

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager / Munisipale Bestuurder

VAN / FROM: Director: Finance / Direkteur: Finansies

DATUM / DATE: 31 October 2015 / 31 October 2015

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

FINANCE MONTHLY REPORT – OCTOBER 2015

A MAYOR'S REPORT

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

B RESOLUTIONS

It is recommended that Council takes cognisance of the monthly budget statement and supporting documentation for October 2015.

C EXECUTIVE SUMMARY

The municipality has read 92% of its consumption meters of which 99% was read correctly the first time. The monthly billing was also done as scheduled and during these process 17 126 accounts amounting to R 24.1 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 3.1 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 96%, but the actual accumulated year to date debtor's collection is 92%. The low percentage is due to the levying of annual property rates

The municipality issued orders to the value of R 28.1 million of which R 7.1 million was in terms of deviations.

The municipality currently has R 98.4 million in its primary bank account.

FINANSIES MAANDELIKSE VERSLAG – OCTOBER 2015

A BURGEMEESTERS VERSLAG

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

B BESLUIT

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir Oktober 2015.

C OPSOMMING

Die munisipaliteit het 92% van die meters gelees, waarvan 99% die eerste keer korrek gelees is. Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 17 126 rekeninge ten bedrae van R 24.1 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 3.1 miljoen. Die deernis subsidies vir die maand beloop R 1.1 miljoen.

Die opgehoopte debiteure verhaling se teiken vir die jaar is 96%, maar die werklike jaar tot op datum invordering is 92%. Die lae persentasie is as gevolg van die heffing van jaarlikse belasting.

Die munisipaliteit het bestellings ter waarde van R 28.1 miljoen uitgereik, waarvan R 7.1 miljoen ten opsigte van afwykings is.

Die munisipaliteit het huidige R 98.4 miljoen in die primêre bankrekening.

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:

D REPORT

1. DOEL

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

2. WETLIKE RAAMWERK

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

2.1 ONTTREKKINGS UIT BANKREKENINGE

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

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

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

2.2 Besteding aan personeel voordele

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

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

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

2.3 Monthly budget statements

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

This section read as follows:

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

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

(2) The statement must include—

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

(3) The amounts reflected in the statement must in each case be compared with the corresponding amounts budgeted for in

"66. Die rekenpligtige beampte van 'n munisipaliteit moet, in 'n formaat en vir tydperke as wat voorgeskryf mag word, aan die Raad rapporteer op alle uitgawes wat aangegaan is deur die munisipaliteit op die personeel se salarisse, lone, toelaes en voordele, op 'n wyse wat sodanige uitgawes per tipe openbaar, naamlik—

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

2.3 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 wesenlike afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;
 - (ii) enige wesenlike afwykings van die dienslewering en begrotings implementeringsplan;
 - (iii) enige remediërende of korrektiewe stappe geneem is of geneem word om te verseker dat die geprojekteerde inkomste en uitgawes in die munisipaliteit se goedgekeurde begroting bly.

(2) Die staat moet die volgende insluit—

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

(3) die bedrae wat in die verklaring moet in elke geval in vergelyking met die ooreenstemmende bedrae begroot vir die

the municipality's approved budget.

(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

munisipaliteit se goedgekeurde begroting.

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

3.1.1 Accounts and Meter readings

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

3.1 INKOMSTE

3.1.1 Rekeninge en meterlesings

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

Activities	Aug-15	Sep-15	Oct-15
Meter readings:			
No. of meter readings by meter readers	12 449	12 739	12 786
No. of readings estimated	1 441	1 124	1 087
No. of readings by owners	241	274	276
Metering online	69	69	68
Total number of meters	14 200	14 206	14 217
Completion date of meter readings	17/08/2015	14/09/2015	16/10/2015
No. of re-readings performed	408	515	378
No. of changes after re-readings	148	130	107
% of meters read correctly first time	98.81%	98.98%	99.16%
Faulty meters to technical dept.	0	206	96
Zero Consumption to tech, dept.	0	81	37
Faulty meters replaced	38	37	47
Water Connections	1	2	2
New Sewerage Connections	1	2	2
Disconnections	19	16	16
% of meters estimated	10.14%	7.91%	7.65%

Nota.Skattinge redes by Meterlesings	Aug-15	Sep-15	Oct-15
Note Estimates - Meter readings			
Meter locked	110	105	81
Gate locked	523	387	420
Under Ground	119	76	76
Beneath rubble	32	21	20
Under water	81	29	22
Dogs	242	179	156
Meter unreadable	42	30	36
Can't find meter/Vehicles parked on meter	292	297	276
Unread	0	0	0
	1441	1124	1087

3.1.1.1 Billing dates

3.1.1.1 Heffingsdatums

Billing:	Aug-15	Sep-15	Oct-15
Debt raising date	20/08/2015	22/09/2015	20/10/2015
Date of account postage	24 & 25/08/2015	28 & 29/09/2015	30/10/2015
Debtor reconciliation (Debtors/Votes/Age analysis)	01/09/2015	01/10/2015	02/11/2015
Electricity Pre paid Reconciliation	02/09/2015	5/10/2015	02/11/2015

Explanation:

Although the Post Office strike was lifted, there is still a backlog in the delivery of local mail. As far as possible we would like to send accounts via e-mail. Certain amendments must be implemented, still waiting for changes on system.

Verduideliking:

Alhoewel die Poskantoor staking opgehef is, is daar nog steeds 'n vertraging van die plaaslike aflewering van posstukke. Ons wil graag waar moontlik rekeninge per e-pos uitstuur. Sekere veranderinge moet aangeheg word. Wag nog steeds vir verandering op stelsel.

3.1.1.2 Number of informal households with access to basic services without accounts

3.1.1.2 Aantal informele huishoudings met toegang to basiese dienste sonder rekeninge

Number of informal households with access to basic services without accounts	Aug-15	Sep-15	Oct-15
- N'duli (Polo cross)	1 096	1 096	1 096
- PA Hamlet (Phase 3 & 4)	0	0	0
- PA Hamlet (Phase 5)	0	0	0
- Tulbagh (Chris Hani)	534	534	534
- Wolseley (Pine Valley)	469	469	469
Total	2 099	2 099	2 099

Explanation:

Latest figures from housing department.

Verduideliking:

Nuutste syfers vanaf Behuising.

3.1.1.3 Number of customers with accounts

Number of customers with accounts	Aug-15	Sep-15	Oct-15
Electricity - Conventional	2 955	2 960	2 957
Electricity - Prepaid	9 778	9 790	9 784
Property rates	14 020	14 020	14 020
Refuse removal	11 777	11 782	11 783
Sewerage	12 233	12 236	12 235
Water	12 186	12 189	12 190
Other	12 520	12 288	12 226
Total number of accounts printed	19 106	16 964	17 126

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

Service Description	Aug-15	Sep-15	Oct-15
Assessment Rates (Monthly)	3 385 620.45	2 787 418.12	2 719 807.96
Assessment Rates (Yearly)	0	781 731.83	718 328.92
Electricity	17 441 748.26	16 004 734.35	12 929 448.45
Refuse Removal	2 483 085.12	2 572 127.49	2 512 255.84
Sewerage	2 266 114.31	3 398 725.55	2 160 078.23
Water Levies	3 339 628.52	3 203 118.11	4 288 464.37
Rental	28 844.88	28 929.86	28 124.00
Housing	13 219.33	13 219.33	12 893.42
Loans	554.34	554.34	554.35
Indigent subsidy	-1 342 456.30	-1 313 354.70	-1 309 742.19
Sundries	111 721.38	74 973.19	74 468.80
Total	R27 728 080.29	R27 552 177.47	R24 134 682.15

3.1.4 Pre-paid Electricity Sales

3.1.4 Vooruitbetaalde Elektrisiteit Verkope

	Aug-15	Sep-15	Oct-15
Total Pre Paid Meters	9 778	9 780	9 784
Total Free units(Indigents)	141 150	141 550	139 500
Cost of free Units	R 117 154.50	R 117 486.50	R 115 785.00
Units sold	2 561 334.1	2 374 658.0	2 430 354.7
Cost of units sold	R 2 837 056.45	R 2 609 734.83	R 2 677 639.00
Vat Amount	R 413 629.69	R 381 849.30	R 391 119.01
Axillary Amount	R 2 956.50	R 1 929.50	R 2 172.00
Total Amount Pre Paid	R 3 370 797.14	R 3 111 000.13	R 3 186 715.01

3.1.5 Indigent Households**3.1.5 Behoeftige Huishoudings**

Indigent households	Aug-15	Sep-15	Oct-15
Deferments	3115715.85	3241336.89	3082234.9
Current	432647.42	400142.94	428932.92
30 days	351422.54	326562.16	292614.97
60 days	280959.3	333479.8	275397.75
90 days	329197.72	274256.61	285668.33
> 90 days	10086737.69	10202540.23	8945792.06
Total	R 14 596 680.52	R 14 778 318.63	R 13 310 640.93

Explanation:

Outstanding decreased with R 1 467 677.70 from the previous month and its is due to indigent households who's subsidies expired.

Verduideliking:

Uitstaande skuld het afgeneem met R 1 467 677. Vanaf die vorige maand, as gevolg van deernis huishoudings wat verval het.

Mechanisms	Aug-15	Sep-15	Oct-15
Approved Indigent households:			
No. of households at beginning of the month:	2 766	2 804	2 754
Additions during the month	363	259	288
Cancellations during the month	325	309	304
No. of households at end of the month:	2 804	2 754	2 738
	Aug-15	Sep-15	Oct-15
Cost of Indigent to Council(403131121)	R 1 174 155.18	R 1 152 174.25	R 1 148 661.77

Explanation:

Indigent decreased from 2 754 to 2 738 at end October 2015.

Verduideliking:

Deernis het afgeneem vanaf 2 754 na 2 738 einde Oktober 2015.

3.1.6 Rates clearances**3.1.6 Belasting Uitklarings**

Rates clearance certificates	Aug-15	Sep-15	Oct-15
Erven subdivided	0	0	0
Application for clearance certificates	36	64	46
Clearance certificates issued	69	51	68
Deeds registrations	41	0	55
Consolidations	0	0	0

3.1.7 Outstanding Debtors

The important comparative statistics in relation to accounts is shown in the table below. The table below provides an age analysis of the debtors as at 31 October 2015:

3.1.7 Uitstaande Debiteure

Die belangrike vergelykende statistiek met betrekking tot rekeninge word getoon in die tabel hieronder. Die tabel hieronder voorsien 'n ouderdomsanalise van Debiteure soos op 31 Oktober 2015:

Detail	0 - 30 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total -	%
Debtors Age Analysis By Income Source										
Water	5 052 370	946 280	1135 910	839 213	839 303	838 525	4 809 232	36 588 506	51 049 339	29.17%
Electricity	12541 867	434 752	350 088	259 695	275 408	314 434	1 197 221	2 675 283	18 048 746	10.31%
Property Rates	3 653 563	4 511 440	125 428	67 376	64 577	140 377	323 876	13 139 880	22 026 518	12.59%
Waste Water Management	2 188 376	448 263	395 892	393 438	343 144	344 043	2 360 123	17 570 382	24 043 662	13.74%
Waste Management	2 643 351	518 868	487 536	454 329	432 776	423 942	2 347 069	22 287 957	29 595 827	16.91%
Property Rental Debtors	82 813	22 472	21 383	21 526	21 042	21 513	119 464	1 569 914	1 880 127	1.07%
Interest on Arrear Debtor Accounts	87 428	74 848	71 136	61 870	80 824	127 706	804 733	29 975 337	31 283 882	17.88%
Other	-4 426 120	43 007	60 453	24 907	28 376	28 773	138 985	1 167 582	-2 934 038	-1.68%
Total By Income Source	21823 648	6999 929	2647827	2122 354	2085 449	2239 313	12100703	124974 840	174994 063	100 %
%	12.47%	4.00%	1.51%	1.21%	1.19%	1.28%	6.91%	71.42%	100.00%	
Debtors Age Analysis By Customer Group										
Organs of State	-494 377	2243 184	196 938	157 618	87 839	86 873	288 991	1 825 185	4 392 250	2.51%
Commercial	10457 580	1467 915	384 664	262 133	183 573	257 759	1 639 441	7 841 377	22 494 444	12.85%
Households	10305 847	2547 273	1926 646	1 586 785	1 696 288	1 763 344	9 524 231	110 594 470	139 944 885	79.97%
Other	1 554 597	741 557	139 579	115 818	117 749	131 336	648 040	4 713 807	8 162 484	4.66%
Total By Customer Group	21823648	6999 929	2647827	2122 354	2085 449	2239 313	12100703	124974 840	174994 063	100.00%
%	12.47%	4.00%	1.51%	1.21%	1.19%	1.28%	6.91%	71.42%	100.00%	

Explanation:

From the above it shows that the Households are 80% of the outstanding amount and that the bulk is more than one year old and consists of monthly and yearly Rates, Water, and Electricity, Sewerage and Refuse services.

- Problems is being experienced to deliver accounts in areas where street names and numbers is not visible which result in no debt collection.
- It is problematic to collect debt in Prince Alfred's Hamlet and Op die Berg because we do not supply Electricity in these areas and can therefore not disconnect electricity.

Verduideliking:

Uit die bogenoemde kan gesien word dat die Huishoudings 80% van die uitstaande bedrag uitmaak en die meerderheid is meer as een jaar oud bestaande uit maandelikse en jaarlikse belasting, water-, elektrisiteit- en vullisverwydering dienste.

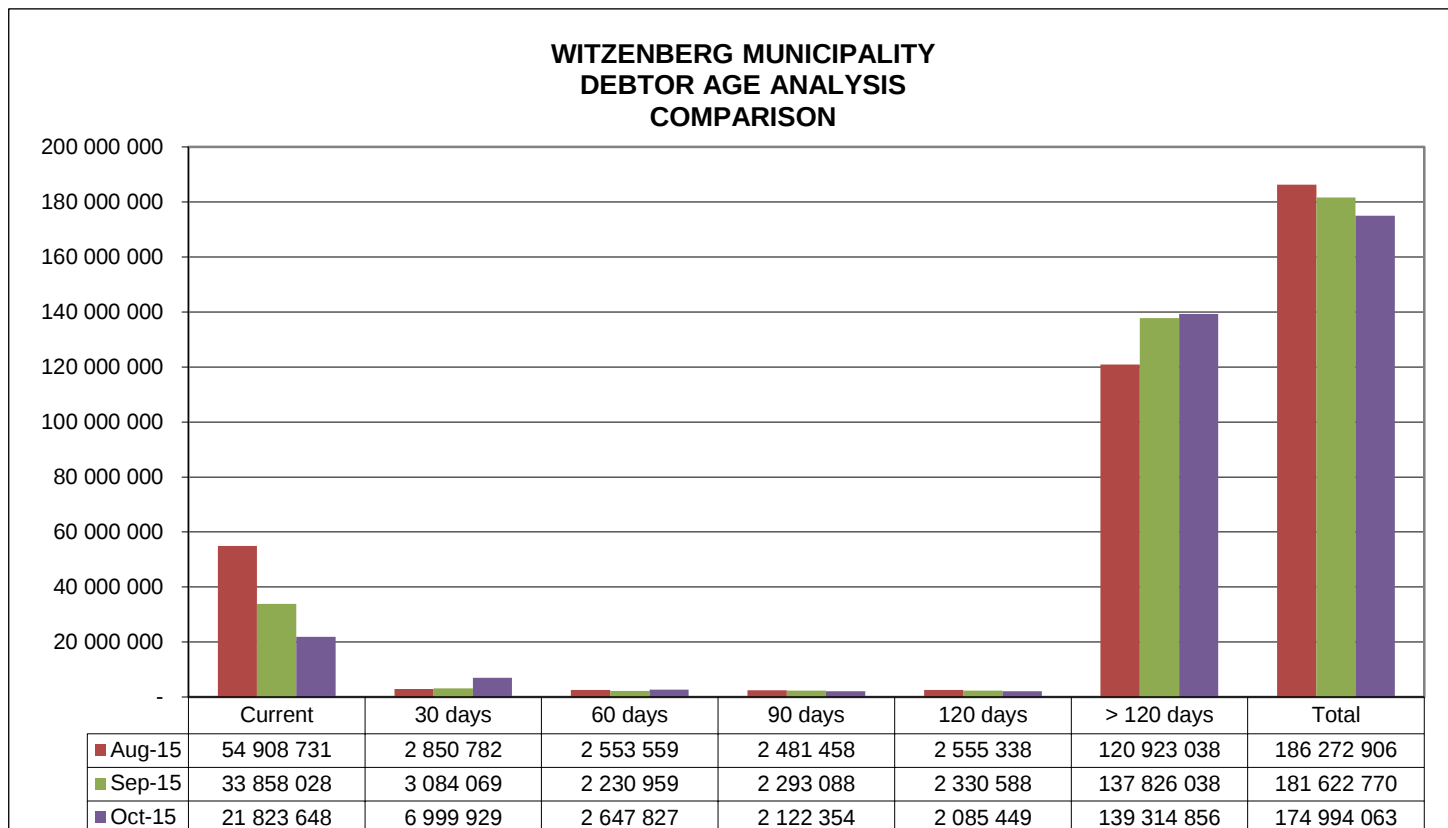
- Problematies om rekeninge te lewer in areas waar straatname en nommers nie verskyn nie en skuld dus nie gevorder kan word nie.
- Problematies om skuld te vorder in Prince Alfred's Hamlet en Op die Berg omrede ons nie die Elektrisiteit versprei nie en dus nie die elektrisiteit kan diskonnekteer nie.

3.1.8 DEBITEURE OUDERDOMSANALISE

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

3.1.8 VERGELYKING

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

**Explanation:**

Decrease in outstanding amounts from September 2015 to October 2015 due to payments. Cognisance should be taken that some of the Property rates payable in September 2015 was accounted for in October 2015.

Verduideliking:

Verlaging in uitstaandes van September 2015 na Oktober 2015 weens betalings. Neem asseblief kennis dat sommige betalings ten opsigte van eiendomsbelasting betaal gedurende September 2015 eers in Oktober 2015 gekwiteer is.

3.1.9 RECEIPTING

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

3.1.9 ERKENNING VAN ONTVANGS

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

	Aug-15	Sep-15	Oct-15
Collecting agent			
Third party agents:	7 403 149.17	6 796 918.80	6 576 614.84
Syntell	R 3 318 954.00	R 2 977 335.50	R 2 902 118.50
Pay a bill	R 453 358.54	R 418 128.56	R 425 568.50
Easy pay	R 2 748 438.26	R 2 299 390.40	R 2 241 366.19
Pay@	R 363 939.86	R 277 855.33	R 317 607.45
ACB	R 518 458.51	R 824 209.01	R 689 954.20
Cashiers:	R 50 523 040.84	R 69 916 507.99	R 89 738 759.40
<i>Transfer(Senior Cashier)</i>	R 46 954 321.65	R 66 443 376.21	R 86 434 634.33
RMC 1 - Ceres	R 678 994.29	R 619 524.10	R 1 002 102.01
RMC 2 - Ceres	R 1 190 746.36	R 1 086 458.17	R 231 828.25
RMC 4 - Ceres	R 352 437.92	R 364 998.83	R 687 901.79
RMC 6 - Tulbagh	R 548 972.03	R 614 126.29	R 574 430.04
RMC 7 - Wolseley	R 520 405.74	R 488 929.11	R 501 527.05
RMC 8 - Hamlet	R 60 061.65	R 56 124.28	R 60 064.34
RMC 9 - Op-die-Berg	R 51 087.40	R 65 660.60	R 49 955.20
RMC 10 - Thusong Center	R 166 013.80	R 177 310.40	R 196 316.39
Back office receipting	R -73 746.88	R -34 349.46	R -34 199.00
Total Cash Receipted	R 57 852 443.13	R 76 679 077.33	R 96 281 175.24

Explanation:

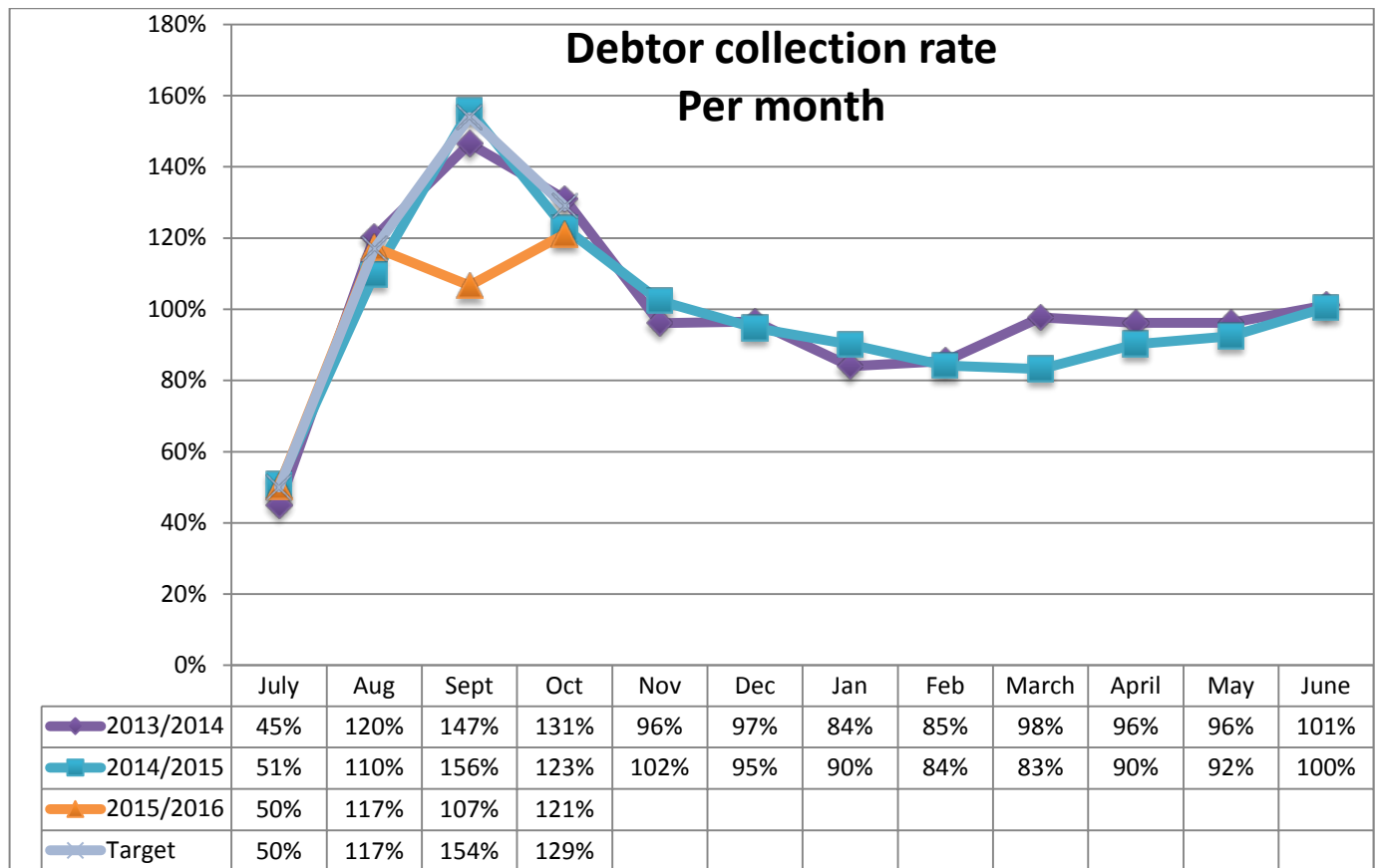
The increase was due to the fact that investments matured.

Verduideliking:

Die rede vir die styging was as gevolg van beleggings wat uitbetaal het.

3.1.9.1 Receipting**3.1.9.1 Erkenning van Ontvangste**

Cashiers:	Aug-15	Sep-15	Oct-15
Average of all Cashiers			
Number of transactions	4 417	4 580	4 601
Number of days operational	207	189	189
Number of receipts cancelled	10	9	7
Amount receipted	R 50 523 040.84	R 69 916 507.99	R 89 738 759.40
Value of variances in end of days - Surplus/(Shortage)			
Average number of transactions per day	21.34	24.23	24.34
Percentage cancelled receipts	0.23%	0.20%	0.15%
Percentage variances in end of days	0.00%	0.00%	0.00%

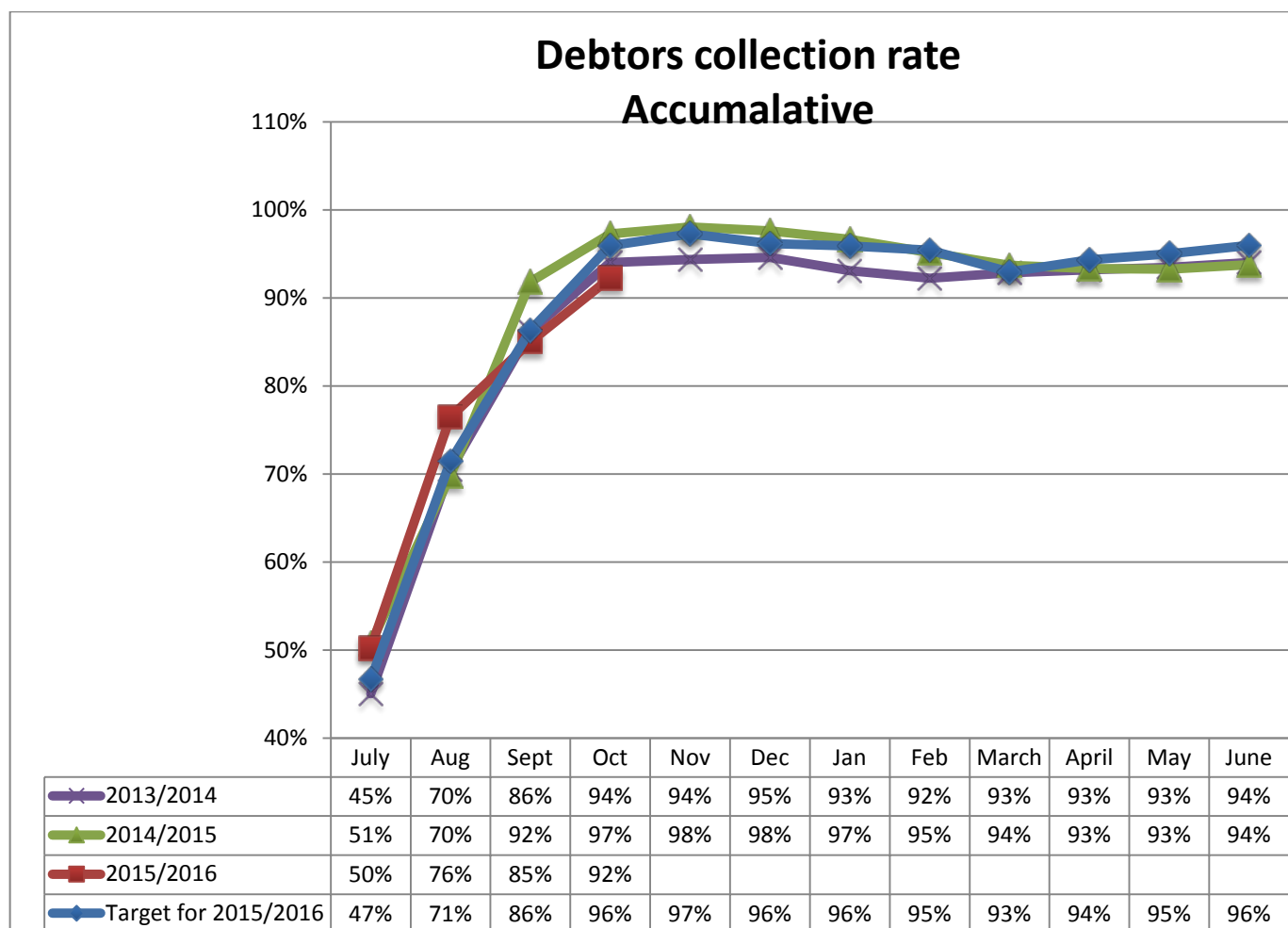
3.1.10 DEBTOR COLLECTIONS RATE PER MONTH**Explanation:**

The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 140% while the actual figure for October 2015 amounts to 124% with a small decrease when compared to the previous year.

Verduideliking:

Die doel van hierdie grafiek is om die doeltreffendheid van die verhalings te illustreer teen die teikens gestel vir die onderskeie maande. Die teiken vir die maand is 140%, terwyl die syfer vir Oktober 2015 beloop 124% met 'n effense daling in vergelyking met die vorige jaar.

3.1.11 DEBTOR COLLECTION RATE ACCUMALATIVE

**Explanation:**

The purpose of this graph is to illustrate effectiveness of collection of debt against targets set for the year. The target for the year to date is 88% while the actual figure is 96%.

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 96%, terwyl die werklike syfer 88% beloop.

3.1.12 SUMMARY OF OUTSTANDING DEBT

Die tabel hieronder verskaf 'n opsomming van uitstaande skuld:

	Aug-15	Sep-15	Oct-15
Councillors:			
Deferments	-2 128.14	-2 322.89	-1 863.57
Current	7 932.06	8 332.63	7 267.86
30 days	599.19	1 786.05	2 332.32
60 days	1 535.09	11.82	103.66
90 days	0.04	-	-
> 90 days	-	-	-
Total	R 7 938.24	R 7 807.61	R 7 840.27
Employees:			
Deferments	109 371.38	107 077.51	99 911.71
Current	58 246.87	55 877.24	61 818.50
30 days	11 356.15	16 327.08	15 753.94
60 days	3 963.96	4 117.36	5 808.66
90 days	27 545.97	2 814.23	4 148.71
> 90 days	53 473.81	79 623.55	82 118.82
Total	R 263 958.14	R 265 836.97	R 269 560.34
Government Departments:			
Current	536 810.03	501 736.94	522 753.79
30 days	1 071 487.70	501 759.35	489 258.93
60 days	313 613.07	904 222.20	502 684.57
90 days	104 354.82	57 968.38	911 743.57
> 90 days	615 629.09	542 780.81	616 461.40
Total	R 2 641 894.71	R 2 508 467.68	R 3 042 902.26
Schools & Hostels:			
Deferment			
Current	346 729.00	418 831.43	413 116.90
30 days	165 318.53	118 650.38	146 958.01
60 days	125 859.03	75 862.46	78 439.55
90 days	19 286.55	109 186.24	76 029.31
> 90 days	255 164.88	278 835.02	344 875.06
Total	R 912 357.99	R 1 001 365.53	R 1 059 418.83

3.1.12.1 50 Highest Business and Government Accounts
Attached as Annexure M

3.1.12.1 50 Hoogste besigheid- en regering rekeninge:
Aangeheg as Bylae M

3.1.13 Credit Control Mechanisms

The table below indicates the number of mechanisms instituted:

3.1.13 Kredietbeheer meganismes

Die tabel hieronder toon die aantal meganismes ingestel:

Disconnection of services:	Aug-15	Sep-15	Oct-15
No. of customers on the disconnections lists	1 433	1 279	1 744
No. already block	1 693	1 408	1 458
No. of new disconnections for the month:			
- Prepaid	733	789	695
- Conventional	47	71	65
Number reconnected:			
- Prepaid	197	190	161
- Conventional	40	66	58
Reconnected :due to faulty groupings and Indigent and poor households			
No. of customers still disconnected	1 408	1 458	1 487
% of disconnections executed	99%	99%	74%

Agreements	Aug-15	Sep-15	Oct-15
No. of agreements at beginning of the month:			
Normal	2 560	2 575	2 629
Linked to incentive policy	254	273	293
New areements for the month			
Normal	15	54	-
Linked to incentive policy	19	20	-
Areements fully repaid/cancelled for the month:			
Normal	0	0	251
Linked to incentive policy	0	0	-
No. of agreements at end of the month:			
Normal	2 575	2 629	2 378
Linked to incentive policy	273	293	293

Legal Processes:	Aug-15	Sep-15	Oct-15
<u>Internal process:</u>			
No. of accounts transferred to internal debt collection			
No. of notices issued	8 798	7 038	7 480
No. of final demands issued	35	35	46
No of summons issued	18	57	120
No of current and handed over accounts	0	35	46
No. of court order/execution order obtained	0	0	0
No. of default judgements performed	1	14	20
No of Follow Up Calls made	0	127	122
No of Arrangements made	6	14	23
No of Sms sent on first notices	0		2558
No of Sms sent on current accounts	5 035	5122	5185

Processes:	Aug-15	Sep-15	Oct-15
1st Notices issued			
Value of 1st Notices issued	R 94 981 982.90	R 87 500 933.22	R 91 059 692.99
Amount received	R 1 861 940.53	R 2 339 654.86	R 3 254 950.14
Percentage recovered	1.96%	2.67%	3.57%
SMS'e			
Value of SMS'e issued	R 21 791 050.46	R 22 347 224.96	R 23 000 798.46
Amount recieved	R 4 813 807.79	R 5 162 211.07	R 4 701 644.03
Percentage recovered	22.09%	23.10%	20.44%

Explanation:

Figures as received from Credit control Consultants.

Verduideliking:

Syfers soos van Kredietbeheer konsultante ontvang.

3.2 SUPPLY CHAIN MANAGEMENT

3.2.1 Demand and Acquisition

3.2.1.1 Advertisement stage

No competitive bid is currently in the advertisement stage.

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

3.2.1.2 Evaluation stage

The following competitive bids are currently in the evaluation stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/12/25	Lease to own of a Telephony and network system for Witzenberg Municipality	10-Jul-2015	29-Oct-2015	R Rhode
08/2/12/54	Provision of Consulting engineering services for various projects	09-Jun-2015	Awaiting	J Swanepoel
08/2/12/58	Appointment of a travel agency	04-Sep-2015	19-Oct-2015 Referred back to Manager	A Radjoo
08/2/13/2	Supply and delivery of Green disposable bags for refuse removal	04-Sep-2015	Awaiting	J Jacobs
08/2/13/3	Leasing of office space to Witzenberg municipality in Ceres	04-Sep-2015	16-Oct-2015 Referred back to BEC by BAC	L Nieuwenhuis
08/2/13/15	Supply, delivery, installation and maintenance of photocopy machines	30-Oct-2015	Awaiting	R Rhode

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

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Aanvraag en Verkryging

3.2.1.1 Adverteringsfase

Geen mededingende tender is tans in die adverterings Fase nie.

Geen formele geskrewe pryskwotasies is tans in die Adverteringsfase.

3.2.1.2 Evaluerings stadium:

Die volgende mededingende tenders is tans in die evalueringsfase:

Geen formele geskrewe pryskwotasie is tans in die evalueringsfase nie.

3.2.1.3 Adjudication stage

The following competitive bids are currently in the adjudication stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	BID EVALUATION COMMITTEE MEETING	RESPONSIBLE MANAGER
08/2/12/17	Routine operation of the interim central general waste disposal site at Wolseley and Prince Alfred's Hamlet	03-Sep-2014	10-Nov-2014	J Jacobs
08/2/13/10	Service provider for environmental practices (waste) training (NQF level 4)	03-Sep-2015	29-Sep-2015	I Swartbooi

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

3.2.1.3 Toekenningsfase:

Die volgende mededingende tenders is tans in die toekenningsfase:

Geen formele geskrewe prys kwotasie is tans in die toekenningsfase.

3.2.1.4 Bids awarded

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

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

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

The following competitive bids were awarded by the Bid Adjudication Committee during the month of October 2015:

3.2.1.4 Tenders toegeken

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

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

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

Die volgende mededingende tenders was toegeken deur die Tender Toekenningskomitee gedurende Oktober 2015:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/13/5	16-Oct-2015	Consolidated African Solutions (PTY) Ltd	Supply, delivery and installation of hand held meter reading equipment and software	Only responsive bidder	R 573 153.82 (Incl. VAT)
08/2/13/7	13-Oct-2015	Absa Bank Ltd	Invitation for Long Term Borrowings 2015-2016	Bidder scored the highest points	Cluster A: Interest of 9.45%
					Cluster B: Interest of 9.47%

08/2/13/9	26-Oct-2015	Quality Label Solutions CC t/a Tag Tron Solutions	Installation of Book Detection Systems in Tulbagh, Witzenville, Rietvallei, Nduli and Bella Vista Libraries	Bidder scored the highest points	Based on tendered rates with an estimated value of R 693 529.83 (Incl. VAT)
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The following bid was awarded by the Accounting Officer during the month of October 2015:

Die volgende tender was toegeken deur die Rekenpligtige Beampte gedurende Oktober 2015:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/12/72	20-Oct-2015	Martin & East (PTY) Ltd	Resealing of existing streets in the Witzenberg Municipal area	Bidder scored the highest points	Based on tendered rates with an estimated value of R 10 560 094.40 (Incl. VAT)

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

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

An organ of state may, prior to the award of a tender, cancel a tender if-

- (a) due to changed circumstances, there is no longer need for the goods or services tendered for; or*
- (b) funds are no longer available to cover the total envisaged expenditure; or*
- (c) no acceptable tenders are received.*

The following formal written price quotation or competitive bid was cancelled during the month of October 2015:

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

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

'n staats instansie mag op voor die toekenning van 'n tender, 'n tender te kanselleer indien-

- (a) as gevolg van veranderde omstandighede, daar is nie meer nodig vir die goedere of dienste aangebied;*
- (b) fondse is nie meer beskikbaar om die totaal in die vooruitsig gestel uitgawes te dek;*
- (c) geen aanvaarbare tenders ontvang is.*

Die volgende formele geskrewe prys kwotasie of mededingende tender was gekanselleer gedurende Oktober 2015:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/12/29	20-Oct-2015	Supply and delivery of Hydraulic spiking tools	No acceptable bids were received
08/2/12/49	26-Oct-2015	Supply and delivery of 11 KV compact Switchgear for Voortrekker substation in Wolseley	No acceptable bids were received
08/2/12/50	14-Oct-2015	Installation, commissioning of 11 KV compact switchgear and refurbishment of Voortrekker substation in Wolseley	There is no longer a need for the services, works or goods requested
08/2/12/60	16-Sep-2015	Supply and delivery of Thermal imager	Bid validity period lapsed
08/2/13/6	14-Oct-2015	Supply and delivery of one new 1.3 ton light delivery vehicle	No acceptable bids were received

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

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

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

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

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

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o. sub delegation
135732	01 Oct 2015	Multidimensions	Training: Photoshop Basic to Intermediate and Advance	Only responsive quotation	R 17 806.80 (Incl. VAT)	Chief Financial Officer
135862	06 Oct 2015	Safetech	First Aid Course Level 1-3	Only responsive quotation	R 25 308.00 (Incl. VAT)	Chief Financial Officer
135943	12 Oct 2015	Eddie's Sound	Supply and Delivery of Sound at the Ward Committee IDP Meeting	Lowest responsive quotation	R 13 500.00 (Non VAT)	Chief Financial Officer
135994	13 Oct 2015	Gracious Catering & Decor	Catering for Ward Committee IDP Meeting	Only responsive quotation	R 9 000.00 (Non VAT)	Chief Financial Officer
135982	13 Oct 2015	Safetech	Fire Evacuation Warden Training	Only responsive quotation	R 29 640.00 (Incl. VAT)	Chief Financial Officer
136104	16 Oct 2015	Procedo Training Providers	Training: Street Light Installation & Repair Course	Only responsive quotation	R 25 650.00 (Incl. VAT)	Chief Financial Officer
136224	22 Oct 2015	Siyakhana	Service Provider to Facilitate Job Preparation Camp for 30 Grill Learners	Lowest responsive quotation	R 18 000.00 (Incl. VAT)	Chief Financial Officer
136282	23 Oct 2015	Lithhotech	Supply of 2 boxes of Witzenberg Official order forms	Lowest responsive quotation	R 3 068.22 (Incl. VAT)	Chief Financial Officer
136276	23 Oct 2015	Ceres Spar	Supply and Delivery of daily newspapers for council and Senior Management for the period of 2 nd Nov to 18 Dec 2015	Only responsive quotation	R 9 117.00 (Incl. VAT)	Chief Financial Officer
136304	26 Oct 2015	At Function	Platters for Mr. Van Der Watt's Farewell function	Lowest responsive quotation	R 2 484.00 (Non VAT)	Chief Financial Officer
136335	27 Oct 2015	Hamlet Country Lodge	Catering for the Council Meeting	Only responsive quotation	R 3 325.00 (Incl. VAT)	Chief Financial Officer

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o. sub delegation
136437	30 Oct 2015	Uni-Cape Equipment (Pty) Ltd	Repair work on Truck Mounted Crane and service of Unit CT 14924	Only responsive quotation	R 22 138.44 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Paragraph 20 (d): Policy Compliance

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

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

No formal written price quotations, in excess of R 30 0000 were awarded by an official acting in terms of a sub-delegation for the month of October 2015.

3.2.1.7 Paragraaf 20 (d): Beleids voldoening

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

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

Geen formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van Oktober 2015 nie.

3.2.1.8 Appeals

No appeals were lodged during October 2015.

3.2.1.8 Appèlle

Geen appèl is gedurende Oktober 2015 ontvang nie.

3.2.1.9 Deviations

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

The following table contains the approved deviations by the Accounting Officer for the month of October 2015 which totals R 7 066 459.45:

3.2.1.9 Afwykings

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

Die volgende tabel bevat die goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van Oktober 2015 wat beloop op die totaal van R 7 066 459.45:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
31-Aug-15	Jan Palm Consulting Engineers	Application of the Tulbagh Waste site License amendment	Impractical	135073	199 500.00
09-Sep-15	WC Communications	Maintenance of telephony system	Impractical	135283	3 598.73
17-Sep-15	Harvey World Travel	Hiring of vehicle for councillors and Senior Management	Impractical	135447	4 496.69

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21-Sep-15	WISA (Water Institute of SA)	Annual WC Process controller day	Impractical	135497	2 250.00
21-Sep-15	Wectac Leadership academy	Advance driving course for 2 days - 10 staff members	Single supplier	135512	26 220.00
28-Sep-15	Edifice Consulting Engineers	Professional fees	Impractical	135647	658 920.00
28-Sep-15	Vakala Construction (PTY) Ltd	Additional project costs - Bid 08/2/12/5	Impractical	135655	2 292 429.37
28-Sep-15	iCE Group Consulting Engineers	Professional fees	Impractical	135656	2 143 343.64
29-Sep-15	Ayanda Mbanga Communications (PTY) Ltd	Publishing of advert: Bid 08-2-13-15	Impractical	135671	7 835.41
01-Oct-15	Landis & Gyr (PTY) Ltd	Supply of prepaid electricity meters	Single supplier	135774	28 215.00
01-Oct-15	Conlog (PTY) Ltd	Supply of prepaid electricity meters	Single supplier	135775	59 850.00
02-Oct-15	Regan Brown Attorneys	Legal Services: Packaging services / Witzenberg Mun	Impractical	135779	34 136.33
02-Oct-15	Ayanda Mbanga Communications	Publishing of advert: Manager Electro technical services	Impractical	135800	14 850.55
02-Oct-15	ODS Consultants CC	Facilitation of interviews: Manager: Administration, Environment & Amenities, Resorts & Swimming pools	Impractical	135812	60 294.60
05-Oct-15	Regan Brown Attorneys	Legal Services: Packaging services	Impractical	135820	150 575.00
05-Oct-15	Delniet Konstruksie / Wolseley Grondverkuiwers	Routine Operation of Central Waste Site	Impractical	135826	342 000.00
06-Oct-15	Macsteel Fluid control	Servicing of Bermad valve	Single Supplier	135838	17 313.18
06-Oct-15	Measuretec	Verifying of flow meters & Tulbagh	Emergency	135839	4 434.60
07-Oct-15	Witzenberg Herald	Publication of Air Quality Public Participation Workshop	Single supplier	135868	5 774.00
07-Oct-15	Witzenberg Herald	Publication of IDP and Budget Public Participation time schedules	Single supplier	135871	13 764.00
07-Oct-15	Witzenberg Besproeiing	PVC Pipe Ultra 6m Cl 9/160mm	Impractical	135883	38 500.59
09-Oct-15	Super Airbrake & Clutch	Emergency repair to Airmaster of Sewerage truck: CT 18168	Emergency	135917	5 232.60
09-Oct-15	JJ Jafta Tours	Transport of learners: Ward 7	Emergency	135920	7 000.00

FINANCE MONTHLY REPORT OCTOBER 2015 / FINANSIES MAANDELIKSE VERSLAG – OKTOBER 2015

09-Oct-15	Workshop Electronics	Annual Calibration of road working equipment	Single Supplier	135921	9 207.20
09-Oct-15	Bell Equipment Sales SA Ltd	Emergency repair to Digger loader: CFA 1828	Emergency	135924	24 051.72
12-Oct-15	Institute of Internal Auditors	IIA registration fees for 2015 Conference	Single supplier	135946	10 000.00
12-Oct-15	Institute of Internal Auditors	Internal Audit Training Internship Training over a 2 year period	Single supplier	135951	37 848.00
15-Oct-15	Altech Netstar	Vehicle tracking monitoring: Jul & Aug 2015	Impractical	136041	39 808.80
15-Oct-15	Altech Netstar	Vehicle tracking monitoring: Sept 2015	Impractical	136042	19 904.40
15-Oct-15	Altech Netstar	Vehicle tracking monitoring: Oct, Nov & Dec 2015	Impractical	136043	59 713.20
15-Oct-15	Bentley Systems International	Micro station annual license fees	Single supplier	136044	14 712.00
15-Oct-15	Rode Valuations Knysna	Valuations of Erf 2813 Tulbagh	Emergency	136048	2 400.00
16-Oct-15	Pitney Bowes Batsumi Enterprise (PTY) Ltd	Re-loading of Franking machine	Impractical	136083	9 600.00
16-Oct-15	Beka Schröder	Outreach – Wooden pole 1000 x 42 BE	Single supplier	136092	39 056.40
19-Oct-15	AAD Truck and Bus	Gearbox Service	Single supplier	136121	5 531.79
19-Oct-15	Meniko Records Management Services	Renewal of HP Trim Licenses	Single Supplier	136126	179 248.08
21-Oct-15	Witzenberg Herald	Publishing of notices: Matriculants & Coronation day	Impractical	136175	8 480.00
21-Oct-15	Beka Schröder	Supply of streetlights & fittings	Single supplier	136176	235 022.40
21-Oct-15	Beka Schröder	Supply of streetlights & fittings	Single supplier	136176	4 833.60
23-Oct-15	Thorp Paarl	Service: 180000km CT 17231	Impractical	136252	3 354.30
23-Oct-15	Altech Netstar	Installation of tracking device on Tractor CT 11337	Impractical	136273	2 052.00
27-Oct-15	Spilhaus Ceres	Purchasing of emergency material: After hours	Emergency	136348	15 268.20
27-Oct-15	Giovanni's Fisheries	Food parcels for staff: After hours	Emergency	136349	605.00
29-Oct-15	Giovanni's Fisheries	Food parcels for staff: After hours	Emergency	136398	877.00
29-Oct-15	AC Security	Security and Monitoring services at Wolseley and Tulbagh	Impractical	136399	1 378.60

FINANCE MONTHLY REPORT OCTOBER 2015 / FINANSIES MAANDELIKSE VERSLAG – OKTOBER 2015

29-Oct-15	Hidrotech Systems (PTY) Ltd	Emergency repair to Borehole pumps	Emergency	136429	10 526.76
15-Oct-15	Motla Consulting Engineers	Bulk meter reading - June, July, August 2015	Emergency	136062;136061;136060	100 800.00
15-Oct-15	Shearwater Property trust	Leasing of office space - Technical dept - 6 months	Impractical	136076;136077	92 600.00
20-Oct-15	Giovanni's Fisheries	Food parcels for staff: After hours	Emergency	136148;136149	662.00
27-Oct-15	Vox Elektries	Emergency work at Ceres & PAH WWTW	Emergency	136351;136352	18 383.71

MONTH / MAAND	DEVIATION AMOUNT AFWYKING BEDRAG	TOTAL VALUE OF ORDERS ISSUED TOTALE WAARDE VAN BESTELLINGS UITGEREIK	% DEVIATIONS OF TOTAL ORDERS ISSUED % AFWYKINGS VAN TOTALE BESTELLINGS UITGEREIK
August 2015	R 771 961	R 2 827 140.51	27.30%
September 2015	R 440 307.54	R 33 536 349.18	1.31%
October 2015	R 7 066 459.45	R 24 483 518.69	28.86%

Logistics

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

Logistieke

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

	31 Aug 2015	30 September 2015	31 October 2015
Value of inventory at hand	R6 125 093.24	R5 777 448.04	R5 735 477.37
Turnover rate of total value of inventory (Norm 1,5 times for the third quarter)	1.22 times	1.30 times	1.31 times
Turnover rate excluding Chinese meters	1.24 times	1.32 times	1.28 times
Date of latest stores reconciliation	02.11.2015		
Date of last stock count	30.09.2015		
Date of next stock count	15.12.2015		

Expenditure

Uitgawe

3.2.3.1 Salaries section

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

3.2.3.1 Salaris afdeling

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

	August 2015	Sept 2015	Oct 2015
Salaries – Cost to company	R9,444,833	R11,240,976.25	R10,068,147
Provisions included with salaries	R1,085,066	R1,202,233.76	R897,616
Number of Employees and Councillors included in run	564	562	564
Number of Ward members receiving out of pocket allowance	116	116	114
Balancing date of salary control account			
Balancing amount	R35 839	R38 679	R40 029.10

3.2.3.2 Creditors Section

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

3.2.3.2 Krediteure afdeling

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

Period	< 30 days	< 60 days	< 90 Days	< 1 20 days	< 150 days	< 180 days	< 365 days	> 365 days	Total
Aug 2015	506 042	3 291	0	0	0	0	0	0	509 333
September 2015	762 011	5 601	0	0	0	0	0	0	767 612
October 2015	1 209 455	84 796	1 656	5 497	0	0	0	0	1 301 404

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

Name of creditor	Sept 2015 Amount	Oct 2015 Amount	Description	Reason
LEXIS NEXIS	1 317	0.00	Labour Law	Did not appear on Statement
CERES PLANT HIRE	93	0.00	Mixer Tow bar	Did not appear on Statement
CERES SPAR	757	0.00	Various Goods Delivered	Did not appear on Statement
H S M	3 276	0.00	Various Goods Delivered	Did not appear on Statement
INCLEDON	158	0.00	PVC Deersnee Saddles	Did not appear on Statement
ARB ELECTRICAL	0.00	5 497	Tape PVC, Cable	Did not appear on Statement
BELLCO ELECTRICAL	0.00	334	400 W sopium vapour	Did not appear on Statement
CERES BUILD IT	0.00	2 036	Various Goods Delivered	Did not appear on Statement
CERES SPAR	0.00	382	Various Goods Delivered	Did not appear on Statement

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CAPRICHEM	0.00	749	Disinfectant	Did not appear on Statement
INCLEDON	0.00	1 960	Various Goods Delivered	Did not appear on Statement
KARSTEN HARDWARE	0.00	2 208	Various Goods Delivered	Did not appear on Statement
SPIILHAUS IRRIGATION	0.00	1 799	Various Goods Delivered	Did not appear on Statement
METSI CHEM IKAPA	0.00	52 508	Chloorgas Cylinders	Did not appear on Statement
Northmec Ceres	0.00	554	Filter Hydraulic	Did not appear on Statement
SANITECH	0.00	21 711	Tender 08/2/11/73	Did not appear on Statement
TRIPLE ONE PRINTERS	0.00	1 680	Various Goods Delivered	Did not appear on Statement
VILKO	0.00	335	Couplings	Did not appear on Statement
WALTONS STATIONERY	0.00	196	Primeline Stapler	Did not appear on Statement

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

	July 2015	Aug 2015	Sept 2015	Oct 2015
Total value of creditors paid	R21,853,255	R27,870,195	R34,255,547	R28,065,874
Date of creditor reconciliation	03.08.2015	02.09.2015	01.10.2015	02/11/2015

The table below contains the 10 highest creditor values outstanding:

Die tabel hieronder bevat die 10 hoogste uitstaande skuldeiser waardes:

Name of creditor	Sept 2015 Amounts outstanding	Oct 2015 Amounts outstanding	Description of goods/ services
SANITECH	0.00	30 497	Supply and servicing of portable chemical toilets
CERES SPAR	0.00	40 483	Various Goods Delivered
INCLEDON CAPE	0.00	46 796	Various Goods Delivered
VILKO	0.00	50 444	Various Goods Delivered
WCC CABLES AND ELECTRICAL	0.00	51 325	Various Goods Delivered
METSI CHEM IKAPA	0.00	52 508	Chlorine gas Cylinders
VOX ELEKTRIES	0.00	54 150	Various Goods Delivered
SAFETECH	0.00	54 948	Various Goods Delivered
CONLOG	0.00	59 850	Prepaid Elec Meters
AWV PROJECT MANAGEMENT	0.00	278 251	Disposable Black Refuse Bags
JC SERVICES	20 565	0.00	Various Goods Delivered
PENINSULA WATER TREATMENT	21 945	0.00	Various Goods Delivered
BELLCO ELECTRICAL	23 874	0.00	Various Goods Delivered
CERES SPAR	25 609	0.00	Various Goods Delivered
KAAP AGRI	28 710	0.00	Various Goods Delivered
INCLEDON	31 374	0.00	Various Goods Delivered

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MULTIPART PETROL	44 014	0.00	Various Goods Delivered
H S M	44 715	0.00	Various Goods Delivered
GLENCAPE RESOURCES	62 700	0.00	All weather cold mix asphalts
PETER STARK CIVILS	205 506	0.00	Alterations to Wolseley and Op die Berg Wastewater Treatment

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

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

Name of creditor	Sept 2015	Oct 2015
UMZALI CIVILS	0.00	1 140 598.96
I C E GROUP	0.00	518 919.30
DJ ELEKTRIES	0.00	216 807.95
DELNIET KONSTRUKSIE	0.00	212 569.80
PETER STARKE CIVILS	0.00	205 506.80
DIE POSMEESTER	0.00	196 980.45
REGAN BROWN INC	0.00	184 711.33
SSI A DHV COMPANY/ROYAL HASKONING	1 167 319.68	0.00
BYTES UNIVERSAL SYSTEMS	985 569	0.00
STRATA CIVILS	692 040	744 625.08
AUDITOR GENERAL	363 979	655 577.79
VENUS SECURITY SERVICE	354 855	1 455 232.90
MULTIPART PETROL	288 087	309 504.07
DENNIS LENDOR CIVILS	241 946	0.00
LOGO CLOTHING	200 436	0.00
ESKOM	18 823 543	11 384 588.97
ASLA KONSTRUKSIE	734 299	1 659 350.67

3.2.3.3 Petty Cash:

3.2.3.3 Kleinkas

Tipe Transaksie	Sept 2015		Oct 2015	
Type of transaction	Total	%	Total	%
Condolences, well wish cards, bouquets, flowers and keys for offices	R 1 248.00	13.20%	R 2 089.60	34.58%
Refreshments and caterings	R 4 262.25	45.07%	R 2 697.80	44.64%
Rent (Halls etc.);	R 0.00	0.00%	R 340.00	5.63%
Refunds (Library book fees)	R 0.00	0.00%	R 0.00	0.00%
Payment of clients without bank accounts		0.00%	R 0.00	0.00%
Temporary vehicle licensing fees and public driver permits	R 0.00	0.00%	R 96.00	1.59%
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 3 946.80	41.73%	R 819.40	13.56%
GRAND TOTAL	R 9 457.05		R 6 042.80	

Petty cash: Cash at hand reconciliation

Kleinkas:

Kontant voorhande opsomming

DESCRIPTION / BESKRYWING	Aug 2015	Sept 2015	Oct 2015
Opening cash balance	R5 000	R5 000	R5 000
Less total vouchers	(R8 717.20)	(R9 457.05)	(R6 042.80)
Replenishment during month	R4003.50	R7 005.40	R4 399.10
Cash at hand before month-end replenishment	R286.30	R2 548.35	R3 356.30
Replenishment at month end	R4 713.70	R 2 451.65	R1 643.70
Closing cash balance at month end	R5 000	R5 000	R5 000

3.3 FINANCIAL ADMINISTRATION

3.3 FINANSIËLE ADMINISTRASIE

3.3.1 Cash and Investments

3.3.1 Kontant en Beleggings

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

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

Cash:

Kontant:

Bank accounts Bank rekeninge	Institution Instansie	Acc. Numbers	30 Sept 2015		31 Oct 2015	
			Bank balance	Cashbook Balance	Bank balance	Cashbook Balance
Primary Bank Acc.	STANDARD BANK	203 241 819	R74,531,370	R52,388,421	R102,663,325	R98,427,438

Investments:

Beleggings:

Institution / Instansie	Aug 2015		Sept 2015		Oct 2015	
	R	% of available funds	R	% of available funds	R	% of available funds
ABSA Bank Ltd						
First Rand Bank						
Investec Bank Ltd	R15,000,000	50%	R15,000,000	100%		
Nedbank Ltd						
Standard Bank of SA Ltd	R15,000,000	50%				
Total	R30,000,000		R15,000,000		R0.00	

Explanation:

Verduideliking:

During August till October 2015 all the investments matured and this resulted that there was more invest than 30% per institution.

Gedurende Augustus tot Oktober 2015 het alle beleggings uitbetaal wat veroorsaak het dat daar meer as 30% per instansie belê was.

Investment Purpose Doel van Belegging	Aug 2015		Sept 2015		Oct 2015	
	R	% of available funds	R	% of available funds	R	% of available funds
Unutilised government grants Capital Replacement Reserve (CRR) Provisions	R30,000,000.00	100%	R15,000,000	100%		
Total	R30,000,000.00		R15,000,000		R0.00	

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

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

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

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

Unutilised Project funding: Onbenutte Projek befondsing:	Aug 2015	Sept 2015	Oct 2015
Balances	R32,601,748.42	R26,577,087.35	R26,147,906

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

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

Reconciliations Rekonsiliasies	Aug 2015	Sept 2015	Oct 2015
Primary bank account	03/09/2015	05/10/2015	04/11/2015
Investment reconciliation	07/09/2015	06/10/2015	03/11/2015
Long term Liabilities	03/09/2015	01/10/2015	03/11/2015
Grant Register	11/09/2015	06/10/2015	12/11/2015

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	Sept 2015		Oct 2015	
	Number of items	Amount	Number of items	Amount
Uncleared ACB	127	R15,965,056	109	R8,215,872
Outstanding cheques	44	R44,013	27	R30,699
Transactions not in cash book	917	R8,959,273	900	R1,892,043
Receipts not on Bank statement	454	R2,735,902	418	R2,035,404
Outstanding journals	37	R89,493	23	R83,235

3.3.2 Liabilities

3.3.2 Laste

Name of Institution Naam van Instansie	Interest Rate	Opening Balance Oct15 R	Payment (Redemption)	Interest	Closing Balance Oct 15 R	Payments Nov 2015 R
ABSA	12,8% - 14,5%	20,427	0	0	20,427	0
DBSA	10,75% - 17,45%	17,159,684	0	0	17,159,684	0
Nedbank	13.50%	8,117,203	0	0	8,117,203	761,095
Ceres Golf Club	18%	20,458	0	0	20,458	0
Total		R25,317,774	R0	R0	R25,317,774	R761,095

3.3.3 Financial system reconciliations

3.3.3 Finansiële stelsel Rekonsiliasies

The table below shows the status of the system reconciliations:

Die tabel hieronder toon die status van die stelsel rekonsiliasies:

Type of reconciliation	Period reconciled	Reconciled Amount	Reconciliation Date & Signed off
Financial system	Oct 2015	R0.00	02/11/2015
Traffic : Motor Registration	Oct 2015	R38,695-38	03/11/2015
Traffic : RTMC Fees	Oct 2015	R2,824-00	03/11/2015
Direct Deposit	Oct 2015	R471,044-36	03/11/2015
Return to drawer Cheques	Oct 2015	R0.00	03/11/2015
Traffic : AARTO	Oct 2015	R0.00	03/11/2015
Traffic : Drivers Licence	Oct 2015	R11,242-04	03/11/2015
Traffic : Roadworthy	Oct 2015	R6,410-36	03/11/2015
Faulty Direct Deposits	Oct 2015	R2,349-30	03/11/2015
Traffic : Nu-Traffic	Oct 2015	R152,406.58	03/11/2015
VAT	Oct 2015	R 457 450.56	02/11/2015

3.3.4 INSURANCE

3.3.5 VERSEKERING

Month of Reporting: October 2015

Maandverslag: Oktober 2015

Insurance report - ANNEXURE M

Versekeringsverslag - BYLAE M

3.3.5 ASSETS

Month of Reporting: October 2015

3.3.6 BATES

Maandverslag: Oktober 2015

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:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Annexure / Bylae B • Annexure / Bylae C • Annexure / Bylae D • Annexure / Bylae E • Annexure / Bylae F | <ul style="list-style-type: none"> - Age Analysis of Creditors / Ouderdomsontleding van Skuldeisers - Age Analysis of Debtors / Ouderdomsontleding van Debiteure - Cash Flow Statement / Kontantvloeistaat - Statement of Financial Performance / Staat van Finansiële Prestasie - 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:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Annexure G • Annexure H • Annexure I • Annexure J • Annexure K • Annexure L • Annexure P | <ul style="list-style-type: none"> - Sect 66 for Oct 2015 / Artikel 66 vir Okt 2015 - Sect 11 for Oct 2015 / Artikel 11 vir Okt 2015 - Outstanding - Finance Management Grant / Finansiële Bestuur toelaag - Municipal Systems Improvement Grant / Munisipale Stelsels Verbeterings toekenning - Municipal Infrastructure Grant / Munisipale Infrastruktuur toekenning - Integrated National Electrification Programme Grant / Geïntegreerde Nasionale Elektrifisering Program Toekenning - Grant register / Leningsregister |
|--|--|

Other Annexures:

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

Ander Annexures:

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

Yours faithfully

Die uwe

H J Kritzinger
CHIEF FINANCIAL OFFICER / HOOF FINANSIËLE BEAMPTTE

WITZENBERG MUNICIPALITY INVESTMENT REGISTER																	
Institution	Account number	Investment Purpose	Investment Type	Balance as at		Movements for the month of October				Costs & Fees		Balance as at					
				01 October 2015		Investments Withdrawals	Investments made	Interest capitalised	Transfers between purposes			31 October 2015					
				R									R	R	R	R	
					15 000 000.00	15 248 778.08	R	R	0.00	248 778.08	R	R	0.00				
Nedbank Ltd	03/7881032766/40	Unutilised receipts	Fixed deposit - 1 months	0.00									0.00				
ABSA Bank Ltd	2074577855	Unutilised receipts		0.00									0.00				
ABSA Bank Ltd	2075359808	Unutilised receipts	Fixed deposit - 1 months	0.00									0.00				
Standard Bank of SA Ltd	088779831-024	Unutilised receipts	Fixed deposit - 2 months	0.00									0.00				
Investec Bank Ltd	1100-198879-450	Unutilised receipts	Fixed deposit - 3 months	15 000 000.00	15 248 778.08			248 778.08					0.00				

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FAIRFAX COUNTY WATER UTILITIES STATEMENT OF ACTUALS AND FORECASTS (All values in Rand/Payments=*)

2016 M03 WC022

Actuals for 2016 M03 are based on the actuals for the month of March 2016. The actuals for the month of March 2016 are based on the actuals for the month of March 2016. The actuals for the month of March 2016 are based on the actuals for the month of March 2016. The actuals for the month of March 2016 are based on the actuals for the month of March 2016.

Item	Detail	Month 1 July	Month 2 Aug	Month 3 Sept	Month 4 Oct	Month 5 Nov	Month 6 Dec	Month 7 Jan	Month 8 Feb	Month 9 Mar	Month 10 Apr	Month 11 May	Month 12 June
3010	Property rates	2,975,827	9,657,245	7,557,000	7,027,784								
3020	Property rates - penalties & collection charges	30,997	14,316	19,842	45,812								
3030	Service charges - electricity revenue	17,779,192	18,091,806	16,769,827	16,879,258								
3040	Service charges - water revenue	3,076,587	2,463,281	2,123,301	2,604,691								
3050	Service charges - sanitation revenue	1,658,247	1,890,829	1,875,862	2,754,022								
3060	Service charges - refuse revenue	1,838,221	1,790,930	1,729,305	1,859,179								
3070	Service charges - other	-434,424	473,147	5,535,962	-25,461								
3080	Rental of facilities and equipment	555,425	712,489	708,264	770,451								
3090	Interest earned - external investments	246,522	309,201	201,011	641,816								
3100	Interest earned - outstanding debtors	171,613	125,096	123,213	192,468								
3120	Fines	137,958	176,126	238,665	215,237								
3130	Licences and permits	59,864	10,594	8,568	13,885								
3140	Agency services	270,398	254,158	407,794	392,204								
3150	Transfer receipts - operational	29,045,001	416,000	67,221	771,667								
3160	Other revenue	921,539	3,012,037	2,789,270	2,409,429								
3170	Other revenue - non-current investments	55,425,425	39,537,155	40,164,905	35,152,442	0	0	0	0	0	0	0	0
3190	Transfer receipts - capital	9,466,000		2,600,787	13,728,970								
3200	Contributions recognised - capital & contributed												
3210	Proceeds on disposal of PPE												
3220	Short term loans												
3230	Borrowing long term/financing												
3240	Increase (decrease) in consumer deposits	57,613	43,846	29,858	28,596								
3250	Decrease (increase) in non-current debtors												
3260	Decrease (increase) other non-current												
3270	Decrease (increase) in non-current investments												
4010	Employee related costs	8,334,139	8,281,188	10,054,364	8,876,555								
4020	Remuneration of councillors	752,663	744,901	744,901	743,901								
4030	Collection costs	15,741	134,668	83,465									
4040	Interest paid			1,295,395	9,763,202								
4050	Bulk purchases - Electricity		15,325,234	16,335,162									
4060	Bulk purchases - Water & Sewer												
4070	Other materials												
4080	Contracted services	343,847	555,173	1,396,984	1,789,220								
4090	Grants and subsidies paid - other municipalities	63,461	7,150	188,700	71,152								
4100	Grants and subsidies paid - other												
4110	General expenses	12,343,404	2,821,881	4,126,576	6,821,844								
4120	General expenses - non-current investments	21,453,355	27,670,195	34,225,947	28,055,874	0	0	0	0	0	0	0	0
4130	General expenses - capital												
4140	Capital assets	1,369,874	327,972	3,481,050	390,240								
4150	Repayment of borrowing			3,668,675									
4160	Other Cash Flows/Payments	27,659,143	4,933,168	4,790,551	5,949,340								
4170	Other Cash Flows/Payments - non-current investments	50,692,270	33,131,335	45,165,823	34,405,454	0	0	0	0	0	0	0	0
4180	Other Cash Flows/Payments - capital	16,974,308	16,209,606	-3,380,273	15,504,554	0	0	0	0	0	0	0	0
4190	Cash/cash equivalents at the month/year begin	62,383,031	79,167,339	85,667,005	82,265,732	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266
4200	Cash/cash equivalents at the month/year end	19,457,339	85,667,005	82,265,732	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266	98,191,266

14/11/2015

14/11/2015

14/11/2015

STATEMENT OF FINANCIAL PERFORMANCE

October 2015

E

	Committed Orders	Actual
0000 OPERATING REVENUE	0	0 99990100
0200 Property Rates	0	3 843 774 99990200
0300 Property Rates - Penalties And Collection Charges	0	150 244 99990300
0400 Service Charges	0	20 333 339 99990400
0700 Rent Of Facilities And Equipment	0	852 861 99990700
0800 Interest Earned - External Investments	0	641 816 99990800
1000 Interest Earned - Outstanding Debtors	0	717 696 99991000
1100 Dividends Received	0	0 99991100
1300 Fines	0	320 937 99991300
1400 Licenses and Permits	0	13 885 99991400
1500 Agency Services	0	392 204 99991500
1600 Transfers Recognised - Operating	0	4 944 290 99991600
1610 Transfers Recognised - Capital	0	1 605 935 99991610
1700 Other Revenue		395 530 99991700
1800 Gain On Disposal Of Property Plant & Equipment	0	0 99991800
1900 Total Operating Revenue Generated		34 515 393 99991900
2000 Less Revenue Foregone	0	-1 946 518 99992000
2100 Total Direct Operating Revenue		32 568 874 99992100
2200 INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 99992200
2300 Interest Received - Internal Loans	0	0 99992300
2500 Internal Recoveries (Activity Based Costing Etc)	0	1 992 917 99992500
2600 Dividends Received - Internal (From Municipal Entities)	0	0 99992600
2700 Total Indirect Operating Revenue	0	1 992 917 99992700
2800 Total Operating Revenue		34 561 791 99992800
2900 OPERATING EXPENDITURE	0	0 99992900
3000 Employee Related Costs - Wages & Salaries	0	-7 772 464 99993000
3100 Employee Related Costs - Social Contributions	0	-1 937 858 99993100
3200 Less Employee Costs Capitalised	0	0 99993200
3300 Less Employee Costs Allocated To Other Operating Items	0	0 99993300
3400 Remuneration Of Councillors	0	-686 901 99993400
3500 Debt Impairment	0	-4 640 684 99993500
3600 Collection Costs	0	0 99993600
3700 Depreciation and Asset Impairment	0	-2 505 968 99993700
3900 Interest Expense - External Borrowings	0	-595 416 99993900
4000 Redemption Payments - External Borrowings (Gamap To Remove)	0	0 99994000
4100 Bulk Purchases	0	-9 763 202 99994100
4110 Other Materials	0	0 99994110
4200 Contracted Services	-1 275 057	-1 793 914 99994200
4300 Grants and Subsidies	-4 500	-26 500 99994300
4400 Other Expenditure	-12 917 237	-6 219 826 99994400
4500 Loss On Disposal Of Property, Plant & Equipment	0	0 99994500
4600 Contributions To/(From) Provisions	0	0 99994600
4600 Total Direct Operating Expenditure	-14 193 544	-35 942 734 99994600
4700 INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 99994700
4800 Interest - Internal Borrowings	0	0 99994800
5000 Internal Charges (Activity Based Costing Etc)	0	-1 992 917 99995000
5010 Contributed Assets	0	0 99995010
5100 Total Indirect Operating Expenditure	0	-1 992 917 99995100
5200 Total Operating Expenditure	-14 193 544	-37 935 650 99995200
5300 SURPLUS	0	0 99995300
5400 Operating Surplus (Deficit) - Total Revenue Less Total Exp	-14 196 794	-3 373 859 99995400
5500 Taxation	0	0 99995500
5600 Operating Surplus (Deficit) - After Tax	-14 196 794	-3 373 859 99995600
5800 Cross Subsidisation	0	0 99995800
6000 Plus Interests In Entities Not Wholly Owned	0	0 99996000
6100 Surplus (Deficit) After Tax (Cross Subsid Excl) & Share Account	-14 196 794	-3 373 859 99996100
6200 OTHER ADJUSTMENTS AND TRANSFERS	0	0 99996200
6700 Dividends Paid (Municipal Entities Only)	0	0 99996700
6210 Asset Financing Reserve (Afr)	0	-26 156 99996210
6220 Housing Development Fund	0	0 99996220
6230 Depreciation Reserve Ex Afr	0	-1 178 772 99996230
6240 Depreciation Reserve Ex Govt Grants	0	438 971 99996240
6250 Depreciation Reserve Ex Donations And Contributions	0	16 548 99996250
6260 Self-Insurance Reserve	0	0 99996260
6270 Revaluation Reserve	0	0 99996270
6280 Other	0	0 99996280
6700 Change To Unappropriated Surplus (Excluded from Dividends)	-14 196 794	-1 765 725 99996700

Hynder 12/11/2015
 12/11/2015

ACTUAL CAPITAL ACQUISITION - OCT 2015

F

Item	Detail	Contr Assets	New Capital	Repl Capital	Repair/Mnt Capital	Total
0100	INFRASTRUCTURE	0	0	0	0	0 99990100
0300	Roads Pavements Bridges & Storm Water	0	1 293 241	0	0	1 293 241 99990300
0400	Water Reservoirs & Reticulation	0	1 075 956	52 054	0	1 128 010 99990400
0500	Car Parks Bus Terminals and Taxi Ranks	0	0	0	0	0 99990500
0600	Electricity Reticulation	0	64 457	0	0	64 457 99990600
0700	Sewerage Purification & Reticulation	0	414 753	0	0	414 753 99990700
0800	Housing	0	0	0	0	0 99990800
0900	Street Lighting	0	0	0	0	0 99990900
1000	Refuse sites	0	52 500	0	0	52 500 99991000
1100	Gas	0	0	0	0	0 99991100
1200	Other	0	0	0	0	0 99991200
1300	Sub-total Infrastructure	0	2 900 907	52 054	0	2 952 961 99991300
1400	COMMUNITY	0	0	0	0	0 99991400
1500	Establishment of Parks & Gardens	0	0	0	0	0 99991500
1600	Sportsfields	0	0	0	0	0 99991600
1700	Community Halls	0	0	0	0	0 99991700
1800	Libraries	0	0	0	0	0 99991800
1900	Recreational Facilities	0	0	0	0	0 99991900
2000	Clinics	0	0	0	0	0 99992000
2100	Museums & Art Galleries	0	0	0	0	0 99992100
2200	Other	0	0	0	0	0 99992200
2300	Sub-total Community	0	0	0	0	0 99992300
2310	HERITAGE ASSETS	0	0	0	0	0 99992310
2311	Heritage Assets	0	0	0	0	0 99992311
2312	Sub-total Heritage Assets	0	0	0	0	0 99992312
2320	INVESTMENT PROPERTIES	0	0	0	0	0 99992320
2321	Investment Properties	0	0	0	0	0 99992321
2322	Sub-total Investment Properties	0	0	0	0	0 99992322
2400	OTHER ASSETS	0	0	0	0	0 99992400
2500	Other motor vehicles	0	0	0	0	0 99992500
2600	Plant & equipment	0	0	0	0	0 99992600
2700	Office equipment	0	0	23 219	0	23 219 99992700
2800	Abattoirs	0	0	0	0	0 99992800
2900	Markets	0	0	0	0	0 99992900
3000	Airports	0	0	0	0	0 99993000
3100	Security Measures	0	31 715	0	0	31 715 99993100
3110	Civic Land and Buildings	0	0	0	0	0 99993110
3120	Other Land and Buildings	0	0	7 784	0	7 784 99993120
3200	Other	0	55 614	2 657	0	58 271 99993200
3300	Sub-total Other Assets	0	87 329	33 660	0	120 989 99993300
3400	SPECIALISED VEHICLES	0	0	0	0	0 99993400
3500	Refuse	0	0	0	0	0 99993500
3600	Fire	0	0	0	0	0 99993600
3700	Conservancy	0	0	0	0	0 99993700
3800	Ambulances	0	0	0	0	0 99993800
3900	Buses	0	0	0	0	0 99993900
4000	Sub-total Specialised Vehicles	0	0	0	0	0 99994000
4010	AGRICULTURAL ASSETS	0	0	0	0	0 99994010
4011	Agricultural Assets	0	0	0	0	0 99994011
4012	Sub-total Agricultural Assets	0	0	0	0	0 99994012
4020	BIOLOGICAL ASSETS	0	0	0	0	0 99994020
4021	Biological Assets	0	0	0	0	0 99994021
4022	Sub-total Biological Assets	0	0	0	0	0 99994022
4030	INTANGIBLES	0	0	0	0	0 99994030
4031	Intangibles	0	0	0	0	0 99994031
4032	Sub-total Intangibles	0	0	0	0	0 99994032
4100	TOTAL	0	2 988 236	85 714	0	3 073 950 99994100
4200	SOURCE OF FINANCE	0	0	0	0	0 99994200
4300	External Loans	0	0	0	0	0 99994300
4400	Asset Financing Reserve	0	247 047	25 878	0	272 925 99994400
4500	Surplus Cash	0	0	0	0	0 99994500
4600	Public contributions / donations	0	19 094	7 784	0	26 878 99994600
4700	National Government Transfers and Grants	0	1 218 036	0	0	1 218 036 99994700
4701	Provincial Government Transfers and Grants	0	1 504 059	52 054	0	1 556 113 99994701
4702	District Municipality Transfers and Grants	0	0	0	0	0 99994702
4703	Other Transfers and Grants	0	0	0	0	0 99994703
4800	Leases	0	0	0	0	0 99994800
5000	Other	0	0	0	0	0 99995000
4900	SUB-TOTAL FINANCING	0	2 988 236	85 714	0	3 073 950 99994900

Hynders 09/11/2015

WITZENBERG MUNICIPALITY					
Report: Expenditure on Staff & Councillor Benefits - October 2015					
(Report in terms of Section 66 of the MFMA)					
MFMA Section	Item Description	Original Budget 2015/2016	Amended Budget 2015/2016	Year to Date Total	% Spent to date
66(a)	Salaries and Wages	90,335,315.00	90,335,315.00	26,064,340.21	28.85%
66(b)	Contributions to pension funds and medical aid	19,825,718.00	19,825,718.00	5,710,977.86	28.81%
66(c)	Travel, accommodation and subsistence	4,777,424.00	4,777,424.00	1,242,532.81	26.01%
66(d)	Housing benefits and allowances	960,532.00	960,532.00	296,606.88	30.88%
66(e)	Overtime	4,397,315.00	4,397,315.00	2,303,042.24	52.37%
66(f)	Loans and advances	0.00	0.00	0.00	0.00%
66(g)	Other type of benefit or allowances related to staff	15,220,485.00	15,217,485.00	5,523,157.34	36.29%
	Sub - Total (Staff Benefits)	R 135,516,789.00	R 135,513,789.00	R 41,140,657.34	30.36%
Councillor Benefits					
MAY	Mayor	730,788.00	730,788.00	236,880.46	32.41%
DM	Deputy Mayor	594,441.00	594,441.00	182,861.28	30.76%
SP	Speaker	594,719.00	594,719.00	182,942.20	30.76%
MCM	Mayoral Committee members	2,187,350.00	2,187,350.00	669,960.00	30.63%
CLLR	Other Councillors	3,837,907.00	3,837,907.00	1,180,649.60	30.76%
MED	Medical aid contributions	39,870.00	39,870.00	13,336.00	33.45%
PEN	Pension fund contributions	964,270.00	964,270.00	289,237.38	30.00%
WARD	Ward Committee Allowance	720,000.00	720,000.00	230,500.00	32.01%
	Sub - Total (Councillors' Benefits)	R 9,669,345.00	R 9,669,345.00	R 2,986,366.92	30.88%
Total Councillor and Staff Benefits		R 145,186,134.00	R 145,183,134.00	R 44,127,024.26	30.39%

Hyder 11/11/2015

11/11/2015

MUNICIPALITY WITZENBERG									
Report: Withdrawals from Municipal Bank Accounts									
Quarter ending December 2015 (October)									
Report in terms of section 11(4)(a) of the MFMA, Act no 56 of 2003									
MFMA Section	Item Description	Income transactions October 2015 R	Expenditure transactions October 2015 R	Income YTD transactions Quarter 2 R	Expenditure YTD transactions Quarter 2 R	Income YTD transactions R	Expenditure YTD transactions R		
11(1) (b)	Expenditure authorised in terms of section 26(4) (Expenditure before annual budget is approved)								
11(1) (c)	Unforeseeable and unavoidable expenditure authorised in terms of section 29(1) (Mayor may approve emergency or other exceptional circumstances expenditure for which no budget provision was made)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
11(1) (d)	Section 12 withdrawals (Relief, charitable, trust or other funds withdrawals)								
11(1) (e) (i)	Money collected on behalf of organ of state:								
	- VAT	3,332,556.02	3,432,794.89	3,332,556.02	3,432,794.89	13,000,861.98	12,506,661.82		
	- Agency fees, for example motor registration, driver insurance received by the Municipality on behalf of	1,775,554.57	1,903,353.38	1,775,554.57	1,903,353.38	5,525,485.45	5,684,374.84		
11(1) (e) (ii)	Refund of money incorrectly paid into bank account.	0.00	0.00	0.00	0.00	0.00	0.00		
11(1) (f)	Refund of money incorrectly paid into bank account.	5,049.00	6,929.40	5,049.00	6,929.40	38,535.10	45,556.75		
11(1) (g)	Refund of guarantees, sureties & security deposits	172,124.44	125,969.10	172,124.44	125,969.10	622,071.61	384,738.60		
		5,285,284.03	5,469,046.77	5,285,284.03	5,469,046.77	19,186,954.14	18,621,332.01		
11(1) (h)	Cash management and investment purposes:								
	- Realised	278,147.95		278,147.95		50,278,147.95			
	- Made	-30,412,610.96		-30,412,610.96		-50,522,726.03			
	- Net movement	-30,134,463.01		-30,134,463.01		-244,578.08			

Hyder 12/11/2015
[Signature]

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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	2015/16
Month End	M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	1 450 000
Received This Month	0
Total FMG Funds Received	1 450 000
Spent Prior Periods (Since Inception) - See Last Months Form	199 846
Spent This Month	57 350
Total FMG Funds Spent	257 196
Total FMG funds Received and Not Spent	1 192 804
Percentage of Funds Spent	17.74%
Funds Currently Committed but Not Spent	

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

Save file as: *Muncde_FMG_ccyy_Mnn.XLS* (e.g. *GT411_FMG_2005_M01.xls*)

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

Hynders 11/11/2015

R

10/11/2015

**Municipal Systems Improvement Programme Grant (MSIG)
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 **2015/16**

Month End **M04 Oct**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	0
Received This Month	930 000
Total MSIG Funds Received	930 000
Spent Prior Periods (Since Inception) - See Last Months Form	0
Spent This Month	0
Total MSIG Funds Spent	0
Total MSIG funds Received and Not Spent	930 000
Percentage of Funds Spent	0.00%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	0

Conditions:

- Submission of signed (only Municipal Manager) activity plan in a prescribed format with detailed budget and time frames on the implementation of prioritised measurable outputs.
- Submission of monthly expenditure reports by the 10th of every month and in accordance with the Division of Revenue Act.

(Print Name Below)

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

Signed

Dated _____

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

Save file as: *Muncde_MSIG_ccyy_Mnn.XLS* (e.g. *GT411_MSIG_2009_M01.xls*)

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

[Signature] 10/11/2015

[Signature] 10/11/2015

**Municipal Infrastructure Grant (MIG)
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	2015/16
Month End	M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	5,466,000
Received This Month	7,102,000
Total MIG Funds Received	12,568,000
Spent Prior Periods (Since Inception) - See Last Months Form	4,563,523
Spent This Month	1,323,220
Total MIG Funds Spent	5,886,743
Total MIG funds Received and Not Spent	6,681,257
Percentage of Funds Spent	46.84%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

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

(Print Name Below)

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

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

Signed A. Raubenheimer

Dated 12/11/2015

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

A. Raubenheimer 12/11/2015

Expanded Public Works Programme Integrated Grant (PWPG)
Monthly Report as per the Division of Revenue Act

L

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

Municipality WC022 Witzenberg

Financial Year 2015/16

Month End M04 Oct

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	416 000
Received This Month	
Total PWPG Funds Received	416 000
Spent Prior Periods (Since Inception) - See Last Months Form	163 040
Spent This Month	137 445
Total PWPG Funds Spent	300 485
Total PWPG funds Received and Not Spent	115 515
Percentage of Funds Spent	72.23%
Funds Currently Committed but Not Spent	
Scheduled Transfers Withheld	

Conditions:

(Print Name Below)

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

Signed

Dated

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. GT000_PWPG_2013_M01.xls)

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

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10/11/2015 *[Signature]*

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10/11/2015

HIGHEST 50 ACCOUNTS

Account number	Future/ Nov-15	Aug-15	Jul-15	Older than Jul-15	Total Jul-15	Comments
17610600023	R -	R 181 804.11	R 245 480.53	R 2 113 534.84	R 2 540 819.48	Query
20750396040	R -	R 18 735.00	R 19 060.02	R 846 043.83	R 883 838.85	Query
10000672976	R -	R -	R -	R 673 689.76	R 673 689.76	Waardasie vermindering vir 2013/2014
89760700012	R -	R -	R 117 460.36	R 468 225.67	R 585 686.03	Uitstaande belasting vir Nduli Skool
10000413144	R -	R -	R -	R 365 734.18	R 365 734.18	Klient kan nie opgespoor word nie, prep geblok
13258100084	R -	R 25 294.35	R 27 825.69	R 258 492.05	R 311 612.09	Uitstel mnr. Nasson tot registrasie afgehandel
10000678594	R -	R -	R -	R 335 444.14	R 335 444.14	Query elekverbruik na verkoop op vorige eienaar se rekening geplaas
75005720008	R -	R 568.47	R 622.59	R 324 569.63	R 325 760.69	Waterlekkasie
89578800023	R -	R 480.85	R 501.64	R 311 831.22	R 312 813.71	Klient oorlede, groot waterlek, nuwe lesings nou normaal
10000645367	R -	R -	R -	R 299 640.58	R 299 640.58	Judgement moet nog uitgeruik word
12139300069	R -	R 39 197.77	R 35 495.23	R 155 677.57	R 230 370.57	Landdroskantoor, rekening na DOW
10000680241	R -	R -	R -	R 287 227.69	R 287 227.69	Klient oorlede
22101200037	R -	R 36 889.94	R 49 018.99	R 121 617.27	R 207 526.20	Groot waterlek klient aangeraai om dit te herstel
24262800055	R -	R 6 587.12	R 6 636.92	R 255 112.99	R 268 337.03	Rent Social Services Thusong
10000634525	R -	R -	R -	R 253 259.07	R 253 259.07	Klient oorlede, bedrag na boedel
75008270007	R -	R 2 364.84	R 2 375.97	R 226 084.11	R 230 824.92	Deernis het verval baie hoë verbruik of lekkasie
10000665509	R -	R -	R -	R 241 490.53	R 241 490.53	Judgement moet nog uitgeruik word
20750274067	R -	R 923.33	R 412.51	R 233 698.79	R 235 034.63	mnr. Le Roux, perseel miskien verkoop word
75009210013	R -	R 576.51	R 608.86	R 228 253.49	R 229 438.86	R203769 slegs waterverbruik - groot lekkasie
75009420016	R -	R 20 844.63	R 22 074.08	R 128 545.56	R 171 464.27	Groot waterlekkasie
89568200006	R -	R 497.87	R 522.98	R 216 413.03	R 217 433.88	Groot waterlekkasie R197 683 slegs water uitstaande
75012160011	R -	R 466.38	R 1 658.79	R 204 986.32	R 207 111.49	Klient oorlede, groot waterlek, R182 782 water uitstaande
10000679076	R -	R -	R -	R 206 654.70	R 206 654.70	Uitstaande belasting
19766800023	R -	R 3 810.03	R 7 305.47	R 188 793.86	R 199 909.36	Klinet oorlede, bedrag na boedel
86514204655	R 7 363.91	R 829.52	R 2 059.50	R 194 200.06	R 204 452.99	Waterlesing skattings op rekening
89573600000	R -	R 561.41	R 826.11	R 201 890.38	R 203 277.90	Prepaid lank reeds geblok, geen kontaktnrs.
90731800002	R -	R 1 368.54	R 1 770.75	R 198 281.75	R 201 421.04	Groot waterlekkasie prepaid lank reeds geblok ook
20750274050	R -	R -	R -	R 203 636.17	R 203 636.17	Waterverbruik tot 2009, rekening afgesluit
89584900012	R -	R 80.91	R 102.86	R 202 756.94	R 202 940.71	Deernisgeval, R171 864 waterverbruik
10000670974	R -	R -	R -	R 201 569.32	R 201 569.32	Summons uitgereik
75013190028	R -	R 1 604.68	R 1 693.80	R 189 083.60	R 192 382.08	Groot waterlekkasie
10000686216	R -	R -	R -	R 181 129.90	R 181 129.90	Park bedrag na incentive reeling gemaak was
18000001031	R -	R -	R -	R 171 604.95	R 171 604.95	Query
77032900002	R -	R 2 263.05	R 2 311.74	R 150 114.09	R 154 688.88	Gebou deur Munisipaliteit gekoop
75011280013	R -	R 596.72	R 544.32	R 155 196.01	R 156 337.05	Geen kontakbesonderhede van klient
14843400004	R -	R 60 103.60	R -	R -	R 60 103.60	Agterstallige dienstegeld het klient kontak
75011700016	R -	R 466.38	R 1 938.69	R 132 108.68	R 134 513.75	Groot waterlekkasie
89577600002	R -	R 4 419.62	R 9 663.55	R 126 212.96	R 140 296.13	Groot waterlekkasie
75012090028	R -	R 3 473.99	R 4 572.13	R 129 219.45	R 137 265.57	Groot waterlekkasie
80515700066	R 7 621.19	R 380.02	R 411.35	R 132 677.06	R 141 089.62	Deernisgeval Groot waterlekkasie Incentive arrangement beskikbaar
10000645257	R -	R -	R -	R 142 020.51	R 142 020.51	Klient gaan verdidiging aanteken teen ons regsaksies
10000679784	R -	R -	R -	R 141 311.43	R 141 311.43	Incentive arrangement bedrag
60018260018	R -	R 472.18	R 484.49	R 137 616.07	R 138 572.74	Incentive arrangement beskikbaar maar klient werkloos en prepaid lan
75011320016	R -	R 2 375.58	R 2 577.24	R 125 114.18	R 130 067.00	Groot waterlekkasie
75013760016	R -	R 4 271.86	R 3 797.99	R 122 636.64	R 130 706.49	Groot waterlekkasie
24342500020	R 129 951.09	R -	R -	R -	R 129 951.09	Klient het incentive reeling
31000005070	R -	R 768.58	R 760.43	R 131 069.73	R 132 598.74	Krag lank reeds geblok, groot waterlekkasie
75007060001	R -	R -	R 1 881.64	R 120 342.35	R 122 223.99	Deernis geval, groot waterlekkasie
75005130005	R -	R 19 985.61	R 14 858.00	R 73 885.54	R 108 729.15	Groot waterlek gehad, nou herstel
89579300052	R -	R 2 146.38	R 4 601.90	R 114 836.97	R 121 585.25	Groot waterlekkasie
10000486803	R -	R -	R -	R 125 357.74	R 125 357.74	Dienste voor 2010 Vericredit suggested write off
89585000005	R -	R 4 537.82	R 875.07	R 108 353.06	R 113 765.95	Groot waterlekkasie
85528900027	R -	R 517.01	R 1 041.07	R 117 668.57	R 119 226.65	R99 520 Incentive arrangement beskikbaar vir klient
92814600008	R -	R 1 347.72	R 2 607.03	R 112 568.36	R 116 523.11	Hoë waterverbruik
89586800011	R 1 550.29	R 16 526.33	R 1 453.14	R 96 193.94	R 115 723.70	Deernis geval, groot waterlekkasie
				R -		
	R 146 486.48	R 468 138.71	R 597 893.43	R 13 183 677.29	R 14 396 195.91	



INTANGIBLE ASSET REPORT: October 2015

PROPERTY, PLANT AND EQUIPMENT (CONTINUE) INTANGIBLE ASSETS	2016 R	2015 R
Computer Software		
Net Carrying amount at 1 July	722 756	1 348 949
Cost	4 162 314	4 149 014
Accumulated Amortisation	(3 439 558)	(2 800 065)
Accumulated Impairment	-	-
Additions	-	13 300
Amortisation for Year	(208 404)	(639 492)
Impairments	-	-
Disposals	-	-
Net Carrying amount at 30 June	514 352	722 757
Cost	4 162 314	4 162 314
Accumulated Amortisation	(3 647 962)	(3 439 558)
Accumulated Impairment	-	-

N

INVESTMENT PROP. ASSET REPORT: October 2015

INVESTMENT PROPERTY	2016 R	2015 R
Net Carrying amount at 1 July	49 009 502	49 596 404
Cost	51 075 650	51 347 386
Under Construction	-	-
Accumulated Depreciation	(2 066 148)	(1 750 982)
Accumulated Impairment	-	-
Acquisitions	-	-
Disposals	-	(271 736)
Depreciation for the year	(106 207)	(315 166)
Impairment	-	-
Transfers from Inventory	-	-
Transfers	-	-
Net Carrying amount at 30 June	48 903 295	49 009 502
Cost	51 075 650	51 075 650
Accumulated Depreciation	(2 172 355)	(2 066 148)
Accumulated Impairment	-	-

N

Property Plant & Equipment: October 2015

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

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2014	78 203 971	94 005 465	383 664 149	70 192 218	67 562	22 466 275	648 599 641
Cost	78 203 971	101 129 809	485 746 274	74 268 381	691 343	50 431 115	790 470 893
Original Cost	78 203 971	101 129 809	485 746 274	74 268 381	691 343	50 431 115	790 470 893
Accumulated Impairments	-	-	-	-	-	(551 131)	(551 131)
Original Cost	-	-	-	-	-	(551 131)	(551 131)
Accumulated Depreciation	-	(7 124 343)	(102 082 125)	(4 076 164)	(623 781)	(27 413 710)	(141 320 122)
Original Cost	-	(7 124 343)	(102 082 125)	(4 076 164)	(623 781)	(27 413 710)	(141 320 122)
Acquisitions	-	7 784	514 041	-	-	312 300	834 125
Capital under Construction	-	-	7 477 136	-	-	-	7 477 136
Transfers from/(to) Non-current Assets Held for Sale - Note	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Transfers from/(to) Investment Properties - Note	-	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-
Impairments Reversals	-	-	-	-	-	-	-
Depreciation	-	(373 741)	(3 794 822)	(600 495)	(67 562)	(1 401 430)	(6 238 051)
Normal Depreciation	-	(373 741)	(3 794 822)	(600 495)	(67 562)	(1 401 430)	(6 238 051)
Correction of error	-	-	-	-	-	-	-
Carrying value of disposals	-	-	-	-	-	-	-
Disposal Cost	-	-	-	-	-	-	-
Disposal Cost Acc Depreciation	-	-	-	-	-	-	-
Carrying value at 30 June 2014	78 203 971	93 639 508	387 660 504	69 591 722	-	21 377 146	650 672 851
Cost	78 203 971	101 137 593	493 737 451	74 268 381	691 343	50 743 416	798 782 155
Original Cost	78 203 971	101 137 593	493 737 451	74 268 381	691 343	50 743 416	798 782 155
Revaluation	-	-	-	-	-	-	-
Accumulated Impairments	-	-	-	-	-	(551 131)	(551 131)
Original Cost	-	-	-	-	-	(551 131)	(551 131)
Revaluation	-	-	-	-	-	-	-
Accumulated Depreciation	-	(7 498 085)	(105 876 947)	(4 676 659)	(691 343)	(28 815 139)	(147 558 173)
Original Cost	-	(7 498 085)	(105 876 947)	(4 676 659)	(691 343)	(28 815 139)	(147 558 173)
Revaluation	-	-	-	-	-	-	-

INSURANCE REPORT: OCTOBER 2015

Monthly Premium	R 96 256
Insurance Receipts	R 0
Insurance Expenses	R 3 816
Items placed under insurance	R 0

Insurance Schedule	Insured Value (R)	Annual Premium
Combined	R444 093 259	R 218 431
Office Contents	R47 680 305	R14 304
Business Interruption	R370 000 000	R118 400
Accounts Receivable	R 15 000 000	R4 950
Theft	R 1 357 500	R16 350
Money	R330 000	R9 145
Glass	R50 000	R1 000
Fidelity	R600 000	R10 000
Goods in Transit	R50 000	R1 000
All Risks	R6 587 529	R74 764
Public Liability	R25 000 000	R26 200
Employer's Liability	R2 000 000	R1 000
Stated Benefits	-	R87 739
House owners	R151 620 130	R45 586
Electronic Equipment	R4 211 913	R36 095
Aerodrome Owners Liability	R25 000 000	R12 500
Motor Fleet	R 20 839 338	R302 500
Directors & Officers	-	R24 000
Sasria	-	R151 157
Total		R 1 155 121

Claims movement for the month

Total claims open at the beginning of the month	53
New claims for the month	12
Property Loss/damage	9
Public Liability	2
Motor Accident	0
Glass	1
Claims closed during the month	1
Total claims open at the end of the month	64



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	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 Subjudicated	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	585 765.80

All Claim Actions	
Additional Information Submitted to Insurance	2
Awaiting Invoice	3
Claim Reported, Awaiting Response from Insurer	16
Request for Quotations Submitted	7
Agreement loss signed and submitted to Insurer	2
Quotations submitted to Insurer, Awaiting Approval	1
Requested Department to obtain Quotation	3
Insurer Requires Additional Information	4
Insurer will contact 3rd Party	1
Assessor Appointed	1
Insurer has appointed an assessor, awaiting results	1
Claim within excess: Memo submitted to Manager for approval	2
Insurer Request Change of Ownership Forms	1
Require Third Party Letter of Claim	1
Grant Total	45

Age analysis of Outstanding Claims

Category	AON	INDWE	Grand Total
30 days or Less	11	-	11
More than 30 days	5	-	5
60 days or more	4	-	4
More than 120 Days	29	15	44
Grand Total	49	15	64

Note: AON has been appointed as the Insurance Broker for the period 01 July 2015 – 30 June 2016

WITZENBERG MUNICIPALITY - GRANT REGISTER 2015/2016

Description	Balance 1 July 2015 R	DORA Allocation R	Grants Received R	Operating Expenditure R	Capital Expenditure R	Balance 31 July 2015 R
National Government Grants	-2,957,652.63	-	-56,239,645.55	19,620,304.58	4,905,494.88	-34,671,498.72
Finance Management Grant	440.75		-14,644,437.00	256,755.26	-	-1,192,803.99
Municipal Systems Improvement Grant	-		-1,450,000.00	-	-	-930,000.00
Municipal infrastructure Grant	650,831.45		-930,000.00	868,770.28	4,819,495.82	-6,228,902.45
Regional Bulk Infrastructure Grant	-		-	-	-	-
Housing - Kluitjieskraal	85,704.00		-	-	-	85,704.00
Integrated National Electricity Program	-29,959.29		-4,000,000.00	9,024.07	-	-4,020,935.22
Equitable share	-		-22,854,000.00	18,283,333.32	-	-4,570,666.68
Neighbourhood Development Plan	-321.44		-	-	-	-321.44
Rural Development	-555,514.66		-	-	-	-555,514.66
Expanded Public Works Programme	103,812.52		-416,000.00	196,672.78	-	-115,514.70
Provincial Government Grants						
Library services	-536,287.10		-2,343,334.00	-	-	-2,879,621.10
Library Grant – MRF	66,785.00		-3,866,667.00	5,748.87	41,063.36	-3,753,069.77
CDW	-260,922.45		-144,000.00	-	-	-404,922.45
Mainroads	-		-84,000.00	-	-	-84,000.00
Housing	-85,704.00		-7,294,424.00	-	-	-7,380,128.00
Multipurpose Centre (Thusong Centre)	-		-222,000.00	-	-	-222,000.00
Financial Management Supporting Grant	-620,000.00		-	-	-	-620,000.00
Municipal infrastructure Support Grant	-145,266.42		-	-	44,935.70	-100,330.72
Other						
Grant Water meters (China)	-118,962.88		-	-	-	-118,962.88
Essen Belgium	-1,512,288.11		-67,220.55	-	-	-1,579,508.66

12/11/2015
 12/11/2015
 12/11/2015