apr-17	Giovanni's Fisheries	Food Parcels: Emergency Workers	Emergency	146325	906.00
20-Apr-17	Ian Dickie & Co (PTY) Ltd	Hiring of water pump for Tulbagh dam	Emergency	146330	115 938.00
24-Apr-17	Conlog (PTY) Ltd	Supply of Prepaid electricity meters	Single supplier	146380	48 802.26
26-Apr-17	AAD Truck & Bus	Injector test: CT 5842	Impractical	146437	4 799.69
19-Apr-17	AAD Truck & Bus	Replace cooling fans CT: 14536	Impractical	200800	9 467.63

FINANCE MONTHLY REPORT APRIL 2017 / FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

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
February 2017	R 1 034 138.26	R28 924 775.34	3.58%
March 2017	R 607 499.57	R31 509 960.23	1.93%
April 2017	R 387 449.86	R19 936 245.15	1.95%

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):

	28 Febr 2017	31 March 2017	30 April 2017
Value of inventory at hand	R4 505 336.07	R6 395 943.90	R5 611 082.34
Turnover rate of total value of inventory (Norm 1,5 times for the third quarter)	1.74 times	1.32 times	1.65 times
Turnover rate excluding Chinese meters	1.77 times	1.30 times	1.67 times
Date of latest stores reconciliation	02 May 2017		
Date of last stock count	30 March 2017		
Date of next stock count	29 June 2017		

EXPENDITURE

UITGAWES

3.2.3.1 Salaries section

3.2.3.1 Salaris afdeling

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

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

	Febr 2017	March 2017	April 2017
Salaries – Cost to company	R9,939,277	R11 282 605	R10 354 061
Provisions included with salaries	R1,197,395.23	R1,218,976.73	R1,051,537.40
Number of Employees and Councillors included in run	593	596	590
Number of Ward members receiving allowance	110	117	118
Balancing amount	R1 117 656.97	R168 852.74	R550 081.65

Explanation:

Verduideliking:

3.2.3.2 Creditors Section

3.2.3.2 Krediteure afdeling

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

'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	< 120 days	< 150 days	< 180 days	< 365 days	> 365 days	Total
Febr 2017	3 348 201	33 417	3 591	424	0	0	0	0	R3 385 633
March 2017	5 512 526	524 582	0	0	0	0	0	0	R6 037 108
April 2017	2 135 334	105 701	3 142	0	0	0	0	0	R4 504 797

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

Name of creditor	March 2017 Amount	April 2017 Amount	Description	Reason
ARB ELECTRICAL		R1 943.00	T CONNECTORS	DID NOT APPEAR ON STATEMENT
AFRIFELL		R20 148.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
CERES PLANT HIRE		R423.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
CERES SPAR		R230.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
HAMLET ELEKTRIS		R1 995.00	CONNECTION OF ELECTRICITY	DID NOT APPEAR ON STATEMENT
H S M		R63 739.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
INCLEDON		R305.00	MALE ADAPTOR	DID NOT APPEAR ON STATEMENT
KASTEN HARDWARE		R1 162.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
NOSA		R2 250.00	NOSA SAMTRAC TRAINING	DID NOT APPEAR ON STATEMENT

FINANCE MONTHLY REPORT APRIL 2017 / FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

Name of creditor	March 2017 Amount	April 2017 Amount	Description	Reason
KAAP AGRI		R10 129.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
RIBBENS OFFICE NATIONAL		R5 513.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
VILKO		R151.00	CISTERN	DID NOT APPEAR ON STATEMENT
WITZENBERG BRANDBLUSSERS		R855.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
CDR MOTORS	R1 281.00		SERVICE OF WTZN100WP ENIGINE CLEANER,SUNDRIE	DID NOT APPEAR ON STATEMENT
PIENAAR BROS	R741.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
SIYAPHAMBILI ELECTRICAL	R509 397.00		VARIOUS GOODS DELIVERED	REFER TO CONTRACT PRICE ADJUSTMENTS IN TERMS OF THE TENDER
VILKO VILLIERSDORP	R588.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
ARB ELECTRICAL	R12 191.00		CABLE COMPOUND	DID NOT APPEAR ON STATEMENT
CERES SPAR	R79.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
INCLEDON CAPE	R305.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT

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

	February 2017	March 2017	April 2017
Total value of creditors paid	R25,022,918	R37,300,926	R40,792,065
Date of creditor reconciliation	01/03/2017	03/04/2017	02/05/2017

The table below contains the 10 highest creditor values outstanding:

Die tabel hieronder bevat die 10 hoogste uitstaande skuldeiser waardes:

Name of creditor	March 2017 Amounts Outstanding	April 2017 Amounts Outstanding	Description of goods/ services
ELSTER KENT METERING		37 483.00	VARIOUS GOODS DELIVERED
WESKAAP SAFETY		29 925.00	FIREWALK SAFETY BOOTS
KARSTEN & HARDWARE		40 558	VARIOUS GOODS DELIVERED
JC SERVICES		41 358.00	VARIOUS GOODS DELIVERED
FREMTAC FIRE AND RESCUE		41 847.00	VARIOUS GOODS DELIVERED
KAAP AGRI		43 811.00	VARIOUS GOODS DELIVERED
WITZENBERG HERALD		44 485.00	VARIOUS GOODS DELIVERED
TOURVEST TRAVEL		53 298.00	TRAVEL & ACCOMODATION
VILKO		85 931.00	VARIOUS GOODS DELIVERED

FINANCE MONTHLY REPORT APRIL 2017 / FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

SIYAPHABILI ELECTRICAL		594 113.00	VARIOUS GOODS DELIVERED
ARB ELECTRICAL	44 104.00		VARIOUS GOODS DELIVERED
UNIVERSAL TRADING	49 983.00		VARIOUS GOODS DELIVERED
WF CONSTRUCTION	65 208.00		SUPPLY OF SERVER NETWORKS
VILKO VILLIERSDORP	81 163.00		VARIOUS GOODS DELIVERED
CHLORCAPE	157 525.00		CHLORINE GAS SYLINDERS
JC SERVICES	167 534.00		VARIOUS GOODS DELIVERED
H S M	327 569.00		VARIOUS GOODS DELIVERED
AWV PROJECT MANAGEMENT	369 897.00		BLACK REFUSE BAGS
IKAPA RETICULATION AND FLOW	1 843 234.00		SUPPLY UPGRADE AND REPLACEMENT
JOCASTRO	1 886 700.00		MINI SUBSTATION

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	March 2017 Amounts Outstanding	April 2017 Amounts Outstanding	Description of goods/ services
MARTIN & EAST		3 699 951.97	RESEALING OF EXISTING STREETS IN WITZENBERG AREA
RUWACON		886 179.74	CONSTRUCTION NDULI RESERVOIR
SIYAPHAMBILI ELECTRICAL		876 434.46	CABLES
VENUS SECURITY		715 127.59	SECURITY SERVICES
JVZ CONSTRUCTION		581 143.09	CONSTRUCTION OF NEW 2ML RESERVOIR
SILVERDALE PROJECTS		450 938.40	INCEPTION AND DETAILED FEASIBILITY REPORT
ASLA CONSTRUCTION	4 907 269.21	3 877 529.68	VARIOUS SERVICES DELIVERED
EXEO KHOKELA CIVILS ENGINEERING	1 207 661.88	576 310.40	BELLA VISTA AFFORDABLE HOUSING DEDUCTION
JVR CONSTRUCTION	1 089 207.01	748 757.83	VARIOUS GOODS DELIVERED
AAD TRUCK & BUS	885 611.62		SUPPLY & DELIVERY OF A VACUUM SEWERAGE TANKER
NEIL LYNERS & ASSOCIATES	571 403.18		INFRASTRUCTURE SERVICES VREDEBES
SUID-KAAP WAARDEERDERS	567 810.71		GENERAL VALUATION
TRICOM AFRICA	557 441.90		SEWER PUMP STATIONS AND TREATMENT WORKS
ESKOM	17 832 297.24	20 382 052.14	ELEC
MULTIPART PETROL	352 238.97		PETROL/DIESEL
VENUS SECURITY	750 597.93		SECURITY SYSTEM

3.2.3.3 Petty Cash:

3.2.3.3 Kleinkas

Tipe Transaksie	March 2017		April 2017	
Type of transaction	Total	%	Total	%
Condolences, well wish cards, bouquets, flowers and keys for offices	R 1 903.70	36.85%	R 799.85	
Refreshments and caterings	R 2 688.70	52.04%	R 1 296.60	
Rent (Halls etc.);	R 0.00	0.00%	R 0.00	
Refunds (Library book fees)	R 105.00	2.03%	R 0.00	
Payment of clients without bank accounts	R 0.00	0.00%	R 0.00	
Temporary vehicle licensing fees and public driver permits	R 0.00	0.00%	R 0.00	
Tollgate fees when an employee is driving with an official vehicle registered in the name of council	R 0.00	0.00%	R 71.00	
Approved in terms of 5 (b) (vi) of Petty Cash policy	R 469.00	9.08%	R 404.50	
GRAND TOTAL	R 5 166.40		R 2 571.95	

Petty cash: Cash at hand reconciliation

Kleinkas:

Kontant voorhande opsomming

DESCRIPTION / BESKRYWING	Febr 2017	March 2017	April 2017
Opening cash balance	R5 000	R5 000	R5 000
Less total vouchers	(R4 446.50)	(R5 166.40)	(R2 721.95)
Replenishment during month	R2 719.95	R3 971.10	R2 278.05
Cash at hand before month-end replenishment	R3 273.45	R3 804.70	R2 721.95
Replenishment at month end	R1 726.55	R1 195.30	
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	March 2017		April 2017	
			Bank balance	Cashbook Balance	Bank balance	Cashbook Balance
Primary Bank Acc.	STANDARD BANK	203 241 819	R88,172,464	R80,922,014	R93,558,022	R85,902,945

Investments:

Beleggings:

Institution / Instansie	Febr 2017		March 2017		April 2017	
	R	% of available funds	R	% of available funds	R	% of available funds
ABSA Bank Ltd	R10,000,000	12.50%	R10,000,000	17.54%	R10,000,000	29.41%
Investec Bank Ltd	R24,000,000	30%	R24,000,000	42.11%	R24,000,000	70.59%
Nedbank Ltd	R23,000,000	28.75%	R23,000,000	40.35%		
Standard Bank of SA Ltd	R23,000,000	28.75%				
Total	R80,000,000	100%	R57,000,000	100%	R34,000,000	100%

Investment Purpose Doel van Belegging	March 2017		April 2017		May 2017	
	R	% of available funds	R	% of available e funds	R	% of available funds
Unutilised government grants	R48,925,774	61.16%	R57,000,000	100%	R34,000,000	100%
Capital Replacement Reserve (CRR)	R4,578,620	5.72%				
Provisions	R26,495,606	33.12%				
Total	R80,000,000	100%	R57,000,000	100%	R34,000,000	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:	Febr 2017	March 2017	April 2017
Balances	R35,044,651	R49,718,125	R 44, 219,432

FINANCE MONTHLY REPORT APRIL 2017 / FINANSIES MAANDELIKSE VERSLAG – APRIL 2017

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

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

Reconciliations Rekonsiliasies	Febr 2017	March 2017	April 2017
Primary bank account	03/03/2017	04/04/2017	04/05/2017
Investment reconciliation	03/03/2017	06/04/2017	08/05/2017
Long term Liabilities	01/03/2017	05/04/2017	09/05/2017
Grant Register	13/03/2017	05/04/2017	09/05/2017

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

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

Description / Beskrywing	March 2017		April 2017	
	Number of items	Amount	Number of items	Amount
Uncleared ACB	114	R10,268,289	322	R20,187,770
Outstanding cheques	20	R15,136	25	R19,617
Transactions not in cash book	2356	R43,882	2026	R9,623,065
Receipts not cleared on Bank statement	108	R3,076,059	232	R2,929,694
Outstanding journals	2	R800	8	R450

3.3.2 Liabilities

3.3.2 Laste

Name of Institution	Interest Rate	Opening Balance	Payment (Redemption)	Interest	Closing Balance	Payments
Naam van Instansie		April 2017			April 2017	May 2017
		R			R	R
DBSA	10,75% - 17,45%	R4,487,603	R0	R0	R4,487,603	
Nedbank	13.50%	R6,748,739	R0	R0	R6,748,739	R761,095
Total		R11,236,343	R0	R0	R11,236,343	R761,095

3.3.3 Financial system reconciliations

3.3.3 Finansiële stelsel Rekonsiliasies

The table below shows the status of the system reconciliations:

Die tabel hieronder toon die status van die stelsel rekonsiliasies:

Type of reconciliation	Period reconciled	Reconciled Amount	Reconciliation Date & Signed off
Financial system	April 2017	R0	02/05/2017
Traffic : Motor Registration	April 2017	R1,478,311	09/05/2017
Traffic : RTMC Fees	April 2017	R82,567	09/05/2017
Direct Deposit	April 2017	R398,852	07/05/2017
Traffic : AARTO	April 2017	R0	09/05/2017
Traffic : Drivers Licence	April 2017	R5,309	09/05/2017
Traffic : Roadworthy	April 2017	R9,100	09/05/2017
Faulty Direct Deposits	April 2017	R20,874	07/05/2017
Traffic : Nu-Traffic	April 2017	R151,806	07/05/2017
VAT	April 2017	R781,416	05/05/2017

3.3.4 INSURANCE

3.3.5 VERSEKERING

Month of Reporting: April 2017

Maandverslag: April 2017

Insurance report - ANNEXURE O

Versekeringsverslag - BYLAE O

3.3.5 ASSETS

3.3.6 BATES

Month of Reporting: April 2017

Maandverslag: April 2017

Assets Report – ANNEXURE N

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 April 2017 / Artikel 66 vir April 2017
- **Annexure H** - Sect 11 for April 2017 / Artikel 11 vir April 2017
- **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
 Annexure Q – Quality Certificate

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
 Bylae Q – Kwaliteit sertifikaat

Yours faithfully

Die uwe

H J Kritzinger
CHIEF FINANCIAL OFFICER / HOOF FINANSIËLE BEAMPTTE

WITZEMBURG MUNICIPALITY										
INVESTMENT REGISTER										
Institution	Account number	Investment Purpose	Investment Type	Balance as at		Movements for the month of April				Interest Yield for the Month
				01 April 2017	R	Investments withdrawn	R	Investments made	R	
					R		R		R	
NetBank Ltd	09/769103276843	Unaffiliated receipts	Fixed deposit - 2 months	57 000 000.00	23 269 232.88	23 269 232.88	0.00	269 232.88	0.00	7.73%
ABSA Bank Ltd	2070416582	Unaffiliated receipts	Fixed deposit - 4 months	23 000 000.00	23 269 232.88			269 232.88	0.00	7.65%
Standard Bank of SA Ltd	0085776831-027	Unaffiliated receipts	Fixed deposit - 1 months	10 000 000.00					0.00	7.50%
Investec Bank Ltd	1100-153079-480	Unaffiliated receipts	Fixed deposit - 3 months	24 000 000.00					24 000 000.00	7.85%

 A

AC : AGE ANALYSIS OF CREDITORS (All values in Rand)
 Save File as : Muncde.AC copy_Min.XLS (e.g.: GT411.AC, 2003.M07)
 Change Year End (copy) to Financial Year End (e.g.: 2003 for year 2002/2003)
 Change Month End (Mm) 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	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	M10	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	2 135 310	2 368 325	3 143	0	0	0	0	0	4 504 778
			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	2 135 310	2 368 325	3 143	0	0	0	0	0	4 504 778
			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

[Handwritten signature]

B

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)
 Save File as : Muncode_AD_copy_Min.XLS (e.g.: GT411_AD_2005_M10)
 Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Min) to Active Month (M01=July...M12=June)(e.g.: M10)
 Change Muncode 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	Month	Item	Detail	30 Days	60 Days	90 Days	120 Days	150 Days	180 Days	181 Days - 1 Year	Over 1 Year	Total
2017	M10	WC022	Debtors Age Analysis By Income Source									
		1100	Trade and Other Receivables from Exchange Transactions - Water	4 683 555	875 836	1 100 127	901 883	733 810	920 648	5 020 541	36 680 332	50 935 633
		1200	Trade and Other Receivables from Exchange Transactions - Electricity	16 814 542	487 333	389 489	135 065	89 174	86 491	400 907	2 225 345	20 428 347
		1300	Receivables from Non-exchange Transactions - Property Rates	2 800 554	221 377	183 390	167 001	163 504	245 597	2 458 832	13 067 289	19 307 553
		1400	Receivables from Exchange Transactions - Waste Water Management	2 385 916	551 387	497 034	494 247	480 308	441 843	2 484 155	16 314 828	23 659 799
		1500	Receivables from Exchange Transactions - Waste Management	2 442 669	469 875	426 357	415 764	423 611	389 582	2 631 258	20 457 943	27 669 059
		1600	Receivables from Exchange Transactions - Property Rental Debtors	46 169	17 297	17 128	16 961	16 650	17 076	95 238	905 434	1 131 952
		1700	Interest on Arrear Debtor Accounts	62 491	42 357	67 258	73 838	81 290	110 318	1 063 981	26 657 363	28 358 996
		1800	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	0	0	0	0
		1900	Other	-2 424 083	24 079	21 474	41 112	23 927	40 131	149 939	1 040 560	-1 082 862
		2000	Total By Income Source	26 621 814	2 689 522	2 713 257	2 245 970	2 012 275	2 261 585	14 304 849	117 559 204	170 408 478
		2100	Debtors Age Analysis By Customer Group									
		2200	Organs of State	1 145 280	282 206	179 468	74 671	55 439	25 568	525 487	2 167 520	4 465 636
		2300	Commercial	14 542 553	385 741	284 247	124 242	102 449	131 584	981 843	7 197 771	23 750 431
		2400	Households	9 832 581	1 828 733	2 062 355	1 863 389	1 679 442	1 813 847	11 398 829	102 316 963	132 888 940
		2500	Other	1 101 400	181 841	187 188	183 668	174 944	190 788	1 398 689	5 876 951	9 285 469
		2600	Total By Customer Group	26 621 814	2 689 522	2 713 257	2 245 970	2 012 275	2 261 585	14 304 849	117 559 204	170 408 478

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.L.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 aggregated 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

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CFA : CASH FLOW STATEMENT ACTUALS / FORECASTS (All values in Rand)(Payments= +)

Save File as : Muncde_CFA_coy_Mm.XLS (e.g.: G1411_CFA_2005_M10)

Change Muncde to your own municipal code (e.g.: G1411) and Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005)

Change Month End (Mm) 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	Month	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
End	End	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2017	M10												
3000	Cash Receipts by Source												
3010	Property rates	3 828 271	472 419	14 212 428	5 244 692	3 319 122	3 308 705	3 500 834	3 054 410	3 113 601	2 643 855		
3020	Property rates - penalties & collection charges	19 218	0	0	0	0	0	0	0	0	0		
3030	Service charges - electricity revenue	15 613 307	3 683 922	15 298 075	13 829 604	14 484 813	10 975 025	13 489 313	10 870 842	18 822 083	18 905 851		
3040	Service charges - water revenue	2 852 135	216 698	1 922 724	2 347 523	2 321 189	1 898 823	2 885 823	2 721 257	3 331 081	2 676 525		
3050	Service charges - sanitation revenue	1 506 232	181 073	2 028 069	1 845 015	1 752 727	1 541 868	1 858 053	1 637 668	1 998 838	1 750 368		
3060	Service charges - refuse revenue	1 715 265	177 722	1 862 877	1 766 340	1 813 026	1 615 308	1 839 795	1 637 060	1 991 187	1 658 810		
3070	Service charges - other	-477 186	33 497 882	5 524 263	3 500 434	2 981 797	636 564	3 368 853	2 978 960	4 086 833	3 891 513		
3080	Rental of facilities and equipment	437 511	757 615	304 222	1 416 789	849 451	574 276	613 723	812 179	700 462	252 393		
3090	Interest earned - external investments	285 189	672 885	677 733	644 257	584 198	291 419	1 620 555	808 452	463 245	648 854		
3100	Interest earned - outstanding debtors	685 217	0	0	0	0	0	0	0	0	0		
3110	Dividends received	0	0	0	0	0	0	0	0	0	0		
3120	Fines	100 942	108 981	190 940	249 885	318 376	186 585	212 529	184 859	157 073	238 043		
3130	Licences and permits	55 414	17 640	12 179	4 132	5 981	3 817	5 271	4 213	4 115	6 063		
3140	Agency services	258 107	368 439	365 263	282 384	436 591	242 204	228 637	181 048	321 118	458 058		
3150	Transfer receipts - operational	24 689 000	334 000	4 181 362	0	3 259 000	19 502 000	972 983	2 334 000	14 934 000	318 616		
3160	Other revenue	954 282	4 943 994	2 383 087	2 829 607	2 830 600	1 501 863	4 788 537	2 888 555	1 683 956	2 454 295		
3170	Cash Receipts by Source	53 022 804	45 443 250	48 861 232	34 059 822	34 965 849	42 356 639	35 454 276	34 748 511	51 377 568	35 900 844	0	0
3180	Other Cash Flows/Receipts by Source												
3190	Transfer receipts - capital	0	6 868 000	188 048	6 851 000	0	11 869 000	0	2 300 000	23 080 310	0		
3200	Contributions recognised - capital & Contributed	0	0	0	0	0	0	0	0	0	0		
3210	Proceeds on disposal of PPE	0	0	0	0	0	0	0	0	0	0		
3220	Short term loans	0	0	0	0	0	0	0	0	0	0		
3230	Borrowing long term/financing	0	0	0	0	0	0	0	0	0	0		
3240	Increase (decrease) in consumer deposits	77 744	47 944	52 759	43 397	52 011	26 044	27 848	59 072	42 840	21 609		
3250	Decrease (increase) in non-current debtors	0	0	0	0	0	0	0	0	0	0		
3260	Decrease (increase) other non-current	0	0	0	0	0	0	0	0	0	0		
3270	Decrease (increase) in non-current investments	0	0	0	0	0	0	0	0	0	0		
3280	Total Cash Receipts by Source	53 100 648	52 459 194	49 203 039	40 954 019	35 017 860	54 251 683	35 482 124	37 102 583	74 480 718	59 922 453	0	0
4000	Cash Payments by Type												
4010	Employee related costs	9 716 820	9 922 197	9 950 013	9 982 827	10 308 288	10 113 309	10 302 900	10 120 931	9 888 404	9 782 329		
4020	Remuneration of councillors	773 615	670 111	712 667	715 245	721 245	715 245	717 572	774 848	778 348	852 825		
4030	Collection costs	73 485	62 687	58 000	84 880	58 000	60 359	116 000	0	58 000	58 000		
4040	Interest paid	0	0	620 487	0	0	83 913	0	0	514 118	0		
4050	Bulk purchases - Electricity	0	19 428 402	18 529 246	11 217 544	10 640 493	11 018 451	10 723 758	13 252 815	15 642 366	17 878 983		
4060	Bulk purchases - Water & Sewer	0	0	0	0	0	0	0	0	0	0		
4070	Other materials	0	0	0	0	0	0	0	0	0	0		
4080	Contracted services	1 083 643	410 280	1 706 287	1 016 364	2 679 202	960 094	1 123 158	738 140	1 632 304	1 186 231		
4090	Grants and subsidies paid - other municipalities	10 000	188 387	88 677	185 930	37 668	118 886	175 400	0	118 500	178 900		
4100	Grants and subsidies paid - other	0	0	0	0	0	0	0	0	0	0		
4110	General expenses	8 880 539	5 949 475	5 209 141	5 955 758	6 259 555	6 402 638	4 864 495	6 676 109	9 303 212	10 781 664		
4120	Cash Payments by Type	20 548 082	36 630 558	36 875 518	29 138 548	30 701 451	29 472 805	27 823 223	31 562 843	37 936 252	40 828 942	0	0
4130	Other Cash Flows/Payments by Type												
4140	Capital assets	5 721 741	3 132 337	3 598 517	619 689	808 522	704 880	953 223	255 940	2 159 200	5 005 789		
4150	Repayment of borrowing	0	0	4 171 491	0	0	109 001	0	0	4 281 619	0		
4160	Other Cash Flows/Payments	28 258 432	2 996 100	5 682 854	90 946 864	-2 610 408	-12 420 720	-45 976 135	86 179 120	-12 080 983	8 108 792		
4170	Total Cash Payments by Type	54 526 255	42 758 985	50 328 390	120 705 081	28 899 585	17 866 046	-17 199 699	117 997 903	32 275 108	63 941 523	0	0
4180	Net Increase/(Decrease) in Cash Held	-1 425 607	9 700 199	-1 125 341	-79 751 062	6 118 295	36 385 637	52 681 813	-80 895 320	42 205 610	4 980 930	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	30 556 212	66 941 848	119 623 661	38 728 341	80 933 951	85 914 881	85 914 881
4200	Cash/cash equivalents at the month/year end:	95 614 121	105 314 320	104 188 979	24 437 917	30 556 212	66 941 848	119 623 661	38 728 341	80 933 951	85 914 881	85 914 881	85 914 881

OSA - STATEMENT OF FINANCIAL PERFORMANCE ACTUALS (All values in Rand. See Input Form Instructions)(Select Signaling Convention: +1 or -1, Check Totals)
 Save File as : Muncde_OSA_000_MunJul5 (e.g.: G1411_OSA_2005_M10)
 Change Year End (0000) to Financial Year End (e.g.: 2005 for year 2004/2005)
 Change Month End (Mun) to Active Month (M01=July...M12=June)(e.g.: M10)
 Change Muncde to your own municipal code (e.g.: G1411)
 All functions are listed below
 If function is a Municipal Entity change MunEnt 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	Func	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Committed Orders Month M10	Actual Month M10
9898				TOTAL FOR ALL FUNCTIONS		0100	OPERATING REVENUE	0	0
				TOTAL FOR ALL FUNCTIONS		0200	Property Rates	0	2 987 329
				TOTAL FOR ALL FUNCTIONS		0300	Property Rates - Penalties And Collection Charges	0	133 983
				TOTAL FOR ALL FUNCTIONS		0400	Service Charges	0	29 408 467
				TOTAL FOR ALL FUNCTIONS		0700	Rent Of Facilities And Equipment	0	331 108
				TOTAL FOR ALL FUNCTIONS		0800	Interest Earned - External Investments	0	648 854
				TOTAL FOR ALL FUNCTIONS		1000	Interest Earned - Outstanding Debtors	0	762 815
				TOTAL FOR ALL FUNCTIONS		1100	Dividends Received	0	0
				TOTAL FOR ALL FUNCTIONS		1300	Fines	0	238 043
				TOTAL FOR ALL FUNCTIONS		1400	Licenses and Permits	0	6 236
				TOTAL FOR ALL FUNCTIONS		1500	Agency Services	0	458 088
				TOTAL FOR ALL FUNCTIONS		1600	Transfers Recognised - Operating	0	7 468 085
				TOTAL FOR ALL FUNCTIONS		1610	Transfers Recognised - Capital	0	3 807 459
				TOTAL FOR ALL FUNCTIONS		1700	Other Revenue	0	303 779
				TOTAL FOR ALL FUNCTIONS		1800	Gain On Disposal Of Property, Plant & Equipment	0	0
				TOTAL FOR ALL FUNCTIONS		1800	Total Operating Revenue Generated	0	48 508 216
				TOTAL FOR ALL FUNCTIONS		2000	Less Revenue Foregone	0	-1 433 406
				TOTAL FOR ALL FUNCTIONS		2100	Total Direct Operating Revenue	0	45 074 809
				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	Interest Recoveries (Activity Based Costing Etc)	0	2 741 468
				TOTAL FOR ALL FUNCTIONS		2600	Dividends Received - Internal (From Municipal Entities)	0	0
				TOTAL FOR ALL FUNCTIONS		2700	Total Indirect Operating Revenue	0	2 741 468
				TOTAL FOR ALL FUNCTIONS		2800	OPERATING EXPENDITURE	0	47 816 277
				TOTAL FOR ALL FUNCTIONS		2800	Employee Related Costs - Wages & Salaries	0	0
				TOTAL FOR ALL FUNCTIONS		3100	Employee Related Costs - Social Contributions	0	-8 729 016
				TOTAL FOR ALL FUNCTIONS		3200	Less Employee Costs Capitalised	0	-2 209 082
				TOTAL FOR ALL FUNCTIONS		3300	Less Employee Costs Allocated To Other Operating Items	0	0
				TOTAL FOR ALL FUNCTIONS		3400	Remuneration Of Councilors	0	0
				TOTAL FOR ALL FUNCTIONS		3600	Debt Impairment	0	-893 825
				TOTAL FOR ALL FUNCTIONS		3600	Collection Costs	0	-2 307 481
				TOTAL FOR ALL FUNCTIONS		3700	Depreciation and Asset Impairment	-182 268	-182 268
				TOTAL FOR ALL FUNCTIONS		3900	Interest Expense - External Borrowings	0	-1 709 562
				TOTAL FOR ALL FUNCTIONS		4000	Redemption Payments - External Borrowings (Gainmap To Remove)	0	-694 633
				TOTAL FOR ALL FUNCTIONS		4100	Bulk Purchases	0	0
				TOTAL FOR ALL FUNCTIONS		4110	Other Materials	0	-17 878 993
				TOTAL FOR ALL FUNCTIONS		4200	Contracted Services	0	0
				TOTAL FOR ALL FUNCTIONS		4300	Grants and Subsidies	-1 454 731	-3 514 642
				TOTAL FOR ALL FUNCTIONS		4400	Other Expenditure	-1 000	-178 900
				TOTAL FOR ALL FUNCTIONS		4500	Loss On Disposal Of Property, Plant & Equipment	-10 628 427	-8 287 539
				TOTAL FOR ALL FUNCTIONS		4550	Contributions To/From Provisions	0	0
				TOTAL FOR ALL FUNCTIONS		4600	Total Direct Operating Expenditure	-12 164 426	-44 431 673
				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	-2 741 951
				TOTAL FOR ALL FUNCTIONS		5010	Contributed Assets	0	0
				TOTAL FOR ALL FUNCTIONS		5100	Total Indirect Operating Expenditure	0	-2 741 951
				TOTAL FOR ALL FUNCTIONS		5200	Total Operating Expenditure	-12 164 426	-47 173 624
				TOTAL FOR ALL FUNCTIONS		5300	SURPLUS	0	0
				TOTAL FOR ALL FUNCTIONS		6400	Operating Surplus / (Deficit) - Total Revenue Less Total Exp	-12 164 426	642 453
				TOTAL FOR ALL FUNCTIONS		5600	Taxation	0	0
				TOTAL FOR ALL FUNCTIONS		5800	Operating Surplus / (Deficit) - After Tax	-12 164 426	642 453
				TOTAL FOR ALL FUNCTIONS		5900	Cross Subsidisation	0	0
				TOTAL FOR ALL FUNCTIONS		6800	Plus Interest In Entities Not Wholly Owned	0	0
				TOTAL FOR ALL FUNCTIONS		6800	Surplus / (Deficit) After Tax, Cross Subsidies & Share Of As	-12 164 426	642 453
				TOTAL FOR ALL FUNCTIONS		6200	OTHER ADJUSTMENTS AND TRANSFERS	0	0
				TOTAL FOR ALL FUNCTIONS		6700	Dividends Paid (Municipal Entities Only)	0	0
				TOTAL FOR ALL FUNCTIONS		6210	Asset Financing Reserve (AFR)	0	0
				TOTAL FOR ALL FUNCTIONS		6700	Change To Unappropriated Surplus / (Accumulated Deficit)	-12 164 426	642 453

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CAA : ACTUAL CAPITAL ACQUISITION AND SOURCES OF FINANCE (All values in Rand)
 Save File as : Muncde_CAA_coy_Min.xls (e.g.: GT411, CAA_2005_M10)
 Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005)
 Change Month End (Mm) 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 MuncEnt 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/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Contr Assets	New Capital	Repl Capital	Repair/Mnt Capital	Total
			TOTAL FOR ALL FUNCTIONS		0300	Roads, Pavements, Bridges & Storm Water	0	650 664	3 303 037	0	3 953 701
			TOTAL FOR ALL FUNCTIONS		0400	Water Reservoirs & Refiltration	0	2 180 148	0	0	2 180 148
			TOTAL FOR ALL FUNCTIONS		0500	Car Parks, Bus Terminals and Taxi Ranks	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		0600	Electricity Refiltration	0	684 338	0	0	684 338
			TOTAL FOR ALL FUNCTIONS		0700	Sewerage Purification & Refiltration	0	0	133 125	0	133 125
			TOTAL FOR ALL FUNCTIONS		0800	Housing	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		0900	Street Lighting	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1000	Refuse stns	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1100	Gas	0	1 051 827	0	0	1 051 827
			TOTAL FOR ALL FUNCTIONS		1200	Other	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1300	Sub-total Infrastructure	0	4 678 777	3 438 162	0	8 012 839
			TOTAL FOR ALL FUNCTIONS		1400	COMMUNITY	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1500	Establishment of Parks & Gardens	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1600	Sportsfields	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1700	Community Halls	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1800	Libraries	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		1900	Recreational Facilities	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2000	Clinics	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2100	Museums & Art Galleries	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2200	Other	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2300	Sub-total Community	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2310	HERITAGE ASSETS	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2311	Heritage Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2312	Sub-total Heritage Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2320	INVESTMENT PROPERTIES	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2321	Investment Properties	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2322	Sub-total Investment Properties	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2400	OTHER ASSETS	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2500	Other motor vehicles	0	62 631	0	0	52 631
			TOTAL FOR ALL FUNCTIONS		2600	Plant & equipment	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2700	Office equipment	0	135 479	0	0	135 479
			TOTAL FOR ALL FUNCTIONS		2800	Abattoirs	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		2900	Markets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3000	Airports	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3100	Security Measures	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3110	Civic Land and Buildings	0	284 914	0	0	284 914
			TOTAL FOR ALL FUNCTIONS		3120	Other Land and Buildings	0	0	9 090	0	9 090
			TOTAL FOR ALL FUNCTIONS		3200	Other	0	66 582	0	0	66 582
			TOTAL FOR ALL FUNCTIONS		3300	Sub-total Other Assets	0	519 606	9 090	0	528 696
			TOTAL FOR ALL FUNCTIONS		3400	SPECIALISED VEHICLES	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3500	Refuse	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3600	Fire	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3700	Conservancy	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3800	Ambulances	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		3900	Bus	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4000	Sub-total Specialised Vehicles	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4010	AGRICULTURAL ASSETS	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4011	Agricultural Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4012	Sub-total Agricultural Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4020	BIOLOGICAL ASSETS	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4021	Biological Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4022	Sub-total Biological Assets	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4030	INTANGIBLES	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4031	Intangibles	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4032	Sub-total Intangibles	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4100	TOTAL	0	5 088 363	3 445 252	0	8 541 635
			TOTAL FOR ALL FUNCTIONS		4200	SOURCE OF FINANCE	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4300	External Loans	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4400	Asset Financing Reserve	0	1 288 927	3 438 162	0	4 725 089
			TOTAL FOR ALL FUNCTIONS		4500	Surplus Cash	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4600	Public contributions/ donations	0	0	9 090	0	9 090
			TOTAL FOR ALL FUNCTIONS		4700	National Government Transfers and Grants	0	2 743 629	0	0	2 743 629
			TOTAL FOR ALL FUNCTIONS		4701	Provincial Government Transfers and Grants	0	1 063 627	0	0	1 063 627
			TOTAL FOR ALL FUNCTIONS		4702	Disputed Municipality Transfers and Grants	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4703	Other Transfers and Grants	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		4800	Leases	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		5000	Other	0	0	0	0	0
			TOTAL FOR ALL FUNCTIONS		5100	TOTAL FINANCING	0	5 088 363	3 445 252	0	8 541 635

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WITZENBERG MUNICIPALITY						
Report: Expenditure on Staff & Councillor Benefits - April 2017						
(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	91 064 153	71 792 756	78.84%	
66(b)	Contributions to pension funds and medical aid	21 391 315	21 201 345	15 953 736	75.25%	
66(c)	Travel, accommodation and subsistence	5 838 706	5 838 706	4 141 190	70.93%	
66(d)	Housing benefits and allowances	5 334 334	5 144 334	1 140 201	22.16%	
66(e)	Overtime	7 338 291	7 338 291	7 047 973	96.04%	
66(f)	Loans and advances	0	0	0	0.00%	
66(g)	Other type of benefit or allowances related to staff	10 488 080	10 504 080	11 036 661	105.07%	
	Sub - Total (Staff Benefits)	R 143 664 879	R 141 090 909	R 111 112 517	78.75%	
Councillor Benefits						
MAY	Mayor	828 861	828 861	648 395	78.23%	
DM	Deputy Mayor	611 755	611 755	481 026	78.63%	
SP	Speaker	612 012	612 012	481 226	78.63%	
MCM	Mayoral Committee members	2 241 908	2 241 908	1 750 359	78.07%	
CLLR	Other Councillors	4 150 361	4 150 361	3 216 044	77.49%	
MED	Medical aid contributions	44 740	44 740	44 324	99.07%	
PEN	Pension fund contributions	975 395	975 395	682 347	69.96%	
WARD	Ward Committee Allowance	720 000	269 000	228 000	84.76%	
	Sub - Total (Councillors' Benefits)	10 185 032	R 9 734 032.00	R 7 531 720.95	77.38%	
	Total Councillor and Staff Benefits	R 153 849 911	R 150 824 941	R 118 644 238	78.66%	

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MUNICIPALITY WITZENBERG

Report: Withdrawals from Municipal Bank Accounts

Quarter ending March 2017 (April 2017)

Report in terms of section 11(4)(e) of the MFMA, Act no 56 of 2003

MFMA Section	Item Description	Income transactions February 2017	Income transactions March 2017	Income transactions April 2017	Expenditure transactions February 2017	Expenditure transactions March 2017	Expenditure transactions April 2017	Total YTD Income	Total YTD Expenditure
		R			R			R	R
11(1) (b)	Expenditure authorised in terms of section 28(4) (Expenditure before annual budget is approved)							-	-
11(1) (c)	Unforeseeable and unavoidable expenditure authorised in terms of section 28(1) (Mayor)							-	-
11(1) (d)	may approve emergency or other exceptional circumstances expenditure for which no budget provision was made (Relief, Section 12 withdrawals)							-	-
11(1) (e) (i)	charitable, trust or other funds withdrawals)							-	-
	Money collected on behalf of organ of state:								
	- VAT	3 014 211	3 279 370	3 808 585	2 313 032	2 572 700	3 693 593	32 780 472	31 100 226
11(1) (e) (ii)	- Agency fees, for example motor registration, drivers licence, etc.	858 571	1 367 997	2 068 941	1 329 017	1 817 279	1 464 957	14 510 007	16 063 942
11(1) (f)	Insurance received by the Municipality on behalf of organ of state	111 674	17 334	200	113 775	400	-	503 243	489 818
11(1) (g)	Refund of money incorrectly paid into bank account	241 740	234 117	118 702	118 474	166 171	153 013	1 912 768	1 290 951
	Refund of guarantees, sureties & security deposits	4 226 196	4 898 618	5 936 426	3 874 296	4 556 550	5 311 503	49 706 490	48 944 937
		Transactions February 2017	Transactions March 2017	Transactions April 2017					
11(1) (h)	Cash management and investment purposes:								
	- Realised	-	-23 000 000	-23 000 000					
	- Made	80 000 000	57 000 000	34 000 000					
	- Net movement	80 000 000	57 000 000	34 000 000					

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FMG

**Finance Management Grant
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

MUN

Municipality

WC022 Witzenberg

ME

Financial Year

2016/17

Month End

M10 Apr

0100 Financial Accounting for Grant Funds Received and Expended

	Rand
0200 Received Prior Periods (Since Inception) - See Last Months Form	1 475 000
0300 Received This Month	0
0400 Total FMG Funds Received	1 475 000
0500 Spent Prior Periods (Since Inception) - See Last Months Form	661 807
0600 Spent This Month	14 179
0700 Total FMG Funds Spent	675 986
0800 Total FMG funds Received and Not Spent	799 014
0900 Percentage of Funds Spent	45.83%
1000 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

K

MIG

**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

MUN Municipality

WC022 Witzenberg

Financial Year 2016/17

ME

Month End M10 Apr

0100 Financial Accounting for Grant Funds Received and Expended

	Rand
0200 Received Prior Periods (Since Inception) - See Last Months Form	22 087 323
0300 Received This Month	0
0400 Total MIG Funds Received	22 087 323
0500 Spent Prior Periods (Since Inception) - See Last Months Form	10 842 532
0600 Spent This Month	3 027 545
0700 Total MIG Funds Spent	13 870 077
0800 Total MIG funds Received and Not Spent	8 217 247
0900 Percentage of Funds Spent	62.80%
1000 Funds Currently Committed but Not Spent	0
1100 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, **DAVID NASBOON**

, The Accounting Officer or Delegate certify that the above information is correct

and that this report has been submitted electronically as required.

Signed

Dated

10/5/17

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

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

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



Account numb	Future/ May-17	Apr-17	Mar-17	Feb-17	Jan-17	Older than Jan-17	Total
17497300009	0	1646993.62	0	0	0	0	1646993.62
17790000028	0	1629598.98	0	0	0	0	1629598.98
17289900008	0	1503198.08	0	0	0	0	1503198.08
17364108002	0	1490550.91	0.03	0	0	0	1490550.94
20750396040	0	12832.93	12832.93	12955.91	13078.89	1133652.3	1185352.96
60011060006	0	807726.48	0	0	0	0	807726.48
89760700012	0	0	0	0	0	802785.34	802785.34
10000672976	0	0	0	0	0	758029	758029
19002200099	0	676497.8	0	0	0	0	676497.8
60000700021	0	172999.85	130218.65	107862.98	97518.53	3129.81	511729.82
75005720008	0	452.76	77.39	62.87	155.11	469195.43	469943.56
20750187251	0	131066.68	130477.86	133524.57	72843.96	0	467913.07
20803000007	0	449920.02	0	0	0	0	449920.02
10000413144	0	0	0	0	0	391111.95	391111.95
10000678594	0	0	0	0	0	379050.28	379050.28
10000645367	0	0	0	0	0	339528.93	339528.93
20190383039	0	13709.33	18941.9	17844.9	29013.99	256334.62	335844.74
75008270007	0	51.66	99.86	100.73	55.73	328448.75	328756.73
24262800055	0	7006.52	7065.42	7124.32	7183.22	278153.38	306532.86
75012160011	0	1489.09	5850.93	2733.2	8037.18	260411.89	278522.29
13540600050	0	268237.27	955.03	0	0	0	269192.3
10000634525	0	0	0	0	0	266087.86	266087.86
90731800002	0	1257.97	2095.56	1635.44	2535.63	258129.36	265653.96
75012290015	0	542.23	606.94	536.2	571.21	262983.24	265239.82
89568200006	0	594.42	531.76	513.45	586.51	253930.44	256156.58
17790000035	0	250067.92	0	0	0	0	250067.92
86514204655	1603.55	1349.12	2066.98	878.65	900.99	241499.31	248298.6
75013190028	0	2033.35	2223.37	1885.61	2443.91	235786.71	244372.95
10000679076	0	0	0	0	0	232784.61	232784.61
10000670974	0	0	0	0	0	232247.68	232247.68
20850298012	0	18503.75	18503.75	18681.08	18858.41	155353.6	229900.59
89584900012	0	504.95	516.72	452.81	11.7	224111.32	225597.5
17364960011	0	225355.19	0	0	0	0	225355.19
17364460009	0	219773.26	0	0	0	0	219773.26
89585000005	0	572.05	599.42	566.52	662.93	203688.54	206089.46
75012090028	0	2510.51	2857.36	1984.16	2696.13	194895.03	204943.19
13285200054	0	203560.38	0	0	0	0	203560.38
70102372001	0	201695.7	1572.09	0	0	0	203267.79
75009390050	0	8815.28	10532.93	3488.71	21330.94	152292.28	196460.14
13769600208	0	196076.91	0.04	0	0	0	196076.95
77032900002	0	1080.57	1119.73	1280.68	1314.21	190294.55	195089.74
10000697010	0	0	0	0	0	195008.38	195008.38
13258100084	0	76197.47	20881.6	16405.58	16673.78	61212.8	191371.23
20751872510	0	30916.33	31176.23	31436.13	31696.03	66023.96	191248.68
19282100012	0	188052.1	0	0	0	0	188052.1
19766800023	0	1935.28	1968.8	1854.81	1992.85	178535.94	186287.68
75012100017	0	6238.72	7641.22	5011.91	9111.36	153381.56	181384.77
88515300019	0	6593.97	14984.29	6142.38	19709.92	133043.24	180473.8
89586800011	0	1198.32	2065.48	1744.82	2608.58	168507.99	176125.19
70201165022	0	106.57	265.34	0	193.35	174535.62	175100.88
89575500009	0	9818.53	8198.84	3887.35	7559.75	142257.8	171722.27
18959700001	0	171347.99	0	0	0	0	171347.99
24262900038	0	4141.58	4288.91	3987.54	5264.15	153209.67	170891.85
80515700066	3344.75	452.33	531.34	405.81	831.77	156012.62	161578.62
10000645257	0	0	0	0	0	159869.7	159869.7
89568300003	0	1466.72	1200.89	1006.2	1106.27	148087.5	152867.58

2

Property Plant & Equipment

The Statement of GAAP 1.7 on Property, Plant and Equipment provides the accounting treatment for property, plant and equipment as that the point of financial statements are drawn information about the municipality's investment in its property, plant and equipment and the changes in such investment. The principal focus is accounting for property, plant and equipment & the recognition of its assets, the classification of their carrying amounts and the recognition charges and treatment issues to be assigned in relation to them.

Reconciliation of Carrying Value

	Local R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2015	79 802 871	30 342 944	441 148 884	46 749 642	386 475	35 512 402	713 899 478
Cost	79 802 871	121 779 100	302 222 674	74 144 004	1 807 830	27 242 402	608 102 279
Accumulated Impairments	-	-	(76 807)	-	-	(261 856)	(571 863)
Accumulated Depreciation	-	(6 800 497)	(711 348 218)	(29 402 740)	(271 797)	(27 212 320)	(110 657 475)
Acquisitions	-	33 674	9 300 770	214 142	-	4 206 400	13 855 986
Capital Under Construction	-	927 888	23 302 882	472 308	-	1 171 919	25 685 197
Transfers from/to Non-current Assets Held for Sale - Note	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Transfers from/to Investment Properties - Note	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-
Reversals	-	-	-	-	-	-	-
Depreciation	-	(302 140)	(10 208 797)	(7 428 383)	(224 420)	(2 604 142)	(18 348 184)
Normal Depreciation	-	(302 140)	(10 208 797)	(7 428 383)	(224 420)	(2 604 142)	(18 348 184)
Correction of error	-	-	-	-	-	-	-
Carrying value at closure	-	-	-	-	-	-	-
Depreciated Cost	-	-	-	-	-	-	-
Depreciated Cost less Depreciation	-	-	-	-	-	-	-
Carrying value at April 2017	79 802 871	29 371 344	442 910 309	46 993 794	386 839	35 502 211	722 206 259
Cost	79 802 871	122 148 205	301 927 742	74 300 948	1 807 830	27 312 041	608 536 127
Accumulated Impairments	-	-	(14 871)	-	-	(281 856)	(571 863)
Accumulated Depreciation	-	(6 187 311)	(721 337 210)	(29 443 098)	(21 166 307)	(26 239 473)	(106 477 899)

2

Intangible Assets

	2017 R
Computer Software	
Carrying value at 1 July 2016	2 845 345
Net Carrying amount at 1 July	
Cost	4 400 000
Accumulated Amortisation	(1 554 655)
Accumulated Impairment	
Additions	
Amortisation for Year	(188 707)
Impairments	
Disposals	
Net Carrying amount at 30 June	2 656 638
Cost	4 400 000
Accumulated Amortisation	(1 741 362)
Accumulated Impairment	

Investment Property

	2017 R
Net Carrying value at 1 July 2016	40 800 181
Cost	50 860 820
Under Construction	-
Accumulated Depreciation	(9 388 177)
Accumulated Impairment	-
Acquisitions	
Disposals	
Depreciation for the year	(287 494)
Impairment	
Transfers from Inventory	
Transfers	
Net Carrying amount at 30 June	40 512 687
Cost	50 860 820
Accumulated Depreciation	(9 348 133)
Accumulated Impairment	-

2

Heritage Assets

	2017 R
Net Carrying value at 1 July 2016	589 600
Cost	589 000
Accumulated impairment	-
Acquisitions	-
Disposals	-
Transfers	-
Net Carrying amount at 30 June	589 000
Cost	589 000
Accumulated impairment	-

Capitalised Restoration Cost

	2017 R
Net Carrying value at 1 July 2016	29 813 121
Cost	30 973 071
Under Construction	-
Accumulated Depreciation	(24 154 950)
Accumulated impairment	-
Acquisitions	-
Disposals	-
Depreciation for the year	-
Impairment	-
Transfers from Inventory	-
Transfer	-
Net Carrying amount at 30 June	26 813 121
Cost	30 973 071
Accumulated Depreciation	(24 154 950)
Accumulated impairment	-

INSURANCE REPORT: April 2017

Monthly Premium	R 101 432
Insurance Receipts	R 49 609
Insurance Expenses	R 12 710

Claims movement for the month

Total claims open at the beginning of the month	76
New claims for the month	-
Claims closed during the month	3
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: 2009/10/23. 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 Donnebos 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. 24/11/2016: The municipality has been ordered by the High Court to pay an amount of R780 000	1 427 600.00
Claim: 581-Truck CFA829 with trailer CFA1747 with Bomeg in accident with CF143631) Date Reported: 2012/01/17 Reason: Claim denied. Only damage to trailer was not denied. Damage to Bomeg 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

Current progress on claims

<i>Action Taken</i>	<i>Total</i>
Additional Information Submitted to Insurance	3
Claim Reported, Awaiting Response from Insurer	3
Order Made out and given through to supplier	3
Request for Quotations Submitted	2
Requested Department to obtain Quotation	4
Insurer Requires Additional Information	9
Additional Information Requested from relevant department	8
Invoice received and submitted for payment/or refund to Insurers	1
Assessor appointed	2
Quotations submitted to Insurer, Awaiting Approval	4
Agreement of Loss signed and sent to Insurer	2
Agreement of Loss signed and submitted to Insurer	5
Require Third Party Letter of Claim	2
Agreement of loss received	1
Claim within excess: Memo submitted to Manager for approval	3
Insurer requires proof of Excess Payment	1
Settlement Received	2
Waiting on receipt	1
Grand Total	56

Age analysis of Outstanding Claims

Category	AON	INDWE	Grand Total
30 days or Less	1		1
60 days or more	6		6
More than 120 Days	49	14	63
Grand Total	56	14	70

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	Grants Received	Operating Expenditure	Capital Expenditure	Balance 31 June 2017
	R	R	R	R	R
National Government Grants	-12 824 605	-126 162 488	59 886 982	25 334 012	-53 766 099
Finance Management Grant	-	-1 475 000	675 986	-	-799 014
Municipal Systems Improvement Grant	0	-	-	-	0
Municipal Infrastructure Grant	-698 323	-21 389 000	942 595	12 927 482	-8 217 246
Regional Bulk Infrastructure Grant	-	-	-	931 112	931 112
Housing - Kluitjieskraal	-	-	-	-	-
Integrated National Electricity Program	-507 548	-5 000 000	313 290	2 055 405	-3 138 853
Equitable share	-	-59 325 000	49 778 333	-	-9 546 667
Neighbourhood Development Plan	-321	-	-	-	-321
Rural Development	-471 155	-	-	-	-471 155
Expanded Public Works Programme	12 375	-1 336 000	1 364 737	-	41 112

Provincial Government Grants

Library services	-1 416 673	-2 477 000	15 862	587 631	-3 290 180
Library Grant - MRF	0	-5 498 000	143	-	-5 497 857
Draught Relief	-4 517 242	-396 833	40 426	199 137	-4 674 512
Intership Grant	-	-60 000	-	-	-60 000
Capacity Grant	-	-120 000	-	-	-120 000
CDW	-337 816	-150 000	61 586	-	-426 229
Mainroads	-	-	136 800	-	136 800
Housing	-1 478 410	-26 189 479	5 671 091	7 137 380	-14 859 418
Multipurpose Centre (Thusong Centre)	-222 000	-100 000	-	-	-322 000
Financial Management Supporting Grant	-1 310 000	-220 000	12 004	-	-1 517 996
Department of Local Government	-	-1 603 167	336 000	1 473 293	206 126
Municipal Infrastructure Support Grant	-594 594	-	-	-	-594 594

Other

Grant Water meters (China)	-84 307	-	-	-	-84 307
Cape Winelands	-	-300 000	-	-	-300 000
Essen Belgium	-1 198 591	-523 009	538 127	22 574	-1 160 899

P

QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that –

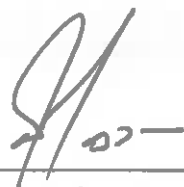
- The monthly in year monitoring reports for the month of April 2017

has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Mr D Nasson

Municipal Manager of WITZENBERG MUNICIPALITY.

Signature :



Date:

