

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager / Munisipale Bestuurder

VAN / FROM: Director: Finance / Direkteur: Finansies

DATUM / DATE: 31 January 2018 / 31 Januarie 2018

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

FINANCE MONTHLY REPORT – JANUARY 2018

FINANSIES MAANDELIKSE VERSLAG – JANUARIE 2018

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 January 2018.

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 17 067 accounts amounting to R 27.4 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 3.6 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 93%. Some consumers use council's gesture to enable them to purchase electricity although their accounts are in arrears during the holiday season as an excuse to not pay their municipal accounts due in December.

The municipality issued orders to the value of R 14.5 million of which R 2.2 million was in terms of deviations.

The municipality currently has R 83 million in its primary bank account and R 17 million on investment.

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 Januarie 2018.

C OPSOMMING

Die munisipaliteit het 94% van die meters gelees, waarvan 98% die eerste keer korrek gelees is. Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 17 067 rekeninge ten bedrae van R 27.4 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 3.6 miljoen. Die deernis subsidies vir die maand beloop R 1.1 miljoen.

Die opgehoopte debiteure verhoging se teiken vir die jaar is 95%, maar die werklike jaar tot op datum invordering is 93%. Sommige verbruikers gebruik die raad se gebaar om kliënte in staat te stel om elektrisiteit te koop, hoewel hul rekeninge gedurende die vakansie seisoen agterstallig is as 'n verskoning om nie hul munisipale rekeninge verskuldig in Desember te betaal nie.

Bestellings ter waarde van R 14.5 miljoen uitgereik, waarvan R 2.2 miljoen ten opsigte van afwykings is.

Die munisipaliteit het R 83 miljoen in die primêre bankrekening en R 17 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 beampte 'n kwartaallikse verslag ten opsigte van uitgawes wat in terme van artikel 11 (1) (b) tot (j) gemagtig is om voor te berei. Artikel 11 (1) lees soos volg:

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

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

2.2 Besteding aan personeel voordele

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

"66. Die rekenpligtige beampte van 'n munisipaliteit moet, in 'n 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 wesentliche afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;
 - (ii) enige wesentliche 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."

2.4 Other Policy Requirements

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

3. DISCUSSION

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

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

formaat 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 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 INKOMSTE

3.1.1 Rates Clearance 3.1.1.1 Uitklarings

Rates clearance certificates	Nov-17	Dec-17	Jan-18
Plots subdivided	0	0	0
Application for clearance certificates	46	9	34
Clearance certificates issued	40	27	39
Deeds registrations	73	88	40
Consolidations	0	0	0

3.1.1.1 Billing dates

3.1.1.1 Heffingsdatums

Billing:	Nov-17	Dec-17	Jan-18
Debt raising date	20/11/2017	18/12/2017	22/01/2018
Date of account postage	22/11/2017	20/12/2017	24/01/2018
Debtor reconciliation (Debtors/Votes/Age analysis)	01/12/2017	03/01/2018	01/02/2018
Electricity Pre paid Reconciliation	01/12/2017	03/01/2018	01/02/2018

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	Nov-17	Dec-17	Jan-18
- 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

3.1.2 Number of consumers with services

Number of consumers with services	Nov-17	Dec-17	Jan-18
Electricity - Conventional	2 402	2 402	2 402
Electricity - Prepaid	10 274	10 394	10 390
Property rates	14 375	14 375	14 371
Refuse removal	15 001	15 070	15 102
Sewerage	14 978	15 055	15 100
Water	15 077	15 244	15 221
Other	801	797	797
Total number of accounts printed	13 507	13 610	13 689
Total number accounts emailed	3 391	3 384	3 378

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

Service Description	Nov-17	Dec-17	Jan-18
Assessment Rates (Monthly)	3 144 457.31	3 102 354.80	3 239 168.07
Assessment Rates (SV)			
Electricity	14 259 704.54	14 105 904.51	15 274 008.08
Refuse Removal	2 208 838.90	2 330 540.52	2 236 899.71
Sewerage	2 036 913.67	2 455 065.02	2 106 162.39
Water Levies	4 782 273.25	4 755 981.60	5 515 616.79
Rental	79 009.53	79 009.53	82 774.85
Indigent subsidy	-1 076 478.63	-1 052 158.89	-1 054 535.05
Sundries	9 313.81	19 873.57	22 216.72
Total	25 444 032.38	25 796 570.66	27 422 311.56

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

	Nov-17	Dec-17	Jan-18
Total Pre Paid Meters	10 274	10 394	10 390
Total Free units(Indigents)	100 300	99 200	97 800
Cost of free Units	R110 330	R109 120	R107 580
Units sold	2 457 794	2 633 696	2 516 453
Cost of units sold	R2 970 411	R3 216 688	R3 080 312
Vat Amount	R431 352	R465 648	R446 346
Axillary Amount	R1 420	R1 728	R1 485
Total Amount Pre Paid	R3 513 513	R3 793 185	R3 635 722

3.1.4 MONTHLY INCOME PER SERVICE

	YTD	M05 Nov-18	M06 Dec-18	M07 Jan-18
	R	R	R	R
Monthly Billing	229 477 243	26,248,389	26,723,011	28,232,642
Property Rates	49 104 296	3,226,608	3,097,097	3,272,915
Electricity	115 748 431	13,958,917	14,084,051	15,275,238
Water	29 815 063	4,710,323	4,677,423	5,243,178
Waste Management	16 383 365	2,206,268	2,330,100	2,235,309
Waste Water Management	17 717 568	2,045,815	2,454,198	2,107,409
Housing Selling Scheme	361 145	54,648	45,420	45,270
Property Rental Debtors	177 845	25,424	25,349	25,419
Service Charges	169 530	20,386	9,373	27,904
Land Sale Debtors	-	-	-	-
	R	R	R	R
Collections	214 114 611	26,660,266	20,888,495	26,387,543
Property Rates	46 557 007	4,868,189	3,463,061	3,749,502
Electricity	115 547 420	14,535,248	12,107,595	14,562,966
Water	20 716 471	3,596,801	2,663,296	3,712,375
Waste Management	12 213 953	1,828,499	1,290,809	2,042,564
Waste Water Management	14 958 401	1,745,442	1,310,567	2,228,745
Housing Selling Scheme	218 391	46,869	30,338	53,767
Property Rental Debtors	122 794	15,745	13,612	21,611
Service Charges	222 373	23,472	9,217	16,012
Land Sale Debtors	3 557 802	-	-	-
Collection Rate per service	%	%	%	%
Property Rates	95%	151%	112%	115%
Electricity	100%	104%	86%	95%
Water	69%	76%	57%	71%
Waste Management	75%	83%	55%	91%
Waste Water Management	84%	85%	53%	106%
Housing Selling Scheme	60%	86%	67%	119%
Property Rental Debtors	69%	62%	54%	85%
Service Charges	131%	115%	98%	57%
Over all Collection Rate	93%	102%	78%	93%

3.1.5 Indigent Households

3.1.5 Behoeftige Huishoudings

Indigent households	Nov-17	Dec-17	Jan-18
Deferments	3 197 425.79	3 281 107.14	3 149 569.82
30 days	537 558.92	583 773.41	564 435.22
60 days	467 536.43	507 753.87	514 254.58
90 days	407 140.58	453 986.4	465 260.3
> 90 days	8 318 899.7	8 882 760.23	8 610 685.74
Total	R12 928 561.42	R13 709 381.05	R13 304 205.66

Mechanisms	Nov-17	Dec-17	Jan-18
Approved Indigent households:			
No. of households at beginning of the month:	2 313	2 341	2 296
Additions during the month	277	175	120
Cancellations during the month	249	220	347
No. of households at end of the month:	2 341	2 296	2 284
Cost of Indigent to Council	R1 076 478.63	R1 052 158.89	R1 054 535.05

Explanation:

Indigent households decreased from 2 296 to 2 284

Verduideliking:

Deernis huishoudings verminder vanaf 2 296 tot 2 284

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 January 2018:

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 Januarie 2018:

Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total -	%
Debtors Age Analysis By Income Source										
	R	R	R	R	R	R	R	R	R	
Water	7 157 731	1 808 040	1 414 806	1 307 275	886 195	915 997	5 112 128	42 531 009	61 133 181	31.47%
Electricity	12 470 288	739 086	647 033	724 887	277 254	251 520	929 706	2 520 405	18 560 179	9.56%
Property Rates	3 390 745	241 804	171 247	156 215	145 141	2700 684	707 534	12 760 880	20 274 250	10.44%
Waste Water Management	2 778 170	658 732	591 087	562 498	522 103	493 227	2 621 064	19 403 194	27 630 075	14.23%
Waste Management	3 105 818	742 287	717 254	650 088	651 047	625 885	2 466 199	23 591 727	32 550 305	16.76%
Property Rental Debtors	45 865	17 294	16 739	16 532	71 518	15 798	90 403	1 009 763	1 283 912	0.66%
Interest on Arrear Debtor Accounts	62 870	68 142	91 865	110 338	98 360	113 907	956 517	32 671 915	34 173 914	17.59%
Other	-3 005 297	33 774	80 663	40 749	44 047	24 473	230 099	1 178 682	-1 372 810	17.59%
Total By Income Source	26 006 190	4 309 159	3 730 694	3 568 582	2 695 665	5 141 491	13 113 650	135 667 575	194 233 006	100%
%	218.92%	-2.46%	-5.88%	-2.97%	-3.21%	-1.78%	-16.76%	-85.86%	100.00%	
Debtors Age Analysis By Customer Group										
Organs of State	1 844 046	945 983	666 840	558 724	92 425	504 714	163 159	2 412 044	6 835 409	3.52%
Commercial	10 874 687	274 134	196 835	203 746	255 331	1000 101	1 054 470	6 421 514	20 896 227	10.76%
Households	12 050 335	2 852 113	2 649 800	2 579 387	2 156 894	2 631 721	10 758 893	118 975 703	146 390 315	75.37%
Other	1 237 123	236 928	217 218	226 725	191 017	1004 956	1 137 127	7 858 313	11 459 728	5.90%
Total By Customer Group	26 006 190	4 309 159	3730 693	3 568 583	2695 667	5141 492	13 113 649	135 667 575	194 233 006	100%
%	13.39%	2.22%	1.92%	1.84%	1.39%	2.65%	6.75%	69.85%	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:

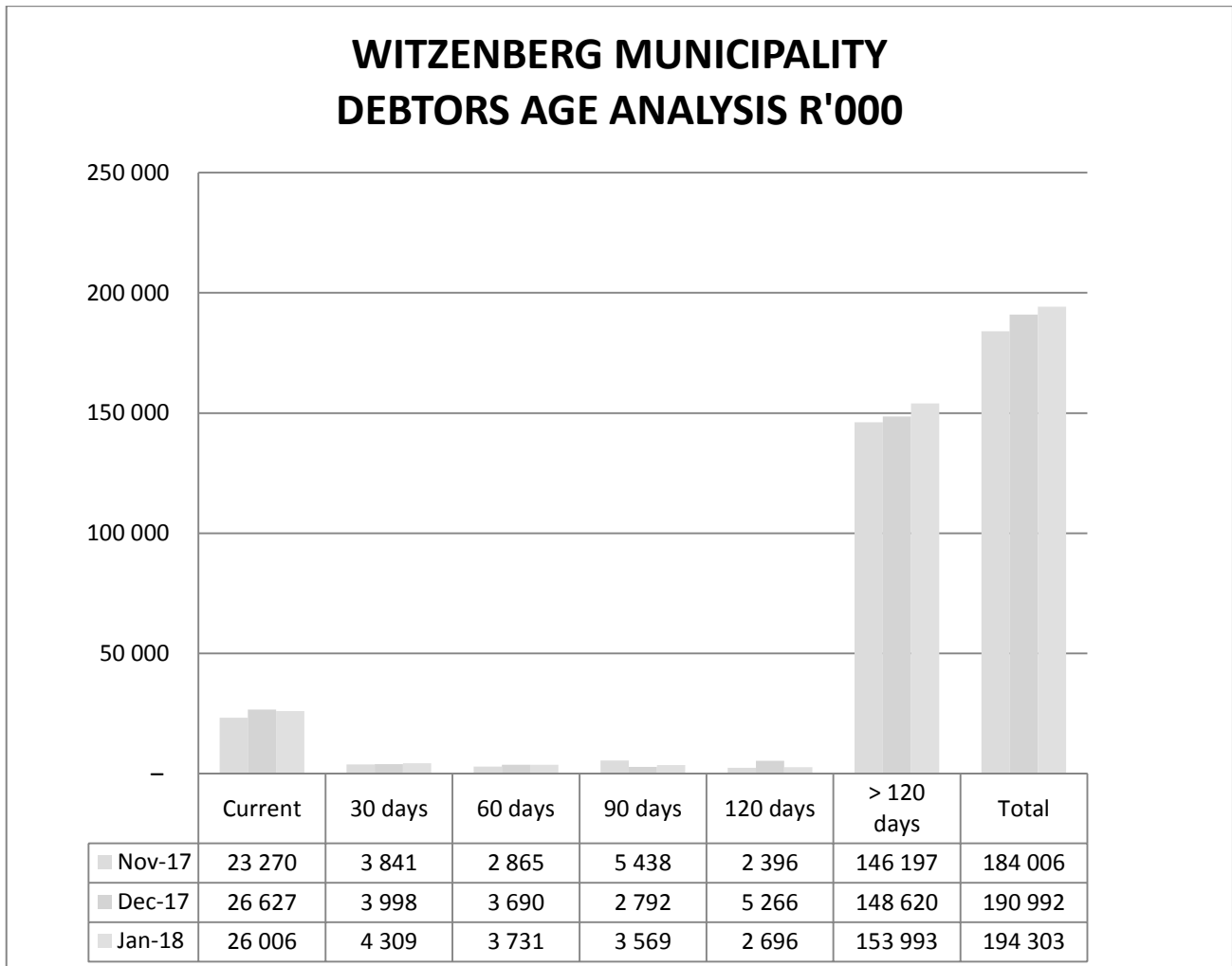
- Geen kredietbeheer meganisme vir PA Hamlet, Op-die-Berg en Deernis gevalle nie.

3.1.7 DEBITEURE OUDERDOMSANALISE

3.1.7 VERGELYKING

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

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.
- Some consumers use council's gesture to enable them to purchase electricity although their accounts are in arrears during the holiday season as an excuse to not pay their municipal accounts due in December.

Verduideliking:

Die styging in debiteure is as gevolg van:

- Geen kredietbeheer meganisme vir PA Hamlet, Op-die-Berg en Deernis gevalle nie.
- Sommige verbruikers gebruik die raad se gebaar om kliënte in staat te stel om elektrisiteit te koop, hoewel hul rekeninge gedurende die vakansie seisoen agterstallig is as 'n verskoning om nie hul munisipale rekeninge verskuldig in Desember te betaal nie.

3.1.8 **RECEIPTING**

The table below indicates the cash flow:

3.1.8 **ERKENNING VAN ONTVANGS**

Die onderstaande tabel dui die kontantvloei aan:

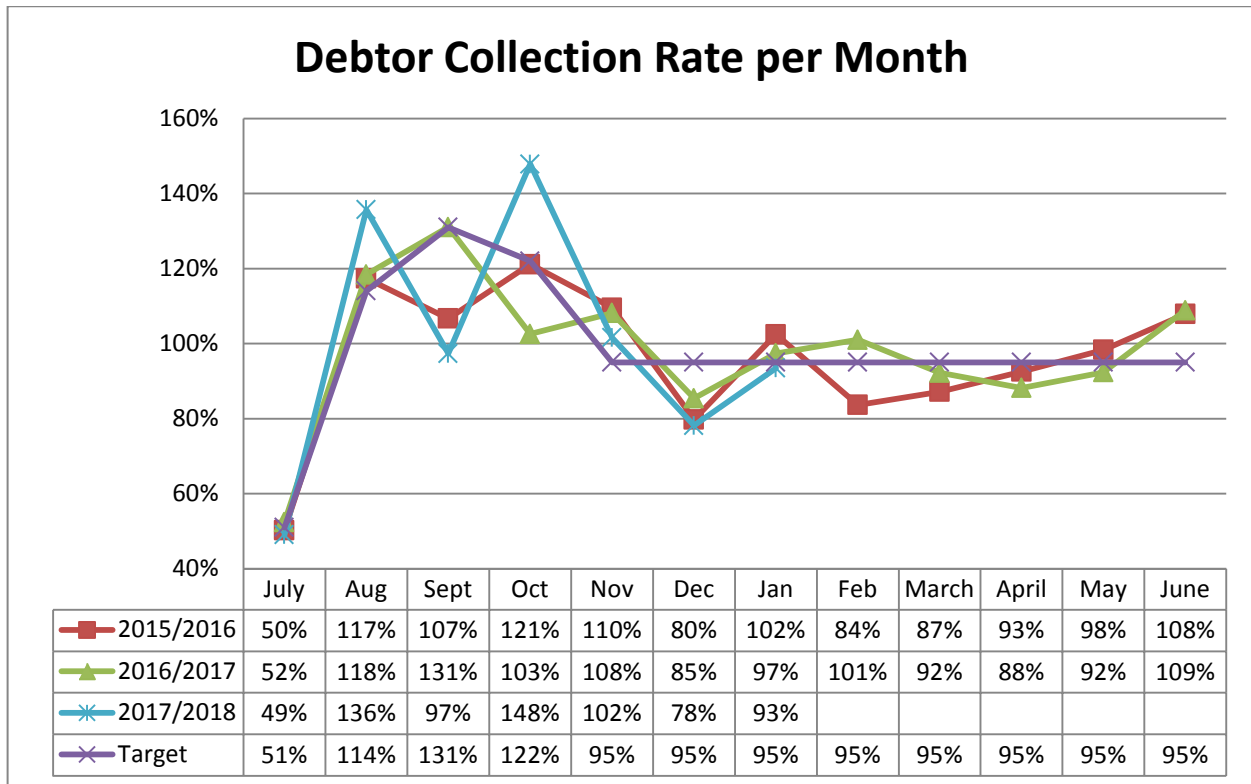
Detail	Month 5 Nov	Month 6 Dec	Month 7 Dec
Cash Receipts by Source			
Property rates	4 868 189	3 463 061	3 749 502
Property rates - penalties & collection charges	-	-	-
Service charges - electricity revenue	14 535 248	12 107 595	14 562 966
Service charges - water revenue	3 596 801	2 663 296	3 712 375
Service charges - sanitation revenue	1 745 442	1 310 567	2 228 745
Service charges - refuse revenue	1 828 499	1 290 809	2 042 564
Service charges - other	3 604 406	3 500 380	2 902 690
Rental of facilities and equipment	136 552	162 208	194 467
Interest earned - external investments	548 836	645 169	128 702
Interest earned - outstanding debtors	-	-	-
Dividends received	-	-	-
Fines	219 173	75 115	386 968
Licences and permits	334 007	-1 265 226	843 224
Agency services	-	0	-
Transfer receipts - operational	20 669	25 736 917	2 375 645
Other revenue	430 319	3 895 463	355 414
Cash Receipts by Source	31 868 142	53 585 354	33 483 264
Other Cash Flows/Receipts by Source	-	-	-
Transfer receipts - capital	-	11 257 000	-
Contributions recognised - capital & Contributed assets	-	-	-
Proceeds on disposal of PPE	-	-	-
Short term loans	-	-	-
Borrowing long term/refinancing	-	-	-
Increase (decrease) in consumer deposits	80 291	83 856	40 468
Decrease (Increase) in non-current debtors	-	-	-
Decrease (increase) other non-current receivables	-	-	-
Decrease (increase) in non-current investments	13 000 000	13 500 000	-
Total Cash Receipts by Source	44 948 433	78 426 209	33 523 731
Cash Payments by Type			
Employee related costs	16 388 030	11 178 795	11 842 811
Remuneration of councillors	728 043	727 422	1 208 957
Collection costs	-	-	-
Interest paid	-	71 325	-
Bulk purchases - Electricity	11 852 916	13 943 751	12 887 410
Bulk purchases - Water & Sewer	-	-	-
Other materials	2 304 429	1 069 099	2 045 303
Contracted services	3 797 875	6 734 803	1 421 595
Grants and subsidies paid - other municipalities	-	-	-
Grants and subsidies paid - other	6 549 857	31 500	3 165 373
General expenses	5 994 545	1 119 654	3 258 299
Cash Payments by Type	47 615 694	34 876 349	35 829 748
Other Cash Flows/Payments by Type	-	-	-
Capital assets	5 981 417	4 268 175	2 619 213
Repayment of borrowing	-	109 001	-
Other Cash Flows/Payments	32 009 263	-29 662 540	-265 480
Total Cash Payments by Type	85 606 374	9 590 984	38 183 482
Net Increase/(Decrease) in Cash Held	-40 657 941	68 835 225	-4 659 750
Cash/cash equivalents at the month/year begin:	60 119 234	19 461 293	88 296 518
Cash/cash equivalents at the month/year end:	19 461 293	88 296 518	83 636 768

3.1.8.1 Receipting

3.1.8.1 Erkenning van Ontvangste

	Nov-17	Dec-17	Jan-18
Collecting agent			
<i>Third party agents:</i>	6 663 205	6 569 181	7 610 022
Syntell	R 3 381 695	R 3 405 093	R 3 785 812
Pay a bill	R 426 157	R 334 945	R 472 947
Easy pay	R 1 485 194	R 1 441 369	R 1 686 329
<u>Pay@</u>	R 879 760	R 879 396	R 1 094 124
ACB	R 490 398	R 508 378	R 570 811
<i>Cashiers:</i>	R 39 921 979	R 69 406 132	R 24 926 180
<i>Transfer(Senior Cashier)</i>	R 36 276 785	R 66 864 584	R 21 374 247
RMC 1 - Ceres	R 1 157 078	R 745 573	R 1 220 855
RMC 2 - Ceres			
RMC 3 - Ceres			
RMC 4 - Ceres	R 946 403	R 739 008	R 859 967
RMC 6 - Tulbagh	R 616 868	R 388 643	R 565 475
RMC 7 - Wolseley	R 633 040	R 449 826	R 622 255
RMC 8 - Hamlet	R 55 882	R 51 109	R 60 819
RMC 9 - Op-die-Berg	R 40 082	R 24 487	R 35 092
RMC 10 - Thusong Center	R 195 841	R 142 901	R 187 471
Back office receipting	R 2 262 777	R 186 951	R 1 278 257
Total Cash Received	R 48 847 961	R 76 162 264	R 33 814 459

3.1.9 DEBTOR COLLECTIONS RATE PER MONTH



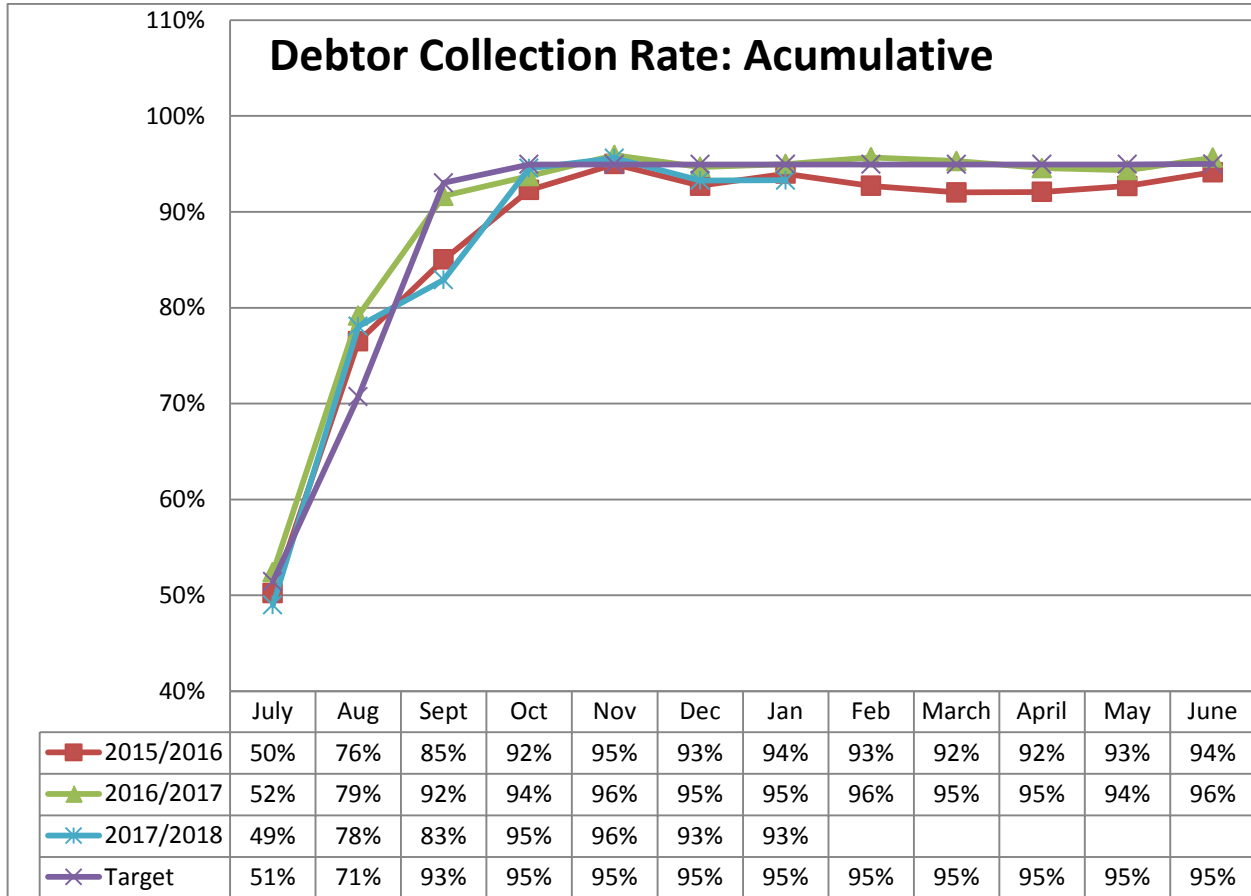
Explanation:

The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 95% while the actual figure for January 2018 amounts to 93% which in comparison to the previous year 97%.

Verduideliking:

Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling van debiteure te illustreer teen die teikens gestel vir die onderskeie maande. Die teiken vir die maand is 95%, terwyl die syfer vir Januarie 2018 - 93% beloop in vergelyking met die vorige jaar 97%.

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 95% while the actual figure is 93%.

Verduideliking:

Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling van skuld te illustreer teen die teikens gestel vir die jaar. Die teiken vir die jaar tot datum is 95%, terwyl die werklike syfer 93% behoop.

3.1.11 SUMMARY OF OUTSTANDING DEBT

Die tabel hieronder verskaf 'n opsomming van uitstaande skuld:

	Nov-17	Dec-17	Jan-18
Councillors:	R	R	R
Deferments	2 576.94	2 576.94	26 045.54
30 days	13 996.04	14 434.90	6 067.92
60 days	3 723.94	10 509.65	2 170.40
90 days	1 564.98	3 183.95	1 106.91
> 90 days	61 598.39	63 591.49	32 215.79
Total	R 83 460.29	R 94 296.93	R 67 606.56
Employees:	R	R	R
Deferments	141 863.26	R 132 938.95	R 145 412.41
30 days	6 938.02	R 11 003.32	R 4 350.45
60 days	1 468.21	R 3 379.40	R 1 989.65
90 days	1 502.66	R 1 341.42	R 3 294.79
> 90 days	30 350.79	R 30 928.09	R 30 947.52
Total	R 182 122.94	R 179 591.18	R 185 994.82
Government Departments:	R	R	R
30 days	561 854.35	695 723.00	945 983.00
60 days	135 467.31	558 234.00	666 840.00
90 days	505 950.38	136 038.00	558 724.00
> 90 days	2 541 125.00	3 062 760.00	3 172 342.00
Total	R 3 744 397.04	R 4 452 755.00	R 5 343 889.00
Schools & Hostels:	R	R	R
Deferment			
30 days	55 265.37	252 035.90	64 035.08
60 days	7 900.44	20 653.66	175 755.79
90 days	394.13	6.93	6 595.59
> 90 days	41 166.50	41 398.78	41 631.06
Total	R 104 726.44	R 314 095.27	R 288 017.52

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:	Nov-17	Dec-17	Jan-18
No. of customers on the disconnections lists	2 916	633	2 610
No. already block	1 280	1 373	0
Total no. of tampering's not connected	391	436	419
No. of new disconnections for the month:			
- Prepaid	785	265	2 093
- Conventional	53	50	62
Number reconnected:			
- Prepaid			
- Conventional	47	40	38
Reconnected :due to faulty groupings and Indigent and poor households			
No. of customers still disconnected	1 373	0	1 412
% of disconnections executed	100%	50%	100%

3.2 SUPPLY CHAIN MANAGEMENT

3.2.1 Demand and Acquisition

3.2.1.1 Advertisement stage

The following competitive bids are currently in the advertisement stage:

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Aanvraag en Verkryging

3.2.1.1 Advertiseringsfase

Die volgende mededingende tenders is tans in die adverterings fase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/15/16	Appointment of contractors for maintenance, repair and replacement of general electrical infrastructure for Witzenberg Municipality (3 year contract)	02-Mar-2018
08/2/15/45	Supply Upgrade And Replacement Of Water Networks In The Witzenberg Area	02-Feb-2018
08/2/15/46	Supply Upgrade And Replacement Of Sewer Networks In The Witzenberg Area	02-Feb-2018

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

Geen formele geskrewe pryskwotasies is tans in die adverteringsfase nie.

3.2.1.2 Evaluation stage:

The following competitive bids are currently in the evaluation stage:

3.2.1.2 Evaluering stadium:

Die volgende mededingende tenders is tans in die evalueringfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/15/27	The Supply and delivery of Broad Spectrum Enzymes and dosing pumps for a period of 24 months	17-Oct-2017	21-Dec-2017	N Jacobs
08/2/15/28	Supply and servicing of portable chemical toilets and emptying of septic tanks in the Witzenberg area	14-Nov-2017	27-Nov-2017 BEC Held 14-Dec-2017; Awaiting feedback regarding recommendation	N Jacobs
08/2/15/29	Supply, delivery and erection of security fencing at various water and sewer Infrastructures	10-Nov-2017	27-Nov-2017; 26-Jan-2018	N Jacobs
08/2/15/31	Supply and delivery of Traffic Uniforms	07-Nov-2017	28-Nov-2017 / 13 Dec 2017	M Green
08/2/15/39	Invitation for long term borrowings 2017-2018	24-Nov-2017	Awaiting	WP Mars
08/2/15/40	Supply and delivery of Protective clothing	15-Nov-2017	Awaiting	A Raubenheimer
08/2/15/42	Service provider for Training of Municipal officials on Gardening, Horticulture and Landscaping Learner ships	23-Nov-2017	13-Dec-2017	I Swartbooi
08/2/15/44	Appointment of a service provider for Incapacity Investigations	17-Nov-2017	28-Nov-2017	I Swartbooi
08/2/15/47	Supply and delivery of Bricks and Pavers	23-Nov-2017	Awaiting	E Lintnaar
08/2/15/48	Access control for Municipal buildings	15-Dec-2017	Awaiting	A Radjoo
08/2/15/53	The Reconstruction of Piet Retief Street from	05-Dec-2017	10-Jan-2018	E Lintnaar

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BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
	Roussouw Street to Waveren Street in Tulbagh.		Awaiting doc's from consultants	
08/2/15/54	Supply and delivery of Electrical Equipment and cables	19-Jan-2018	Awaiting	D Greeff
08/2/15/55	Supply And Fitment Of New Tyres, Tubes And Provision Of Tyre Repair And Other Related Services	10-Jan-2018	Awaiting	O Gatyene
08/2/15/57	Printing, supply and delivery of a corporate newsletter to Witzenberg municipality	05-Jan-2018	Awaiting	A Radjoo
08/2/15/63	Sale Of Church Site In Pine Valley, Wolseley	05-Jan-2018	29-Jan-2018	L Nieuwenhuis

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
08/2/15/25	Service provider for training of municipal officials (SCM) (Re-Advertisement)	27-Nov-2017	Awaiting	I Swartbooi
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
08/2/15/49	Supply, delivery and assemble of Office furniture and equipment	05-Jan-2018	31-Jan-2018	C Wessels
08/2/15/50	Supply and installation of Three (3) Wendy houses on Vredebes	18-Oct-2017	14-Dec-2017 Request for withdrawal / cancellation	C Mackenzie
08/2/15/61	Supply, delivery and installation of vinyl flooring at Koinonia hall Buiten street, Bella Vista	08-Dec-2017	12-12-2017	H Truter
08/2/15/65	Appointment of a Service provider for Disciplinary hearing (Re-advertisement)	30-Jan-2018	Awaiting	HJ Kritzinger
08/2/15/66	Upgrading Of Ablution Faciilites The Thusong Centre, Bella Vista	21-Dec-2018	Awaiting	A Radjoo

3.2.1.3 Adjudication stage

No competitive bid is currently in the adjudication stage.

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

3.2.1.3 Toekenningsfase:

Geen mededingende tender is tans in die toekenningsfase nie.

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 January 2018:

3.2.1.4 Tenders toegeken

Die volgende mededingende tenders was toegeken deur die Tender Toekenningskomitee gedurende Januarie 2018:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/15/23	17-Jan-2018	First National Bank	Supply of banking services to Witzenberg Municipality	Bidder scored the highest points	R 507 212.25

No bid was awarded by the Accounting Officer during the month of January 2018.

Geen tender was toegeken deur die Rekenpligtige Beampte gedurende Januarie 2018 nie.

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

The following formal written price quotation or competitive bid was cancelled during the month of January 2018:

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

Die volgende formele geskrewe prys kwotasie of mededingende tender was gekanselleer gedurende Januarie 2018:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/15/36	24-Jan-2018	Supply, installation and monitoring of vehicle tracking system	No responsive bids received
08/2/15/43	13-Dec-2017	Supply, delivery and installation of Building signage	No bids received
08/2/15/58	12-Dec-2017	Supply, delivery and fitment of Vehicle batteries	No bids received

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

The following written price quotations were approved during the month of January 2018:

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

Die volgende geskrewe prys kwotasies was goedgekeur gedurende Januarie 2018:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o. sub delegation
150909	08-Dec-2017	Ultimate Recruitment Solutions	Advertisement of bids: 08/2/15/45; 08/2/15/46; 08/2/15/55 and 08/2/15/63	Lowest responsive quotation	R 12 785.91 (Incl. VAT)	Chief Financial Officer
150992	13-Dec-2017	Gracious Catering Décor	Catering for Ward 10 Project 16/12/2017 De Eike Hall	Lowest responsive quotation	R 8 250.00 (Non-VAT)	Chief Financial Officer

3.2.1.7 Formal Written Price Quotations

3.2.1.7 Formele Geskrewe Prys Kwotasies

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 January 2018:

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 Januarie 2018:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
08/2/15/15	24-Jan-2018	Valiphi Cleaning Professionals	Lease of the café building at N'duli and PA Hamlet swimming pools (Re-advertisement)	Only responsive bidder	R 5 000.00 (Incl. VAT)	Director Community Services
08/2/15/32	31-Jan-2018	Chantmerc Construction	Supply and delivery of 2 New 230 VOLT/ 3000 Watt Rock breakers	Only responsive bidder	R 110 900.00 (Incl. Vat)	Director Technical Services

3.2.1.8 Appeals

3.2.1.8 Appèlle

No appeals were lodged or are being dealt with by the Accounting Officer.

Geen appèl is ontvang of word hanteer deur die Rekenpligtige beamppte nie

3.2.1.9 Deviations

3.2.1.9 Afwykings

The following table contains the approved deviations by the Accounting Officer for the month of January 2018 which totals R 2 246 008.36:

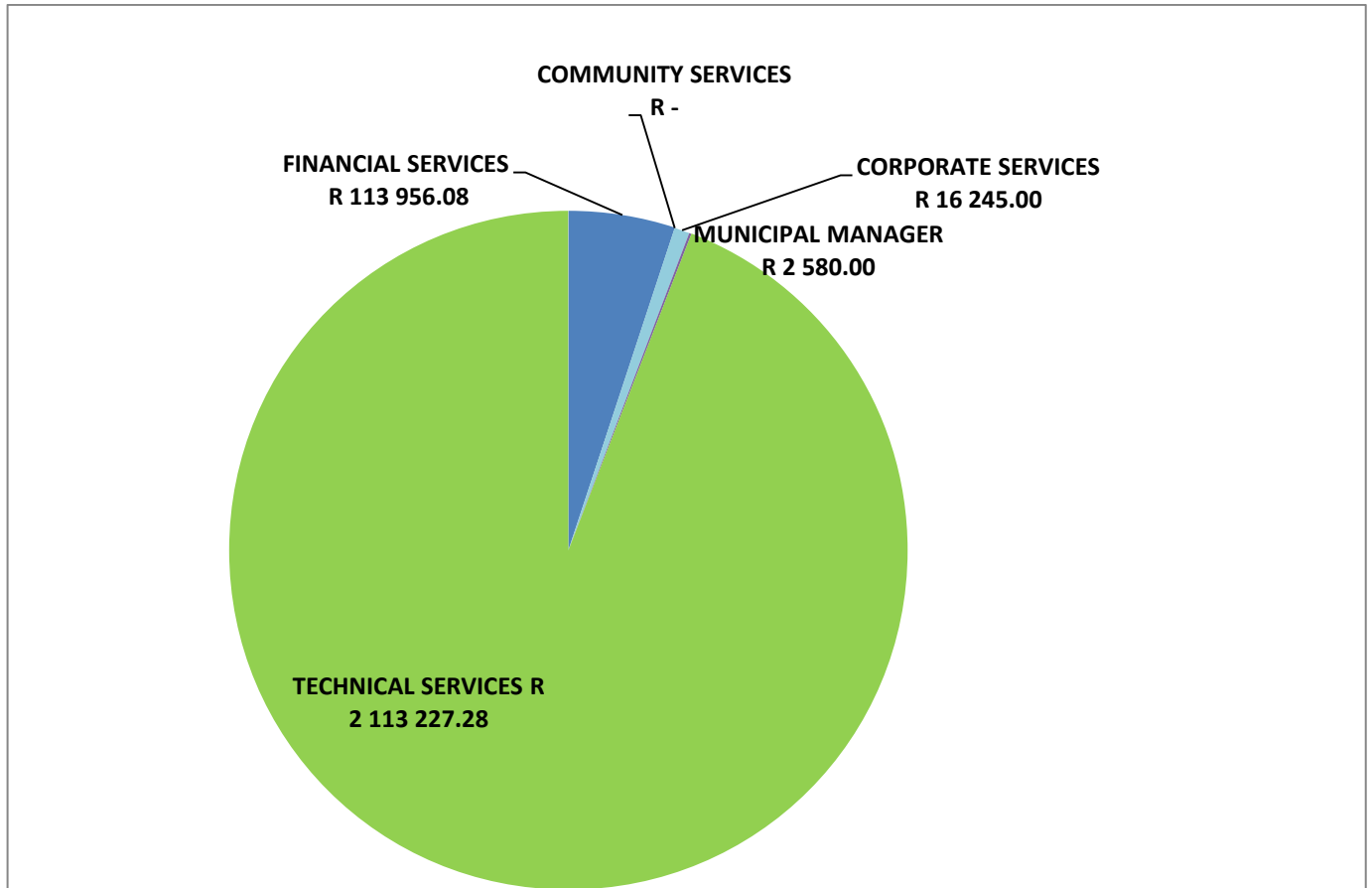
Die volgende tabel bevat die goedgekeurde afwykings deur die Rekenpligtige Beamppte vir die maand van Januarie 2018 wat beloop op die totaal van R 2 246 008.36:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
9-Jan-18	PC Berning	Repair digger loader: CFA 1828	Impractical	151276	68,650.30
16-Jan-18	Witzenberg Herald	Publish Notice: 2018 Study bursaries	Impractical	151396	2,829.00
17-Jan-18	Witzenberg Herald	Publish Notice: Alienation of Plot 622 Wolseley	Single supplier	151429	2,580.00
18-Jan-18	Witzenberg Herald	Publish notice: National Heritage Resources Act	Single supplier	151468	2,193.00
18-Jan-18	Ian Dickie & Co (PTY) Ltd	Repair Eurofloe & Vacuum pump	Single supplier	151469	27,040.68
19-Jan-18	Witzenberg Herald	Publish notice: Back to School	Single supplier	151490	13,416.00
24-Jan-18	TGS Gear Services Cape	Servicing of aerators @ Ceres Sewer works	Impractical	151575	47,345.34
25-Jan-18	Witzenberg Herald	Publish notices: Postponement of objection date of valuation roll	Single supplier	151602	5,160.00
29-Jan-18	Conlog (PTY) Ltd	Supply & delivery of prepaid electricity meters	Single supplier	151632	103,765.08

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Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
30-Jan-18	Exeo Khokela Civil Engineering Construction (PTY) Ltd	Bid 08/2/14/29 Bella Vista Bulk water pipeline: Upgrading of Pipe	Impractical	151681	1,967,997.96
31-Jan-18	Witzenberg Herald	Publication: Oversight report on the 2016/2017 Annual Report	Impractical	151711	5,031.00

DEVIATIONS PER DIRECTORATE



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
November 2017	R 453 687.61	R35 839 972.10	1.27%
December 2017	R 422 087,37	R6 085 337.77	6.94%
January 2018	R 2 246 008.36	R14 564 557.90	15.43%

Logistics

Logistieke

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

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

	30 November 2017	31 December 2017	31 January 2018
Value of inventory at hand	R 7 008 933	R 8 024 817	R 8 715 689
Turnover rate of total value of inventory	2.07 times	1.78 times	1.77
Turnover rate excluding Chinese meters	2.08 times	1.79 times	1.77
Date of latest stores reconciliation	31 Jan 2018		
Date of last stock count	13 Dec 2017		
Date of next stock count	28 Mar 2018		

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:

	Nov 2017	Dec 2017	Jan 2018
Salaries – Cost to company	R19 131 489	R11 955 407	R8 162 987
Provisions for employee benefits	R1 163 853	R2 972 079.28	R1 818 011.41
Number of Employees and Councillors included in run	566	591	591
Number of Ward members receiving allowance	115	114	114
Balancing amount	R0	R0	R0

	Dates	Jan 2018
Salaries – Cost to company (EPW Weekly Payments)	04.01.2018	R239 006.11
Salaries – Cost to company (EPW Weekly Payments)	18.01.2018	R259 777.42
Dates of Salary Run and number of Employees	04.01.2018	211
Dates of Salary Run and number of Employees	18.01.2018	190

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
November 2017	2 739 396	382 035	20 519	17 760	0	0	0	0	3 159 710
December 2017	2 437 588	880 673	0	0	0	0	0	0	3 318 261
January 2018	2 410 912	1 333 477	619 442	3 897	1 999	0	0	0	4 369 727

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

Name of creditor	Jan 2018 Amount	Description	Reason
AAD TRUCK BUS	R2 209.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
AWV PROJECTS	R290 181.00	GREEN REFUSE BAGS	DID NOT APPEAR ON STATEMENT
BOLAND SKRYFBEHOEFTE	R1 323.00	HP LASERJET	DID NOT APPEAR ON STATEMENT
BYTES UNIVERSAL TRADING	R324 565.00	VARIOUS GOODS DELIVERED	UNRESOLVED ISSUES ON INVOICES
CERES SPAR	R378.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
DU PLESSIS AUTO	R1 008.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
DALEEN GROENEWALD	R454.00	TRANSLATIONS	DID NOT APPEAR ON STATEMENT
GIOVANNIS FISHERIES	R1 999.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
KARSTEN HARDWARE	R332.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
PARK AVENUE	R9 970.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
SIYAPHAMBILI ELECTRICAL	R1 099 583.00	VARIOUS GOODS DELIVERED	UNRESOLVED ISSUES – CPA PRICE ADJUSTMENTS
CT TYRE KING	R1 937.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
TOURVEST TRAVEL	R12 085.00	VARIOUS GOODS DELIVERED	UNRESOLVED ISSUES BETWEEN SUPPLIER AND CREDITOR
VOLTEX CAPE TOWN	R677.00	STRIP CONNECTORS	DID NOT APPEAR ON STATEMENT
VENUS SECURITY	R183 946.00	VARIOUS GOODS DELIVERED	INCORRECT INVOICES
WITZENBERG AUTO GLASS	R1999.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT

Name of creditor	Dec 2017 Amount	Description	Reason
ABERDARE CABLES	R1 864.00	WIRE ALLIMINIUM	UNRESOLVED QUERIES ON INVOICES (SUPPLIER UNABLE TO SUPPLY CPA)
AUTOZONE HOLDINGS	R1 370.00	VARIOUS GOODS DELIVIED	DID NOT APPEAR ON STATEMENT
BRENN O KEM	R818.00	VARIOUS GOODS DELIVERED	DID NOT APPEAR ON STATEMENT
BYTES UNIVERSAL SYSTEMS	R15 384.00	VARIOUS SERVICES DELIVERED	UNRESOLVED ISSUES ON INVOICES
CERES SPAR	R59.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
KARSTEN HARDWARE	R190.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
LESVOS FISHERIES	R400.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
NORTHMEC CERES	R1 557.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT

FINANCE MONTHLY REPORT JANUARY 2018 / FINANSIES MAANDELIKSE VERSLAG – JANUARIE 2018

Name of creditor	Dec 2017 Amount	Description	Reason
PARKERSON THOMAS	R4 560.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
PLUMSTEAD ELECTRICAL	R1 555.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
KAAP AGRI	R22 209.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
RACHEL LANDSCAPING	R1 000.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
SIYAPHAMBILI ELECTRICAL	R741 509.00	VARIOUS SERVICES DELIVERED	UNRESOLVED ISSUES BETWEEN SUPPLIER AND STORES
STICK A LABEL	R321.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
CT TYRE KING	R3 770.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
TOURVEST TRAVEL SERVICES	R4 989.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
UNIVERSAL TRADING	R2 414.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT
VILKO VILLIERSDORP	R22 914.00	VARIOUS SERVICES DELIVERED	DID NOT APPEAR ON STATEMENT

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

	Nov 2017	Dec 2017	Jan 2018
Total value of creditors paid	R36 063 818	R28 871 923	R32 411 085.08
Date of creditor reconciliation	05/12/2017	10/01/2018	08/02/2018

The table below contains the 10 highest creditor values outstanding 30 Days:

Die tabel hieronder bevat die 10 hoogste uitstaande skuldeiser waardes 30 Dae:

Name of creditor	Jan 2018 Amounts Outstanding	Description of goods/ services
SPIILHAUS IRRIGATION	R31 920.00	VARIOUS GOODS DELIVERED
CERES SPAR	R35 801.00	VARIOUS GOODS DELIVERED
VILKO	R54 883.00	VARIOUS GOODS DELIVERED
MULTIPART	R59 772.00	PETROL/DIESEL
ARB ELECTRICAL	R62 989.00	VARIOUS GOODS DELIVERED
ITHUBA INDUSTRIES	R67 400.00	POLYMER CONCRETE
KAAP AGRI	R105 543.00	VARIOUS GOODS DELIVERED
KISHUGU	R116 971.00	CONTRACT FEE
PROVINCIAL ADMINISTRATION	R457 053.00	LICENCE FEES
SAKHIKHAYA SUPPLIERS	R1 083 000.00	SMART WATER METER

FINANCE MONTHLY REPORT JANUARY 2018 / FINANSIES MAANDELIKSE VERSLAG – JANUARIE 2018

Name of creditor	Dec 2017 Amounts Outstanding	Description of goods/ services
VOLTEX CAPE TOWN	R38 585.00	VARIOUS GOODS DELIVERED
VILKO VILLIERSDORP	R41 273.00	VARIOUS GOODS DELIVERED
KARSTEN HARDWARE	R60 936.00	VARIOUS GOODS DELIVERED
CONLOG	R87 862.00	PREPAID METERS
CHLORCAPE	R92 951.00	CHLORINE GAS CYLINDERS
UNIVERSAL TRADING	R144 228.00	VARIOUS GOODS DELIVERED
INDUSTRIAL POLES	R197 630.00	INDUSTRIAL POLES
BYTES UNIVERSAL TRADING	R309 181.00	UNRESOLVED ISSUES ON INVOICES
AWV PROJECT MANAGEMENT	R337 984.00	VARIOUS GOODS DELIVERED
SIYAPHAMBILI ELECTRICAL	R555 039.00	VARIOUS GOODS DELIVERED

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	Jan 2018 Amounts Outstanding	Description of goods/ services
ESKOM CERES	R12 887 409.52	ELECTRICITY ACCOUNT
ASLA CONSTRUCTION	R3 802 230.74	VARIOUS SERVICES DELIVERED
EXEO KHOKELA CIVILS ENG	R868 680.00	BELLA VISTA WATER PIPE LINE
RUWACON	R530 292.31	CONSTRUCTION OF NDULI RESERVOIR
AWV PROJECT MANAGEMENT	R453 918.60	GREEN AND BLACK REFUSE BAGS
MULTIPART PETROL	R341 540.22	PETROL/DIESEL
JVR CONSTRUCTION	R321 735.78	UPGRADING OF ROADS AND STORMWATER IN WITZENBERG AREA
DELNIET CONSTRUCTION	R281 534.54	VARIOUS GOODS DELIVERED
JC SERVICES	R245 252.76	HIRING SERVICES
VENUS SECURITY SERVICES	R210 602.33	SECURITY SERVICES

Name of creditor	December 2017 Amounts Outstanding	Description of goods/ services
ESKOM	R13 726 773.12	ELECTRICITY ACCOUNT
VENUS SECURITY	R2 513 994.95	SECURITY SERVICES
ASLA CONSTRUCTION	R2 166 730.10	VARIOUS SERVICES DELIVERED
RUWACON	R1 449 432.58	CONSTRUCTION OF NDULI RESERVOIR
JVR CONSTRUCTION	R1 171 217.70	UPGRADING OF ROADS AND STORMWATER IN WITZENBERG AREA
LATERAL UNISON SINSURANCE	R821 533.10	INSURANCE FEES
AUDITOR GENERAL	R626 565.43	AUDIT FEES
DELNIET CONSTRUCTION	R391 430.54	VARIOUS GOODS DELIVERED
AON SOUTH AFRICA	R325 231.77	INSURANCE FEES
MASISEBENZE WATER SYSTEMS	R294 380.21	RETENTION PAYMENT

3.2.3.3 Petty Cash:

3.2.3.3 Kleinkas

Tipe Transaksie Type of transaction	Dec 2017		Jan 2018	
	Total	%	Total	%
Condolences, well wish cards, bouquets, flowers and keys for offices	R 473.90	7.82%	R 496.40	21.84%
Refreshments and caterings	R 2 849.15	46.99%	R 298.60	13.14%
Rent (Halls etc.);	R 250.00	100.00%	R 0.00	0.00%
Refunds (Library book fees)	R 53.60	0.88%	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 192.00	3.17%	R 0.00	0.00%
Tollgate fees when an employee is driving with an official vehicle registered in the name of council	R 0.00	0.00%	R 0.00	0.00%
Approved in terms of 5 (b) (vi) of Petty Cash policy	R 2 244.80	37.02%	R 1 478.20	65.03%
GRAND TOTAL	R 6 063.45		R 2 273.20	

Petty cash: Cash at hand reconciliation

Kleinkas: Kontant voorhande opsomming

DESCRIPTION / BESKRYWING	Nov 2017	Dec 2017	Jan 2018
Opening cash balance	R5 000	R5 000	R5 000
Less total vouchers	(R6 399.55)	(R6 063.45)	(R2 273.20)
Replenishment during month	R4 445.05	R4 134.55	R2 726.80
Cash at hand before month-end replenishment	R3 045.50	R3 071.10	0.00
Replenishment at month end	R1 954.50	R1 928.90	R2 723.20
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	Dec 2017		Jan 2018	
			Bank balance	Cashbook Balance	Bank balance	Cashbook Balance
Primary Bank Acc.	STANDARD BANK	203 241 819	R110,656,836	R88,294,917	R104,522,290	R83,636,768

Investments:

Beleggings:

Institution / Instansie	Nov 2017		Dec 2017		Jan 2018	
	R	% of available funds	R	% of available funds	R	% of available funds
ABSA Bank Ltd	R0	0%				
Investec Bank Ltd	R0	0%				
Nedbank Ltd	R13,500,000	44.26%				
Standard Bank of SA Ltd	R17,000,000	55.74%	R17,000,000	100%	R17,000,000	100%
Total	R30,500,000		R17,000,000		R17,000,000	

	Nov 2017		Dec 2017		Jan 2018	
	R	% of available funds	R	% of available funds	R	% of available funds
Unutilised government grants Capital Replacement Reserve (CRR) Provisions	R30,500,000	100%	R17,000,000	100%	R17,000,000	100%
Total	R30,500,000		R17,000,000		R17,000,000	

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

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

FINANCE MONTHLY REPORT JANUARY 2018 / FINANSIES MAANDELIKSE VERSLAG – JANUARIE 2018

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:	Nov 2017	Dec 2018	Jan 2018
Balances	R10,434,643	R21,126,790	R18,181,413

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

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

Reconciliations Rekonsiliasies	Nov 2017	Dec 2017	Jan 2018
Primary bank account	04/12/2017	04/01/2018	05/02/2018
Investment reconciliation	04/12/2017	04/01/2018	09/02/2018
Long term Liabilities	04/12/2017	04/01/2018	09/02/2018
Grant Register	12/12/2017	10/01/2018	09/02/2018

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	Dec 2017		Jan 2018	
	Number of items	Amount	Number of items	Amount
Uncleared ACB	61	R4,243,468	27	R4,582,677
Outstanding cheques	71	R42,713	12	R9,265
Transactions not in cash book	5589	R25,689,476	5060	R24,056,830
Receipts not cleared on Bank statement	428	R7,642,241	520	R7,791,664
Outstanding journals	8	R28,501	36	R28,413

3.3.2 Liabilities

3.3.2 Laste

Name of Institution	Interest Rate	Opening Balance	Payment (Redemption)	Interest	Closing Balance	Payments
Naam van Instansie		Jan 2018			Jan 2018	Feb 2018
		R			R	
DBSA	10,75% - 17,45%	R3,354,699	R0	R0	R3,354,699	R0
Nedbank	13.50%	R5,754,218	R0	R0	R5,754,218	R0
Total		R9,108,917	R0	R0	R9,108,917	R0

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	January 2018	R0	01/02/2018 Backlog on Traffic End of Day's
	January 2018	R749424.60	08/02/2018

3.3.4 INSURANCE

3.3.5 VERSEKERING

Month of Reporting: January 2018

Maandverslag: Januarie 2018

Insurance report - ANNEXURE O

Versekeringsverslag - BYLAE O

3.3.5 ASSETS

3.3.6 BATES

Month of Reporting: January 2018

Maandverslag: Januarie 2018

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 Kritzinger
DIREKTEUR FINANSIES / DIRECTOR FINANCE

A

WITZENBERG MUNICIPALITY INVESTMENT REGISTER											
Institution	Account number	Investment Purpose	Balance as at		Movements for the month of January				Balance as at		Interest Yield for the Month
			01 January 2018		Investments Withdrawals	Investments made	Interest capitalised	Transfers between purposes	31 January 2018		
			R		R	R	R	R	R	%	
Nedbank Ltd	03/7881032766/45	Unutilised receipts	17 000 000.00	0.00	0.00	0.00	0.00	0.00	0.00	17 000 000.00	0.00%
ABSA Bank Ltd	2077079313	Unutilised receipts	0.00							0.00	
Standard Bank of SA Ltd	088779831-029	Unutilised receipts	17 000 000.00							17 000 000.00	
Investec Bank Ltd	1100-198879-450	Unutilised receipts	0.00							0.00	

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

Year	Month	Min	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	M07	WC022	0100	Bulk Electricity	0	0	0	0	0	0	0	0	0
			0200	Bulk Water	0	0	0	0	0	0	0	0	0
			0300	PAYE deductions	0	0	0	0	0	0	0	0	0
			0400	VAT (output less input)	0	0	0	0	0	0	0	0	0
			0500	Pensions / Retirement deductions	0	0	0	0	0	0	0	0	0
			0600	Loan repayments	0	0	0	0	0	0	0	0	0
			0700	Trade Creditors	2 410 812	1 333 477	618 442	3 887	1 998	0	0	0	4 368 727
			0800	Auxiliar General	0	0	0	0	0	0	0	0	0
			0900	Other	0	0	0	0	0	0	0	0	0
			1000	Total	2 410 812	1 333 477	618 442	3 887	1 998	0	0	0	4 368 727
			TP01	Top 1 Creditor	0	0	0	0	0	0	0	0	0
			TP02	Top 2 Creditor	0	0	0	0	0	0	0	0	0
			TP03	Top 3 Creditor	0	0	0	0	0	0	0	0	0
			TP04	Top 4 Creditor	0	0	0	0	0	0	0	0	0
			TP05	Top 5 Creditor	0	0	0	0	0	0	0	0	0
			TP06	Top 6 Creditor	0	0	0	0	0	0	0	0	0
			TP07	Top 7 Creditor	0	0	0	0	0	0	0	0	0
			TP08	Top 8 Creditor	0	0	0	0	0	0	0	0	0
			TP09	Top 9 Creditor	0	0	0	0	0	0	0	0	0
			TP10	Top 10 Creditor	0	0	0	0	0	0	0	0	0
			TOT	Total	0	0	0	0	0	0	0	0	0

B

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)
 Save File as : Muncode_AD_cpy_Mun.XLS (e.g.: G1411_AD_2005_M10)
 Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mn) to Active Month (M01=July...M12=June)(e.g.: M10)
 Change Muncode to your own municipal code (e.g.: G1411)
 To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.L.o Council Policy
2018	M07	1100	Debtors Age Analysis By Income Source											
		1200	Trade and Other Receivables from Exchange Transactions - Water	7 157 731	1 808 040	1 414 808	1 307 275	866 195	916 987	5 112 128	42 531 008	61 133 180	0	0
		1300	Trade and Other Receivables from Exchange Transactions - Electricity	12 470 288	739 086	647 053	724 887	277 254	251 520	929 708	2 520 405	18 560 180	0	0
		1400	Receivables from Non-exchange Transactions - Property Rates	3 390 745	241 804	171 247	158 215	145 141	2 700 684	707 534	12 780 880	20 274 249	0	0
		1500	Receivables from Exchange Transactions - Waste Water Management	2 778 170	658 732	581 067	562 488	522 103	483 227	2 621 084	19 403 194	27 630 078	0	0
		1600	Receivables from Exchange Transactions - Waste Management	3 105 818	742 287	717 254	650 088	651 047	625 885	2 486 188	23 591 727	32 550 305	0	0
		1700	Receivables from Exchange Transactions - Property Rental Debtors	45 885	17 284	18 739	16 532	71 518	15 788	90 403	1 009 763	1 283 913	0	0
		1810	Interest on Arrear Debtor Accounts	82 870	88 142	91 885	110 338	98 380	113 607	958 517	32 671 915	34 173 913	0	0
		1820	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	0	0	0	0	0	0
		1800	Other	-3 005 287	33 774	80 863	40 749	44 047	24 473	230 068	1 178 862	-1 372 810	0	0
		2000	Total By Income Source	28 006 190	4 308 158	3 730 883	3 558 563	2 685 687	5 141 492	13 113 649	135 887 575	194 233 006	0	0
		2100	Debtors Age Analysis By Customer Group											
		2200	Organs of State	1 844 046	945 883	668 840	558 724	92 425	504 714	183 159	2 412 044	7 187 935	0	0
		2300	Commercial	10 874 887	274 134	188 635	203 746	255 331	1 000 101	1 054 470	6 421 514	20 280 819	0	0
		2400	Households	12 050 395	2 852 113	2 649 800	2 579 387	2 158 894	2 631 121	10 758 893	118 975 703	154 654 848	0	0
		2500	Other	1 237 123	236 928	217 218	226 725	191 017	1 004 958	1 137 127	7 858 913	12 109 408	0	0
		2800	Total By Customer Group	28 008 190	4 309 158	3 730 883	3 558 563	2 685 687	5 141 492	13 113 649	135 887 575	194 233 006	0	0

Notes:

Property Rental Debtors: including housing and land sale debtors
 Total By Income Source = Total by Customer Group
 The total debtors amount must balance the total amount reflected for debtors on the BSAC return.
 Bad Debts=Bad Debts written off during the month
 Impairment - Bad Debts i.L.o Council Policy :
 The aim of this schedule is to ensure that the impairment contribution is done in a structured manner
 The impairment amount that is entered in this block should be the segregated 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

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

Save File as : Muncode_CFA_coy_Mun.XLS (e.g.: GT411_CFA_2005_M10)

Change Muncode to your own municipal code (e.g.: GT411) and Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005)

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

Change Month End (Mun) to Active Month (M01=July, M12=June)(e.g.: M10) (Enter Actuals up to Active Month Included and Forecast figures for months after Active Month)

Year End	Mun	Month 1 July	Month 2 Aug	Month 3 Sept	Month 4 Oct	Month 5 Nov	Month 6 Dec	Month 7 Jan	Month 8 Feb	Month 9 Mar	Month 10 Apr	Month 11 May	Month 12 June
2018	WC022												
		3 345 177	12 934 736	5 488 816	12 708 625	4 868 189	3 483 061	3 749 502					
		0	0	0	0	0	0	0					
		18 141 508	20 502 250	18 448 775	17 251 038	14 635 248	12 107 595	14 582 966					
		2 316 002	3 050 571	2 526 385	2 851 042	3 598 801	2 663 288	3 712 375					
		4 289 508	2 030 968	1 675 549	1 667 600	1 745 442	1 310 567	2 228 745					
		1 463 062	2 063 873	1 670 964	1 804 150	1 828 469	1 200 809	2 042 564					
		3 182 145	2 832 898	4 484 728	1 974 632	3 804 408	3 500 360	2 902 880					
		2 788	-72 387	818 203	144 247	138 852	162 208	-184 487					
		10 135	1 066 066	-486	1 234 451	548 836	645 169	128 702					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		6 095	13 712	18 087	144 002	2 19 173	75 116	388 988					
		-1 269 255	-1 827 781	-1 491 433	-206 180	334 007	-1 285 228	643 224					
		0	0	0	0	0	0	0					
		0	33 345 880	354 301	7 046 289	20 689	25 736 917	2 375 845					
		85 583	102 485	744 253	438 576	430 319	3 895 463	3 555 414					
		31 582 760	75 973 388	34 737 130	47 056 363	31 868 142	53 585 354	33 483 264					
		0	8 307 000	0	0	0	11 257 000	0					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		58 844	55 205	278 566	75 815	80 291	83 856	40 468					
		0	0	0	0	0	0	0					
		0	0	0	0	0	0	0					
		53 085	-20 143	-56 010 537	12 467 823	13 000 000	13 500 000	0					
		31 694 898	84 315 461	-20 994 841	69 630 101	44 948 433	78 426 208	33 523 731					
		11 037 251	10 838 940	11 082 397	11 416 476	16 388 030	11 178 785	11 842 811					
		757 980	753 323	728 422	752 382	728 043	727 422	1 208 957					
		23 277	0	0	0	0	0	0					
		0	0	230 882	0	0	71 325	0					
		187 310	386 267	44 687 788	13 080 130	11 852 916	13 943 751	12 887 410					
		0	0	0	0	0	0	0					
		48 142	1 591 757	919 188	2 057 891	2 304 429	1 089 089	2 045 303					
		531 091	1 478 088	1 252 024	1 920 280	3 787 875	6 734 803	1 421 585					
		0	0	0	0	0	0	0					
		203 415	2 000	48 250	3 120 344	6 549 857	31 500	3 165 373					
		33 041 733	3 771 925	6 400 141	5 022 281	5 984 545	1 119 664	3 288 269					
		46 828 189	18 830 302	65 358 078	37 369 763	47 615 684	34 878 348	35 828 748					
		282 980	2 588 077	4 188 986	1 710 680	5 861 417	4 288 175	2 619 213					
		0	0	914 903	-1 623	109 001	109 001	0					
		16 082 980	-14 279 043	-2 898 625	-5 074 585	32 009 283	-29 682 540	-265 480					
		62 194 150	7 139 338	67 593 353	34 004 225	85 608 374	9 580 964	38 163 482					
		-30 489 451	77 176 125	-88 558 194	25 825 878	-40 857 941	68 835 225	-4 659 750					
		78 374 877	45 875 428	123 051 551	34 493 357	60 119 234	19 461 293	88 208 518					
		45 875 428	123 051 551	34 493 357	80 119 234	19 461 293	88 296 518	83 636 788					

Cash/cash equivalents at the month/year begit: 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788

Cash/cash equivalents at the month/year end: 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788 83 636 788

OSA - STATEMENT OF FINANCIAL PERFORMANCE ACTUALS (All values in Rand. See Input Form Instructions)(Select Signing Conventions: +1 or -1, Check Totals)
 Save File as : munde_osa_acty_mim.xls (e.g.: G1411_OSA_2005_M10)
 Change Year End (acty) to Financial Year End (e.g.: 2005 for year 2004/2005)
 Change Month End (mim) to Active Month (M01=July...M12=June)(e.g.: M10)
 Change Munde to your own municipal code (e.g.: G1411)
 All functions are listed below
 If function is a Municipal Entity change MuntEnt 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	Funct	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Committed Orders Month M07	Actual Month M07
			8888	TOTAL FOR ALL FUNCTIONS		0100	OPERATING REVENUE	0	0 999907100
				TOTAL FOR ALL FUNCTIONS		0200	Property Rates	3 278 882	888802000
				TOTAL FOR ALL FUNCTIONS		0300	Property Rates - Penalties And Collection Charges	0	0 999903300
				TOTAL FOR ALL FUNCTIONS		0400	Service Charges	23 815 813	888804400
				TOTAL FOR ALL FUNCTIONS		0700	Rent Of Facilities And Equipment	0	0 999907700
				TOTAL FOR ALL FUNCTIONS		0800	Interest Earned - External Investments	0	128 702 888808000
				TOTAL FOR ALL FUNCTIONS		1000	Interest Earned - Outstanding Debtors	0	0 999911000
				TOTAL FOR ALL FUNCTIONS		1100	Dividends Received	0	0 999911000
				TOTAL FOR ALL FUNCTIONS		1300	Fines	388 888	888813000
				TOTAL FOR ALL FUNCTIONS		1400	Licenses and Permits	0	0 999914000
				TOTAL FOR ALL FUNCTIONS		1500	Agency Services	511 669	888815000
				TOTAL FOR ALL FUNCTIONS		1600	Transfers Recognised - Operating	0	0 999916000
				TOTAL FOR ALL FUNCTIONS		1610	Transfers Recognised - Capital	3 205 068	888816000
				TOTAL FOR ALL FUNCTIONS		1700	Other Revenue	-1 407 444	888817000
				TOTAL FOR ALL FUNCTIONS		1800	Gain On Disposal Of Property, Plant & Equipment	0	0 999918000
				TOTAL FOR ALL FUNCTIONS		1900	Total Operating Revenue Generated	33 285 006	888819000
				TOTAL FOR ALL FUNCTIONS		2000	Less Revenue Forgone	0	0 999920000
				TOTAL FOR ALL FUNCTIONS		2100	Total Direct Operating Revenue	33 285 006	888821000
				TOTAL FOR ALL FUNCTIONS		2200	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 999922000
				TOTAL FOR ALL FUNCTIONS		2300	Interest Received - Internal Loans	0	0 999923000
				TOTAL FOR ALL FUNCTIONS		2500	Internal Recoveries (Activity Based Costing Etc)	1 484 882	888825000
				TOTAL FOR ALL FUNCTIONS		2600	Dividends Received - Internal (From Municipal Entities)	0	0 999926000
				TOTAL FOR ALL FUNCTIONS		2700	Total Indirect Operating Revenue	1 484 882	888827000
				TOTAL FOR ALL FUNCTIONS		2800	Total Operating Revenue	34 769 888	888828000
				TOTAL FOR ALL FUNCTIONS		2900	OPERATING EXPENDITURE	0	0 999929000
				TOTAL FOR ALL FUNCTIONS		3000	Employee Related Costs - Wages & Salaries	-12 453 436	888830000
				TOTAL FOR ALL FUNCTIONS		3100	Employee Related Costs - Social Contributions	-34 789	888831000
				TOTAL FOR ALL FUNCTIONS		3200	Less Employee Costs Capitalised	0	0 999932000
				TOTAL FOR ALL FUNCTIONS		3300	Less Employee Costs Allocated To Other Operating Items	0	0 999933000
				TOTAL FOR ALL FUNCTIONS		3400	Remuneration Of Councilors	-1 151 467	888834000
				TOTAL FOR ALL FUNCTIONS		3500	Debt Impairment	-3 482 126	888835000
				TOTAL FOR ALL FUNCTIONS		3600	Collection Costs	-7 059	888836000
				TOTAL FOR ALL FUNCTIONS		3700	Depreciation and Asset Impairment	0	0 999937000
				TOTAL FOR ALL FUNCTIONS		3800	Interest Expense - External Borrowings	0	0 999938000
				TOTAL FOR ALL FUNCTIONS		4000	Redemption Payments - External Borrowings (Garnep To Remove)	-2 947	888840000
				TOTAL FOR ALL FUNCTIONS		4100	Bulk Purchases	0	0 999941000
				TOTAL FOR ALL FUNCTIONS		4110	Other Materials	-11 304 746	888841000
				TOTAL FOR ALL FUNCTIONS		4200	Contracted Services	-1 030 212	888842000
				TOTAL FOR ALL FUNCTIONS		4300	Grants and Subsidies	-1 386 294	888843000
				TOTAL FOR ALL FUNCTIONS		4400	Other Expenditure	-8 134 980	888844000
				TOTAL FOR ALL FUNCTIONS		4500	Loss On Disposal Of Property, Plant & Equipment	-3 165 373	888845000
				TOTAL FOR ALL FUNCTIONS		4600	Contributions To/From Provisions	-2 111 325	888846000
				TOTAL FOR ALL FUNCTIONS		4700	Total Direct Operating Expenditure	0	0 999947000
				TOTAL FOR ALL FUNCTIONS		4800	INTERNAL TRANSFERS - (must net out with corresp. items under	-17 548	888848000
				TOTAL FOR ALL FUNCTIONS		5000	Interest - Internal Borrowings	-38 803 740	888850000
				TOTAL FOR ALL FUNCTIONS		5010	Internal Charges (Activity Based Costing Etc)	0	0 999950100
				TOTAL FOR ALL FUNCTIONS		5100	Contributed Assets	-1 484 882	888851000
				TOTAL FOR ALL FUNCTIONS		5200	Total Indirect Operating Expenditure	0	0 999952000
				TOTAL FOR ALL FUNCTIONS		5300	Total Operating Expenditure	-38 288 682	888853000
				TOTAL FOR ALL FUNCTIONS		5300	SURPLUS	0	0 999953000
				TOTAL FOR ALL FUNCTIONS		5400	Operating Surplus / (Deficit) - Total Revenue Less Total Exp	-3 618 733	888854000
				TOTAL FOR ALL FUNCTIONS		5500	Taxation	0	0 999955000
				TOTAL FOR ALL FUNCTIONS		5600	Operating Surplus / (Deficit) - After Tax	-3 618 733	888856000
				TOTAL FOR ALL FUNCTIONS		5800	Cross Subsidisation	0	0 999958000
				TOTAL FOR ALL FUNCTIONS		5900	Plus Interests In Entities Not Wholly Owned	0	0 999959000
				TOTAL FOR ALL FUNCTIONS		6000	Surplus / (Deficit) After Tax, Cross Subsidies & Share Of As	-3 618 733	888860000
				TOTAL FOR ALL FUNCTIONS		6200	OTHER ADJUSTMENTS AND TRANSFERS	0	0 999962000
				TOTAL FOR ALL FUNCTIONS		6210	Dividends Paid (Municipal Entities Only)	0	0 999962100
				TOTAL FOR ALL FUNCTIONS		6210	Asset Financing Reserve (Afr)	0	0 999962100
				TOTAL FOR ALL FUNCTIONS		6220	Housing Development Fund	0	0 999962200
				TOTAL FOR ALL FUNCTIONS		6230	Depreciation Reserve Ex Afr	0	0 999962300
				TOTAL FOR ALL FUNCTIONS		6240	Depreciation Reserve Ex Govt Grants	0	0 999962400
				TOTAL FOR ALL FUNCTIONS		6250	Depreciation Reserve Ex Donations And Contributions	0	0 999962500
				TOTAL FOR ALL FUNCTIONS		6260	Self-insurance Reserve	0	0 999962600
				TOTAL FOR ALL FUNCTIONS		6270	Revaluation Reserve	0	0 999962700
				TOTAL FOR ALL FUNCTIONS		6280	Other	0	0 999962800
				TOTAL FOR ALL FUNCTIONS		6700	Change To Unappropriated Surplus / (Accumulated Deficit)	-13 809 629	-3 618 733 888867000

ET

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CAA : ACTUAL CAPITAL ACQUISITION AND SOURCES OF FINANCE (All values in Rand)
 Save File as : Muncde_CAA copy_Mm_XLS (e.g.: G7411_CAA_2005_M10)
 Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005)
 Change Month End (Mm) to Active Month (M01=July...M12=June)(e.g.: M10)
 All functions are listed below
 If function is a Municipal Entity change Mm/Ent to Y next to function description column
 To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Actual Month M07

Year End	Month End	Mun	Fund 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	0100	INFRASTRUCTURE	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	0300	0300	Roads, Pavements, Bridges & Storm Water	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	0400	0400	Water Reservoirs & Rehabilitation	0	1 325 878	0	0	1 325 878
				TOTAL FOR ALL FUNCTIONS	0600	0600	Car Parks, Bus Terminals and Taxi Ranks	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	0800	0800	Elasticity Rehabilitation	0	1 833	0	0	1 833
				TOTAL FOR ALL FUNCTIONS	0700	0700	Sewerage Purification & Rehabilitation	0	836 868	0	0	836 868
				TOTAL FOR ALL FUNCTIONS	0900	0900	Housing	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	0800	0800	Street Lighting	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1000	1000	Refuse sites	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1100	1100	Gas	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1200	1200	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1300	1300	Sub-total Infrastructure	0	2 164 308	0	0	2 164 308
				TOTAL FOR ALL FUNCTIONS	1400	1400	COMMUNITY	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1500	1500	Establishment of Parks & Gardens	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1600	1600	Sportsfields	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1700	1700	Community Halls	0	0	27 126	0	27 126
				TOTAL FOR ALL FUNCTIONS	1800	1800	Libraries	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	1900	1900	Recreational Facilities	0	23 920	0	0	23 920
				TOTAL FOR ALL FUNCTIONS	2000	2000	Clinics	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2100	2100	Museums & Art Galleries	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2200	2200	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2300	2300	Sub-total Community	0	23 920	27 126	0	51 046
				TOTAL FOR ALL FUNCTIONS	2310	2310	HERITAGE ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2311	2311	Heritage Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2312	2312	Sub-total Heritage Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2320	2320	INVESTMENT PROPERTIES	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2321	2321	Investment Properties	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2322	2322	Sub-total Investment Properties	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2400	2400	OTHER ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2500	2500	Other motor vehicles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2600	2600	Pilot & equipment	0	38 438	0	0	38 438
				TOTAL FOR ALL FUNCTIONS	2700	2700	Office equipment	0	5 063	0	0	5 063
				TOTAL FOR ALL FUNCTIONS	2800	2800	Abseilists	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	2900	2900	Marrels	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3000	3000	Airports	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3100	3100	Security Measures	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3120	3120	Civic Land and Buildings	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3200	3200	Other Land and Buildings	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3300	3300	Sub-total Other Assets	0	0	65 541	0	65 541
				TOTAL FOR ALL FUNCTIONS	3400	3400	SPECIALISED VEHICLES	0	43 489	65 541	0	109 039
				TOTAL FOR ALL FUNCTIONS	3500	3500	Refuse	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3600	3600	Fire	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3700	3700	Conservancy	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3800	3800	Ambulances	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	3900	3900	Buses	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4000	4000	Sub-total Specialised Vehicles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4010	4010	AGRICULTURAL ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4011	4011	Agricultural Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4020	4020	Sub-total Agricultural Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4021	4021	BIOLOGICAL ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4022	4022	Biological Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4030	4030	Sub-total Biological Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4031	4031	Intangibles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4032	4032	Sub-total Intangibles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4100	4100	TOTAL	0	2 231 727	92 687	0	2 324 394
				TOTAL FOR ALL FUNCTIONS	4200	4200	SOURCE OF FINANCE	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4300	4300	External Loans	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4400	4400	Asset Financing Reserve	0	228 766	82 687	0	311 452
				TOTAL FOR ALL FUNCTIONS	4500	4500	Surplus Cash	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4600	4600	Public contributions/ donations	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4700	4700	National Government Transfers and Grants	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4701	4701	Provincial Government Transfers and Grants	0	2 001 942	0	0	2 001 942
				TOTAL FOR ALL FUNCTIONS	4702	4702	District Municipality Transfers and Grants	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4800	4800	Other Transfers and Grants	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	4900	4900	Leases	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	5000	5000	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS	5100	5100	TOTAL FINANCING	0	2 231 727	92 687	0	2 324 394

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WITZENBERG MUNICIPALITY

Report: Expenditure on Staff & Councillor Benefits - YTD Act Jan

(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	101 631 849	101 833 023	52 187 898	51.25%
66(b)	Contributions to pension funds and medical aid	22 958 330	22 961 542	12 236 482	53.29%
66(c)	Travel, accommodation and subsistence	5 037 107	4 923 737	2 314 094	47.00%
66(d)	Housing benefits and allowances	1 628 586	1 628 586	838 485	51.49%
66(e)	Overtime	10 974 215	10 971 215	8 676 530	79.08%
66(f)	Loans and advances	0	0	0	0.00%
66(g)	Other type of benefit or allowances related to staff	21 397 639	21 366 639	12 937 160	60.55%
	Sub - Total (Staff Benefits)	R 163 627 726	R 163 684 742	R 89 190 649	54.48%
Councillor Benefits					
MAY	Mayor	838 861	838 861	353 060	42.09%
DM	Deputy Mayor	621 755	621 755	325 166	52.30%
SP	Speaker	622 012	622 012	325 284	52.30%
MCM	Mayoral Committee members	2 476 596	2 476 596	1 203 210	48.58%
CLLR	Other Councillors	4 319 456	4 319 456	2 388 231	55.29%
MED	Medical aid contributions	200 997	200 997	70 707	35.18%
PEN	Pension fund contributions	1 003 257	1 003 257	582 371	58.05%
WARD	Ward Committee Allowance	720 000	720 000	409 500	56.88%
	Sub - Total (Councillors' Benefits)	10 802 934	R 10 802 934.00	R 5 657 529.73	52.37%
	Total Councillor and Staff Benefits	R 174 430 660	R 174 487 676	R 94 848 178	54.36%

H

MUNICIPALITY WITZENBERG

Report: Withdrawals from Municipal Bank Accounts

Quarter ending January 2018

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

MIFMA Section	Item Description	Income			Expenditure			Expenditure			Income			Expenditure			Total YTD Income	Total YTD Expenditure
		November 2017	December 2017	January 2018	November 2017	December 2017	January 2018	November 2017	December 2017	January 2018	November 2017	December 2017	January 2018	November 2017	December 2017	January 2018		
11(1) (b)	Expenditure authorized in terms of section 25(4)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11(1) (c)	(Expenditure before annual budget is approved) Unforeseeable and unavoidable expenditure authorized in terms of section 29(1) (Mayor may approve emergency or other exceptional circumstances expenditure for which no budget provision was made) Section 12 withdrawals (Relief, charitable, trust or other funds withdrawals)	59 516	1 360 958	143 041	-	-	-	2 559 981	2 871 501	2 139 521	-	-	-	-	-	-	-	-
11(1) (d)	Money collected on behalf of organ of states:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11(1) (e) (i)	- VAT	-2 586	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11(1) (e) (ii)	- Agency fees, for example motor registration, drivers licence, etc.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11(1) (f)	Insurance received by the Municipality on behalf of organ of state	183 075	-142 820	-117 518	-	-	-	169 066	109 227	192 788	-	-	-	-	-	-	-	-
11(1) (g)	Refund of money incorrectly paid into bank account	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11(1) (g)	Refund of guarantees, sureties & security deposits	-128 145	1 218 138	25 523	-	-	-	2 728 047	2 880 728	2 326 388	-	-	-	-	-	-	-	-
11(1) (h)	Cash management and investment purposes:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	- Realised	-13 000 000	-13 500 000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	- Made	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	- Net movement	-13 000 000	-13 500 000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

YTD Transactions Quarter 1	YTD Transactions Quarter 1
-	-
-39 000 000	56 000 000
17 000 000	17 000 000

YTD Transactions Quarter 1	YTD Transactions Quarter 1
-	-
-7 906 331	68 360
-720 245	-
-8 656 216	11 614 966

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

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

Municipality

WC022 Witzenberg

Financial Year 2017/18

Month End M07-Jan

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	1 550 000
Received This Month	0
Total FMG Funds Received	1 550 000
Spent Prior Periods (Since Inception) - See Last Months Form	167 084
Spent This Month	18 504
Total FMG Funds Spent	185 588
Total FMG funds Received and Not Spent	1 364 412
Percentage of Funds Spent	11.97%
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: *Muncode_FMG_ccyy_Mnn.XLS* (e.g. *GT411_FMG_2005_M01.xls*)

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

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

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



Municipality WC022 Witzenberg

Financial Year	2017/18
Month End	M07 Jan

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	19 564 000
Received This Month	0
Total MIG Funds Received	19 564 000
Spent Prior Periods (Since Inception) - See Last Months Form	13 772 673
Spent This Month	1 358 957
Total MIG Funds Spent	15 131 630
Total MIG funds Received and Not Spent	4 432 370
Percentage of Funds Spent	77.34%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

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

(Print Name Below)

I, H J Kitzinge
and that this report has been submitted electronically as required.

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

Signed

Dated

13/2/2018

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

**Expanded Public Works Programme Integrated Grant (PWPG)
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	M07 Jan

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	1 040 000
Received This Month	0
Total PWPG Funds Received	1 040 000
Spent Prior Periods (Since Inception) - See Last Months Form	1 011 571
Spent This Month	189 998
Total PWPG Funds Spent	1 201 567
Total PWPG funds Received and Not Spent	-161 567
Percentage of Funds Spent	115.54%
Funds Currently Committed but Not Spent	
Scheduled Transfers Withheld	

Conditions:

(Print Name Below)

I, H J Kritzinga
and that this report has been submitted electronically as required.

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

Signed



Dated

13/2/2018

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S
Save file as: *Muncde_PWPG_ccyy_Mnn.XLS* (e.g. *G7000_PWPG_2013_M01.xls*)
Muncde = Municipality Code , *ccyy* = Financial Year End , *Mnn* = M01... M12

**Witzenberg Municipality
Grant Register**

	Operational			Capital				
	Opening Balance	Receipts	Transferred to Revenue/Capital	Closing Balance	Opening Balance	Receipts	Transferred to Revenue/Capital	Closing Balance
National Government								
Municipal Infrastructure Grant	-	-	-	-	-	-	9 855 144	-9 708 856
Municipal Water Infrastructure	-	-	-	-	-	-	-	-
Municipal Systems Improvement	-	-	-	-	-	-	-	-
Neighbourhood Development Part	-	-	-	-	-	-	-	-
Water Services Infrastructure	-	-	-	-	-	-	-	-
Expanded Public Works Program	-	-1 040 000	1 201 567	161 567	-	-	-	-
Local Government Financial Man	-	-1 550 000	185 588	-1 364 412	-	-	-	-
Regional Bulk Infrastructure G	-	-	-	-	-	-	8 525	8 525
Integrated National Electric	-	-	-	-	-	-	-	-
Provincial Government								
Municipal Infrastructure	-	-	12 433 040	4 864 291	-	-	142 666	-6 277 039
Human Settlement Development	-	-7 568 749	-	-	-	-	-	-
Regional Social Economical Pro	-	-	-	-	-	-	-	-
Performance Management	-	-	343 997	343 997	-	-	-	-
Financial Management Support (-	-	299 400	299 400	-	-	-	-
LOCAL GOVERNMENT COMPLIANCE								
Fire Services	-	-	-	-	-	-	-	-
mSCOA Grant	-	-	-	-	-	-	-	-
Maintenance and Construction	-	-	-	-	-	-	-	-
Community Development Workers	-	-	64 172	64 172	-	-	-	-
Replacement Funding	-	-3 633 334	-	-3 633 334	-	-	-	-
Financial Assistance to Muniti	-	-	-	-	-	-	-	-
Rural Development Grant	-	-	-	-	-	-	-	-
Library Service	-	-2 600 000	-	-2 600 000	-	-	-	-
Thusong Centre	-	-	322 000	322 000	-	-	-	-
Financial Management	-	-	180 000	180 000	-	-	-	-
Maintenance of Main Road	-	-	-	-	-	-	-	-
Regional Social Economic Proje	-	-	-	-	-	-	-	-
District Municipalities								
Sport and Recreation	-	-	-	-	-	-	-	-
Foreign Government and Interna								
Foreign Government and Interna	-	-841 726	-	-841 726	-	-	-	-
Total Grants	-	-17 233 808	15 029 764	-2 204 044	-	-25 983 704	10 006 335	-15 977 369

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50 HIGHEST ACCOUNTS

Account number	Future/ Feb-13	Jan-18	Dec-17	Nov-17	Oct-17	Older than Oct-17	Total
18007500005	0	416789.09	388480.8	388444.99	275220.82	224782.43	1668887.37
17964108002	0	1575798.82	0	0	0	0	1575798.82
17790000028	0	982938.94	0.07	0	0	0	982939.01
17497300008	0	941344.89	0	0	0	0	941344.89
20750187251	0	127922.48	198072.88	136458.58	158859.8	224589.77	804013.48
10000672876	0	0	0	0	0	800198.56	800198.56
17610800080	0	122744.81	72856.23	60053.55	58847.82	465042.51	786644.42
89760700012	0	0	0	0	0	778867.19	778867.19
20190383038	0	28886.21	17824.12	49935.63	10478.1	537785.2	841929.26
20850298012	0	5113	5115	0	0	590563.99	590798.99
17790000035	0	494820.9	0.05	0	0	0	494820.95
75005720008	0	522.84	458.17	454.11	483.81	482579.86	484475.79
19001400289	0	41781.25	38867.14	18905.68	9781.36	376134.75	480540.18
10000678594	0	0	0	0	0	400800.04	400800.04
10000418144	0	0	0	0	0	983035.24	983035.24
18889700001	0	190486.83	190486.83	0.01	0	0	380973.67
19602700005	0	3967.57	3833.85	2623.42	2215.07	368009.81	373471.72
24262800055	0	7006.52	7006.52	7006.52	7006.52	314141.93	342167.43
18789800019	0	388388.98	0.04	0	0	0	388389.02
75008270007	0	177.08	159.2	163.16	381.75	393112.12	393543.31
83532400052	0	448.2	452.91	456.62	4535.34	329492.26	335386.85
80000700021	0	79853.74	82120.94	37534.19	34401.83	102773.46	330684.16
89575500008	0	1987.61	28815.62	16688.2	16710.69	254690.79	318872.91
17289900008	0	289947.5	0	0	0	0	289947.5
75012290015	0	1902.89	989.03	913.27	782.83	285944.36	289934.98
80781800002	0	446.73	447.33	514.78	601.41	285895.25	287945.74
75013190028	0	844.47	4811.34	4703.32	4592.93	272115.88	287067.94
89568200006	0	534.78	494.57	514.78	535.44	279049.53	279148.85
75012100017	0	1971.25	12190.65	11711.12	11283.22	235482.36	272588.6
75008390050	0	11479.47	9389.71	9089.32	8982	232548.75	271128.25
88514204633	0	517.6	521.89	892	533.85	263059.04	263586.08
17984980011	0	255788.13	0.04	0	0	0	255788.17
75012090028	0	6540.83	4941.17	5580.96	2008.39	235227.95	254294.3
20750182000	0	0	0	0	0	244539.88	244539.88
88315300019	0	478.74	482.47	486.2	489.93	224412.07	228849.41
89589000005	0	681.58	2245.07	774.36	813.52	220044.16	234558.69
24282900038	0	1207.36	4827.91	4727.71	4906.67	208678.68	222948.93
10000725854	0	0	0	0	0	220627.35	220627.35
77082900002	0	1086.06	1711.7	1680.22	1706.65	212940.82	219105.45
19766800023	0	2123.42	2094.68	2586.61	2445.62	208425.92	217816.25
19002200089	0	215880.48	0.02	0	0	0	215880.5
13285200054	0	212780.58	0.01	0	0	0	212780.59
89568800011	0	2684.87	2814.28	2640.77	2858.84	194980.52	205990.98
75011320016	0	876.67	2084.84	6129.94	5749.1	184280.06	188070.61
22754700008	0	7489.09	9153.96	9149.6	7757.78	165377.09	198907.52
75012160011	0	452.45	575.53	596.58	551.92	188283.11	190461.59
24262800000	0	0	0	0	0	189862.18	189862.18
70201163022	0	804.89	252.86	255.02	257.08	184978.56	186048.51
70201435001	0	4711.04	4286.2	4459.83	4997.94	167946.42	185740.93
20751872510	0	39080.47	38292.51	38624.55	33896.99	44447.78	178401.91
89568300003	0	1339.57	1744.08	1480.11	1708.51	163287.42	189977.64

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

9 PROPERTY, PLANT AND EQUIPMENT

31 JANUARY 2018

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2017	77 940 867	91 931 295	526 412 052	69 702 934	629 863	41 027 268	807 644 328
Cost	77 940 867	101 276 813	650 783 728	78 867 864	1 893 599	73 418 813	982 301 463
Original Cost	77 940 867	101 276 813	650 783 728	76 987 864	1 893 599	73 418 813	982 301 463
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)	(31 738 990)	(174 004 816)
Original Cost	-	(9 345 519)	(124 351 872)	(7 284 730)	(1 263 706)	(31 738 990)	(174 004 816)
Acquisitions	-	-	19 824 181	895 471	-	1 584 785	22 404 438
Transfers	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-
Impairment	-	-	-	-	-	-	-
Depreciation	(864 028)	(1 019 123)	(5 835 848)	(772 706)	(8 963)	(454 816)	(8 953 306)
Normal Depreciation for the year	(864 028)	(1 019 123)	(5 835 848)	(772 706)	(8 963)	(454 816)	(8 953 306)
Carrying value of disposals	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Accumulated Impairments	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Carrying value at 30 June 2018	77 076 837	90 912 171	540 500 594	68 815 899	622 910	42 187 257	821 085 459
Cost	77 940 867	101 276 813	670 707 907	77 873 135	1 893 599	75 013 588	1 004 705 919
Original Cost	77 940 867	101 276 813	670 707 907	77 873 135	1 893 599	75 013 588	1 004 705 919
Accumulated Impairments	-	-	(19 803)	-	-	(632 535)	(652 338)
Original Cost	-	-	(19 803)	-	-	(632 535)	(652 338)
Accumulated Depreciation	(864 028)	(10 364 642)	(130 187 520)	(8 057 436)	(1 270 688)	(32 213 906)	(182 958 122)
Original Cost	(864 028)	(10 364 642)	(130 187 520)	(8 057 436)	(1 270 688)	(32 213 906)	(182 958 122)

2

N

Intangible Assets

	2018
	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	78 290
Amortisation for Year	-
Impairments	-
Disposals	-
Net Carrying amount at 31 January 2018	2 584 384
Cost	4 576 788
Accumulated Amortisation	(1 992 404)
Accumulated Impairment	-

2

Heritage Assets

	2018 R
Net Carrying amount at 1 July	550 000
Cost	550 000
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Transfers	-
Net Carrying amount at 31 January 2018	550 000
Cost	550 000
Accumulated Impairment	-

Capitalised Restoration Cost

	2018 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	-
Disposals	-
Depreciation for the year	-
Impairment	-
Transfers from Inventory	-
Transfers	-
Net Carrying amount at 31 January 2018	16 075 548
Cost	45 710 691
Accumulated Depreciation	(29 635 143)
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 January 2018 **47 718 986**

Cost	50 416 329
Accumulated Depreciation	(2 697 343)
Accumulated Impairment	-

INSURANCE REPORT: January 2018

Claims movement for the month

Total claims open at the beginning of the month	49
New claims for the month	0
Claims closed during the month	11
Prior month adjustment	0
Total claims open at the end of the month	38

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 attorneys9	585 765.80

Current progress on claims

Action Taken	Total
Additional Information Submitted to Insurance	7
Awaiting Invoice	2
Claim Reported, Awaiting Response from Insurer	9
Order Made out and given through to supplier	
Request for Quotations Submitted	
Awaiting Refund	1
Requested Department to obtain Quotation	
Insurer Requires Additional Info	1
Additional Information Requested from relevant department	4
Invoice received and submitted for payment/or refund to Insurers	2
Assessor appointed	4
Quotations submitted to Insurer, Awaiting Approval	2
Agreement of Loss signed and sent to Insurer	
Agreement of Loss signed and submitted to Insurer	
Agreement of loss received	1
Claim within excess: Memo submitted to Manager for approval	3
Awaiting Agreement of Loss	
Awaiting Settlement	1
Settlement Received	1
Grand Total	38

Age analysis of Outstanding Claims

Category	AON	INDWE	LATERAL UNISON	Grand Total
30 days or Less	1	-	0	1
More than 30 days	1	-	4	5
60 days or more	1	-	2	3
More than 120 Days	15	14	-	29
Grand Total	18	14	6	38

QUALITY CERTIFICATE

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


- The monthly In year monitoring reports for the month of January 2018

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:

13/02/18
