

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager / Munisipale Bestuurder

VAN / FROM: Director: Finance / Direkteur: Finansies

DATUM / DATE: 31 October 2017 / 31 Oktober 2017

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

FINANCE MONTHLY REPORT – OKTOBER 2017

A MAYOR'S REPORT

Credit control for various reasons remains a challenge for the municipality.

B RECOMMENDATION

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

C EXECUTIVE SUMMARY

The municipality has read 94% of its consumption meters of which 98% was read correctly the first time. The monthly billing was also done as scheduled and during this process 16 994 accounts amounting to R 25.3 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 3.5 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 27.4 million of which R 0.9 million was in terms of deviations.

The municipality currently has R 60 million in its primary bank account and 43 million on investment.

FINANSIES MAANDELIKSE VERSLAG – OKTOBER 2017

A BURGEMEESTERS VERSLAG

Kredietbeheer bly 'n uitdaging vir die munisipaliteit as gevolg verskillende redes.

B AANBEVELING

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

C OPSOMMING

Die munisipaliteit het 94% van die meters geles, waarvan 98% die eerste keer korrek geles is. Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 16 994 rekeninge ten bedrae van R 25.3 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 3.5 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 27.4 miljoen uitgereik, waarvan R 0.9 miljoen ten opsigte van afwykings is.

Die munisipaliteit het R 60 miljoen in die primêre bankrekening en R 43 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

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 beamppte '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 beamppte of die hoof finansiële beamppte van 'n munisipaliteit, of enige ander senior finansiële beamppte van die munisipaliteit wat op die skriftelike magtiging van die rekenpligtige beamppte, kan onttrek geld of magtig om die onttrekking van geld uit enige van die munisipaliteit se bank rekeninge, en kan dit doen net-

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

2.2 Besteding aan personeel voordele

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

"66. Die rekenpligtige beamppte van 'n munisipaliteit moet, in 'n formaat en vir tydperke as wat voorgeskryf mag word, aan die

council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits, and in a manner that discloses such expenditure per type of expenditure, namely—

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

2.3 Monthly budget statements

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

This section read as follows:

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

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

(2) The statement must include—

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

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

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 beampte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg:

"71. (1) Die rekenpligtige beampte van 'n munisipaliteit moet nie later as 10 werk dae na die einde van elke maand aan die burgemeester van die munisipaliteit en die betrokke Provinsiale Tesourie 1 verklaring in die voorgeskrewe formaat oor die toestand van die munisipaliteit se begroting wat die volgende besonderhede vir die maand en vir die finansiële jaar tot die einde van die maand:

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

(2) Die staat moet die volgende insluit-

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

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

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

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

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

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

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

formaat van 'n getekende dokument en in elektroniese formaat.

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

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

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

2.4 Other Policy Requirements

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

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

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:

Activities	Aug-17	Sep-17	Oct-17
Meter readings:			
No. of meter readings by meter readers	13 378	13 506	13 533
No. of readings estimated	968	826	764
No. of readings by owners	408	423	435
Metering online	70	70	70
Total number of meters	14 824	14 825	14 802
Completion date of meter readings	14/08/2017	14/09/2017	13/10/2017
No. of re-readings performed	235	779	1 152
No. of changes after re-readings	74	197	253
% of meters read correctly first time	99.45%	98.54%	98.13%
Faulty meters to technical dept.	94	390	88
Zero Consumption to tech,dept	121	142	132
Faulty meters replaced	8	18	26
New water Connections	3	3	4
New Sewerage Connections	3	3	4
% of meters estimated	6.53%	5.57%	5.16%

Nota.Skattinges redes by Meterlesings Note Estimates - Meter readings	Aug-17	Sep-17	Oct-17
Meter locked	40	32	37
Gate locked	368	309	281
Under Ground	59	47	33
Beneath rubble	35	28	18
Under water	48	37	32
Dogs	116	91	68
Meter unreadable	27	26	23
Can't find meter	266	249	258
Vehicles parked on meter	9	7	11
Unread	0	0	3
	968	826	764

Explanation:

Estimations: Water 593; Electricity 171

Verduideliking:

Skattinges: Water 593; Elektriesiteit 171

Rates clearance certificates	Aug-17	Sep-17	Oct-17
Plots subdivided	0	31	0
Application for clearance certificates	28	22	25
Clearance certificates issued	77	53	49
Deeds registrations	84	50	66
Consolidations	0	2	0

3.1.1.1 Billing dates

3.1.1.1 Heffingsdatums

Billing:	Aug-17	Sep-17	Oct-17
Debt raising date	22/08/2017	20/09/2017	20/10/2017
Date of account postage	25/08/2017	22/09/2017	24/10/2017
Debtor reconciliation (Debtors/Votes/Age analysis)	01/09/2017	01/10/2017	01/11/2017
Electricity Pre paid Reconciliation	01/09/2017	01/10/2017	01/11/2017

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

Number of informal households with access to basic services without accounts	Aug-17	Sep-17	Oct-17
- N'duli (Polo cross)	1 096	1 096	1 096
- Tulbagh (Chris Hani)	812	812	812
- Wolseley (Pine Valley)	338	338	338
Total	2 246	2 246	2 246

3.1.1.3 Number of consumers with services

Number of consumers with services	Aug-17	Sep-17	Oct-17
Electricity - Conventional	2 788	2 406	2 402
Electricity - Prepaid	10 189	10 213	10 228
Property rates	14 335	14 342	14 348
Refuse removal	15 118	15 053	14 988
Sewerage	15 069	15 021	14 960
Water	15 163	15 215	15 182
Other	810	805	797
Total number of accounts printed	13 584	13 656	13 550
Total number accounts emailed	3 293	3 209	3 444

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

Service Description	Aug-17	Sep-17	Oct-17
Assessment Rates (Monthly)	3 844 298.93	3 180 230.71	3 155 099.53
Assessment Rates (SV)			
Electricity	20 908 151.38	18 935 954.08	14 384 376.45
Refuse Removal	2 616 223.25	2 200 871.24	2 280 247.40
Sewerage	2 166 385.84	2 017 557.26	2 041 186.04
Water Levies	3 201 347.43	4 298 273.33	4 442 903.77
Rental	77 488.13	79 009.54	79 009.53
Indigent subsidy	-1 133 509.67	-1 104 757.61	-1 064 080.84
Sundries	18 498.90	39 150.59	53 214.70
Total	31 698 884.19	29 646 289.14	25 371 956.58

Explanation:

Water restriction tariffs applied to Witzenberg area.

Verduideliking:

Water beperking tariewe van toepassing in Witzenberg area.

3.1.3 Pre-paid Electricity Sales

3.1.3 Vooruitbetaalde Elektrisiteit Verkope

	Aug-17	Sep-17	Oct-17
Total Pre Paid Meters	10 189	10 213	10 228
Total Free units(Indigents)	106 550	102 150	103 500
Cost of free Units	R117 205	R112 365	R113 850
Units sold	2 682 423	2 528 633	2 484 636
Cost of units sold	R3 246 932	R3 053 710	R2 996 832
Vat Amount	R471 028	R443 294	R435 541
Auxillary Amount	R2 073	R1 941	R1 471
Total Amount Pre Paid	R3 837 238	R3 611 309	R3 547 694

3.1.4 MONTHLY INCOME PER SERVICE

	YTD	M02	M03	M04
Monthly Billing	148 273 201	30 514 335	30 712 320	26 534 073
Property Rates	39 507 676	3 391 146	3 233 892	3 405 271
Electricity	72 430 225	19 152 292	18 890 986	14 344 769
Water	15 184 139	3 088 965	4 279 210	4 341 346
Waste Management	9 611 689	2 595 766	2 188 120	2 278 791
Waste Water Management	11 110 146	2 153 229	2 015 636	2 041 597
Housing Selling Scheme	215 806	52 086	62 813	58 920
Property Rental Debtors	101 653	25 403	25 424	25 424
Service Charges	111 868	55 451	16 239	37 956
Land Sale Debtors	-	-	-	-
Water and Sanitation Service A	-	-	-	-
Collections	140 178 307	41 398 538	29 896 180	39 228 500
Property Rates	34 476 254	12 934 736	5 489 816	12 706 525
Electricity	74 341 611	20 502 290	18 446 775	17 251 038
Water	10 743 999	3 050 571	2 526 385	2 851 042
Waste Management	7 052 080	2 093 873	1 670 964	1 804 150
Waste Water Management	9 673 647	2 030 988	1 675 549	1 667 600
Housing Selling Scheme	87 417	22 392	29 288	38 425
Property Rental Debtors	71 825	18 195	18 728	17 961
Service Charges	173 672	49 091	38 674	30 358
Land Sale Debtors	3 557 802	696 402	-	2 861 400
Collection Rate per service				
Property Rates	87%	381%	170%	373%
Electricity	103%	107%	98%	120%
Water	71%	99%	59%	66%
Waste Management	73%	81%	76%	79%
Waste Water Management	87%	94%	83%	82%
Housing Selling Scheme	41%	43%	47%	65%
Property Rental Debtors	71%	72%	74%	71%
Service Charges	155%	89%	238%	80%
Over all Collection Rate	95%	136%	97%	148%
Year To date collection rate				95%

3.1.5 Indigent Households

3.1.5 Behoeftige Huishoudings

Indigent households	Aug-17	Sep-17	Oct-17
Deferments	3 825 676.43	3 411 707.50	3 209 811.82
Current	761 607.03	787 785.97	675 467.68
30 days	639 023.77	543 770.39	497 992.12
60 days	293 004.18	522 273.26	425 883.29
90 days	345 258.36	256 338.89	428 426.26
> 90 days	9 751 420.65	8 559 801.49	7 176 080.70
Total	15 615 990.42	14 081 677.50	12 413 661.87

Mechanisms	Aug-17	Sep-17	Oct-17
Approved Indigent households:			
No. of households at beginning of the month:	2 482	2 455	2 402
Additions during the month	202	271	159
Cancellations during the month	229	324	248
No. of households at end of the month:	2 455	2 402	2 313
Cost of Indigent to Council	R1 133 509.67	R 1 104 757.61	R 1 064 080.84

Explanation:

Indigent households decreased from 2 402 to 2 313

Verduideliking:

Deernis huishoudings verminder vanaf 2 402 tot 2 313

3.1.6 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 31 October 2017:

3.1.6 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 31 Oktober 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	6 076 162	1 088 813	1 009 235	968 819	966 768	825 534	4 925 092	40 577 535	56 437 957	30.41%
Electricity	11 747 179	695 715	403 101	229 229	198 632	176 265	636 153	2 376 694	16 462 969	8.87%
Property Rates	3 534 490	236 840	4 424 589	164 359	207 349	149 097	766 370	13 847 423	23 330 518	12.57%
Waste Water Management	2 757 474	590 832	531 610	472 318	461 330	446 929	2 568 317	18 328 651	26 157 461	14.09%
Waste Management	3 138 623	818 823	677 141	471 528	433 457	441 300	2 334 030	22 614 428	30 929 330	16.67%
Property Rental Debtors	103 307	17 003	16 943	16 929	16 801	16 052	92 919	974 159	1 254 113	0.68%
Interest on Arrear Debtor Accounts	62 889	54 109	64 033	77 401	110 796	103 761	907 533	30 804 839	32 185 360	17.34%
Other	-2 701 541	55 377	25 114	105 259	31 112	27 038	181 991	1 099 620	-1 176 030	17.34%
Total By Income Source	24 718 583	3 557 511	7 151 765	2 505 842	2 426 245	2 185 976	12 412 406	130 623 350	185 581 678	100%
%	229.72%	-4.71%	-2.14%	-8.95%	-2.65%	-2.30%	-15.48%	-93.50%	100.00%	
Debtors Age Analysis By Customer Group										
Organs of State	1 775 307	675 855	1 759 920	103 319	27 333	23 422	113 069	2 357 184	6 835 409	3.68%
Commercial	10 051 720	346 877	1 501 606	249 142	239 099	238 754	747 391	7 521 638	20 896 227	11.26%
Households	11 551 220	2 326 437	2 864 215	1 978 542	1 914 795	1 741 804	10 487 150	113 526 151	146 390 315	78.88%
Other	1 340 336	208 343	1 026 024	174 839	245 018	181 994	1 064 796	7 218 377	11 459 728	6.18%
Total By Customer Group	24 718 583	3 557 511	7 151 765	2 505 842	2 426 245	2 185 976	12 412 406	130 623 350	185 581 678	100%
%	13.32%	1.92%	3.85%	1.35%	1.31%	1.18%	6.69%	70.39%	100.00%	

Explanation:

The increase in outstanding debt can be attributed to:

- No credit control mechanism for PA Hamlet, Op-die-Berg and Indigents.

Verduideliking:

Die styging in debiteure is as gevolg van:

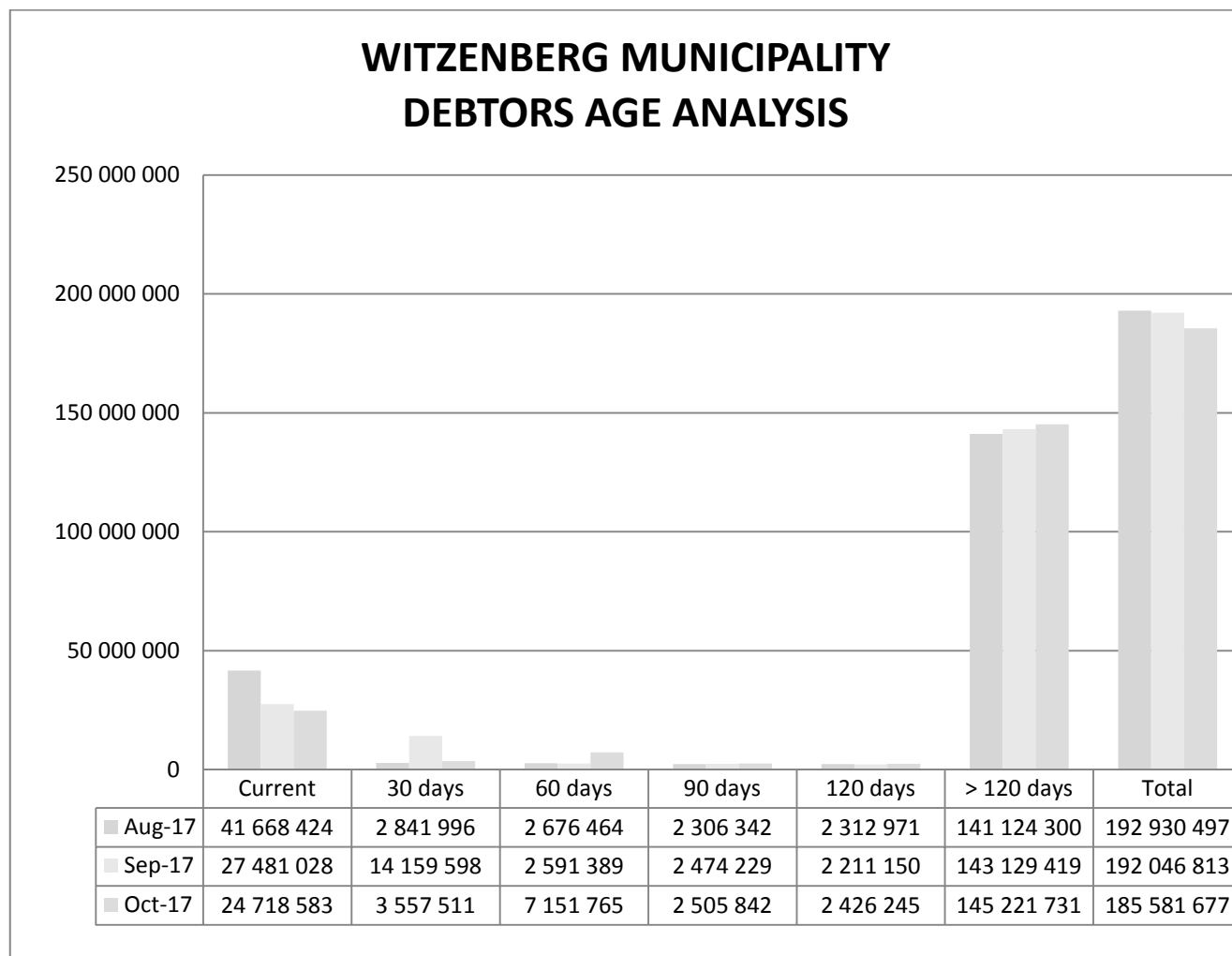
- Geen kredietbeheer meganisme vir PA Hamlet. Op-die-Berg en Deernis gevalle nie.

3.1.7 DEBITEURE OUDERDOMSANALISE

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

3.1.7 VERGELYKING

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



Explanation:

The increase in outstanding debt can be attributed to:

- No credit control mechanism for PA Hamlet, Op-die-Berg and Indigents.

Verduideliking:

Die styging in debiteure is as gevolg van:

- Geen kredietbeheer megansime vir PA Hamlet. Op-die-Berg en Deernis gevalle nie.

3.1.8 RECEIPTING

3.1.8 ERKENNING VAN ONTVANGS

The table below indicates the cash flow:

Die onderstaande tabel dui die kontantvloei aan:

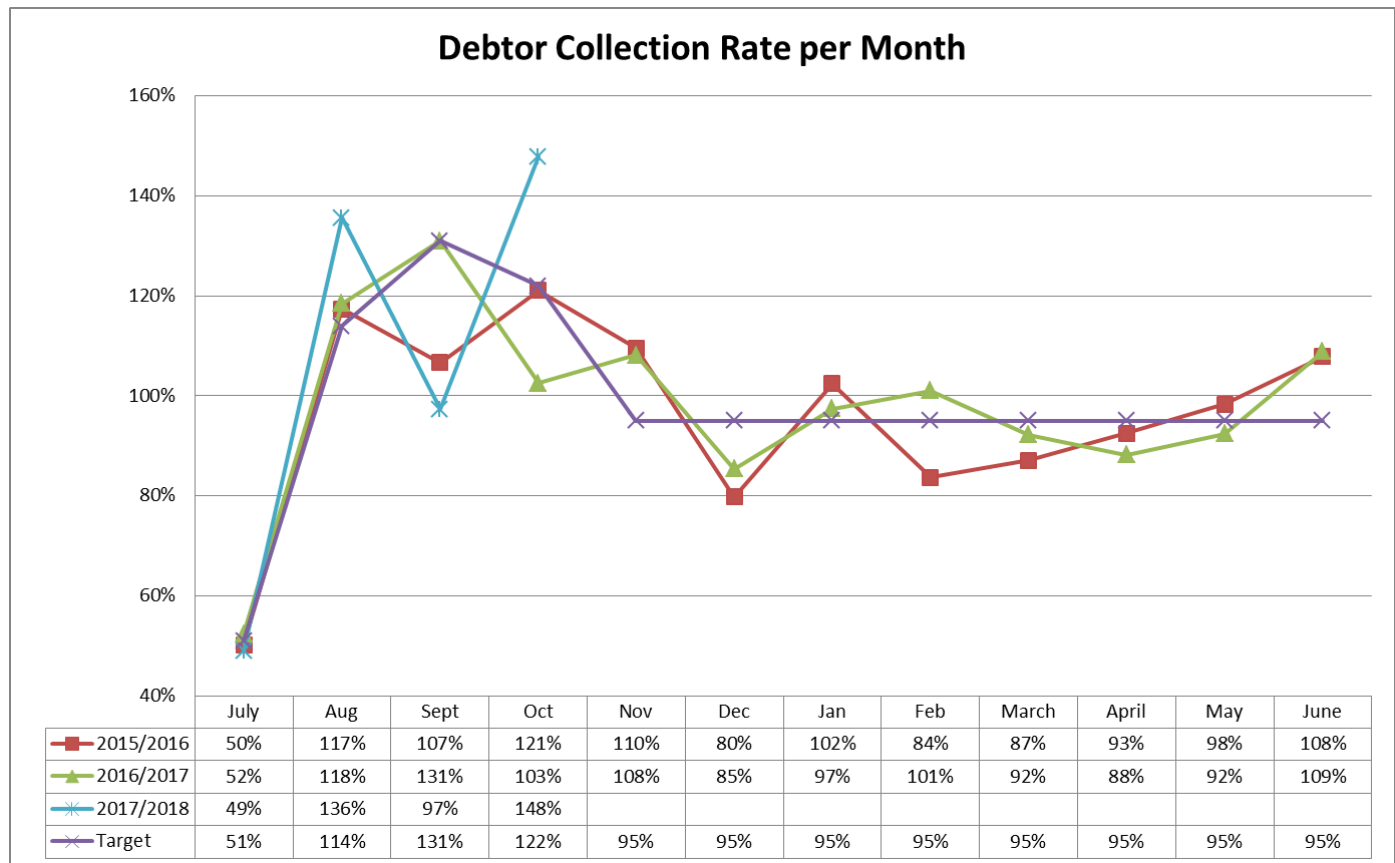
Detail	Month 2 Aug	Month 3 Sept	Month 4 Oct
Cash Receipts by Source			
Property rates	10 162 239	180 491	528 270
Property rates - penalties & collection charges		0	0
Service charges - electricity revenue	20 502 290	3 353 559	4 848 328
Service charges - water revenue	3 050 571	109 588	214 362
Service charges - sanitation revenue	2 030 988	98 177	87 488
Service charges - refuse revenue	2 093 873	96 399	163 193
Service charges - other	4 113 710	24 317 750	32 412 632
Rental of facilities and equipment	32 352	815 550	144 247
Interest earned - external investments	1 052 635	-496	1 234 451
Interest earned - outstanding debtors	13 461	0	0
Dividends received	0	0	0
Fines	13 104	18 087	144 002
Licences and permits	0	-1 491 433	-206 189
Agency services	0	0	0
Transfer receipts - operational	29 339 000	354 301	7 046 289
Other revenue	50 631 506	715 356	3 298 231
Cash Receipts by Source	123 035 729	28 567 329	49 915 304
Other Cash Flows/Receipts by Source	0	0	
Transfer receipts - capital	12 613 291	0	0
Contributions recognised - capital & Contributed assets	0	0	0
Proceeds on disposal of PPE	0	0	0
Short term loans	0	0	0
Borrowing long term/refinancing	0	0	0
Increase (decrease) in consumer deposits	-54 051	60 768	75 815
Decrease (Increase) in non-current debtors	0	0	0
Decrease (increase) other non-current receivables	0	0	0
Decrease (increase) in non-current investments	0	-10 537	0
Total Cash Receipts by Source	135 594 969	28 617 560	49 991 119
Cash Payments by Type			
Employee related costs	8 312 019	11 092 397	11 416 475
Remuneration of councillors	752 382	729 422	752 382
Collection costs	172 298	0	0
Interest paid	0	230 882	0
Bulk purchases - Electricity	351 388	44 687 798	13 080 130
Bulk purchases - Water & Sewer	0	0	0
Other materials	283	919 166	2 045 293
Contracted services	12 666	1 252 024	507 065
Grants and subsidies paid - other municipalities	0	0	0
Grants and subsidies paid - other	0	46 250	3 120 344
General expenses	34 364 464	6 266 988	3 147 208
Cash Payments by Type	43 965 500	65 224 927	34 068 897
Other Cash Flows/Payments by Type	0	0	0
Capital assets	0	4 229 333	4 150 875
Repayment of borrowing	0	914 903	-1 623
Other Cash Flows/Payments	14 453 344	-9 193 409	-1 352 906
Total Cash Payments by Type	58 418 844	61 175 754	36 865 243
Net Increase/(Decrease) in Cash Held	77 176 125	-32 558 194	13 125 876
Cash/cash equivalents at the month/year begin:	45 875 426	123 051 551	90 493 357
Cash/cash equivalents at the month/year end:	123 051 551	90 493 357	103 619 234

3.1.8.1 Receipting

3.1.8.1 Erkenning van Ontvangste

Cashiers:	Aug-17	Sep-17	Oct-17
Average of all Cashiers			
Number of transactions	7 899	7 423	7 479
Number of days operational	176	160	176
Number of receipts cancelled	27	5	7
Amount receipted	R 68 548 889.00	R 61 453 991.93	R 46 481 168.31
Value of variances in end of days - Surplus/(Shortage)			
Average number of transactions per day	44.88	46.39	42.49
Percentage cancelled receipts	0.34%	0.07%	0.09%
Percentage variances in end of days	0.00%	0.00%	0.00%

3.1.9 DEBTOR COLLECTIONS RATE PER MONTH



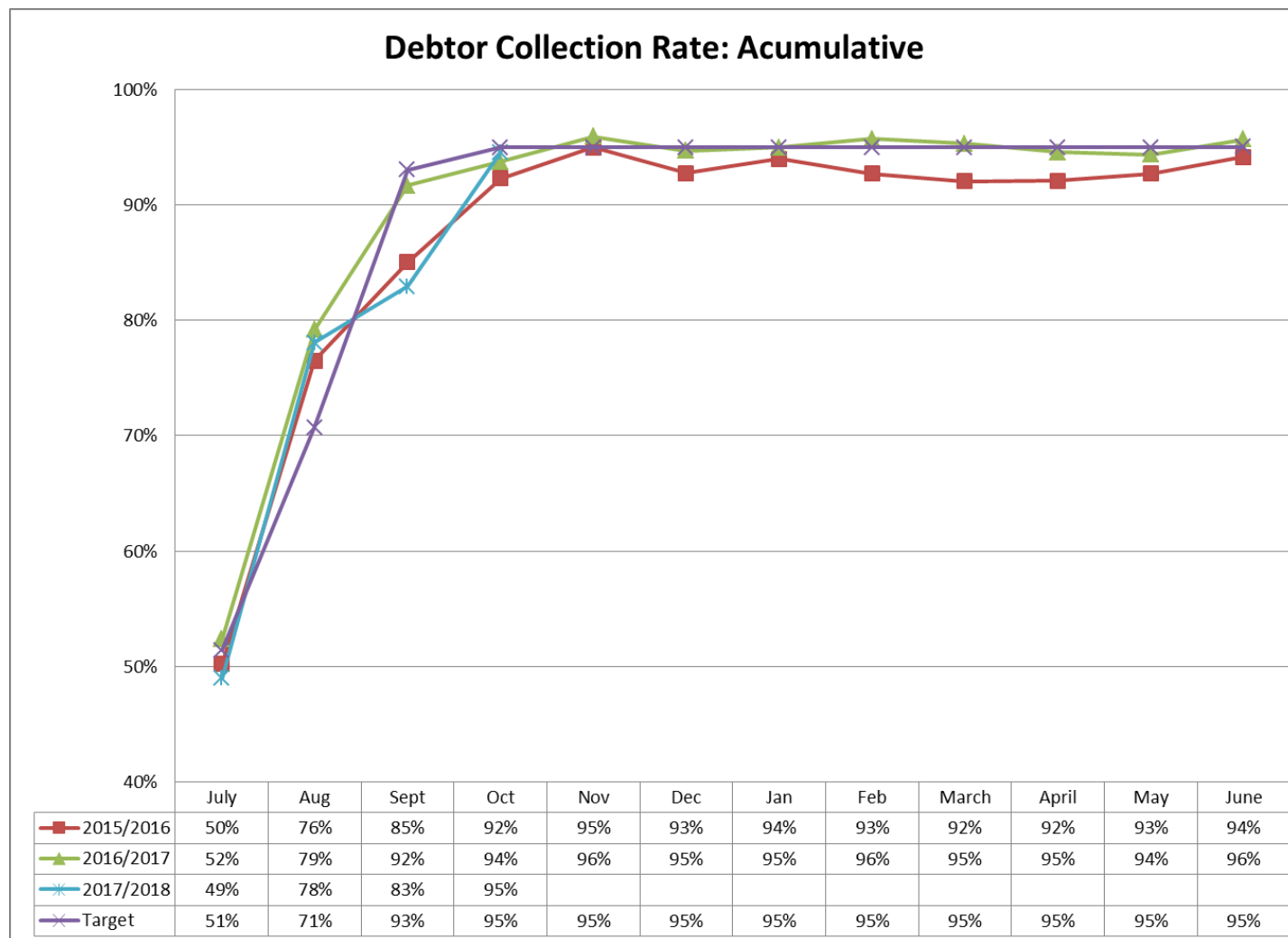
Explanation:

The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 131% while the actual figure for September 2017 amounts to 97% which in comparison to the previous year 131%. Income for yearly property rates was received during August 2007.

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 131%, terwyl die syfer vir September 2017 - 97% beloop in vergelyking met die vorige jaar 131%. Inkomste tov jaarlikse eiendomsbelasting is reeds in Augustus ontvang.

3.1.10 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 99% while the actual figure is 83%.

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 99%, terwyl die werklike syfer 83% beloop.

3.1.11 SUMMARY OF OUTSTANDING DEBT

Die tabel hieronder verskaf 'n opsomming van uitstaande skuld:

	Aug-17	Sep-17	Oct-17
Councillors:	R	R	R
Deferments	509.09	17 831.7	4 080.18
Current	22 214.22	20 373.95	22 363.35
30 days	9 458.24	2 768.24	5 914.51
60 days	4 656.64	2 613.36	1 553.58
90 days	4 515.01	2 134.24	2 192.79
> 90 days	66 387.12	60 297.95	59 449.99
Total	107 740.32	106 019.44	95 554.40
Employees:	R	R	R
Deferments	129 050.16	164 939.49	144 359.29
Current	83 633.55	101 616.72	57 012.97
30 days	8 445.23	32 505.52	5 205.67
60 days	6 837.92	5 778.55	2 109.35
90 days	3 712.96	4 409.76	1 495.26
> 90 days	31 526.61	33 202.67	28 945.28
Total	263 206.43	342 452.71	239 127.82
Government Departments:	R	R	R
Future		-134 406.16	
Current	8 693 637.38	910 426.33	1 775 307.00
30 days	193 061.65	626 109.62	675 855.00
60 days	86 817.30	7 344 868.91	1 759 920.00
90 days	47 387.46	25 776.11	103 319.00
> 90 days	2 752 493.00	2 525 565.96	2 521 008.00
Total	11 773 396.79	11 298 340.77	6 835 409.00
Schools & Hostels:	R	R	R
Deferment	-1 010.92	-50 202.89	-139 117.52
Current	343 212.54	406 011.19	338 260.88
30 days	246 359.53	59 648.09	111 505.13
60 days	65 286.94	42 192.70	47 177.99
90 days	36 778.75	26 818.13	42 534.07
> 90 days	40 469.66	41 142.08	68 411.22
Total	731 096.50	525 609.30	468 771.77

3.1.11.1 50 Highest Business and Government Accounts

Attached as Annexure M

3.1.11.1 50 Hoogste besigheid- en regering rekeninge:

Aangeheg as Bylae M

3.1.12 Credit Control Mechanisms

The table below indicates the number of mechanisms instituted:

3.1.12 Kredietbeheer meganismes

Die tabel hieronder toon die aantal meganismes ingestel:

Disconnection of services:	Aug-17	Sep-17	Oct-17
No. of customers on the disconnections lists	2 298	2 207	2 819
No. already block	1 176	1 374	1 282
No. of tampering's	370	392	398
No. of new disconnections for the month:			
- Prepaid	592	775	800
- Conventional	69	77	62
Number reconnected:			
- Prepaid	400		
- Conventional	78	73	52
Reconnected due to faulty groupings and Indigent and poor households	202	271	159
No. of customers still disconnected	1 374	1 282	1 280
% of disconnections executed	100%	100%	100%

3.2 SUPPLY CHAIN MANAGEMENT

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Demand and Acquisition

3.2.1 Aanvraag en Verkryging

3.2.1.1 Advertisement stage

3.2.1.1 Adverteringsfase

The following competitive bids are currently in the advertisement stage:

Die volgende mededingende tenders is tans in die adverterings fase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/15/28	Supply and servicing of portable chemical toilets and emptying of septic tanks in the Witzenberg area	14-Nov-2017
08/2/15/29	Supply, delivery and erection of security fencing at various water and sewer Infrastructures	10-Nov-2017
08/2/15/31	Supply and delivery of Traffic Uniforms	07-Nov-2017
08/2/15/39	Invitation for long term borrowings 2017-2018	24-Nov-2017
08/2/15/40	Supply and delivery of Protective clothing	15-Nov-2017
08/2/15/42	Service provider for Training of Municipal officials on Gardening, Horticulture and Landscaping Learnerships	23-Nov-2017
08/2/15/44	Appointment of a service provider for Incapacity Investigations	17-Nov-2017
08/2/15/47	Supply and delivery of Bricks and Pavers	23-Nov-2017
08/2/15/53	The Reconstruction of Piet Retief Street from Roussouw Street to Waveren Street in Tulbagh.	05-Dec-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
08/2/15/32	Supply and delivery of 2 New 230 VOLT/ 3000 Watt Rock breakers	10-Nov-2017
08/2/15/41	Repair of a staal meester HM6300 Chipper	07-Nov-2017

3.2.1.2 Evaluation stage:

The following competitive bids are currently in the evaluation stage:

3.2.1.2 Evaluering stadium:

Die volgende mededingende tenders is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/15/09	Monitoring, quality control and process advisory services at Watercare plants in the Witzenberg area	20-Sep-2017	19-Oct-2017	N Jacobs
08/2/15/10	Monitoring of drinking water quality in the Witzenberg area	20-Sep-2017	19-Oct-2017	N Jacobs
08/2/15/23	Supply of banking services to Witzenberg Municipality	13-Oct-2017	Awaiting	WP Mars
08/2/15/27	The Supply and delivery of Broad Spectrum Enzymes and dosing pumps for a period of 24 months	17-Oct-2017	Awaiting	N Jacobs
08/2/15/36	Supply, installation and monitoring of vehicle tracking system	25-Oct-2017	Awaiting	J Barnard

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
08/2/15/15	Lease of the café building at N'duli and PA Hamlet swimming pools (Re-advertisement)	31-Oct-2017	Awaiting	J Samuel
08/2/15/19	Supply, delivery and installation of diamond mesh fencing for Tulbagh landfill site	14-Sep-2017	09-Oct-2017	J Jacobs
08/2/15/20	Supply & delivery of new Refrigerators and new Metal double bunk beds with density chip foam mattresses	20-Sep-2017	02-Oct-2017	J Samuel
08/2/15/25	Service provider for training of municipal officials (Supply Chain Management)	27-Sep-2017	06-Oct-2017	I Swartbooi
08/2/15/26	Service provider for training of municipal officials (High Impact Leadership)	27-Sep-2017	06-Oct-2017	I Swartbooi
08/2/15/35	Supply Of Stainless Steel Tables And Sinks At Montana Community Hall, Wolseley	11-Oct-2017	19-Oct-2017	H Truter
08/2/15/38	Service provider for training of Municipal officials on HT & LT fault finding, cable jointing and operating regulations high voltage systems	12-Oct-2017	24-Oct-2017	I Swartbooi

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08/2/15/50	Supply and installation of Three (3) wendy houses on Vredebes	18-Oct-2017	Awaiting	C Mackenzie
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3.2.1.3 Adjudication stage

The following competitive bid is currently in the adjudication stage:

3.2.1.3 Toekenningsfase:

Die volgende mededingende tender is tans in die toekenningsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	DATE OF BID EVALUATION
08/2/14/82	Road markings in the Witzenberg municipal area	26-Jul-2017	08-Aug-2017 26-Sep-2017	24-Oct-2017

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

The following competitive bids were awarded by the Bid Adjudication Committee during the month of October 2017:

3.2.1.4 Tenders toegeken

Die volgende mededingende tenders was toegeken deur die Tender Toekenningskomitee gedurende Oktober 2017:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/15/03	06-Oct-2017	Corjarq Construction CC	Transport of waste (screenings) from sewer pump stations and treatment works to the PAH and Tulbagh dumping sites for a period of 12 months	Only responsive bidder	Based on the rates with an estimated value of R300 000.00 (Incl. VAT)
08/2/15/12	25-Oct-2017	Johan Bezuidenhout Attorneys	Rendering of Legal services for the transfer of municipal rental houses in Witzenberg	Only responsive bidder	Based on the rates with an estimated value of R 646 250.00 (Incl. VAT)
08/2/15/34	25-Oct-2017	Tetrabyte Technologies	Supply and delivery of computer equipment	Bidder scored the highest points	Based on the rates with an estimated value of R275 370.42 (Incl. VAT)

The following bid was awarded by the Accounting Officer during the month of October 2017:

Die volgende tender was toegeken deur die Rekenpligtige Beampste gedurende Oktober 2017:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
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Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
CES 12/2016	31-Oct-2017	AAD Truck and Bus (Pty) Ltd	Supply and delivery of new vehicles and equipment (Refuse compactor truck)	Regulation 32 process	R 2 994 103.14 (Incl. VAT)

3.2.1.5 Paragraph 13 (1): Cancellation and re-invitation of tenders

3.2.1.5 Paragraaf 13 (1): Kansellasië en her-uitnodiging van tenders

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

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

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/14/49	14-Oct-2017	Rental and refilling of oxygen, acetylene and nitrogen containers (Re-advertisement)	No acceptable bids received
08/2/15/11	02-Oct-2017	Service provider for training of municipal officials (Health and Safety)	No acceptable bids received
08/2/15/22	13-Oct-2017	Translation services from English to Isixhosa and vice versa for Witzenberg Municipality	No acceptable bids received
08/2/15/33	20-Oct-2017	Supply and delivery of Weaponry items for Traffic and Law Enforcement officers	No bids received

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

3.2.1.6 Paragraaf 19 (1) (c) en 19 (2): Geskrewe Prys Kwotasies

The following written price quotations were approved during the month of October 2017:

Die volgende geskrewe prys kwotasies was goedgekeur gedurende Oktober 2017:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o. sub delegation
149274	02-Oct-2017	Autacs Signs	606 x 400mm Correx Cupboard Printing	Lowest responsive quotation	R 3 137.67 (Incl. VAT)	Chief Financial Officer
149494	11-Oct-2017	Safetech	Service provider for First Aid Level 1 - 3 Training	Lowest responsive quotation	R 26 220.00 (Incl. VAT)	Chief Financial Officer
149583	13-Oct-2017	Ultimate Recruitment Solutions	Advertisement of bids: 08/2/15/28, 08/2/15/31 and Cancellation of 08/2/14/80, 08/2/14/49	Lowest responsive quotation	R 12 075.59 (Incl. VAT)	Chief Financial Officer
149665	17-Oct-2017	Safetech	Service Provider for Health and Safety Training	Lowest responsive quotation	R 17 410.08 (Incl. VAT)	Chief Financial Officer
149698	18-Oct-2017	Britos Ceres	Supply and Delivery of Sausages for Mayoral Golf day	Lowest responsive quotation	R 2 750.00 (Incl. VAT)	Chief Financial Officer
149764	20-Oct-2017	Ultimate Recruitment Solutions	Advertisement of bids: 08/2/15/29, 08/2/15/39, 08/2/15/40, 08/2/15/42, 08/2/15/47	Lowest responsive quotation	R 13 496.20 (Incl. VAT)	Chief Financial Officer
149928	30-Oct-2017	Corjacq Construction CC	Supply and Delivery of 1 x 2.4 x 6m B-Grade Container	Lowest responsive quotation	R 29 375.25 (Incl. VAT)	Chief Financial Officer
149981	31-Oct-2017	Breederivier Training Development	Digger loader Training for 6 Employees	Lowest responsive quotation	R 9 533.82 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Formal Written Price Quotations

The following formal written price quotations, in excess of R 30 000 were awarded by an official acting in terms of a sub-delegation for the month of October 2017:

3.2.1.7 Formele Geskrewe Prys Kwotasies

Die volgende formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van Oktober 2017:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
08/2/15/14	16-Oct-2017	Winston April	Lease of the Café building in Pine Forest holiday resort community hall	Bidder offered the highest price	R 24 000.00 (non. VAT)	Director: Community Services
08/2/15/18	16-Oct-2017	S & R Trading	Supply and delivery of two (2) new heavy duty 4 blade Slashers & one (1) New blower mower with grass bag frame	Bidder scored the highest points	R 126 900.00 (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
08/2/14/75	Shortterm Insurance (One year contract)	10 July 2017	Nico Swart Consultancy	Non-compliance of pre-qualification criteria	Matter is under review with the Accounting officer

3.2.1.9 Deviations

The following table contains the approved deviations by the Accounting Officer for the month of October 2017 which totals R 871 119.17:

3.2.1.9 Afwykings

Die volgende tabel bevat die goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van Oktober 2017 wat beloop op die totaal van R 871 119.17:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
19-Jul-17	Conlog (PTY) Ltd	Supply and deliver Prepaid electricity meters	Single supplier	147795	48 802.26
08-Aug-17	Pitney Bowes Batsumi Enterprise	Postage on franking machine	Impractical	148230	9 600.00
02-Oct-17	Giovannis Fisheries	Food Parcels: Emergency Workers	Emergency	149269	292.50
02-Oct-17	Giovannis Fisheries	Food Parcels: Emergency Workers	Emergency	149270	466.00
02-Oct-17	Hamlet Country Lodge	Farewell Function for Belgium delegation	Impractical	149271	7 000.00
06-Oct-17	Cigfaro (IMFO)	Registration fees: Annual conference	Impractical	149418	14 998.00
10-Oct-17	Institute of Internal Auditors (SA)	Registration fees: Annual conference	Single supplier	149468	7 280.00
10-Oct-17	Giovannis Fisheries	Food Parcels: Emergency Workers	Emergency	149469	232.00
10-Oct-17	Multichoice	DSTV Subscription: September 2017	Single supplier	149470	1 440.30
12-Oct-17	Regan Brown Attorneys	Legal services: Bridgman case	Impractical	149553	1 593.15
12-Oct-17	Meniko Records Management Services	Renewal of HP Trim Licenses	Single supplier	149555	198 508.27
13-Oct-17	Beautiful Noise Productions	Shoot and editing of video with Belgium delegation	Impractical	149596	3 600.00
16-Oct-17	IMESA	Registration fees: Annual conference	Single supplier	149600	13 200.00
16-Oct-17	Total Client Services Limited	License and Service fees: Jul 2017- Jan 2018	Single supplier	149614	49 503.95
17-Oct-17	Rosant Inc	Legal services: Erf 1472 Wolseley	Impractical	149663	4 145.00
18-Oct-17	Pitney Bowes Batsumi Enterprise	Postage on franking machine	Impractical	149683	9 600.00
19-Oct-17	Waco Africa (PTY) Ltd T/A Sanitech	Provision of hygienic services	Impractical	149716	26 476.50
19-Oct-17	Syntell (PTY) Ltd	Supplier group codes modules	Impractical	149719	29 366.40
19-Oct-17	Witzenberg Herald	Publish notice: IDP & Budget participation meetings	Single supplier	149723	10 250.00
19-Oct-17	Beauty Flowers Catering and Funeral services	3 X Pauper burials	Impractical	149725	1 933.00

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Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
19-Oct-17	Johan Bezuidenhout Attorneys	Legal services: R Julius & Illegal occupiers Pine Valley	Impractical	149726	18 069.06
19-Oct-17	Ceres Golf Club	Mayoral golf day fundraising event	Impractical	149732	37 560.00
19-Oct-17	Giovannis Fisheries	Food Parcels: Emergency Workers	Emergency	149748	534.00
19-Oct-17	ABB South Africa	Supply of 11KV Breaker at Bon Chretien Substation	Single supplier	149749	218 427.42
19-Oct-17	Witzenberg Herald	Publish notice: Matriculant message	Single supplier	149755	4 720.00
23-Oct-17	Giovannis Fisheries	Food Parcels: Emergency Workers	Emergency	149770	434.00
25-Oct-17	600Ct Manufacturing (Pty) Ltd	Repair compactor CT 6608	Impractical	149850	3 864.60
31-Oct-17	Arina Wilson	Translation services: English to Isixhosa	Impractical	149964	30 000.00
31-Oct-17	Eddie's Sound and Lighting	Live sound and recordings at Public meetings	Impractical	149970	10 200.00
31-Oct-17	AAD Truck & Bus	Supply and Fit Sub-Assembly: CT 15506	Impractical	149977	109 022.76

Logistics

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

Logistieke

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

	31 August 2017	30 September 2017	31 October 2017
Value of inventory at hand	R8 103 995	R 7 704 198	R 7 242 617
Turnover rate of total value of inventory	1.61 times	1.72 times	1.92 times
Turnover rate excluding Chinese meters	1.62 times	1.73 times	1.93 times
Date of latest stores reconciliation	31 October 2017		
Date of last stock count	28 September 2017		
Date of next stock count	14 December 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
August 2017	R 681 959.89	R32 549 068.17	2.10%
September 2017	R 269 549.31	R11 381 440.44	2.37%
October 2017	R 871 119.17	R27 440 889.53	3.18%

EXPENDITURE

UITGAWES

3.2.3.1 Salaries section

3.2.3.1 Salaris afdeling

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

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

	Aug 2017	Sept 2017	Oct 2017
Salaries – Cost to company	R11 642 357	R12 694 325	R11 736 513.76
Provisions for employee benefits	R 1 178 417.41	R2 700 007.45	R1 410 478.16
Number of Employees and Councillors included in run	561	572	562
Number of Ward members receiving allowance	119	118	119
Balancing amount	R0	R0	R0

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
Aug 2017	4 956 636	1 009 455	376 227	1 136	0	0	120669	144386	R6 608 509
September 2017	1 977 585	103 814	956 722	155 297	0	0	9 934	144386	R3 347 738
October	1 518 946	32 676	30 239	952 717	0	0	0	0	R2 534 578

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

Name of creditor	Sept 2017 Amount	Oct 2017 Amount	Description	Reason
ABERDARE CABLES		R15 240.00	WIRE ALLIMINIUM	UNRESOLVED QUERIES ON INVOICES (SUPPLIER UNABLE TO SUPPLY CPA)
CERES BUILD IT		R949.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
CERES SPAR		R1 285.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
EXTRA COVER		R3 600	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
INTELGRO PROPRIETARY		R912.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
JRT TRADERS		R1 042.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
RIBBENS OFFICE NATIONAL		R5 630.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
SHINE THE WAY		R1 023.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
CT TYRE KING		R2 391.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT

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Name of creditor	Sept 2017 Amount	Oct 2017 Amount	Description	Reason
UNIVERSITY STELLENBOSCH		R1 000.00	EDUCATIONAL THEATRE	DID NOT APPEAR ON STATEMENT
TOURVEST TRAVEL SERVICE		R644.00	ACCOMODATION	DID NOT APPEAR ON STATEMENT
VILKO/MILLIERSDORP		R621.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
WORCESTER NISSAN		R836.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
NORTHMEC CERES	R260.00		CABLE	DID NOT APPEAR ON STATEMENT
CT TYRE KING	R3 844.00		VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT DID NOT APPEAR ON STATEMENT
TOSAS	R21 200.00		PREMIX 200L	DID NOT APPEAR ON STATEMENT
TOURVEST TRAVEL	R13 405.00		VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
ACTOM ELECTRICAL PRODUCTS	R952 717.00	R952 717.00	RING MAIN UNIT	UNRESOLVED QUERIES ON INVOICES (SUPPLIER UNABLE TO SUPPLY CPA)
BYTES UNIVERSAL SYSTEMS	R309 180.00		VARIOUS GOODS DELIVERED	UNRESOLVED QUERIES ON INVOICES (2 MEETINGS HELD WITH SERVICE PROVIDER – AWAITING OUTCOME)
KARSTEN HARDWARE	R428.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
JC SERVICES	R3 294.00		HIRING OF DIGGER LOADERS	DID NOT APPEAR ON STATEMENT
KAAP AGRI	R437.00		VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT

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

	Aug 2017	Sept 2017	Oct 2017
Total value of creditors paid	R 34 728 801	R57 263 066	R21 900 040
Date of creditor reconciliation	01/09/2017	02/10/2017	02/11/2017

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The table below contains the 10 highest creditor values outstanding:

Die tabel hieronder bevat die 10 hoogste uitstaande skuldeiser waardes:

Name of creditor	Sept 2017 Amounts Outstanding	Oct 2017 Amounts Outstanding	Description of goods/ services
VILKO VILLIERSDORP		R24 896.00	VARIOUS GOODS DELIVERED
INTROSTAT		R29 611.00	VARIOUS GOODS DELIVERED
ARB CABLES		R38 669.00	VARIOUS GOODS DELIVERED
RIBBENS OFFICE NATIONAL		R53 225.00	VARIOUS GOODS DELIVERED
SIYAPHAMBILI ELECTRICAL		R55 533.00	VARIOUS GOODS DELIVERED
UNIVERSAL TRADING		R66 750.00	VARIOUS GOODS DELIVERED
CHLORCAPE		R69 713.00	CHLORINE GAS CILYNDERS
JEFFARES & GREEN		R103 998.00	PROFESSIONAL FEES
BANTUBANYE SKILLS		R108 072.00	FINANCIAL YEAR 2017/2018
BYTES UNIVERSAL SYSTEMS		R309 181.00	VARIOUS SERVICES DELIVERED
PLUMSTEAD ELECTRICAL	R37 302.00		VARIOUS GOODS DELIVERED
CERES BUILD IT	R43 240.00		VARIOUS GOODS DELIVERED
ARB ELECTRICAL	R44 116.00		VARIOUS GOODS DELIVERED
PARK AVENUE STATIONERS	R47 310.00		VARIOUS GOODS DELIVERED
KARSTEN HARDWARE	R47 674.00		VARIOUS GOODS DELIVERED
UNIVERSAL TRADING	R98 492.00		VARIOUS GOODS DELIVERED
ABERDARE CABLES	R115 280.00		VARIOUS GOODS DELIVERED
S I T A	R235 821.00		EA MICROSOFT
SIYAPHAMBILI ELECTRICAL	R673 825.00		LANTERN STREETLIGHT

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	September 2017 Amounts Outstanding	October 2017 Amounts Outstanding	Description of goods/ services
JEFFARES & GREEN		R831 018.61	ENGINEERING SERVICES
CERES KOEKEDOUW BESTUURSKOMITEE		R755 679.23	FEES 2017/2018
SIYAPHAMBILI ELECTRICAL		R673 825.41	VARIOUS GOODS DELIVERED
TRICOM AFRICA		R537 072.97	VARIOUS GOODS DELIVERED
WORCESTER NISSAN		R464 157.39	2 NEW CANOPY'S
UBUNTU TECHNOLOGIES	R332 102.43		VARIOUS GOODS DELIVERED
AURECON	R201 834.64		PROVISION OF ENGINEERING SERVICES
AUDITOR GENERAL	R621 122.54	R735 074.86	FEES AUDITOR GENERAL
STRATE CIVILS	R181 653.80		RETENSION
JVZ CONSTRUCTION	R952 351.48	R811 345.26	CONSTRUCTION OF A NEW RESERVOIR
VENUS SECURITY SERVICES	R530 879.26		SECURITY SERVICES
ASLA CONSTRUCTION	R1 818 776.88	R3 552 728.91	VREDEBES, CERES NEW ACCESS STORMWATER
RUWACON	R435 982.06	R951 096.06	CONSTRUCTION OF NDULI RESERVOIR
MULTIPART PETROL	R345 441.50		PETROL/DIESEL
ESKOM	R44 583 525.38	R12 905 432.01	ELECTRICITY (2 months)

3.2.3.3 Petty Cash:

3.2.3.3 Kleinkas

Tipe Transaksie	Sept 2017		Oct 2017	
Type of transaction	Total	%	Total	%
Condolences, well wish cards, bouquets, flowers and keys for offices	R 2 500.00	26.68%	R 500.00	8196.72%
Refreshments and caterings	R 3 468.10	37.02%	R 4 139.40	67859.02%
Rent (Halls etc.);	R 2 000.00	122.55%	R 950.00	
Refunds (Library book fees)	R 0.00	0.00%	R 0.00	0.00%
Payment of clients without bank accounts	R 0.00	0.00%	R 0.00	0.00%
Temporary vehicle licensing fees and public driver permits	R 0.00	0.00%	R 0.00	0.00%
Tollgate fees when an employee is driving with an official vehicle registered in the name of council	R 226.90	2.42%	R 120.90	1981.97%
Approved in terms of 5 (b) (vi) of Petty Cash policy	R 1 174.00	12.53%	R 3 354.50	54991.80%
GRAND TOTAL	R 9 369.00		R9 064.80	

Petty cash: Cash at hand reconciliation

Kleinkas:

Kontant voorhande opsomming

DESCRIPTION / BESKRYWING	Aug 2017	Sept 2017	Oct 2017
Opening cash balance	R5 000	R5 000	R5 000
Less total vouchers	(R5 734.75)	(R9 369.00)	(R9 064.80)
Replenishment during month	R3 967.45	R4 375.10	R7 546.50
Cash at hand before month-end replenishment	R3 232.70	R6.10	R3 481.70
Replenishment at month end	R1 767.30	R4 993.90	R1 518.30
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	Sept 2017		Oct 2017	
			Bank balance	Cashbook Balance	Bank balance	Cashbook Balance
Primary Bank Acc.	STANDARD BANK	203 241 819	R61,302,160	R34,493,157	R75,809,356	R60,119,233

Investments:

Beleggings:

Institution / Instansie	Aug 2017		Sept 2017		Oct 2017	
	R	% of available funds	R	% of available funds	R	% of available funds
ABSA Bank Ltd	R0		R13,000,000	23%	R13,000,000	29.8%
Investec Bank Ltd			R12,500,000	22,5%	R0	
Nedbank Ltd			R13,500,000	24,5%	R13,500,000	31.2%
Standard Bank of SA Ltd			R17,000,000	30%	R17,000,000	39%
Total	R0		R56,000,000		R43,500,000	

	Aug 2017		Sept 2017		Oct 2017	
	R	% of available funds	R	% of available funds	R	% of available funds
Unutilised government grants Capital Replacement Reserve (CRR) Provisions	R0	0	R56,000,000	100%	R43,500,000	100%
Total	R0		R56,000,000		R43,500,000	

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

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

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

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

Unutilised Project funding: Onbenutte Projek befondsing:	Aug 2017	Sept 2017	Oct 2017
Balances	R13,207,587	R13,319,231	

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The table below shows the dates when the reconciliation is completed: Die tabel hieronder dui die datums wanneer die rekonsiliasies voltooi is:

Reconciliations Rekonsiliasies	Aug 2017	Sept 2017	Oct 2017
Primary bank account	04/08/2017	04/10/2017	03/11/2017
Investment reconciliation	14/08/2017	10/10/2017	
Long term Liabilities	14/08/2017	10/10/2017	03/11/2017
Grant Register	14/08/2017	10/10/2017	08/11/2017

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	Oct 2017		Nov 2017	
	Number of items	Amount	Number of items	Amount
Uncleared ACB	150	R32,645,637	57	R4,231,632
Outstanding cheques	69	R30,772	71	R37,294
Transactions not in cash book	3046	R757,416	3713	R15,565,270
Receipts not cleared on Bank statement	614	R5,150,059	236	R4,163,657
Outstanding journals	13	R40,069	2	R19,584

3.3.2 Liabilities

3.3.2 Laste

Name of Institution	Interest Rate	Opening Balance	Payment (Redemption)	Interest	Closing Balance	Payments
Naam van Instansie		Oct 2017			Oct 2017	Nov 2017
		R			R	
DBSA	10,75% - 17,45%	R3,463,700	R0	R0	R3,463,700	R0
Nedbank	13.50%	R6,260,290	R0	R0	R6,260,290	R761,095
Total		R10,638,893	R0	R0	R10,683,893	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 Traffic : Motor Registration Traffic : RTMC Fees Direct Deposit Traffic : AARTO Traffic : Drivers Licence Traffic : Roadworthy Faulty Direct Deposits Traffic : Nu-Traffic VAT	October 2017 October 2017	R0 R386 681.32	31/10/2017 Backlog on Traffic End of Day's 01/11/2017

3.3.4 INSURANCE

3.3.5 VERSEKERING

Month of Reporting: October 2017

Maandverslag: Oktober 2017

Insurance report - ANNEXURE O

Versekeringsverslag - BYLAE O

3.3.5 ASSETS

3.3.6 BATES

Month of Reporting: October 2017

Maandverslag: Oktober 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 / Artikel 66 - Quarterly
- **Annexure H** - Sect 11 / Artikel 11 - Quarterly
- **Annexure I** - Finance Management Grant / Finansiële Bestuur toelaag
- **Annexure J** - Municipal Infrastructure Grant / Munisipale Infrastruktuur toekenning
- **Annexure K** - Integrated National Electrification Programme Grant / Geïntegreerde Nasionale Elektrifisering Program Toekenning
- **Annexure L** - Grant register / Leningsregister

Other Annexures:

Annexure A – Investments
 Annexure M – 50 Highest Business and Government Accounts
 Annexure N – Asset report
 Annexure O – Insurance
 Annexure P – Quality Certificate

Ander Annexures:

Bylae A - Beleggings
 Bylae M – 50 Hoogste besigheid- en regering rekeninge
 Bylae N – Bates verslag
 Bylae O – Versekering
 Bylae P – Kwaliteit sertifikaat

Yours faithfully

Die uwe

H J Kritzingen
CHIEF FINANCIAL OFFICER / HOOF FINANSIËLE BEAMPTTE

WITZENBERG MUNICIPALITY												
INVESTMENT REGISTER												
Institution	Account number	Investment Purpose	Investment Type	Balance as at		Movements for the month of October					Costs & Fees	Balance as at 31 October 2017
				01 October 2017	R	Investments Withdrawals	Investments made	Interest capitalised	Transfers between purposes			
				56 000 000.00	R	12 576 544.52	R	0.00	R	0.00	43 500 000.00	
Nedbank Ltd	03/7881032766/45	Unutilised receipts	Fixed deposit - 3 months	13 500 000.00							13 500 000.00	
ABSA Bank Ltd	2077079313	Unutilised receipts	Fixed deposit - 2 months	13 000 000.00							13 000 000.00	
Standard Bank of SA Ltd	088779831-029	Unutilised receipts	Fixed deposit - 4 months	17 000 000.00							17 000 000.00	
Investec Bank Ltd	1100-198879-450	Unutilised receipts	Fixed deposit - 1 months	12 500 000.00		12 576 544.52		76 544.52			0.00	

A

AC : AGE ANALYSIS OF CREDITORS (All values in Rand)
 Save File as : Muncde_AC_ccyy_Mnn.XLS (e.g.: GT411_AC_2003_M07)
 Change Year End (ccyy) to Financial Year End (e.g.: 2003 for year 2002/2003)
 Change Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M07)
 Change Muncde to your own municipal code (e.g.: GT411)

If (and only if) Creditors per function not available, list top 10 creditors by name

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total
2018	M04	WC022	0100	Bulk Electricity	72,703	0	0	0	0	0	0	0	-
			0200	Bulk Water	0	0	0	0	0	0	0	0	72,703
			0300	PAYE deductions	0	0	0	0	0	0	0	0	0
			0400	VAT (output less input)	0	0	0	0	0	0	0	0	0
			0500	Pensions / Retirement deductions	0	0	0	0	0	0	0	0	0
			0600	Loan repayments	0	0	0	0	0	0	0	0	0
			0700	Trade Creditors	1,446,244	32,680	30,240	952,718	0	0	0	1,000	2,462,882
			0800	Auditor General	0	0	0	0	0	0	0	0	0
			0900	Other	0	0	0	0	0	0	0	0	0
			1000	Total	1,518,948	32,680	30,240	952,718	0	0	0	1,000	2,535,585
			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

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 2018/11/31

B

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

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total
2018	M04	WC022	1100	Debtors Age Analysis By Income Source									
			1200	Trade and Other Receivables from Exchange Transactions - Water	6,076,162	1,088,813	1,009,235	968,819	966,768	825,534	4,925,092	40,577,535	56,437,957
			1300	Trade and Other Receivables from Exchange Transactions - Electricity	11,747,179	695,715	403,101	229,229	198,632	176,265	636,153	2,376,694	16,462,969
			1400	Receivables from Non-exchange Transactions - Property Rates	3,534,490	236,840	4,424,589	164,359	207,349	149,097	766,370	13,847,423	23,330,518
			1500	Receivables from Exchange Transactions - Waste Water Management	2,757,474	590,832	531,610	472,318	461,330	446,929	2,588,317	18,328,651	26,157,461
			1600	Receivables from Exchange Transactions - Waste Management	3,138,623	818,823	677,141	471,528	433,457	441,300	2,334,030	22,614,428	30,929,330
			1700	Receivables from Exchange Transactions - Property Rental Debtors	103,307	17,003	16,943	16,929	16,801	16,052	92,919	974,159	1,254,113
			1810	Interest on Arrear Debtor Accounts	62,889	54,109	64,033	77,401	110,796	103,761	907,533	30,804,839	32,185,360
			1820	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	0	0	0	0
			1900	Other	-2,701,541	55,377	25,114	105,259	31,112	27,038	181,991	1,099,620	-1,176,030
			2000	Total By Income Source	24,718,583	3,557,511	7,151,765	2,505,842	2,426,245	2,185,976	12,412,406	130,623,350	185,581,678
			2100	Debtors Age Analysis By Customer Group									
			2200	Organs of State	1,775,307	675,855	1,759,920	103,319	27,333	23,422	113,069	2,357,184	6,835,409
			2300	Commercial	10,051,720	346,877	1,501,606	249,142	239,099	238,754	747,391	7,521,638	20,896,227
			2400	Households	11,551,220	2,326,437	2,864,215	1,978,542	1,914,795	1,741,804	10,487,150	113,526,151	146,390,315
			2500	Other	1,340,336	208,343	1,026,024	174,839	245,018	181,994	1,064,796	7,218,377	11,459,728
			2600	Total By Customer Group	24,718,583	3,557,511	7,151,765	2,505,842	2,426,245	2,185,976	12,412,406	130,623,350	185,581,678

Notes:

Property Rental Debtors: including housing and land sale debtors

Total By Income Source = Total by Customer Group

The total debtors amount must balance the total amount reflected for debtors on the BSAC return.

Bad Debts=Bad Debts written off during the month

Impairment - Bad Debts i.t.o Council Policy :

The aim of this schedule is to ensure that the impairment contribution is done in a structured manner

The impairment amount that is entered in this block should be the 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

Handwritten signature and date: 13/01/2017

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OSA - STATEMENT OF FINANCIAL PERFORMANCE ACTUALS (All values in Rand. See Input Form Instructions)(Select Signing Convention: +1 or -1, Check Totals)

Save File as : Muncide, OSA, ccy, Mm, XLS (e.g. - GT411, OSA, 2005, M10)

Change Year End (ccy) to Financial Year End (e.g. - 2005 for year 2004/2005)

Change Month End (ccy) to Active Month (M01=July, M12=June)(e.g. - M10)

Change Muncide to your own municipal code (e.g. - GT411)

All functions are listed below

If function is a Municipal Entity change MuniEnt 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	Funci on 999	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Committed Orders Month M04	Actual Month M04
				OPERATING REVENUE		0100	Property Rates	0	0 99990100
				TOTAL FOR ALL FUNCTIONS		0200	Property Rates	0	3,491,015 99990200
				TOTAL FOR ALL FUNCTIONS		0300	Property Rates - Penalties And Collection Charges	0	0 99990300
				TOTAL FOR ALL FUNCTIONS		0400	Service Charges	0	22,065,016 99990400
				TOTAL FOR ALL FUNCTIONS		0700	Rent Of Facilities And Equipment	0	288,182 99990700
				TOTAL FOR ALL FUNCTIONS		0800	Interest Earned - External Investments	0	1,234,451 99990800
				TOTAL FOR ALL FUNCTIONS		1000	Interest Earned - Outstanding Debtors	0	842,957 99991000
				TOTAL FOR ALL FUNCTIONS		1100	Dividends Received	0	0 99991100
				TOTAL FOR ALL FUNCTIONS		1300	Fines	0	137,582 99991300
				TOTAL FOR ALL FUNCTIONS		1400	Licenses and Permits	0	282,094 99991400
				TOTAL FOR ALL FUNCTIONS		1500	Agency Services	0	0 99991500
				TOTAL FOR ALL FUNCTIONS		1600	Transfers Recognised - Operating	0	3,125,818 99991600
				TOTAL FOR ALL FUNCTIONS		1610	Transfers Recognised - Capital	0	8,472,630 99991610
				TOTAL FOR ALL FUNCTIONS		1700	Other Revenue	0	487,463 99991700
				TOTAL FOR ALL FUNCTIONS		1800	Gain On Disposal Of Property, Plant & Equipment	0	0 99991800
				TOTAL FOR ALL FUNCTIONS		1900	Total Operating Revenue Generated	0	40,427,228 99991900
				TOTAL FOR ALL FUNCTIONS		2000	Less Revenue Foregone	0	0 99992000
				TOTAL FOR ALL FUNCTIONS		2100	Total Direct Operating Revenue	0	40,427,228 99992100
				TOTAL FOR ALL FUNCTIONS		2200	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 99992200
				TOTAL FOR ALL FUNCTIONS		2300	Interest Received - Internal Loans	0	1,413,662 99992300
				TOTAL FOR ALL FUNCTIONS		2400	Internal Recoveries (Activity Based Costing Etc)	0	0 99992400
				TOTAL FOR ALL FUNCTIONS		2600	Dividends Received - Internal (From Municipal Entities)	0	1,413,662 99992600
				TOTAL FOR ALL FUNCTIONS		2700	Total Indirect Operating Revenue	0	41,840,891 99992700
				TOTAL FOR ALL FUNCTIONS		2800	Total Operating Revenue	0	41,840,891 99992800
				TOTAL FOR ALL FUNCTIONS		3000	OPERATING EXPENDITURE	-1,766	-13,355,689 99993000
				TOTAL FOR ALL FUNCTIONS		3100	Employer Related Costs - Wages & Salaries	0	-34,788 99993100
				TOTAL FOR ALL FUNCTIONS		3200	Employee Related Costs - Social Contributions	0	0 99993200
				TOTAL FOR ALL FUNCTIONS		3300	Less Employee Costs Capitalised	0	0 99993300
				TOTAL FOR ALL FUNCTIONS		3400	Less Employee Costs Allocated To Other Operating Items	0	-692,882 99993400
				TOTAL FOR ALL FUNCTIONS		3500	Revaluation Of Councilors	0	5,122,903 99993500
				TOTAL FOR ALL FUNCTIONS		3600	Debt Impairment	0	-2,230 99993600
				TOTAL FOR ALL FUNCTIONS		3700	Depreciation and Asset Impairment	0	0 99993700
				TOTAL FOR ALL FUNCTIONS		3900	Interest Expense - External Borrowings	0	0 99993900
				TOTAL FOR ALL FUNCTIONS		4000	Redemption Payments - External Borrowings (Garnap To Remove)	0	-11,537,203 99994000
				TOTAL FOR ALL FUNCTIONS		4100	Bulk Purchases	0	0 99994100
				TOTAL FOR ALL FUNCTIONS		4110	Other Materials	-1,154,972	-1,431,136 99994110
				TOTAL FOR ALL FUNCTIONS		4300	Contracted Services	-5,058,614	-2,058,187 99994300
				TOTAL FOR ALL FUNCTIONS		4300	Grants and Subsidies	-6,233,557	-3,120,296 99994300
				TOTAL FOR ALL FUNCTIONS		4400	Other Expenditure	-3,576,867	-3,357,326 99994400
				TOTAL FOR ALL FUNCTIONS		4500	Loss On Disposal Of Property, Plant & Equipment	0	0 99994500
				TOTAL FOR ALL FUNCTIONS		4550	Contributions To/From Provisions	0	25,743 99994550
				TOTAL FOR ALL FUNCTIONS		4600	Total Direct Operating Expenditure	-16,217,129	-30,441,102 99994600
				TOTAL FOR ALL FUNCTIONS		4700	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 99994700
				TOTAL FOR ALL FUNCTIONS		4800	Interest - Internal Borrowings	0	0 99994800
				TOTAL FOR ALL FUNCTIONS		5000	Internal Charges (Activity Based Costing Etc)	0	-1,413,662 99995000
				TOTAL FOR ALL FUNCTIONS		5100	Contributed Assets	0	0 99995010
				TOTAL FOR ALL FUNCTIONS		5200	Total Indirect Operating Expenditure	0	-1,413,662 99995200
				TOTAL FOR ALL FUNCTIONS		5300	SURPLUS	-16,217,129	-31,854,764 99995300
				TOTAL FOR ALL FUNCTIONS		5400	Operating Surplus / (Deficit) - Total Revenue Less Total Exp	0	9,986,127 99995400
				TOTAL FOR ALL FUNCTIONS		5500	Taxation	0	0 99995500
				TOTAL FOR ALL FUNCTIONS		5600	Operating Surplus / (Deficit) - After Tax	0	9,986,127 99995600
				TOTAL FOR ALL FUNCTIONS		5800	Cross Subsidisation	0	0 99995800
				TOTAL FOR ALL FUNCTIONS		5900	Plus Interests In Entities Not Wholly Owned	0	0 99995900
				TOTAL FOR ALL FUNCTIONS		5900	Surplus / (Deficit) After Tax, Cross Subsidies & Share Of As	0	9,986,127 99995900
				TOTAL FOR ALL FUNCTIONS		6200	OTHER ADJUSTMENTS AND TRANSFERS	0	0 99996200
				TOTAL FOR ALL FUNCTIONS		6210	Dividends Paid (Municipal Entities Only)	0	0 99996210
				TOTAL FOR ALL FUNCTIONS		6220	Asset Financing Reserve (Afr)	0	0 99996220
				TOTAL FOR ALL FUNCTIONS		6230	Housing Development Fund	0	0 99996230
				TOTAL FOR ALL FUNCTIONS		6240	Depreciation Reserve Ex Afr	0	0 99996240
				TOTAL FOR ALL FUNCTIONS		6250	Depreciation Reserve Ex Govt Grants	0	0 99996250
				TOTAL FOR ALL FUNCTIONS		6260	Depreciation Reserve Ex Donations And Contributions	0	0 99996260
				TOTAL FOR ALL FUNCTIONS		6270	Self-insurance Reserve	0	0 99996270
				TOTAL FOR ALL FUNCTIONS		6280	Revaluation Reserve	0	0 99996280
				TOTAL FOR ALL FUNCTIONS		6700	Change To Unappropriated Surplus / (Accumulated Deficit)	-16,217,129	9,986,127 99996700

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12/11/2017

CAA - ACTUAL CAPITAL ACQUISITION AND SOURCES OF FINANCE (All values in Rand)

Save File as: Muncde CAA_ccy, Mnn, XLS (e.g., GT411_CAA_2005_M10)

Change Year End (ccy) to Financial Year End (e.g., 2005 for year 2004/2005)

Change Month End (Mnn) to Active Month (M01=July, M12=June) (e.g., M10)

All functions are listed below

If function is a Municipal Entity change Mun/Ent to Y next to function description column

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

Year End	Month End	Mun on	Functi on	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Contr Assets	New Capital	Repl Capital	Repair/Mnt Capital	Total
			9999	TOTAL FOR ALL FUNCTIONS		0100	INFRASTRUCTURE	0	0	0	0	0 99990100
				TOTAL FOR ALL FUNCTIONS		0300	Roads, Pavements, Bridges & Storm Water	0	408,736	0	0	408,736 99990300
				TOTAL FOR ALL FUNCTIONS		0400	Water Reservoirs & Reticulation	0	2,170,576	0	0	2,170,576 99990400
				TOTAL FOR ALL FUNCTIONS		0500	Car Parks, Bus Terminals and Taxi Ranks	0	0	0	0	0 99990500
				TOTAL FOR ALL FUNCTIONS		0600	Electricity Reticulation	0	4,864	0	0	4,864 99990600
				TOTAL FOR ALL FUNCTIONS		0700	Sewerage Purification & Reticulation	0	577,730	0	0	577,730 99990700
				TOTAL FOR ALL FUNCTIONS		0800	Housing	0	0	0	0	0 99990800
				TOTAL FOR ALL FUNCTIONS		0900	Street Lighting	0	138,646	0	0	138,646 99990900
				TOTAL FOR ALL FUNCTIONS		1000	Refuse sites	0	0	0	0	0 99991000
				TOTAL FOR ALL FUNCTIONS		1100	Gas	0	0	0	0	0 99991100
				TOTAL FOR ALL FUNCTIONS		1200	Other	0	-1,316	0	0	-1,316 99991200
				TOTAL FOR ALL FUNCTIONS		1300	Sub-total Infrastructure	0	3,299,237	0	0	3,299,237 99991300
				TOTAL FOR ALL FUNCTIONS		1400	COMMUNITY	0	0	0	0	0 99991400
				TOTAL FOR ALL FUNCTIONS		1500	Establishment of Parks & Gardens	0	0	0	0	0 99991500
				TOTAL FOR ALL FUNCTIONS		1600	Sportsfields	0	0	0	0	0 99991600
				TOTAL FOR ALL FUNCTIONS		1700	Community Halls	0	0	0	0	0 99991700
				TOTAL FOR ALL FUNCTIONS		1800	Libraries	0	0	0	0	0 99991800
				TOTAL FOR ALL FUNCTIONS		1900	Recreational Facilities	0	0	0	0	0 99991900
				TOTAL FOR ALL FUNCTIONS		2000	Clinics	0	0	0	0	0 99992000
				TOTAL FOR ALL FUNCTIONS		2100	Museums & Art Galleries	0	56,802	0	0	56,802 99992100
				TOTAL FOR ALL FUNCTIONS		2200	Other	0	56,802	0	0	56,802 99992200
				TOTAL FOR ALL FUNCTIONS		2300	Subtotal Community	0	0	0	0	0 99992300
				TOTAL FOR ALL FUNCTIONS		2310	HERITAGE ASSETS	0	0	0	0	0 99992310
				TOTAL FOR ALL FUNCTIONS		2311	Heritage Assets	0	0	0	0	0 99992311
				TOTAL FOR ALL FUNCTIONS		2312	Subtotal Heritage Assets	0	0	0	0	0 99992312
				TOTAL FOR ALL FUNCTIONS		2320	INVESTMENT PROPERTIES	0	0	0	0	0 99992320
				TOTAL FOR ALL FUNCTIONS		2321	Investment Properties	0	0	0	0	0 99992321
				TOTAL FOR ALL FUNCTIONS		2322	Subtotal Investment Properties	0	0	0	0	0 99992322
				TOTAL FOR ALL FUNCTIONS		2400	OTHER ASSETS	0	0	0	0	0 99992400
				TOTAL FOR ALL FUNCTIONS		2500	Other motor vehicles	0	396,486	0	0	396,486 99992500
				TOTAL FOR ALL FUNCTIONS		2600	Plant & equipment	0	377,922	0	0	377,922 99992600
				TOTAL FOR ALL FUNCTIONS		2700	Office equipment	0	42,046	0	0	42,046 99992700
				TOTAL FOR ALL FUNCTIONS		2800	Abattoirs	0	0	0	0	0 99992800
				TOTAL FOR ALL FUNCTIONS		2900	Markets	0	0	0	0	0 99992900
				TOTAL FOR ALL FUNCTIONS		3000	Airports	0	0	0	0	0 99993000
				TOTAL FOR ALL FUNCTIONS		3100	Security Measures	0	0	0	0	0 99993100
				TOTAL FOR ALL FUNCTIONS		3110	Civic Land and Buildings	0	0	0	0	0 99993110
				TOTAL FOR ALL FUNCTIONS		3120	Other Land and Buildings	0	0	0	0	0 99993120
				TOTAL FOR ALL FUNCTIONS		3200	Other	0	48,704	0	0	48,704 99993200
				TOTAL FOR ALL FUNCTIONS		3300	Sub-total Other Assets	0	865,157	0	0	865,157 99993300
				TOTAL FOR ALL FUNCTIONS		3400	SPECIALISED VEHICLES	0	0	0	0	0 99993400
				TOTAL FOR ALL FUNCTIONS		3500	Refuse	0	0	0	0	0 99993500
				TOTAL FOR ALL FUNCTIONS		3600	Fire	0	0	0	0	0 99993600
				TOTAL FOR ALL FUNCTIONS		3700	Conservancy	0	0	0	0	0 99993700
				TOTAL FOR ALL FUNCTIONS		3800	Ambulances	0	0	0	0	0 99993800
				TOTAL FOR ALL FUNCTIONS		3900	Buses	0	0	0	0	0 99993900
				TOTAL FOR ALL FUNCTIONS		4000	Sub-total Specialised Vehicles	0	0	0	0	0 99994000
				TOTAL FOR ALL FUNCTIONS		4010	AGRICULTURAL ASSETS	0	0	0	0	0 99994010
				TOTAL FOR ALL FUNCTIONS		4011	Agricultural Assets	0	0	0	0	0 99994011
				TOTAL FOR ALL FUNCTIONS		4012	Sub-total Agricultural Assets	0	0	0	0	0 99994012
				TOTAL FOR ALL FUNCTIONS		4020	BIOLOGICAL ASSETS	0	0	0	0	0 99994020
				TOTAL FOR ALL FUNCTIONS		4021	Biological Assets	0	0	0	0	0 99994021
				TOTAL FOR ALL FUNCTIONS		4022	Sub-total Biological Assets	0	0	0	0	0 99994022
				TOTAL FOR ALL FUNCTIONS		4030	INTANGIBLES	0	0	0	0	0 99994030
				TOTAL FOR ALL FUNCTIONS		4031	Intangibles	0	0	0	0	0 99994031
				TOTAL FOR ALL FUNCTIONS		4032	Sub-total Intangibles	0	37,719	0	0	37,719 99994032
				TOTAL FOR ALL FUNCTIONS		4100	TOTAL	0	37,719	0	0	37,719 99994100
				TOTAL FOR ALL FUNCTIONS		4200	SOURCE OF FINANCE	0	4,259,016	0	0	4,259,016 99994200
				TOTAL FOR ALL FUNCTIONS		4300	External Loans	0	0	0	0	0 99994300
				TOTAL FOR ALL FUNCTIONS		4400	Asset Financing Reserve	0	1,802,822	0	0	1,802,822 99994400
				TOTAL FOR ALL FUNCTIONS		4500	Surplus Cash	0	0	0	0	0 99994500
				TOTAL FOR ALL FUNCTIONS		4600	Public contributions/ donations	0	0	0	0	0 99994600
				TOTAL FOR ALL FUNCTIONS		4700	National Government Transfers and Grants	0	2,365,877	0	0	2,365,877 99994700
				TOTAL FOR ALL FUNCTIONS		4701	Provincial Government Transfers and Grants	0	90,316	0	0	90,316 99994701
				TOTAL FOR ALL FUNCTIONS		4702	District Municipality Transfers and Grants	0	0	0	0	0 99994702
				TOTAL FOR ALL FUNCTIONS		4703	Other Transfers and Grants	0	0	0	0	0 99994703
				TOTAL FOR ALL FUNCTIONS		4800	Leases	0	0	0	0	0 99994800
				TOTAL FOR ALL FUNCTIONS		5000	Other	0	0	0	0	0 99995000
				TOTAL FOR ALL FUNCTIONS		5100	TOTAL FINANCING	0	4,259,016	0	0	4,259,016 99995100

12/11/2011

12/11/2011

WITZENBERG MUNICIPALITY

Report: Expenditure on Staff & Councillor Benefits - October 2017

(Report in terms of Section 66 of the MFMA)

MFMA Section	Item Description	Original Budget 2017/2018	Amended Budget 2017/2018	Year to Date Total	% Spent to date
Staff Benefits					
66(a)	Salaries and Wages	52 276 759	52 597 933	13 049 737	24.81%
66(b)	Contributions to pension funds and medical aid	469 478	469 478	118 379	25.21%
66(c)	Travel, accommodation and subsistence	1 086 554	1 086 554	217 167	19.99%
66(d)	Housing benefits and allowances	399 265	399 265	83 245	20.85%
66(e)	Overtime	84 960	84 960	25 516	30.03%
66(f)	Loans and advances	0	0	0	0.00%
66(g)	Other type of benefit or allowances related to staff	3 414 653	3 389 653	3 038 537	89.64%
	Sub - Total (Staff Benefits)	R 57 731 669	R 58 027 843	R 16 532 580	28.49%
Councillor Benefits					
MAY	Mayor	838 861	838 861	188 190	22.43%
DM	Deputy Mayor	621 755	621 755	172 684	27.77%
SP	Speaker	622 012	622 012	173 206	27.85%
MCM	Mayoral Committee members	2 476 596	2 476 596	629 155	25.40%
CLLR	Other Councillors	4 319 456	4 319 456	1 231 982	28.52%
MED	Medical aid contributions	200 997	200 997	45 022	22.40%
PEN	Pension fund contributions	1 003 257	1 003 257	315 490	31.45%
WARD	Ward Committee Allowance	720 000	720 000	240 000	33.33%
	Sub - Total (Councillors' Benefits)	10 802 934	R 10 802 934.00	R 2 995 728.81	27.73%
Total Councillor and Staff Benefits		R 68 534 603	R 68 830 777	R 19 528 309	28.37%

5.

Report: Withdrawals from Municipal Bank Accounts
Quarter ending October 2017

H

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

I

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

Municipality WC022 Witzenberg

Financial Year	2017/18
Month End	M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	
Received This Month	1,550,000
Total FMG Funds Received	1,550,000
Spent Prior Periods (Since Inception) - See Last Months Form	24,734
Spent This Month	85,793
Total FMG Funds Spent	110,527
Total FMG funds Received and Not Spent	1,439,473
Percentage of Funds Spent	7.13%
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


13/10/2017

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

J

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

Municipality WC022 Witzenberg

Financial Year	2017/18
Month End	M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	8,307,000
Received This Month	0
Total MIG Funds Received	8,307,000
Spent Prior Periods (Since Inception) - See Last Months Form	5,782,507
Spent This Month	2,690,123
Total MIG Funds Spent	8,472,630
Total MIG funds Received and Not Spent	-165,630
Percentage of Funds Spent	101.99%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

- Prioritise residential infrastructure for water, sanitation, refuse removal, street lighting, solid waste, connector and bulk infrastructure, and other municipal infrastructure like roads, in line with the MIG policy framework and/or other government sector policies established before the start of the municipal financial year.
- Compliance with Chapter 5 of the Municipal Systems Act (200). Infrastructure investment and delivery must be based on an Integrated Development Plan that provides a medium to long-term framework for sustainable human settlements and is in accordance with the principles of the national Spatial Development Perspective.
- Municipalities must adhere to the labour-intensive construction methods in terms of the Expanded Public Works Programme (EPWP) guidelines.
- Compliance with the Division of Revenue Act, including additional reporting requirements on spending and projects as approved by National Treasury.

(Print Name Below)

I, A. RAUBENHEIM

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

and that this report has been submitted electronically as required.

Signed

[Signature]

Dated

13/11/2017

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

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

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

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

K

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

Municipality WC022 Witzenberg

Financial Year 2017/18
Month End M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	0
Received This Month	
Total INEG Funds Received	0
Spent Prior Periods (Since Inception) - See Last Months Form	
Spent This Month	
Total INEG Funds Spent	0
Total INEG funds Received and Not Spent	0
Percentage of Funds Spent	0.00%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

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

(Print Name Below)

I, A RAUBENMEIER
and that this report has been submitted electronically as required.

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

Signed

Dated

13/11/2017

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

Save file as: Muncde_INEG_ccyy_Mnn.XLS (e.g. GT411_INEG_2009_M01.xls)

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

WITZENBERG MUNICIPALITY - GRANT REGISTER 2017/2018

Description	Balance 1 October 2017	DORA Allocation	Grants Received	Operating Expenditure	Capital Expenditure	Balance 31 October 2017
Total Grants	-11 891 694.77	-	-13 465 993.68	3 228 746.94	8 472 630.45	-13 656 311.06

National Government Grants

Finance Management Grant	-1 525 266.34		-	85 793.13	-	-1 439 473.21
Municipal Systems Improvement Grant	-		-	-	-	-
Municipal infrastructure Grant	-7 933 934.12		-	-	8 472 630.45	538 696.33
Regional Bulk Infrastructure Grant	-		-	-	-	-
Housing - Kluitjieskraal	-		-	-	-	-
Integrated National Electricity Program	-		-	-	-	-
Equitable share	-		-	-	-	-
Neighbourhood Development Plan	-		-	-	-	-
Rural Development	-		-	-	-	-
Expanded Public Works Programme	-12 050.13		-	245 036.68	-	232 986.55
Municipal Water Infrastructure	-		-	-	-	-
Water Services Infrastructure	-		-	-	-	-

Provincial Government Grants

Library services	-866 668.00		-	-	-	-866 668.00
Library Grant - MRF	-1 816 668.00		-1 816 666.00	-	-	-3 633 334.00
Draught Relief	-		-	-	-	-
Intership Grant	-		-	-	-	-
Capacity Grant	-		-	-	-	-
CDW	13 580.24		-	3 800.00	-	17 380.24
Mainroads	-		-	-	-	-
Housing	22 865.77		-11 030 423.84	2 894 117.13	-	-8 113 440.94
Multipurpose Centre (Thusong Centre)	-		-	-	-	-
Financial Management Supporting Grant	-		-	-	-	-
Department of Local Government	299 400.42		-	-	-	299 400.42
Municipal Infrastructure Support Grant	-		-	-	-	-

Other Grants

Grant Water meters (China)	-		-	-	-	-
Cape Winelands	-		-	-	-	-
Essen Belgium	-72 954.61		-618 903.84	-	-	-691 858.45

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Account number	Future/ Nov-17	Oct-17	Sep-17	Aug-17	Jul-17	Older than Jul-17	Total
17364108002	0	1536685.64	0.03	0	0	0	1536685.67
17497300009	0	1065587.52	0	0	0	0	1065587.52
20750396040	0	13855.74	13855.74	13855.74	13855.74	946871.32	1002294.28
18007500005	0	268593.83	403951.17	216118.95	0	0	888663.95
10000672976	0	0	0	0	0	786245.41	786245.41
89760700012	0	0	0	0	135764.3	630348.49	766112.79
19001400289	0	278913.08	16929.38	16793.08	59639.33	307206.1	679480.97
17790000028	0	575176.19	0	0	0	0	575176.19
20750187251	0	155132.52	176452.1	182204.84	35572.86	0	549362.32
20190383039	0	10253.16	124534.49	10054.36	12108.89	379171.82	536122.72
17610600030	0	58406.83	59467.67	65514.15	167370.45	164030.62	514789.72
75005720008	0	452.45	450.43	454.11	463.61	475886.06	477706.66
10000678594	0	0	0	0	0	393603.43	393603.43
10000413144	0	0	0	0	0	391343.56	391343.56
18959700001	0	190496.83	190496.83	0.01	0	0	380993.67
20850298012	0	19975	19975	19975	19975	280421.77	360321.77
19602700005	0	2210.09	3541.44	3590.75	2299.52	346582.19	358223.99
10000645367	0	0	0	0	0	352777.89	352777.89
17289900008	0	341532.62	1228.38	0	0	0	342761
17790000035	0	337347.41	0	0	0	0	337347.41
75008270007	0	324.46	332.64	329.32	155.49	330847.3	331989.21
83532400052	0	4426.11	6287.3	4063.48	13627.33	298184.22	326588.44
24262800055	0	7006.52	7006.52	7006.52	7006.52	286813.3	314839.38
17364960011	0	296719.37	0.04	0	0	0	296719.41
90731800002	0	586.92	547.12	964.72	1541.55	277929.31	281569.62
75012290015	0	763.99	766.22	629.3	584.93	278185.88	280930.32
75013190028	0	4482.35	3541.41	2273.65	2234.3	258919.06	271450.77
89568200006	0	522.54	534.95	498.4	485.95	266795.03	268836.87
89575500009	0	16308.75	21179.19	14476.54	12455.78	201233.73	265653.99
86514204655	0	523.76	842.49	1330.93	1014.85	255614.16	259326.19
13769600019	0	257265.49	0.03	0	0	0	257265.52
10000670974	0	0	0	0	0	242489.47	242489.47
75012100017	0	11011.54	10090.76	7110.11	6706.43	206576.5	241495.34
20750182000	0	0	0	0	72540	168462.73	241002.73
75009390050	0	8472.99	7470.83	4773.78	4443.46	210892.42	236053.48
75012090028	0	1955.15	3188.42	2478.16	3508.96	221372.32	232503.01
89584900012	0	667.41	668.84	522.95	535.44	228729.13	231123.77
19002200099	0	230999.5	0	0	0	0	230999.5
88515300019	0	478.74	482.47	3854.18	1744.5	213554.86	220114.75
13540600050	0	104818.8	108629.66	4668.19	0	0	218116.65
89585000005	0	794.26	695.19	618.92	601.41	214538.81	217248.59
77032900002	0	1665.55	778.53	670.34	1178.83	206120.14	210413.39
24262900038	0	4788.53	5314.68	4416.35	4569.75	188139.02	207228.33
19766800023	0	2386.76	2370.99	2060.19	2031.88	197844.13	206693.95
10000697010	0	0	0	0	0	204753.94	204753.94
60000700021	0	33573.5	36173.13	74283.03	59302.43	0	203332.09
89586800011	0	2791.45	2583.01	1560.92	1541.55	185683.85	194160.78
24262800000	0	0	0	0	60256	126583.06	186839.06
75011320016	0	5610.68	5795.04	2789.04	3724.18	168134.27	186053.21
75012160011	0	538.63	534.95	462.8	560.18	182891.41	184987.97
70201165022	0	250.9	252.96	246.33	328.91	181507.75	182586.85

NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

9 PROPERTY, PLANT AND EQUIPMENT

9.1 31 OCTOBER 2017

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2016	77 940 867	91 931 295	526 412 052	69 702 934	629 893	41 027 288	807 644 329
Cost	77 940 867	101 276 813	650 783 726	76 987 664	1 893 599	73 418 813	982 301 483
Original Cost	77 940 867	101 276 813	650 783 726	76 987 664	1 893 599	73 418 813	982 301 483
Accumulated Impairments	-	-	(19 803)	-	-	(632 535)	(652 338)
Original Cost	-	-	(19 803)	-	-	(632 535)	(652 338)
Accumulated Depreciation	-	(9 345 519)	(124 351 872)	(7 284 730)	(1 263 706)	(31 758 990)	(174 004 816)
Original Cost	-	(9 345 519)	(124 351 872)	(7 284 730)	(1 263 706)	(31 758 990)	(174 004 816)
Acquisitions			4 509 190	312 195		867 178	5 688 562
Capital under Construction			5 067 727				5 067 727
Transfers							
Cost	-	-	-	-	-	-	-
Impairments							
Impairment	-	-	-	-	-	-	-
Depreciation	(493 731)	(582 356)	(3 334 656)	(441 546)	(3 990)	(259 895)	(5 116 175)
Normal Depreciation for the year	(493 731)	(582 356)	(3 334 656)	(441 546)	(3 990)	(259 895)	(5 116 175)
Carrying value of disposals							
Cost	-	-	-	-	-	-	-
Accumulated Impairments	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Carrying value at 30 June 2017	77 447 136	91 348 938	532 654 312	69 573 583	625 903	41 634 571	813 284 443
Cost	77 940 867	101 276 813	660 360 643	77 299 859	1 893 599	74 285 991	993 057 772
Original Cost	77 940 867	101 276 813	660 360 643	77 299 859	1 893 599	74 285 991	993 057 772
Accumulated Impairments	-	-	(19 803)	-	-	(632 535)	(652 338)
Original Cost	-	-	(19 803)	-	-	(632 535)	(652 338)
Accumulated Depreciation	(493 731)	(9 927 875)	(127 686 528)	(7 726 276)	(1 267 696)	(32 018 885)	(179 120 991)
Original Cost	(493 731)	(9 927 875)	(127 686 528)	(7 726 276)	(1 267 696)	(32 018 885)	(179 120 991)

2

N

Intangible Assets

	2017 R
Computer Software	
Net Carrying amount at 1 July 2017	2 506 094
Cost	4 498 498
Accumulated Amortisation	(1 992 404)
Accumulated Impairment	-
Additions	37 719
Amortisation for Year	-
Impairments	
Disposals	
Net Carrying amount at 1 October 2017	2 543 813
Cost	4 536 217
Accumulated Amortisation	(1 992 404)
Accumulated Impairment	-

N

INVESTMENT PROPERTY

Net Carrying amount at 1 July 2017

47 718 986

Cost

50 416 329

Accumulated Depreciation

(2 697 343)

Accumulated Impairment

-

Acquisitions

-

Correction

-

Depreciation for the year

-

Impairment

-

Transfers from Inventory

-

Transfers

-

Net Carrying amount at 31 October 2017

47 718 986

Cost

50 416 329

Accumulated Depreciation

(2 697 343)

Accumulated Impairment

-

N

Heritage Assets

	2017 R
Net Carrying value at 1 July 2016	550 000
Cost	550 000
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Transfers	-
Net Carrying amount at 30 June	550 000
Cost	550 000
Accumulated Impairment	-

Capitalised Restoration Cost

	2017 R
Net Carrying amount at 1 July 2017	16 075 548
Cost	45 710 691
Under Construction	-
Accumulated Depreciation	(29 635 143)
Accumulated Impairment	-
Acquisitions	-
Under Construction - Cost	-
Disposals	-
Adjustment for the period	(438 532)
Depreciation for the year	(456 683)
Net Carrying amount at 31 October 2017	15 180 334
Cost	45 272 159
Accumulated Depreciation	(30 091 826)
Accumulated Impairment	-

INSURANCE REPORT: October 2017

Claims movement for the month

Total claims open at the beginning of the month	75
New claims for the month	0
Claims closed during the month	35
Total claims open at the end of the month	40

Old Aon claims outstanding

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

Current progress on claims

Action Taken	Total
Additional Information Submitted to Insurance	
Awaiting Invoice	1
Claim Reported, Awaiting Response from Insurer	9
Order Made out and given through to supplier	2
Request for Quotations Submitted	2
Claim Closed	2
Requested Department to obtain Quotation	4
Insurer Requires Additional Info2	7
Additional Information Requested from relevant department	11
Invoice received and submitted for payment/or refund to Insurers	3
Assessor appointed	4
Quotations submitted to Insurer, Awaiting Approval	5
Agreement of Loss signed and sent to Insurer	1
Agreement of Loss signed and submitted to Insurer	4
Agreement of loss received	2
Claim within excess: Memo submitted to Manager for approval	8
Awaiting Agreement of Loss	2
File Missing	1
Settlement Recieved	9
Grand Total	40

Age analysis of Outstanding Claims

Category	AON	INDWE	Grand Total
30 days or Less	1	-	1
More than 30 days	3	-	3
60 days or more	2	-	2
More than 120 Days	21	13	34
Grand Total	27	13	40

Note: The municipality is currently in the process of appointing a new service provider

QUALITY CERTIFICATE

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

- The monthly in year monitoring reports for the month of October 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:

