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## **Kannaland Municipality**



# Quarterly Budget Report for the period ended 30 June 2019

## **MFMA Section 52 Report**

In-Year Report of the Municipality. Prepared in terms of the Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 July 2009.

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#### **Glossary**

**Adjustments budget -** Prescribed in section 28 of the MFMA. The formal means by which a municipality June revise its annual budget during the year.

Allocations - Money received from Provincial or National Government or other municipalities.

**Equitable share -** A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

Budget - The financial plan of the Municipality.

**Budget related policy** - Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy, credit control and debt collection policy.

**Capital expenditure -** Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet.

**Cash flow statement** - A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

**DORA -** Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.

**Equitable share -** A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

**Fruitless and wasteful expenditure -** Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

**GFS -** Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

GRAP - Generally Recognised Accounting Practice. The new standard for municipal accounting.

IDP - Integrated Development Plan. The main strategic planning document of the Municipality

**MBRR** - Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations.

**MFMA -** Local Government: Municipal Finance Management Act (56/2003). The principle piece of legislation relating to municipal financial management. Sometimes referred to as the Act.

MTREF - Medium Term Revenue and Expenditure Framework. A medium-term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous and current years' financial position.

Operating expenditure - Spending on the day to day expenses of the Municipality such as salaries and wages.

**Rates -** Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

**SDBIP -** Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

**Strategic objectives -** The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

Unauthorised expenditure - Generally, is spending without, or in excess of, an approved budget.

Virement - A transfer of budget.

**Virement policy** - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

**Vote** - One of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality and which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.

#### **Legislative Framework**

This report has been prepared in terms of the following enabling legislation.

#### The Municipal Finance Management Act 56 of 2003

Section 71: Monthly budget statements

- 71. (1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:
- (a) Actual revenue, per revenue source;
- (b) actual borrowings;
- (c) actual expenditure, per vote;
- (d) actual capital expenditure, per vote;
- (e) the amount of any allocations received;
- (f) actual expenditure on those allocations, excluding expenditure on—
- (i) its share of the local government equitable share; and
- (ii) allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and
- (g) when necessary, an explanation of-
- (i) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote;
- (ii) any material variances from the service delivery and budget implementation plan; and
- (iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.
- (2) The statement must include—
- (a) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and
- (b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).

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

Section 66: Expenditure on staff benefits

- 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.

Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 July 2009.

#### 3.1 Mayor's Report

The purpose of this report is to inform the mayor and provincial treasury of the quarterly financial performance against the budget of the municipality for the quarter ended 30June 2019. The mayor will consider all deviations and take the necessary corrective actions if needed. It should be noted that the monthly budget has been set at a straight-line approach (simply dividing the annual budget by twelve), which is not practical as the flow of revenue and expenditure incurred are not only cyclical but can be subject to procurement processes and other predictable factors that can cause delays or timing issues, especially during the start-up phase of capital projects.

Financial problems and risks facing the municipality

The implementation of mSCOA remains one of the biggest threats to the implementation and monitoring of the budget. It is not within the financial means of Kannaland Municipality to address all mSCOA related problems in a timely manner. This had an adverse effect on meeting legislative timelines given that all reports cannot be generated from the accounting system, which require significant manual intervention in preparation. This is also having a negative impact on the implementation of the financial recovery plan as reconciliations cannot be done and the implementation of internal controls is being delayed.

Cash flow has and will for the foreseeable future be a problem, but in the short-term Kannaland has done well to meet the most pressing commitments. It is difficult during this time of the year with pressure on cash flows caused by the low profit margin on electricity during the winter months and lower economic activity. Inevitably, the municipality incurred fruitless and wasteful expenditure in the form of interest and penalties, due to its inability to pay creditors timeously as required in terms of section 65 of the MFMA.

#### Other information considered relevant

It should be noted that this report was compiled from all the functioning sub-systems and has not been entirely system-generated due to the extensive manual intervention required; this might have a negative influence on the accuracy to a certain extent however is not expected to deviate materially from the reported figures.

We envisage this situation to change from the start of the new financial year as we have put measures in place to improve the current situation such as appointment of the BTO Manager before end of the first quarter which will assist the Budget Office in terms of compliance and governance issues that are currently not up to date.

## 3.2 Budget Summary

WC041 Kannaland - Table C1 Monthly E	2017/18					ear 2018/19			
Description	Audited	Original	Adjusted	Monthly		VT7			Full Year
	Outcome	Budget	Budget	actual	YearTD actual	budget	YTD variance	YTD variance	Forecast
Rthousands		+		<del> </del>			<u>i                                     </u>	*	
Financial Performance			ļ			İ	İ		
Property rates	-	20 113	23 629	2 556	17 001	23 529	(6 628)	-28%	23 62
Service charges	-	74 991	83 529	5 585	69 672	80 484	(10 812)	-13%	63 52
invesiment revenue	_	50.0	794	-	669	794	(125)	-16%	79
Transfers and subsidies	-	33 61 (	39 652	11 040	34 779	39 552	(4 873)	-12%	39 65
Other own revenue		17 248	15 812		7 747	15 812	(8 064)	-51%	15 81
Total Revenue (excluding capital transfers and contributions)	-	145 456	163 416	19 868	129 869	160 372			163 41
Employee costs	_	55 216	55 197	18 855	55 353	55 197	158	0%	55 19
Remuneration of Councillors	-	3 053	3 131	2 826	2 866	3 131		-8%	3 13
Depreciation & asset impairment	_	10 661	10 551		_	10 661	(10 561)	-100%	10 68
Finance charges	_	422	921	52	812	921	(309)	-34%	
Materials and bulk purchases	_	35 312	35 221	5 304	27 010	35 221	1 1		92
Transfers and subsidies	_	2 766	2 998	2 200	2 379	2 996	(8 212)	-23%	35 22
Other expenditure	_	36 21	43 211	8 279	24 680		(817)	-21%	2 99
Total Expenditure	_	143 647	i	1		43 211	(18 532)	-43%	43 21
Surplus/(Deficit)		2 819	151 338	38 516	112 900	151 338	(38 438)	-25%	151 33
Transfers and subsidies - capital (monetary allocations)		1	12 079	(18 648)	16 969	9 034	7 935	88%	12 07
Contributions & Contributed assets	-	<b>44 6</b> 4B	23 448	5 099	12 056	23 448	(11 393)	-49%	23 44
Surplus/(Deficit) after capital transfers & contributions	-	47 467	35 527	(13 548)	29 025	32 482	(3 458)	-11%	35 52
Share of surplus/ (delicit) of associate	_	_		ļ					
Surplus/ (Deficit) for the year	_	47 467	35 527	(13 548)	29 025	20.400	45.45	44	-
		47 407	33 321	(13 546)	29 023	32 482	(3 458)	-11%	35 527
Capital expenditure & funds sources			Ì						
Capital expenditure		44 978	25 119	10 768	14 341	25 119	(10 778)	-43%	25 119
Capital transfers recognised	-	44 641	23 448	12 552	18 125	23 448	(7 323)	-31%	23 448
Public confibutions & denations	-	-	-	- 1	_	_	- 1		-
Borrowing	-	-	-	-	_	-	_ [	ì	_
Internally generated funds	-	330	1 671	985	985	1 671	(886)	-41%	1 671
Total sources of capital funds	-	44 978	25 119	13 537	17 111	25 119	(8 009)	-32%	25 118
Financial position									
Total current assets	_		(68 997)		445 555				
Total non current assets		44.07			(13 880)				(68 997
Total current labilities	_	44 973	25 119		17 111				25 119
Total non current liabilities	_	-	68 075		24 040				68 075
Community wealth/Equity	-	-	1 186		(3)				1 185
Sommerary wearning duty	-	-	_		1 880				-
Cash flows					-				
Net cash from (used) operating	_	122 203	233 425	60 788	232 285	230 381	(1 904)	-1%	233 425
Net cash from (used) investing	-	44 973	25 119	(571)	(795)	25 119	25 914	103%	25 t19
Net cash from (used) financing	_	_	720	(31)	11	720	709	98%	720
Cashicash equivalents at the month/year end	-	187 184	2 <b>59 26</b> 5		231 499	256 220	24 721	18%	259 262
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Are Analysis									
otal By Income Source	3 260	1 307	1 149	1 119	1 204	1 140	7 144	48.745	69.50
Creditors Age Analysis	0 250	1007	1170	1118	1 204	1 (40)	/ 144	45 215	62 537
otal Creditors	5 882	3 86)	4 194	8 214	15 863				44
	5 50Z	3 000	7 184	0 2 14	10 003	-	- [	4 444	42 458

#### 3.3 Operating Revenue and Expenditure

WC041 Kannaland - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Q4 Fourth Quarter

WC041 Kannaland - Table C2 Monthly	ì	2017/18				Budget Year 2				
Description	Ref	Audited	Original	Adjusted	Menthly	YearTD actual	YearTD	YTD	YTD	Full Year
R thousands	1	Outcome	Budget	Budget	astuni	Treat I D Bettier	budget	Verience	variance	Forecast
Revenue - Functional			<del> </del>			-			%	
Governance and administration										
Executive and council		-	54 747	52 480	11 609	48 382	52 660	(4 279)	-8%	52 66
Finance and administration	}	-	26 422	15 901	5 643	20 220	15 901	4 3 19	27%	15 90
Internal audit	-	-	28 325	36 760	5 985	28 162	36 760	(8 598)	-23%	36 76
		_		-	-	-	-	-		-
Community and public safety  Community and social services		-	13 525	15 447	4 760	7 273	15 447	(8 174)	-53%	15 44
		-	13 125	13 378	3 335	5 474	13 378	(7 904)	-59%	13 37
Sport and recreation	1	-	20	-	-	-	-	-	1	-
Public safety		-	-	-	-	- 1	- 1	-		-
Housing	i	_	380	2 069	1 426	1 799	2 069	(270)	-13%	206
Health		-	i - [	-	-	-	-	-		-
Economic and environmental services		-	1 529	1 528	87	5 842	1 528	4 314	282%	1 52
Planning and development		_	111	-	-	-	- !	-	1	_
Road transport		_	1 518	1 528	87	5 842	1 528	4314	282%	152
Environmental protection	1	-	-	-	-	-	- 1	-		_
Trading services	1	_	113 982	109 984	8 407	79 447	106 939	(27 472)	-26%	109 98
Energy sources		-	48 778	55 679	3 650	44 940	52 535	(7 694)	-15%	55 67
Water management		_	38 584	32 250	3 815	22 551	32 250	(9 699)	-30%	32 25
Waste water management		-	19 414	10 298	472	6 174	10 298	(4 124)	-40%	10 29
Wests management		-	7 205	11 756	468	5 801	11 756	(5 955)	-51%	11 75
Other	4	<b>_</b> _			- :		_	` -	i	_
Total Revenue - Functional	2		183 882	179 619	24 863	140 964	176 574	(35 610)	-20%	179 611
Expenditure - Functional									i	
Governance and administration		_	53 217	56 599	11 850	44 658	58 599	40.744	47774	
Executive and council		_	14 073	14 356	5 188		i	(9 741)	-17%	56 591
Finance and administration			39 144	42 242	6 662	13 201	14 356	(1 156)	-8%	14 350
internal audit			39 144	72 242	0 002	33 657	42 242	(8 586)	-20%	42 24
Community and public safety			9 954	12 987			-	-		_
Community and social services		_	7 377	- :	3 625	# 043	12 897	(4 944)	-38%	12 987
Sport and recreation		-	1	7 790	2016	5 640	7 790	(2 150)	-28%	7 790
Public safety	1 1	-	267	360	191	364	360	4	1%	368
Housing		-	-	-				- 1		-
Health		-	2 320	4 837	1 417	2 040	4 837	(2 797)	-58%	4 537
Economic and environmental services		-		_	-	-	-	-		-
		-	6 795	B 165	2 062	5 775	8 165	(2 390)	-29%	9 165
Planning and development		-	111	111	16	21	111	(90)	-82%	111
Road transport		-	6 684	6 054	2 046	5 755	8 054	(2 299)	-29%	6 054
Environmental protection		-	-	-	-	-	-	-	,	-
Trading services		-	86 129	65 934	19 780	49 436	65 934	(15 498)	-25%	85 934
Energy sources		-	40 698	39 068	7 929	30 690	39 068	(8 378)	-21%	39 068
Weier management		-	12 335	13 753	6 342	9 865	13 753	(3 888)	-28%	13 753
Waste water management		-	7 732	7 430	2 544	4 107	7 430	(3 323)	-45%	7 430
Waste management	!	-	5 364	5 683	2 965	4 774	5 683	(909)	-16%	5 683
Other			- 1				_	_	j	_
Total Expanditura - Functional	3		136 106	143 485	37 317	110 112	143 685	(33 572)	-23%	143 485
Surplus/ (Deficit) for the year			47 776	35 934	(12 454)	30 851	32 489	(2 538)	-6%	35 \$34

Our financial situation remains critical but stable as the table above indicates a saving of 6 per cent in the 4<sup>th</sup> quarter. This however is not the entire picture of our financial situation, we anticipate changes due to year-end adjustments as we are preparing the Annual Financial Statements.

#### 3.3.1 Operating Revenue

The statement of financial performance indicates several significant variances due to the straightline approach that has been followed within the budget.

Our indicators show an under collection in all of our services including Property Rates with an overall shortfall of 19 per cent. This is concerning as the municipality is in need of financial relief.

Another contributing factor to this percentage increase might be a reporting error as the cost of free basic services was not taken into account. Further investigation is required on this matter in order to have a true reflection of the municipal financial situation.

Old debt remains a challenge as it has proven to be difficult to collect debt older than 180 days. The council needs to consider serious actions in this regard including amending the debt collection policy as this problem has a direct effect on the cash flow challenges that we are currently facing.

#### 3.3.2 Operating Expenditure

There were a number of adjustments made in-between employee related costs due to incorrect budgeting. This resulted in straight-line budgeting which resulted to departments overspending in various instances. These mistakes will be rectified with year-end journals. Going forward, we are putting stringent measures in place to ensure that departments strictly spend on allocated budget and departmental heads must submit a strong motivation to the reasons for deviations.

During this financial year, we had a couple of appointments that were not budgeted for and this speaks to lack of proper planning which needs to improve going forward.

I have noted with concern the overall Operational Budget which shows an under spending of 25 per cent, although generally a saving is a welcome phenomenon especially with the current financial situation that we are currently at, however this funding could have been better utilized on other services to deliver services to our communities which could possibly generate the much-needed revenue.

As we conclude this financial year, we have noted all the issues where the municipality has fallen short in terms of performance and we will put in place measures to deal with these matters as mentioned earlier. Departmental heads must be accountable for the actions/inactions of their respective departments in order for the turn-around strategy to work effectively.

It is important to note that expenditure is only incurred in line with revenue realising and therefore it is of the utmost importance to bring the mSCOA implementation challenges under control and recognise expenditure when incurred and to ensure that it is captured timeously on the accounting system.

The current Statement of Financial Position and the Cash Flow are not a true reflection of our current financial situation and this is due to these two reports not properly budgeted for at the beginning of the financial year. we have since requested assistance from our financial service provider in this regard and we should be seeing improvement in terms of reporting on the first quarter of 2019/20 financial year. Annual Financial Statements which we are currently busy with will provide a true picture of these two sections.

#### 3.4 Statement of Financial Position

WC041 Kannaland - Table C6 Monthly Sudget Statement - Financial Position - O4 Fourth Quarter

		2017/18		Budget Ye	ar 2018/19		
Description	Ref	Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast	C6
Rthousands	1						
A <u>S SETS</u> Current assets							0100
Cash		_			4 700		0110
Call investment deposits		_	_	_	1 728 8 289	-	0120
Consumer debtors		_		(72 146)	2 450	- (70.440)	0130 0140
Other debtors			_	(72 140)	(26 597)	(72 146)	0150
Current portion of long-term receivables			_	_	(20 597)	-	
Inventory				3 149	250	3 149	0160 0170
Total current assets			-	(66 997)	(13 880)	(68 997)	0180
Non current assets				(-5 05.)	(10 000)	(00 001)	
Long-term receivables							0190
Investments		-	-	-	-	-	0200
Investment property			_	-	-	-	0210
Investment property					_	-	0220
Property, plant and equipment			44 978	25 119	17 111	-	0230
Agricultural		_	44 976	25 (19		25 119	0240 0250
Biological assets	1			_			0260
Intengible assets				_			0270
Other non-current assets		_ :		_		-	0280
Total non current assets			44 978	25 119	17 111	25 119	0290
TOTAL ASSETS	·		44 978	(43 878)	3 230	(43 878)	0300
LABILITIES							
Current liabilities							0310
Bank overdraft		_					0320
Borrowing		_		446	446	446	0340
Consumer deposits		_ [		-	1	440	0350
Trade and other payables			_	67 629	(11) 23 605	67 629	0360
Provisions		_		0, 020	20 000	0, 029	0370
Fotal current liabilities		_	_	68 075	24 040	68 075	0380
ion current (labilities							
Borrowing				* ***	(0)	4.450	0390
Provisions		_		1 166	(3)	1 166	0400
fotal non current liabilities			-	1 166	(3)	1 156	0410
TOTAL LIABILITIES				69 242	24 637	69 242	0420
NET ASSETS	2		44 978	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		***************************************	
	2	_	44 3/5	(113 118)	(20 807)	(113 119)	0440
COMMUNITY WEALTH/EQUITY							0450
Accumulated Surplus/(Deficit)		-	-	-	(273)	-	0460
Reserves	<del></del>		-		2 154	-	0470
TOTAL COMMUNITY WEALTH/EQUITY	2	_		-	1 880	-	0480

## 3.5 Cash Receipts and Payments

		2017/18				Budget Year 20	18/19			
Description	Ref	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Rthousands	1								<b>%</b>	
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		-	(11 633)	(5 810)	8 076	12 451	(5 810)	18 262	-314%	(5 810
Service charges		-	8 970	80 735	(2 309)	60 506	77 690	(17 184)	-22%	80 735
Other revenue			8 260	2 997	1 070	7 900	2 997	4 903	164%	2 997
Government - operating		-	(2 636)	3 291	11 907	35 410	3 201	32 119	976%	3 291
Government - capital		-	-	23 333	5 594	12 674	23 333	(10 658)	-46%	23 333
Interest		-	4 488	4 601	2	718	4 601	(3 884)	-84%	4 601
Dividends		-	3	-	_		_	-		_
Paymenta										
Suppliers and employees		-	113 781	122 577	36 166	101 807	122 577	20 970	17%	122 577
Finance charges		-	422	921	62	612	921	309	34%	921
Transfers and Grants			551	781	230	406	781	375	48%	781
NET CASH FROM!(USED) OPERATING ACTIVITIES		-	122 206	233 425	60 788	232 285	230 381	(1 904)	-1%	233 426
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts		i								
Proceeds on disposal of PPE		_	_	_	_	_		_		
Decrease (increase) in non-current debtors		_	_	_	_	_				Ī
Decrease (increase) other non-current receivables	1	_	_					_		_
Decrease (increase) in non-current investments				_		_		_		_
Payments			ļ				_	_		_
Capital assets			44 978	25 119	(671)	(795)	25 118	25 914	103%	25 119
NET CASH FROM/(USED) INVESTING ACTIVITIES		_	44 978	25 119	(671)	(795)	25 119	25 914	103%	25 119
*					1-1-1	1.724			100/	40 110
CASH FLOWS FROM FINANCING ACTIVITIES Receipts									_	
Short term loans										
		-	-	- [	-	-	-	- [		-
Borrowing long territretinancing		-	-	-	-	- {	-	-	The state of the s	-
Increase (decrease) in consumer deposits		-	-	-	(31)	11	-	11	#DIV/0!	-
Payments										
Repayment of borrowing		-		720	_		720	720	100%	720
NET CASH FROM/(USED) FINANCING ACTIVITIES				720	(31)	11	720	709	98%	720
NET INCREASE! (DECREASE) IN CASH HELD		-	167 184	259 265	60 086	231 502	256 220	į į		259 265
Cash/cash equivalents at beginning:		-	-	- [		(2)	- 1	Ì		(2)
Cash/cash equivalents at month/year end:		_	167 184	259 265		231 499	256 220	1	13	259 262

Despite on-going efforts to manage cash flow with the necessary due care, the municipality's financial situation remains precarious. This is mainly due to the burden of historical obligations, a lower date collection rate, the impact of the drought, an impoverished community and other well-documented socio-economic problems within the Kannaland municipal jurisdiction.

The cash flow from operating activities is 1% less than the year to date budgeted amount and due to the straight-line approach. Overall, not much could be read into this budget comparison. Grant payment schedules as well as the cyclical flow of revenue from service charges are some of the aspects that will cause periodical spikes that can be predicted but were not accounted for within the monthly budget split.

The straight-line budget approach complicates the year-to-date budget comparison but compared to previous financial years the pattern of cash flow does not differ significantly. It should however be noted that cash flow from the selling of water is significantly lower than in the past due to the high amount of unbilled water due to the persisting broken water meter problem and demand due to the drought situation.

#### 3.6 Debtor Age Analysis

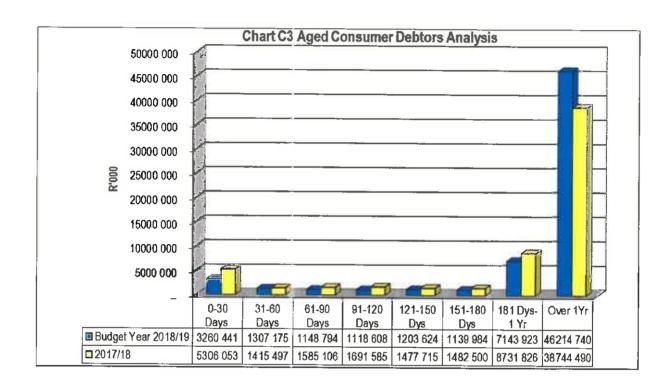
WC041 Kannaland - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q4 Fourth Quarter

R thousands	NT Code	6-30 Days	31-60 Days	61-98 Days	91-120 Days	121-150 Dys	151-189 Dys	181 Dys-1 Yr	Own 1Yr	Total	Total over 94 days
Debtors Age Analysis By Income Source										_	
Trade and Other Receivables from Exchange Transactions - Water	1200	1 164	372	288	261	367	312	1 483	8 213	12 480	10 636
Trade and Other Receivables from Exchange Transactions - Electricity	1300	796	62	48	43	46	28	150	1201	2 374	1 468
Receivables from Non-exchange Transactions - Property Rates	1400	1 216	289	243	223	217	209	2 030	10 591	15 017	13 269
Receivables from Exchange Transactions - Waste Water Management	1500	415	191	189	187	185	186	1 080	6 201	8 636	7 841
Receivables from Exchange Transactions - Waste Management	1600	815	286	275	268	268	267	1 516	6 811	10 506	9 131
Receivables from Exchange Transactions - Property Rental Debtors	1700	_	_	_	_	_	_	0	24	25	25
Interestion Arrear Debter Accounts	1810	14	22	28	37	48	55	516	11 860	12 580	12 516
Recoverable unauthorised, irregular, truitess and wasteful expenditure	1820	_	~						1,000	12 000	12010
Ofter	1900	(1 160)	85	77	99	72	82	369	1 314	939	1936
Total By Income Source	2000	3 260	1 367	1 149	1 115	1 204	1 146	7 144	44 215	62 537	56 821
2017/18 - totale only									40.410	VE 331	40.051
Debtore Age Analysis By Customer Group								~			_
Organs of State	2200	234	31	19	14	18	11 5	304	370	1 002	718
Commercial	2300	355	87	80	73	67	58	357	1 566	2641	2 120
Households	2400	2 969	1 042	907	894	984	927	5 184	37 567	50 474	45 556
Other	2500	(298)	147	143	137	135	144	1 299	6 712	8 420	8 427
Total By Customer Group	2668	3 268	1 307	1 149	1 119	1 204	1140	7 144	46 215	62 537	56 821

- The total amount owed to Kannaland Municipality amounted to R62 537 million during June 2019.
- R 46.215 million or 74% of the total outstanding debtors are older than one year.
- R 56.821 million or 91% of the outstanding debtors are outstanding for more than 90 days and are less likely to be recoverable debt.
- There has been an increase in debtors from the previous month. This increase can be contributed to increasingly difficult economic circumstances.

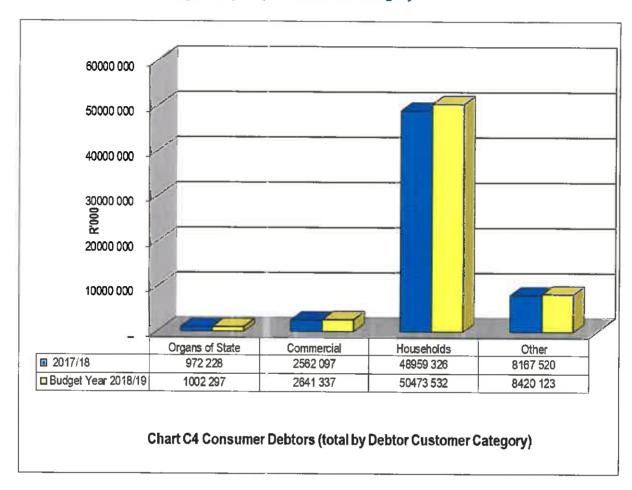
The biggest concern regarding the collection of debt in Kannaland is the ability to collect water, refuse and sewerage in areas which are not being supplied by municipal electricity.

## 3.6.1 Chart of aged debtors age analysis – Current year actuals vs. prior year audited outcome



23

### 3.6.2 Chart of debtors age analysis per consumer category



The problematic category is households, which represent 80% (R49 million) of the total amount of outstanding debt with a 3% year-on-year increase.

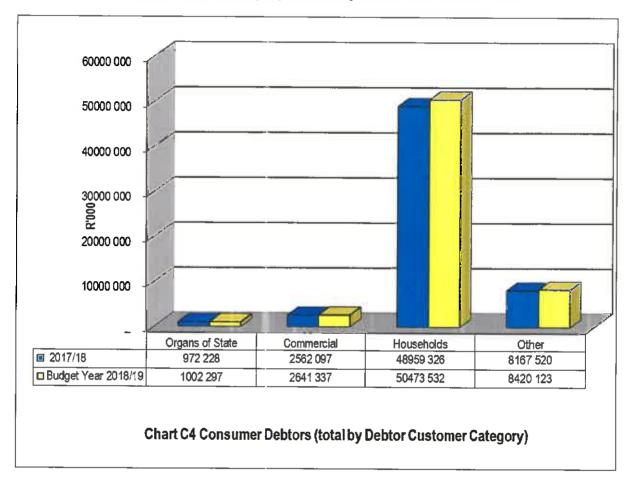
#### 3.7 Creditors Age Analysis

Description	NT	- Company			Bud	iget Year 2018	V15				Prior year
o de sti pa d'il	Code	0 •	31 -	<b>81</b> -	91 -	121 -	151 •	181 Days -	Over 1	Total	totals for char
R thousands	Code	30 Days	60 Days	96 Days	120 Days	150 Days	180 Days	1 Year	Year		(same period)
Creditors Age Analysis By Customer Type											,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Bulk Electricity	0100	2 901	2 801	3 141	5 326	877	-	_	_	15 047	2 446
Bulk Water	0200	24	24	-	_	_	_	_	į -	48	46
PAYE deductions	0300	359	_	-	_	_	_	_	4 444	4 803	
VAT (output less input)	0400		_	_	-	_ ]	_	_		_	
Pensions / Refirement deductions	0500	_ [	_	_	_	_	_	_		_	
Loan repay ments	0600	60	_	_	_	_	_	_	_	60	60
Trade Creditors	0700	2 678	219	681	2 470	5 642	_	_		11 689	9 686
Auditor General	0800	(300)	736	331	394	4 507	_	_	_	5 669	7 994
Other	0900	161	80	41	23	4 837	_			5 142	8 896
Total By Customer Type	1000	5 882	3 860	4 194	1 214	15 863		_	4 444	42 458	29 128

- The total outstanding creditors as at 30 June 2019 amounts to R42 million.
- The biggest outstanding creditors are Eskom (R15 million), the Auditor-General of South Africa (R5.7 million) and SARS (R5.142 million). Combined, the before mentioned, represents 60% of all outstanding creditors.
- The Eskom bulk account is in arrears to the amount of R 6.893 million.
- SARS (PAYE) arrears were reduced from R13.3 million in August 2017 to R4.8 million as at June 2019. Kannaland Municipality entered into a 24-month payment arrangement with SARS during March 2018.

The outstanding trade creditors continue to have a negative influence on service delivery and the ability to fully comply to supply chain management regulations. Creditors are owed money for extended periods of time and this is causing a reluctance to quote and take part in competitive bidding processes. Pressure on cash flow is increasing with long outstanding creditors demanding settlement.

## 3.7.1 Chart of creditors expressed proportionately to the total amount owed



#### 3.8 Conditional Grants Transferred and Expenditure

		2017/18				Budget Year :	2018/19			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	Yπο	Yπo	Full Yea
R thousands		Outcome	Budget	Budget	actual	actual	budget	variance		Foreces
	ļ								%	
RECEIPTS:	1.2									
Operating Transfers and Grants								}		
National Government:		-	29 735	29 735	474	13 560	_	10 188	#DIV/01	
Local Government Equitable Share			25 957	25 957		10 188		10 188	#DIV/0!	
Finence Management			2 215	2 215	_	2 215				
EPWP Incentive			1 055	1 055	474	739				
Municipal Infrastructure Grant (MIG - PMU)			508	508		508				
Other transfers and grants [insert description]										
Provincial Government		-	2 560	2 560	110	1 920	-	540	#DIV/01	
Housing			380	380		430		430	#DIV/0!	
Library Service: Replacement Funding for most vulnerable B3	Munic	ipalities	2 070	2 070		1 380				
Thusong Municipal Service Delivery Capacity Building Grant			110	110	110	110		110	#DIV/0!	
Other transfers and grants [insert description]								_		
Total Operating Transfers and Grants	5	-	32 296	32 295	584	16 569	-	10 728	#DIV/0!	
Cepitel Transfers and Grants										
National Government:		_	44 648	44 648	~	11 943	_	2 943	#DIV/01	
Municipal Infrastructure Grant (MIG)			9 648	9 648	-	2 943		2 943	#DIV/01	
Water Services Infrastructure Grant			8 000	8 000	-	8 000				
Integrated National Electrification Programme			2 000	2 000	-	1 000			İ	
Regional Bulk Infrastructure			25 000	25 000		_				
Other capital transfers [insert description]								_		
otal Capital Transfers and Grants	5	-	44 848	44 648	-	11 943	-	2 943	#DIV/01	
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5		76 943	76 943	584	27 512		13 671	#DIV/0!	

Supporting Table SC7(1) sets outs the expenditure against all grants to date while as Table SC6 sets out all grants received for this financial year.

The following grants have been received from National Departments:

- Equitable Share the amount of R23 162 000.
   This is for the provision of free basic services and the administration thereof to subsidise the cost of providing basic services to the poor.
- Financial Management Grant to the amount of R2 215 000 has been received to assist in the financial management of Kannaland Municipality and to subsidise the appointment of 5 financial interns.
- Municipal Infrastructure Grant (MIG) to the amount of R7 884 200.
   The purpose of these funds is to address service delivery backlogs from the past and this forms part of the allocation that is directed at projects as identified within the IDP.
- Expanded Public Works Programme to the amount of R 1 055 000.
   The purpose of the grant is to incentivise municipalities to expand work creation efforts through the use of labour intensive delivery methods
- Water Infrastructure Grant to the amount of R8 000 000.
   This allocation is to improve service delivery relating to the supply of piped water and this allocation will be used for the construction of the Bloekomlaan Reservoir in Calitzdorp.
- o Integrated National Electrification Grant to the amount of R2 000 000.
- Grants received from Provincial Departments included R111 000 for the Thusong centre maintenance and R2070 000 from the department of sport and culture that is replacement funding for all library related operational expenditure. FMSG R 1760 000, Fire & Drought R 3245 000, Municipal Service Delivery Capacity Building R 1300 000, Capacity Building R 360 000.
- The total obligation of unspent grants against the available cash amounts to R
   4 578 823.26 million and only the provincial allocation for drought relief was approved as a roll-over to date.

#### 3.9 Capital Revenue & Expenditure

WC041 Kannaland - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Q4 Fourth Quarter

Cepital Expanditure - Functional Classification	1						i			1
Governance and administration		-	-	5 50	430	430	5-50	(120)	-22%	5
Executive and council		-	-	_	-	-	-	_		
Finance and administration	ĺ	-	-	550	430	430	550	(120)	-22%	
Internal audit	j	_	_	-	_	_	_	_		
Community and public safety	[	_	3 176	4 145	3 090	3 090	4 145	(1 054)	-25%	4
Community and social services	ļ	-	-	-	_	_	_	_		
Sport and recreation		_	3 175	4 145	3 090	3 090	4 145	(1 054)	-25%	4
Public safety		_	_	_	_	_	_	_		
Housing	i	_	_	_	_	_	_	_		
Health		_	_	- 1		_		_		
Economic and environmental services	ļ	_	330	330	215	215	330	(115)	-35%	ţ
Planning and development	}	-	_	_	_	_	_	_	55.5	1
Road transport	}	_	330	330	215	215	336	(115)	-35%	
Environmental protection	ļ	_	_		_		_	_	43.0	
Trading services	ļ	_	41 472	20 095	9 802	13 376	20 095	(6 7 19)	-33%	20
Energy sources		_	2 303	2 3 3 3	2 963	2 063	2 303	(240)	-10%	2
Water man agement	i	_	29 169	17 200	7 398	10 972	17 200	(6 229)		17
Waste water management		_	10 000	200	_		200	(200)	-100%	
Waste management	į	_	_	391	340	340	391	(51)	-13%	Ì
Other		_	_	_	_	_		_	1070	
fotal Capital Expenditure - Functional Classification	3		44 978	25 1 19	13 537	17 111	25 1 19	(8 009)	-32%	28
Funded by:										
National Government		-	44 648	19 648	9 523	13 096	19 648	(6 552)	-33%	19
Provincial Government		_	_	3 800	3 029	3 029	3 800	(771)	-20%	3
District Municipality		_	_	_	_	_6	_			1
Other transfers and grants		_		_	_	_	_	_		
Transfere recognised - capital			44 548	23 448	12 552	16 125	23 448	(7 323)	-31%	23
Public contributions & donations	5	_	_	-	-	_	_	_	-110	
Borrowing	6	_	-	_	_	_	_	_		
Internally generated funds		_	330	1 671	985	995	1 871	(888)	-41%	,
Total Capital Funding		_	44 978	28 119	13 537	17 111	25 1 19	(8 009)	-32%	25

- The actual year to date capital expenditure amounts to R14 910 819.51
- The actual monthly expenditure for June 2019 amounts to R5 350 881.9

#### 3.10 Expenditure on Salaries

	T	2017/18			ŧ	Sudget Year 2	016/19		
Summary of Employee and Councillor remuneration	Re*	Audited	Original	Adjusted	Monthly	YearTD	YearTD	ΥTD	YTD
		Outcome	Budget	Budget	actuai	actual	budget	variance	variano
R thousands						- 1			%
	1	A	8	C		1			
Councillors (Political Office Bearers plus Other)									
Basic Salaries and Wages	1	-	2 381		183	550	695	(45)	-8%
Pension and UIF Contributions	1		48		3 :	9	12	(3)	-26°6
Medical Aid Contributions		_	* 30		10	30	8	22	
Motor Vehicle Allow ance		-	264		22	65	66	(1)	- 196
Cellphone Allow arise		_	329		29	95	82	4	5%
Other benefits and allow ances		_	_				ben .		
Sub Total - Councitions		-	3 053		247	741	763	(23)	-3%
% increase	4		#DIV/OI					(==,	
Senior Managers of the Municipality	3								ļ
Basic Salanes and Wages	"		3 181						
Pension and UIF Contributions		_			145	439	795	(356)	
Performance Bonus		_	209		- 1		52	(52)	:
Motor Vehicle Allowance	1	_	410				103	(103)	
	1	_	317		17	-51	79	(28)	1
Celiphore Allowance		_	89		ε	15	22	(7)	-32%
Post-retirement benefit abligations	2		_				_	-	
Sub Total - Senior Managers of Municipality	i	-	4 206	-	168	505	1 051	(546)	-52%
% Increase	4	1	MDIV/0!			ļ.			i
Other Municipal State									1
Basic Salaries and Wages		-	33 590		3 054	8 512	8 397	214	3%
Pension and UIF Contributions	1 :	-	5 988		376	1 129	1 497	(368)	-25%
Medical Aid Contributions	l i	_	3 653		112	338	913	(577)	
Overtime.		_	2 163		112	337	541	(204)	
Performance Bonus		_	2 624		69	176	658	(457)	
Motor Vehicle Allowance	1 1	_	1711		189	569	428	140	33%
Celiphone Allow ance	1 1	_	26		9	28	6	22	338%
Housing Allow ances	1 1	_ :	364		18	55	91	(36)	
Other benefits and allowances	1 1	_	363				.91	(91)	
Payments in lieu of leave	1 1	_	433		_ :		108	(158)	
Long service awards	1 1	_				_	-	(130)	-100:0
Post-retirement benefit obligations	2	_	96		68	174	24	150	627%
Sub Total - Other Municipal Staff	-		51 010		3 988	11 415	12 752		
% Increase	4	Company of the Compan	MDIV/O!	_	3500	111415	12 / 32	(1 338)	-10%
Total Parent Municipality			58 268		4 403	12 560	14 567	(1 907)	1 -13%
THE RESIDENCE OF PROPERTY OF THE PROPERTY OF T								(1 001)	-1276
TOTAL SALARY, ALLOWANCES & BENEFITS			58 268	-	4 403	12 560	14 567	(5 907)	-13%
% incresse	4		#DIV/0!	100					
TOTAL MANAGERS AND STAFF	1	_	55 215	-	4 157	11 920	13 804	(1 884)	-149

3300 <del>-1</del> 0			90.5		1996	1115	100	148		114								22				100		Tables
nam.	private 22	on the co.	333 times;	Justines.	Maryon	20.781,00		Table 1887	2170.00	2011/07/07	titlement.	***	arranger;	sin Course	ATT PROJECT	AT COMPANY	77 Palical I	marym ;	araryan .	. 27 may 20 p	service, in p		TANDS OF I	
ONUS	A 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	- 7				100			16 790,22					-								- 1		
VERTIME		389,28	[64,13]	1961,91	7117,50	14327,13	710,42			19 983.49	20 451,35	10 183,62	15931,47	18 645,71	14.713,57	2215,67		-		-			-	
AND-BY			4992,14	- )	5 DF3,74	B 7319,311				13.550,07	12 715,52	6 226,71	22 896,26	26 773,97	25.408,18	3 451,46	î							
LLÓWANCE - ACTING		5 000,00	7 267.25		24 514,20					B 217,09		4 650,22	3 207,79	10 305,39	3 000:00								-	
LOWANCE - CAR	8 000,00	34,430,81	67 (43,37	[	32 150,01	4 IIS3L20	- 1		-		-	9 705,40	22 230 32	5 273,50	14377,42	-	10 000,00	7.000,00	6120,00	12 767,02		-	9000,00	
LOWANCE - CELLMIONE			1850,00	-	1 300,00	450,00						500,00	3 000,00	BOOLOG	1 600,00		3500,00	150,01	600,00	22 20R-00	7.ME,60	3 700.00	1 700,00	
LOWANCE - HOUSING		857,37	471,00	371_60	9 544,90	1.443,00	371,00	747.00	852,00	5 363,00	1834.00	850,00	1 594,37	1 473,37	1453,00			- 1						
EDICAL AID		13 645,13	28 15A,51 ;		35 944,30	2 296,60	1 039,24	3.87+.09	3 876,09		5 190,73	6513,17	4145,77	15 852,02	5 058,24	-				9 587,50		1 563,42		59 701
MOIZM		35 124,64	70 t /6,69	1633,74	92 572,15	7 677,30	3 81 8 90	17 25 / 37	6-005.71	29963.51	14 407,92	18 757,48	35.985,44	20 734,36	23 791,32	2 675,66	-	- 1	5414,19				-	
REGAINING COUNCIL	R7,50	61.25	280.00	17,50	271,25	81,25	17,50	94,25	17,50	175,00	317,500	70,00	192,50	20,75	113,75	17,50	6,75	4,75	6,75			- 1	- 1	
a .	1.155,86	2 890,31	6.815,54	410,58	7.572,96	2 265,70	225,63	1565.08	845,73	2.583,75	1.751,89	1 725,38	±186,95	7.46.25	2 633,63	232,72	897,73	984,37	409,89	-		-		
9	1.297,10	1057,65	4643,51	283,09	4 230,00	2 005,55	275,67	1312.40	505.96	2 262.56	1,381,11	1493,02	2 3867,01.	1 276,30	1796,41	232,74	149,72	149,72	148,72					
EDUP LIFE	-		, 1		2 412,45	-				364,99	276,61	404,26	1609,85	804,15		-	1567.67	1 809,91	-		-			
		-		2 623,94	-	-				2633,85	Α.			-			, , ,	-				- 1	1	
	190 205.BT	295 8AP 45	705 463.02	38 422,06	905 091,55	238 764,02	23 034,86	153 45 7 10	76.586,31	273 101.84	172 205 24	175.463.61	428 180.63	249 123 05	298 152.84	23 758.17	92 524,75	97 979.43	9794	141734.60	\$1,427.63	29 259 65	96 779,92	59 701

The total expenditure on employee and councillor-related cost amounted to R4.76 million. There are several critical vacancies that influence the organisation negatively. The high vacancy rate resulted in significant overtime and standby allowances, which accounts for 5.34% of the total employee-related costs. There has been a decrease on a month to month basis but the rate remains above the industry norm of 5%. Vacancies within the financial department added to the financial risk facing the municipality due to the non-segregation of incompatible duties. R116 044 of the total personnel expenditure was a subsidised expense and a amount of R 301 879,88 relates to councillor remuneration.

#### 3.11 Long-term borrowing

Kannaland Municipality (WC041) 32 Church Street P.O. 8ox 30 Ladismith 6655 Republic of South Africa

Date: 10.09.2018



VAT Registration No: 4260126711

#### **ACCOUNT STATEMENT**

ł	Interest Accrual	30.08.2019	30.06.2019	0.00	20,345,68	0.00	20,345.66	_2,000,655,98	1,980.311.32
	Interest Capitalisation	30.05.2019	30.06.2019	0.00	-20,345.68	20,345.6€	0.00	2.000.650.98	2,000,656.93
	Repayment Due	01.07.2019	01.07.2019	-39.654.34	0.00	-20,345,66	-60,000.00	1,940,656,98	1,948,658,98
	Interest Accrual	31,07,2019	31,07,2519	0.00	20,623,42	0.00	20,623.42	1,961,280.40	1,940,656,98
-									

- o The total outstanding long-term debt of Kannaland Municipality amounts to R1,940,656.98.32 as at 30 June 2019
- o A monthly instalment of R60 000 at an interest rate of 12.52% per annum is being paid.
- For the current month the instalment amount is made up out of R20,345.66.29 in interest with a capital redemption amount of R38,566.7

#### 3.12 Service Delivery Performance Analysis

### **Creating a culture of Performance: Performance Framework**

Regulation 7 (1) of the Local Government Municipal Planning and Performance Management Regulations, 2001 states that "A municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role players".

#### Implementation of Performance Management

Performance management is not only relevant to the organisation as a whole, but also to the individuals employed in the organisation as well as the external service providers. We have completed the following to ensure implementation of the framework and performance management policy:

This report reflects actual performance of the Municipality as measured against the performance indicators and targets in its Integrated Development Plan (IDP) and Service Delivery and Budget Implementation Plan (SDBIP) for 2018/19. The format of the report will reflect the Municipality's Key Performance Indicators (KPI) per Municipal Key Performance Area.

### Overall Service Deliverables Summary and Challenges

Early indicators are set to inform performance against the output and goals of the Service Delivery Budget Implementation Plan (SDBIP). However adjustments will be made to the Financial and Technical Services key performance areas and targets in order to adhere to the SMART principle and to enhance better service delivery.

Although the municipality is faced with financial challenges, most of the indicators was achieved effectively and above expectation. A financial recovery plan and audit action plan has been drafted for implementation in order to strengthen the organisation's commitment towards service delivery and good governance in the community.

Below is a report of the performances for the 4th quarter of the financial year 2018/19.

#### Kenneland Municipality Parkers Manicipality 5th Courter Shift Senant 2019/19

To fa	elikate acconomic growth, social and	community development																		
Pal	Decome	Pre-dinaminal Olgazows	101	jana-	Teres.	П			Apr-03				May 20		П		imili			al feriament l 2011 in jun 2011
-	Office of the Mandalast Manager				Tileget	7 arms	Later	LLL.		Corpora Manage	lane	t-mail	to be because Comment	Correction Minimum	1	_lost	B Perference Comment	Correcting Manageria	Terms	
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IM : INVESTMENT MONITORING

Save File as: Muncde\_IM\_ccyy\_Qn.XLS (e.g.: GT421\_IM\_2014\_Q1)
Change Year End (ccyy) to Financial Year End (e.g.: Q14 for year 2013/2014) and Quarter (Qn) to Quarter End (e.g.: Q1 for Quarter 1)

Change Munode to your own municipal code (e.g.: GT421)

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

Municipality	tunicipality Year End Quarter	Quarter	investments	
WC041	2019	2019 Q4 Apr-June	No. of the last	
	Municipality		Planned	Investment Te Term
Investment	Investment	Start Date	End Date	Year/Month/ Value

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70	Municipality	Investmen	Reference	-	7	e0	*	in:
Σ		ment						

## MFMA IMPLEMENTATION AND MONITORING LONG TERM CONTRACTS QUARTERLY RETURN

Municipalities must report on all long term contracts (LTC) with a contract period exceeding 3 years and a total contract value of R1 million and above (a quarterly return must be completed for the trin of the LTC).

Each quarter every municipality must submit this return to National reasury disclosing for that quarter:

- 1. any new LTC established, and
- 2. any LTC terminated or that came to an end, or
- 3. Changes to detail of existing LTC
- 4. Existing LTC(s) but no activity for this quarter, or
- 5. that there are no LTC(s)
- 6. Specifically for the quarter ending 30 September 2006 details c all LTCs existing as at 30 September 2006 must be submitted once off, thereafter for each quarter select the applicable return(s) from '-5 above.

To save the file press the following keys at the same time with Car's Lock off; Ctrl-Shift-S. The file will be saved as e.g.

EC000_L1C_2007_Q1_1.xis	-1-1-1		
The electronic return must be emailed to		wita usus lanasuns asu wala	one (ACT on brown)
Please refer to the Guldelines for complet RETURN TYPE:	5.No LTC(s)	ishe www.ireasury.goy.zamu	nia (ivi rejujns)
Financial Year and Quarter	2018/19		Q4 Apr_June
Municipality	WC041 Kannaland		a- Mu onlia
Long Term Contract Number	0		1
	Number betwe 1/1 1 and 1/	00, stert at number 1	3
CONTRACT DETAILS			
Head Contractor Name			
Main / Sub Function			
Purpose, Extent and Other Particulars			
Data Established (ccyy/mm/dd)			1
Date Terminated/ came to an end			1 1
(ccyy/mm/dd)	:		
Feasibility Study Done (Yes/No)			1 1
LTC compliant with MFMA (Yes/No)			1
Total Value (Whole Rend)			1 1
Duration (Number of Whole Years)		· · · · · · · · · · · · · · · · · · ·	1
Participating Parties (Specify			
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HEAD CONTRACTOR CONTACT D	TAILS		
Postal address:			
Post Box/Private Bag			2
Box/Bag No			
City / Town			1
Postal Code			
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City / Town			
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E-mail address			
Contact Person:	Jodene Freeman		Please provide details of the
Emall:	jodene@kannaland.gov.za		contact person who completed this return, should further information
Phone:	0837895501		be required.
Date: (cavv/mm/da)	2019/07/25	14.00	'

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Date: (cayy/mm/dd)



#### MFMA IMPLEMENTATION AND MONITORING MUNICIPAL MINTITY QUARTERLY RETURN

Each quarter every municipality must submit this return to National Treasury disclosing for that quarter:

- 1. any new entity established, and
- 2, any entity disestablished, and
- 3, changes to details of an existing entity, or
- 4. that there has been no changes to existing entity(s) since the previous quarter (established/disestablished/changes), or
- 5. there are <u>no</u> entities.

8. Specifically for the quarter ending 30 September 200 advalls of ALL, entitles existing as at 30 September 2006, must be submitted once off, thereafter for each quarter select the applicable return(s from 1-5 above.

To save the file press the following keys at the same time with Caps Lock off: Ctrl-Shift-S. The file will be saved as e.g.

EC000\_ME\_2007\_Q1\_2.xls

The electronic return must be emailed to jadetabase@t mesury.gov.zs. RETURN TYPE: 5.No endity Financial Year and Quarter 2018/19 Q4 Apr-June Municipality WC041 (Cannaland **Entity Number** Number between 1 and 100, s at at number 1 (never allocate the same number to another entity) ENTITY DETAILS Entity Name Type of Entity Main / Sub Function Purpose, Extent and Other Particulars Date Established (ccyy/mm/dd) Date Disestablished (ccyyimm/dd) Sole Control (Yes/No) % Control (Whole Number) MFMA / PFMA Applicable Does the entity comply with the provisions of the MFMA and Systems Act (as amended). (Refer MFMA Chapter 10 and Systems Act (Chapter 8A)), (Yes/No) MFMA (s 84) and Systems Act (s 78) Feasibility Month of Financial Year End Done (Yes/No) Funding Source Annual Budget (Whole Rand) Jobs Transferred from Muni (Number) New Permanent John Created (Number) New Temporary Jobs Crealed (Number) Participating Parties If parties are munies select Muncde's in the above cells, otherwise use cell on the right to enter parties **ENTITY CONTACT DETAILS** Postal address: Post Box/Private Bag Box/Bag No City / Town Postal Code Street address Building Street No. & Name City / Town Postal Code General Contacts Phone, i 32 and cell no's: non non nonn (example 011 315 2341) Telephone number Fax number E-mail address CEO Name Telephone number Cell number Fax number E-mail address CFO Name Telephone number Cell number Fax number E-mall address CHAIRPERSON Name Telephone number Cell number Fax number E-mail address Pieese provide details of the Joden a Freeman Contact Person: contact person who completed Email: jodene @ kannaland.gov.za this return, should further 08378 15501 Phone: Information be required. 2019/07/25 Thank You Date: (ccyy/mm/dd)



### **NAT ONAL TREASURY** QUARTERLY MFMA IMPLEMENTATION AND MONITORING CHECKLIST IMPLEM ENTATION PRIORITIES

1. Change Muncde to your own municipal code (c g.: GT411), Year End (ccyy) to Financial Year End

(e.g.: 2007 for year 2006/2007 and Quarter Qn) to Quarter End (e.g.: Q1 for Quarter 1)

2. Enter Date if No to esponse (ccyy/mm/dd) 3. To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

4. In-built macro will save file as: Muncde\_MFN \_ccyy\_Qn.xls (e.g. GT411\_MFM1\_2006\_Q1.xls)

5. E-mail completed raturns to: lgdatabase@treasury.gov.za



MunCde	Municipality Name	Financial Year End		Quarter
WC041	Kannaland	2019		Q4 Apr-June
Ref	Question	Council	Use Only	
		Response	Date	(If applicable)
1	PREPARING AN IMPLEMENTATION PLAN		Walio walio alik	
10	an instancionul educionaparo in MENA indicamentation plandh «Jodges en Ariestheir Jodges and a contrato contrato republica se se se anno (a stational) dato i withour septial flow	alidebalivintendara monton atta	schlese niver in	
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	adoviz jan should include undermentation joralijn incluen sufekon with ameridine	Na Contract and Systems acts as		
1.1	is an MFMA implementation plan prepared that contains realis in and achievable activities together with target dates, responsible councillors or officials and provision to record ongoing progress to meet targeted implementation? If not, please download the implementation plan template from the NT website).	Yes		
2	ALLOCATING APPROPRIATE RESPONSIBILITIES UND	ER THE MFMA TO THE	ACCOUN	TING OFFICER
CONTRACT.	milieb cells a la el parociolata de (munio e Al trutosperti apuni la secono de prescontabioni e in c	shiped to the contions of earliest MEMA	CASTO DE CO	enevelopmublikeren.
o covided in	ional de la comitation			
2.1	Has council appointed a person to assume the duties of the m inicipal manager?	Yes		
		Yes		
2.2	and responsibilities of the municipal menager as the accounting officer of the	105	l	
	municipality who must exercise the powers and functions of this position in terms of		!	
	the MENTA and to provide cuidence and advice to council and officials? (s.60)		0048/00/00	
2.3	Are the appropriate systems in place to allow the municipal manager to take	No	2018/09/30	
	responsibility for managing the financial administration of the municipality to ensure			
2.4	compliance with the MFMA (s.62)  Are the appropriate systems in place to allow the municipal manager to take full	No		
2.4	responsibility for managing the municipality's assets, liabilities revenue and		ŀ	
	annual transfer (a C2 a C4 a CE)			
2.5	Does the municipal manager ensure that expenditure on staff penelits is reported to	Qrt		
	council on a regular basis? (s 66) if so, how often is this exper diture reported le:			
20	monthly, quarterly, six-monthly, annually or other?  Does the municipal manager assist the mayor in carrying out? is or her responsibilities	Yes	<del> </del>	<del></del> -
2.6	under the MEMA? (s.68)	· · · · · · · · · · · · · · · · · · ·		
2.7	is the municipal manager provided with the appropriate auton my and flexibility to	Yes		
	Implement the budget? (s 69)	<u> </u>	<u> </u>	



CFo Roland Butler



Ref	Question		Co	uncil Use Only	
Kei			Response	Date	(If applicable)
1000	ESTABLISHING A TOP (SENIOR) MANA	EMENT TEAM		Na Wheres	
	pal manager so coulled to formally ipish and maintain a toby beigil of top managements specifor and long/r/of the MFMA in relation to annual staff performence ampenents	anagement team %    coupolisationd.com	ciuda au i <b>nosa seni</b> us menause Mywiththe provisions diche Mili My	sona is valene Arii (	as amended) alcool
1	Has council appointed a person to assume the duties of the Chi	f Financial Officer	Yes	2019/02/01	
2	(CFO)? (s 77, 80, 81) Has council appointed persons to assume the duties of other set form top (or senter) management, with appropriate responsibilities	lor managers le: to s and delegations? (s	Yes		
3	77. 78) Is the CFO able to effectively assist the municipal manager in conduites with respect to financial management generally, in provid-	ng tinancial advice to l	Yes		
.4	senior managers and undertaking specific financial management.  Are other senior managers able to exercise the appropriate financial managers.	cial management	Yes		
.5	Does an appropriate system of delegations exist, that maximise operational efficiency and provides adequate checks and balant administration within the municipality, within the confines of the	es in tinancial AFMA in terms of	Yes		
.6	Has a report to the <u>current council</u> been tabled that creates an anchors the roles and responsibilities of the top (or senior) mathe municipality? (s.77).	adement team wrum	Yes		
.7	Does council comply with the provisions of the MFMA and the fi- (as amended) and its regulations in relation to the establishmen- staff performance agreements? (MFMA s 53 and Municipal Sys-	ems Act a 57)			
1	IMPLEMENTING APPROPRIATE CONTR MANAGEMENT				
Municipal Virial	MANAGEMENT			•	
4,1	Does the municipality maintain at least one bank account, desir- bank account which receives all allocations (including those for income from investments and money collected by an entity on municipality? (s 8)	ehalf of the	Yes		
4,2	During the quarter under review has there been any changes to primary bank account of the municipality and were such change. National Treasury and Auditor-General? (s 8(5))	s reponed to the	No changes		
4,3	During the quarter under review did the municipality open any were these reported to the Provincial Treasury and Auditor-Gen	ew bank accounts and eral? (s 9)	No changes		
4,4	Does the municipal manager administer all bank accounts and manager accountable to council for this? (s. 10)		Yes		
4,5	Is an appropriate system of delegation in place in instances with manager has delegated the administration of a bank account to CFO)? Note limitation on delegations with respect to enforcement that may only be delegated to the CFO (s. 10).	ent of sections 7, 8 and	Yes		
5	MEETING OF FINANCIAL COMMITMEN	isi	and the second s	nasian ahalman salah	amilments te obei
Municipi parties i	al manariero musi ensure (nacidico viene disconero disconero de intersidad nompliyand in secondance with the Act.	et avanediture soutre	Vec		
5.1	Does the municipality operate and maintain an enecuve system that includes procedures for approval, authorisation, withdraw to	and payment of all		2019/06/30	
5.2	is the municipal manager able to commit that all moneys own a		The second secon		<u>-</u>
5.3	Does the municipality promptly meet all financial confinitions (	Yell	No	2018/06/30	
5.4	is the municipalities. national and provincial trigates of states to state to some in the municipality currently party to any formal dispute concent monies owing between the municipality and another organ of state are discussed in s 44.	te te? (s 65(2)(g)). Note	Yes e:		





	Question		Co	uncil Use Only	
Ref	Question		Response	Date	(If applicable)
	REPORTING REVENUE AND EXPENDIT	RE			West and the state of the state
t en la de	musicale standard policy and in processor strains we will be a second to a spending of the sound south and the second south south south second south south second south second south second second south second seco	urine detallion recot		THE RESERVE OF THE RESERVE OF THE PARTY OF T	
e munic	pality must monthly report on the implementation of the current by	ide to the National Tr	easury and to the relevant Provi	2019/08/30	
1	Has the municipal manager submitted monthly budget statemen National Treasury and the Provincial Treasury for each of the m	s to the mayor.	Yes	2013/00/00	
	(s 71) Has the municipal manager submitted a quarterly budget slaten		Yes	2019/08/30	
2	reflecting axoendilure incurred and income company (SCM)		- consumers		
lananisa	SUPPLY CHAIN MANAGEMENT (SCM)  The other page 1/2 and the other page		SMART A Managed Supply of		pieto necipieto de la la
inghe i			Yes	2019/06/30	
.2	Chain Management Regulations? (SCM Regulations 2 d. 6, one Has council delegated SCM powers and duties to the municipal		Yes		
	In SCM Regulation 4?	x and at least	Yes		
,3	annually to council on implementation of the supply chair mane	Sition power, 1			
7,4	Has the municipal manager submitted monthly reports on contr R100 000 to National Treasury for each of the months of this qu				<u> </u>
7,5	If a lender other than one recommended in the normal course of SCM policy was approved during this quarter, has the municipal approval of tenders not recommended and the reasons for device recommendation to the National Treasury, provincial treasury and 114)	ating from such and Auditor-General? (s			
7,6	if there has been any deviation from or breach of the SCM pol- has the municipal manager reported the reasons for such devi- of minor breaches of procurement processes to council during	his quarter? (SCM			
8	IMPLEMENTING REFORMS IN RELATION	N TO MUNICI	PAL ENTITIES AND L	ONG-TERM	ing a larger
MUNICU Privale	Tannarahip (PRP) (sond-lagn) contract (LTC) or any borrowings.	the Municipal Entity	Yes	2018/08/23	
8.1	Has the municipal manager submitted to the National Return Form, for this quarter? (See "Municipal Entity Return Forms on website www.treasury.gov.ze/mfm:	1).		2018/08/23	
8,2	Has the municipal manager submitted to the National Treasur Contract Return Form, for this quarter? (See "Long Term Con under National Treasury Return Forms on website www.treas"	y the Long Term rect Return Form"	Yes	2010/00/23	





ef	Question		incil Use Only	(if applicable)
		Response	Date	(II applicatio)
-	COMPLETING FINANCIAL STATEMENTS AND ADVISI	NG NATIONAL TREAS	URY	
	COMPLETING FINANCIAL STATEMENTS (TO ACCOMPLE TO ACCOMPLETE ACCOMPLETE AC		$V_{i}$	salamilia de la Ura
nt i i	manager musicamunic haranengaja seraregaji. Dr. prompty provinci padand sebiniti disality, tha municipal manager musicansura hali sonsolidatedhin a idali statamenta Ur Dr. provinci padangan seraregaja provinci padangan kanagan kan	ciuding altimonicipal etimes) are e		
or-Gen	albeilby, the municipal intenses must ensure the second of the municipal of the property of the municipal of the property of the municipal of the property of the municipal of t	Yes	2019/02/28	
	Have the 2016/2017 annual financial statements of the municipal y been prepared and submitted to the Auditor-General for audit?			
	Init You provide actual date submitted in the space provide	Yes		
	Have the 2016/2017 annual financial statements of the municipal y been prepared in	1 1763	1	
	Have the 2010/2017 are compliance with the prescribed accounting framework? compliance with the prescribed accounting framework?  > If Yes also inclicate in the space provided for date the format (framework) of the annual financial statements.		GRAP	
	in the sepredicted 2016/ 017 annual	No entities	1	
3	financial statements of the municipality and the			
	bif Ves provide actual data submitted in the Shar 2016/2017 and at financial	3. Yes to both (a) & (b)		
	If the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting officer of No. 1997 the accounting of No. 1997 t	I		
	(a) did the mayor table a written explanation in council setting out the reasons for the	•		
	failure and (b) did the municipal council investigate the matter and take the ppropriate steps a	8	C LINEDIO	IN THE
0	COMPLETING AND TABLING ANNUAL FEPORT	synva vanenik 6. boly	es or approximately state	
	the control of the same of the control of the contr	Principle of the Annual Control		
	Rejents Crouses No. 1 (and 8)	of No	2019/03/31	
),1	Are the appropriate management systems in place to ensure the the annual report the municipality and the annual reports of all its municipal entity: ) will be tabled in council by 31 January each year? (s 121 & 127)			
	council by 31 January each year (5 121			
		No	2018/02/28	
),2		MITTEES, BOARDS O		ENTITIES AN
	Have the 2016/2017 annual report of the municipality and the 21 styzot7 annual reports of all of the entition been belief in council by 31 feature?	MMITTEES, BOARDS O	F MUNICIPAL	ENTITIES AN
	Have the 2016/2017 annual report of the municipality and the 21 styzot7 annual reports of all of the entition been belief in council by 31 feature?	MMITTEES, BOARDS O	F MUNICIPAL	ENTITIES AN
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inninger inn	Have the 2016/2017 annual report of the municipality and the 21 str2017 annual report of the municipality and the 21 str2017 annual report of the municipality and the 21 str2017 annual report of the municipality and the 21 str2017 annual report of the Matter of the Ma	MMITTEES, BOARDS O	F MUNICIPAL	regeration and res
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11.3 11.4	Have the 2016/2017 annual report of the municipality and the 21 stratory annual report of all of the entitled the council by 31 tamps.  COMPLYING WITH PROVISIONS FOR TENDER COIN RELATION TO FORBIDDEN ACTIVITIES  The substitution of the municipality alumes all Systems Actives an entities of the council comply with a 117 which precludes counciliors from serving on a bid tender committee? (s 117)  Does council comply with s 118 which precludes undue interference from any per in relation to the municipal tender process? (s 118)  Does council comply with s 93F of the amended Municipal Systems Act, which precludes any councilior of any municipality or official of the municipality, or memorated the National Assembly or a provincial legislature or permanant delegate to the NCOP from serving on boards of a municipal entity? (Municipal Systems Act, as amended s 93F)  Does council comply with s 103 which precludes improper into reference by any councillor in relation to the financial affairs or responsibilities of the board of direction of a municipal entity? (s 103)  Does council comply with s 164 which precludes loans to counciliors or officials municipality, directors or officials of a municipal entity or members of the public municipality, directors or officials of a municipal entity or members of the public the municipality have an internal audit (IA) unit (s 165) and indicate whether	MMITTEES, BOARDS Of the West o	MMITTEES	ioskanokanbo
11.1 11.2 11.3 11.4 11.5	Have the 2016/2017 annual report of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the publi	MMITTEES, BOARDS Of the Section 19 Manual Properties of the Sectio	MMITTEES	ioskanokanbo
11.3 11.5 11.5 11.6	Have the 2016/2017 annual report of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality and the 21 mount of the public of the municipality or a provincial legislature or permanent delegate to the NCOP from serving on boards of a municipal entity? (Municipal Systems Act, as amended a 93F)  Does council comply with s 103 which precludes Improper Interference by any councillor in relation to the financial affairs or responsibilities of the board of directors or officials of a municipality, directors or officials of a municipality, directors or officials of a municipality, directors or officials of a municipality, directors or officials of a municipality, directors or officials on the public of th	MMITTEES, BOARDS Of the Section 18 of the Yes of the Yes and the Yes of the Yes and the Yes of the	MIMITTEES	ioskanokanbo



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Ref	Question		Response	Date	(if applicable)
	COMPLYING WITH PROVISIONS FOR BO	OGETS		177 <del>7 (</del> 104 - 50)	entranta de la composición dela composición de la composición de la composición de la composición de la composición dela composición de la composición de la composición dela composición dela composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la c
munici K	COMPLYING WITH PROVISIONS FOR BUILDING TO THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF T	a within the areas ly through an adjusti	nents bloger and within the fram	Worker Milloutine	
			No		
	Did the municipality revise its approved annual budget? > If Yes, indicate the number of adjustments budget(s) tabled in space provided for date.	uncil <u>to date</u> in the			
		rvice Delivery and	No adjustments		
	Budget implementation Plan (SDBII ) and 57 (Systems Act)) accepted all senior managers (section 57 (Systems Act)) acc	ordingly amended?			10 10 L
	INFORMATION TO BE PLACED ON WEB	SITE OF MUN	IICIPALITY	7.5 mills 105	
	the Specific and Continue of the Specific and	acedion the website		1. Yes	
Asserted to the			www.kannaland.gov.za		
1	Water le 14.1 or chare district website or other website arrange.	ent, provide the		2018/09/30	
.1.1	website address in the space provided.  Is all the information as set-out in \$75 displayed on the municipal website?	ity's / shared district	No	2010/03/05	
	Comments:  ne instability in leadership MFMA implementation has been hamper  wites of the FRP implementation manager. Problematic mSCOA im-				orm part of the contracts of the MN
e activ nd CF0	rities of the FRP implementation manager. Problematic mSCOA the O due to procedural descrepancies had an adverse effect on the tirr cations due to mSCOA caused flawed flow of information do have a	elines set for MFMA	Implementation and will cause ful n budget monitoring due to questi	rther delays.	orm part of the contracts of the MN
e activ nd CF0	rities of the FRP implementation manager. Problematic mSCOA the O due to procedural descrepancies had an adverse effect on the tirr cations due to mSCOA caused flawed flow of information do have a	clines set for MFMA	Implementation and will cause fu n budget monitoring due to questi	rther delays.	orm part of the contracts of the MM
e actived of the second of the	of the FRP implementation manager. Problematic mSCOA interpretations and an adverse effect on the tirrelations due to mSCOA caused flawed flow of information do have a S62 - Internal Audit still have to be established  FC ared by: (CFO, or other)	clines set for MFMA regative influence o	implementation and will cause furnitude in budget monitoring due to questing the ONLY	rther delays.	orm part of he contracts of the MM
e actived of the active of the	of the FRP implementation manager. Problematic mSCOA interpretations and an adverse effect on the tirrelations due to mSCOA caused flawed flow of information do have a S62 - Internal Audit still have to be established  FC ared by: (CFO, or other)	elines set for MFMA regative Influence o	implementation and will cause furn budget monitoring due to questing the control of the control	rther delays.	orm part of the contracts of the MM
e actived of the second of the	of the FRP implementation manager. Problematic mSCOA interview of the FRP implementation manager. Problematic mSCOA interview of the state of the st	clines set for MFMA regative influence o	implementation and will cause furnitude in budget monitoring due to questing the ONLY	rther delays.	orm part of the contracts of the MM
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