



**GARDEN ROUTE DISTRICT  
MUNICIPALITY**

**FINANCIAL YEAR 2019 - 2020**

**MONTHLY FINANCIAL MONITORING  
REPORT**

**31 MAY 2020**

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**Glossary:**

**Annual Budget** – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

**Adjustment Budget** – Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revise its annual budget during the year.

**Allocations (Transfers – see DORA)** – Money received from Provincial or National Government.

**Budget Related Policy(ies)** – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

**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 and must be included in the asset register.

**Cash Flow Statement** – A statement showing when actual cash will be received and spent by the Municipality. 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 (see Allocations / Transfers).

**Equitable Share** – A general grant paid to municipalities. It is predominantly targeted to help with free basic services and to compensate loss of RSC levies.

**Fruitless and Wasteful Expenditure** – Expenditure that was made in vain and would/should 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 dated April 2009.

**MFMA** – The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

**mSCOA** – Municipal Standard Chart of Accounts

**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** –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 budgeted 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, spending without, or in excess of, an Approved Budget.

**Virement** – A transfer of funds within a vote.

**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 is divided. In Garden Route District, this means the different GFS classification the budget is divided.

### **Legislative Framework:**

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

#### **The Municipal Finance Management Act – Act No. 56 of 2003**

Section 71: Monthly budget statements

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

## **PART 1 – IN-YEAR REPORT**

### **Section 1 – Resolutions**

These are the resolutions being presented to Council in the monthly report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of Section 71 of the Municipal Finance Management Act, Act 56 of 2003 and the Municipal Budget and Reporting Regulations.

Regulation 28 of the Municipal Budget and Reporting Regulations states:

*“The monthly budget statement of a municipality must be in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.”*

#### **Recommendations:**

- That Council takes note of the monthly budget statement and supporting documentation for the month ended 31 May 2020.

### **Section 2 – Executive summary**

#### **2.1 Introduction**

The aim of the Financial Monitoring Report (FMR) is to provide a monthly update and report on the municipality’s consolidated performance in terms of the budget, indicate any material variances from the Service Delivery and Budget Implementation Plan (SDBIP) and provide any remedial actions or corrective steps to be taken.

#### **2.2 Consolidated Performance**

##### **2.2.1 Against Annual Budget (adjusted)**

#### **Revenue by source**

The total revenue received for the month ended 31 May 2020 amounted to **R 9,733,959** which represents **2.3%** of the total annual adjusted budgeted figure of **R 429,591,235 (including Roads)**.

#### **Operating Expenditure by type**

Operating expenditure for the month, ended 31 May 2020 amounted to **R 26,543,154**, with a total annual adjusted budgeted figure of **R 434,093,302 (including Roads)**, the operational expenditure for the month is **6.1%** of the total annual adjusted budget and in line with expectations. The majority of the expenditure related to Employee and Councillor related cost of **R 13,071,589 (49.2%** of the monthly expenditure). Included under operating expenditure is **R 8,139,829 (30.7%** of total monthly expenditure) relating to the roads agency services. The roads agency function expenditure are integrated on a monthly basis in the financial records by processing a journal for the roads related expenditure.

## **Capital Expenditure**

The adjusted annual capital budget for the financial year amounts to **R 8,424,432**. The capital expenditure for the month ended 31 May 2020 amounted to **R 417,161**. As at May month-end, **84%** of the total capital budget has been spent.

Refer to pages 14 - 19 for detail on capital budget progress.

### **2.3 Material variances from SDBIP**

Variances and deficiencies are identified in terms of the SDBIP. These are reported on and monitored by the Performance Management Unit, situated in the Office of the Municipal Manager, as applicable.

### **2.4 Remedial or corrective steps**

HODs monitor monthly income and expenditure reports, ensure spending is within budget and is aligned to the IDP's Strategic Goals. Departments invite officials from the BTO office to the respective departmental meetings if assistance is needed with the budget implementation or budget related enquiries. The service provider is in progress of addressing the system related issues. Tickets have been logged with the service provider's helpdesk for system issues.

## **Conclusion**

Detailed analysis of the municipal performance for the month ended 31 May 2020 will be presented under the different sections of the report.

## Section 3 – In-year budget statement tables

### 3.1 Monthly budget statements

#### 3.1.1 Table C1: S71 Monthly Budget Statement Summary

DC4 Garden Route - Table C1 Monthly Budget Statement Summary - M11 May

Description	2018/19	Budget Year 2019/20							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	-	-	-	-	-	-	-	-	-
Service charges	-	-	5 800	-	-	5 317	(5 317)	-100%	5 800
Investment revenue	15 715	16 893	13 293	354	5 316	12 186	(6 870)	-56%	13 293
Transfers and subsidies	172 435	165 426	35 463	268	170 090	32 508	137 582	423%	35 463
Other own revenue	214 495	235 001	375 035	9 112	156 960	343 782	(186 822)	-54%	375 035
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>402 645</b>	<b>417 320</b>	<b>429 591</b>	<b>9 734</b>	<b>332 365</b>	<b>393 792</b>	<b>(61 427)</b>	<b>-16%</b>	<b>429 591</b>
Employee costs	140 534	144 964	147 545	11 957	136 990	135 250	1 740	1%	147 545
Remuneration of Councillors	11 933	12 828	12 828	1 114	9 302	11 759	(2 456)	-21%	12 828
Depreciation & asset impairment	3 172	3 477	4 833	377	4 166	4 430	(264)	-6%	4 833
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	36	4 084	4 864	162	3 516	4 458	(943)	-21%	4 864
Transfers and subsidies	-	1 965	1 536	45	1 155	1 408	(253)	-18%	1 536
Other expenditure	242 728	251 339	262 488	12 888	167 195	240 614	(73 419)	-31%	262 488
<b>Total Expenditure</b>	<b>398 403</b>	<b>418 656</b>	<b>434 093</b>	<b>26 543</b>	<b>322 324</b>	<b>397 919</b>	<b>(75 595)</b>	<b>-19%</b>	<b>434 093</b>
<b>Surplus/(Deficit)</b>	<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>-343%</b>	<b>(4 502)</b>
Transfers and subsidies - capital (monetary alloc	-	-	-	-	-	-	-	-	-
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>-343%</b>	<b>(4 502)</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>	<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>-343%</b>	<b>(4 502)</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>10 623</b>	<b>6 923</b>	<b>8 423</b>	<b>417</b>	<b>7 038</b>	<b>7 721</b>	<b>(683)</b>	<b>-9%</b>	<b>8 423</b>
Capital transfers recognised	4 000	-	3 435	-	3 435	3 149	287	9%	3 435
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	6 623	6 923	4 988	417	3 602	4 572	(970)	-21%	4 988
<b>Total sources of capital funds</b>	<b>10 623</b>	<b>6 923</b>	<b>8 423</b>	<b>417</b>	<b>7 038</b>	<b>7 721</b>	<b>(683)</b>	<b>-9%</b>	<b>8 423</b>
<b>Financial position</b>									
Total current assets	196 625	178 550	172 081		180 697				172 081
Total non current assets	307 314	292 602	315 014		310 805				315 014
Total current liabilities	102 393	82 034	82 420		30 159				82 034
Total non current liabilities	137 987	86 240	86 240		144 852				86 240
Community wealth/Equity	<b>263 560</b>	<b>302 878</b>	<b>318 435</b>		<b>316 491</b>				<b>318 821</b>
<b>Cash flows</b>									
Net cash from (used) operating	13 793	(755)	(13 937)	(16 809)	10 042	(12 776)	(22 817)	179%	(13 937)
Net cash from (used) investing	(9 258)	366	(1 276)	(27 469)	(33 937)	(348)	33 589	-9639%	(1 276)
Net cash from (used) financing	-	-	-	-	-	-	-	-	-
<b>Cash/cash equivalents at the month/year end</b>	<b>174 303</b>	<b>169 379</b>	<b>154 555</b>	<b>-</b>	<b>161 832</b>	<b>156 644</b>	<b>(5 188)</b>	<b>-3%</b>	<b>170 514</b>
<b>Debtors &amp; creditors analysis</b>									
	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	806	469	1 815	2 245	406	1 220	3 379	25 095	35 435
<b>Creditors Age Analysis</b>									
Total Creditors	1	23	3	6	2	-	93	21	149

### 3.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

DC4 Garden Route - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Revenue - Functional</b>										
<i><b>Governance and administration</b></i>		232 272	217 702	226 524	1 612	200 189	207 647	(7 457)	-4%	226 524
Executive and council		231 601	216 981	225 803	1 525	199 354	206 986	(7 631)	-4%	225 803
Finance and administration		671	721	721	87	835	661	174	26%	721
Internal audit		-	-	-	-	-	-	-	-	-
<i><b>Community and public safety</b></i>		8 041	8 856	6 802	41	6 377	6 235	142	2%	6 802
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		7 820	8 406	6 166	7	6 012	5 652	360	6%	6 166
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		221	450	636	33	365	583	(218)	-37%	636
<i><b>Economic and environmental services</b></i>		162 333	160 105	188 051	8 082	125 556	172 380	(46 824)	-27%	188 051
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		162 000	160 000	187 946	8 081	125 479	172 284	(46 805)	-27%	187 946
Environmental protection		333	105	105	1	78	96	(19)	-19%	105
<i><b>Trading services</b></i>		-	30 657	8 215	-	243	7 530	(7 288)	-97%	8 215
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	30 657	8 215	-	243	7 530	(7 288)	-97%	8 215
<i><b>Other</b></i>	4	-	-	-	-	-	-	-	-	-
<b>Total Revenue - Functional</b>	2	<b>402 645</b>	<b>417 320</b>	<b>429 591</b>	<b>9 734</b>	<b>332 365</b>	<b>393 792</b>	<b>(61 427)</b>	<b>-16%</b>	<b>429 591</b>
<b>Expenditure - Functional</b>										
<i><b>Governance and administration</b></i>		123 554	126 483	133 510	10 952	105 199	122 384	(17 185)	-14%	133 510
Executive and council		44 144	45 692	53 918	5 256	35 306	49 425	(14 118)	-29%	53 918
Finance and administration		76 860	78 090	77 013	5 542	67 962	70 596	(2 634)	-4%	77 013
Internal audit		2 550	2 702	2 579	154	1 931	2 364	(433)	-18%	2 579
<i><b>Community and public safety</b></i>		90 298	79 377	81 165	6 465	72 008	74 402	(2 394)	-3%	81 165
Community and social services		20 403	9 814	13 145	975	10 958	12 049	(1 091)	-9%	13 145
Sport and recreation		12 767	13 225	12 570	726	10 827	11 523	(696)	-6%	12 570
Public safety		27 288	25 301	24 731	2 506	22 555	22 670	(115)	-1%	24 731
Housing		-	-	-	-	-	-	-	-	-
Health		29 841	31 037	30 720	2 258	27 668	28 160	(492)	-2%	30 720
<i><b>Economic and environmental services</b></i>		178 859	176 200	203 566	8 800	139 722	186 602	(46 880)	-25%	203 566
Planning and development		8 640	9 147	8 049	465	7 297	7 378	(81)	-1%	8 049
Road transport		166 635	163 468	192 004	8 140	129 263	176 004	(46 741)	-27%	192 004
Environmental protection		3 585	3 585	3 512	196	3 163	3 220	(57)	-2%	3 512
<i><b>Trading services</b></i>		5 018	33 470	13 695	217	3 404	12 554	(9 150)	-73%	13 695
Energy sources		-	-	-	-	-	-	-	-	-
Water management		10	10	9	-	-	8	(8)	-100%	9
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		5 008	33 460	13 686	217	3 404	12 545	(9 141)	-73%	13 686
<i><b>Other</b></i>		674	3 126	2 157	109	1 991	1 977	13	1%	2 157
<b>Total Expenditure - Functional</b>	3	<b>398 403</b>	<b>418 656</b>	<b>434 093</b>	<b>26 543</b>	<b>322 324</b>	<b>397 919</b>	<b>(75 595)</b>	<b>-19%</b>	<b>434 093</b>
<b>Surplus/ (Deficit) for the year</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>-343%</b>	<b>(4 502)</b>

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services. In Table C3, Financial Performance is reported by municipal vote:



### 3.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

DC4 Garden Route - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M11 May

Vote Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue by Vote</b>	1									
Vote 1 - Executive and Council		232 074	216 981	225 803	1 525	199 354	206 986	(7 631)	-3,7%	225 803
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		198	721	721	87	835	661	174	26,3%	721
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		221	450	636	33	365	583	(218)	-37,3%	636
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		7 820	8 406	6 166	7	6 012	5 652	360	6,4%	6 166
Vote 9 - Waste Management		-	30 657	8 215	-	243	7 530	(7 288)	-96,8%	8 215
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		333	105	105	1	78	96	(18)	-19,2%	105
Vote 14 - Roads Agency Function		162 000	160 000	187 946	8 081	125 479	172 284	(46 805)	-27,2%	187 946
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	2	<b>402 645</b>	<b>417 320</b>	<b>429 591</b>	<b>9 734</b>	<b>332 365</b>	<b>393 792</b>	<b>(61 427)</b>	<b>-15,6%</b>	<b>429 591</b>
<b>Expenditure by Vote</b>	1									
Vote 1 - Executive and Council		46 981	51 456	57 467	5 500	38 413	52 678	(14 264)	-27,1%	57 467
Vote 2 - Budget and Treasury Office		24 519	21 608	23 284	1 834	20 350	21 343	(993)	-4,7%	23 284
Vote 3 - Corporate Services		41 210	42 339	42 639	2 996	36 445	39 086	(2 641)	-6,8%	42 639
Vote 4 - Planning and Development		22 739	24 234	23 468	1 484	21 838	21 512	326	1,5%	23 468
Vote 5 - Public Safety		41 369	32 060	32 540	3 007	28 607	29 828	(1 221)	-4,1%	32 540
Vote 6 - Health		33 581	33 212	32 914	2 442	30 014	30 171	(157)	-0,5%	32 914
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		12 767	13 225	12 570	726	10 827	11 523	(696)	-6,0%	12 570
Vote 9 - Waste Management		5 008	33 460	13 686	217	3 404	12 545	(9 141)	-72,9%	13 686
Vote 10 - Roads Transport		4 225	3 468	4 058	-	-	3 720	(3 720)	-100,0%	4 058
Vote 11 - Waste Water Management		(7)	10	-	-	-	-	-	-	-
Vote 12 - Water		18	-	9	-	-	8	(8)	-100,0%	-
Vote 13 - Environment Protection		3 585	3 585	3 512	196	3 163	3 220	(57)	-1,8%	3 512
Vote 14 - Roads Agency Function		162 410	160 000	187 946	8 140	129 263	172 284	(43 021)	-25,0%	187 946
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	2	<b>398 403</b>	<b>418 656</b>	<b>434 093</b>	<b>26 543</b>	<b>322 324</b>	<b>397 919</b>	<b>(75 595)</b>	<b>-19,0%</b>	<b>434 084</b>
<b>Surplus/ (Deficit) for the year</b>	2	<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>-343,3%</b>	<b>(4 493)</b>

Reporting per municipal vote provide details on the spread of spending over the various functions of council. Revenue is mainly budgeted under the Executive and Council function and therefore the majority of the revenue will be reflected under this function. The integration of the Roads Agency function into the budget of Garden Route DM reflects under the Roads Transport municipal function above.

### 3.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

DC4 Garden Route - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M11 May

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue By Source</b>										
Property rates								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue				5 800		5 317	(5 317)	-100%	5 800	
Rental of facilities and equipment	3 846	1 593	1 523	54	1 038	1 396	(358)	-26%	1 523	
Interest earned - external investments	15 715	16 893	13 293	354	5 316	12 186	(6 870)	-56%	13 293	
Interest earned - outstanding debtors	897	964	3 500	254	3 054	3 208	(155)	-5%	3 500	
Dividends received	-	-	-	-	-	-	-	-	-	
Fines, penalties and forfeits	-	-	-	-	-	-	-	-	-	
Licences and permits	333	105	105	1	78	96	(18)	-19%	105	
Agency services	21 062	23 015	209 561	8 081	140 223	192 097	(51 874)	-27%	209 561	
Transfers and subsidies	172 435	165 426	35 463	268	170 090	32 508	137 582	423%	35 463	
Other revenue	184 358	205 672	160 346	722	12 567	146 984	(134 416)	-91%	160 346	
Gains on disposal of PPE	4 000	3 652	-	-	-	-	-	-	-	
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>402 645</b>	<b>417 320</b>	<b>429 591</b>	<b>9 734</b>	<b>332 365</b>	<b>393 792</b>	<b>(61 427)</b>	<b>-16%</b>	<b>429 591</b>
<b>Expenditure By Type</b>										
Employee related costs		140 534	144 964	147 545	11 957	136 990	135 250	1 740	1%	147 545
Remuneration of councillors		11 933	12 828	12 828	1 114	9 302	11 759	(2 456)	-21%	12 828
Debt impairment		1 601	1 721	3 594	996	1 012	3 294	(2 282)	-69%	3 594
Depreciation & asset impairment		3 172	3 477	4 833	377	4 166	4 430	(264)	-6%	4 833
Finance charges		-	-	-	-	-	-	-	-	
Bulk purchases		-	-	-	-	-	-	-	-	
Other materials		36	4 084	4 864	162	3 516	4 458	(943)	-21%	4 864
Contracted services		50 354	46 505	30 948	1 554	14 452	28 369	(13 917)	-49%	30 948
Transfers and subsidies		-	1 965	1 536	45	1 155	1 408	(253)	-18%	1 536
Other expenditure		190 773	203 113	227 947	10 338	151 731	208 951	(57 221)	-27%	227 947
Loss on disposal of PPE		-	-	-	-	-	-	-	-	
<b>Total Expenditure</b>		<b>398 403</b>	<b>418 656</b>	<b>434 093</b>	<b>26 543</b>	<b>322 324</b>	<b>397 919</b>	<b>(75 595)</b>	<b>-19%</b>	<b>434 093</b>
<b>Surplus/(Deficit)</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>	<b>14 168</b>	<b>(0)</b>	<b>(4 502)</b>
Transfers and subsidies - capital (financial institutions) (National / Provincial and District)								-		
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)								-		
Transfers and subsidies - capital (in-kind - all)								-		
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>			<b>(4 502)</b>
Taxation								-		
<b>Surplus/(Deficit) after taxation</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>			<b>(4 502)</b>
Attributable to minorities										
<b>Surplus/(Deficit) attributable to municipality</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>			<b>(4 502)</b>
Share of surplus/ (deficit) of associate										
<b>Surplus/ (Deficit) for the year</b>		<b>4 242</b>	<b>(1 336)</b>	<b>(4 502)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(4 127)</b>			<b>(4 502)</b>

## **Revenue by Source**

Revenue by source explains the types of income budgeted for and the performance of these items individually.

### **Rental of facilities and equipment:**

The income for rental of facilities and equipment reported for the month ended 31 May 2020 amounts to R 53,868. The resorts were closed after the outbreak of the COVID 19 in South Africa and the declaration of a national disaster. Revenue from resorts will not be derived as originally anticipated, the anticipated revenue budget was adjusted downwards with the May Adjustment Budget.

### **Interest earned – External Investments:**

Reflects the interest earned in respect of surplus funds not immediately needed in the operations of the municipality over the short-term period. Interest on external investments for the month ended 31 May 2020 amounts to R 354,141, the investment balance of the municipality amounted to R150.3m for the month ended 31 May 2020 and was invested for a period longer than 30 days to optimize interest received on investments.

### **Interest raised – Outstanding debtors**

The interest on outstanding debtors for the month of 31 May 2020 amounts to R 254 474. Majority of the debtors are firefighting debtors.

### **Agency services**

The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee is received on the original allocation and 3% on any additional allocations. Roads income (Subsidy from Province) and expenditure is incorporated into GRDM's financial records and a journal for the amount of R 8,080,810 was processed. For the 2020/2021 financial year the roads section will be included in the financial records of GRDM, there will not be two systems where journals must be processed. The budget for 2020/2021 is being prepared on the basis

of one company, a project plan has been compiled as this is a big project to consolidate two entities in one.

#### Transferred recognised – operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R 65,571,000 for the Equitable Share was received during July 2019. The municipality received R 1,000,000 for the FMG grant and the first instalment to the amount of R 408,000 for EPWP grant in August 2019. An amount of R 1,798,000 for the Rural Roads Asset Management grant during the month of August 2019. The municipality received R 734,000 for the EPWP grant and R 280,000 in respect of the Western Cape Finance Support grant during November 2019. The municipality received its second instalment of Equitable Share to the amount of R 52,239,000 during December 2019 and also an R 80,000 for Disaster Management Internship Grant. National Treasury deducted the unspent funds of Rural Roads Asset Management Grant which were not approved for rollover to the amount of R 218,000 from the Equitable Share amount transferred to the municipality during December 2019, correcting journals will be processed during January 2020. The municipality received R 900,000 from Provincial Treasury for the Integrated Transport Planning Grant during the month of January 2020. During the month of February 2020 the municipality received the last payment of R 487,000 for the EPWP Grant, and also for the Rural Roads Asset Management grant to the amount of R 771,000. The Provincial Treasury also transferred the Financial Support Management Grant of R 600,000 to the municipality during February 2020. The last instalment of the Equitable Share to the amount of R 39,342,000 was received during March 2020 as well as R 1,300,000 in respect of the Safety Plan Implementation Grant. During May 2020, the municipality received R268,000 in respect of the COVID 19 Humanitarian Disaster Relief.

#### Other revenue / Sundry income

Other revenue reflects an amount of R 721,934 for the month ended 31 May 2020. Other revenue consists mostly of the following: Fire Services and Health Services.

## **Expenditure by Type**

Expenditure by type reflects the operational budget per main type/category of expenditure.

### **Employee Related cost / Remuneration of councillors**

Remuneration related expenditure (councillors and staff) for the month ended 31 May 2020 amounted to R 13,071,589 of an annual adjusted budgeted amount of R 159,084,000 that represents 8% of the budgeted amount and 49% of the monthly expenditure. It is envisioned that the overtime and standby costs from 25 March (after national disaster was declared and national lockdown) will increase significantly due to the COVID 19. EHP, disaster management and firefighting personnel are working around the clock to curb the spread of COVID 29 in the district by implementing various projects and training and testing. An adjustment budget was approved by Council on 27 May 2020 to include additional expenditure that had to be incurred for COVID 19 related expenditure e.g. protective gear, sanitizing detergents, overtime, etc.

### **Debt Impairment / Depreciation and asset impairment**

Depreciation recorded for the month ended 31 May 2020 amounts to R 376,584.

These items account for non-cash budgeted items. The fixed asset register module must still be implemented at Garden Route DM by the service provider of the financial system. The municipality are awaiting the service provider to implement the new fixed asset management system as the previous asset management system provider (Market Demand) terminated its services under the mSCOA contract. Phoenix had to develop a new asset register (at no additional cost to municipalities, as this was an mSCOA requirement when National Treasury awarded the transversal tender for financial systems). Garden Route DM must first test the new proposed asset register extensively to ensure it meets the requirements of mSCOA and GRAP and fully integrates seamlessly and correctly with the financial system before it can be implemented.

It is envisioned that the service provider will be able to present a complete asset management system during the fourth quarter if on site comprehensive testing can be performed on the proposed solution. Given the current level 3 lockdown level and travel restrictions in place, the municipality will implement Plan B (Activation of the manual excel FAR) in view of upcoming

financial year-end (30 June 2020). Extensive meetings have taken place between management and the management of the service provider regarding the fixed asset register. Currently the Excel asset register is used and manual journals are prepared monthly based on previous year figures to process the depreciation charges.

#### Other materials

Other materials consists of all inventory consumed purchases for materials and supplies and amounts to R 162,406 for the month ended 31 May 2020 against an annual budgeted amount of R 2,424,000. It is envisioned that expenditure from 25 March (after national disaster was declared and national lockdown) will increase significantly due to the COVID 19. EHP, disaster management and firefighting personnel are working around the clock to curb the spread of COVID 29 in the district by implementing various projects and training and testing. An adjustment budget was approved by Council on 27 May 2020 to include additional expenditure that had to be incurred for COVID 19 related expenditure e.g. protective gear, sanitizing detergents, overtime, etc.

#### Contracted services

The contracted services for the month ended 31 May 2020 amounts to R 1,554,417 against an annual adjusted budgeted amount of R 31,436,000. The annual contracted services budgeted was adjusted downwards during the adjustment budget period in February 2020 due to the fact that the regional landfill site will no longer be operational in 2019/20 as was expected, but only from July 2021 given the current lockdown levels.

#### Transfers and subsidies

The municipality recorded transfer and subsidies to the amount of R 45,000 for the month ended 31 May 2020.

#### Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounts to R10,337,613 for month ended 31 May 2020.

The other expenditure consists of the following:

- Operating costs
- Operating Projects (own funds)
- Roads expenditure

It is envisioned that expenditure from 25 March (after national disaster was declared and national lockdown) will increase significantly due to the COVID 19. EHP, disaster management and firefighting personnel are working around the clock to curb the spread of COVID 29 in the district by implementing various projects and training and testing. An adjustment budget was approved by Council on 27 May 2020 to include additional expenditure that had to be incurred for COVID 19 related expenditure e.g. protective gear, sanitizing detergents, overtime, etc.

**3.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)**

**DC4 Garden Route - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M11 May**

Vote Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Multi-Year expenditure appropriation</b>	2									
Vote 1 - Executive and Council		30	500	-	-	-	-	-	-	-
Vote 2 - Budget and Treasury Office		42	-	20	19	19	18	1	6%	20
Vote 3 - Corporate Services		2 428	1 503	1 243	243	885	1 139	(254)	-22%	1 243
Vote 4 - Planning and Development		37	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		4 713	2 000	-	-	-	-	-	-	-
Vote 6 - Health		2 343	-	-	-	-	-	-	-	-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		1 000	-	-	-	-	-	-	-	-
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		30	-	-	-	-	-	-	-	-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
<b>Total Capital Multi-year expenditure</b>	4,7	<b>10 623</b>	<b>4 003</b>	<b>1 263</b>	<b>263</b>	<b>904</b>	<b>1 157</b>	<b>(253)</b>	<b>-22%</b>	<b>1 263</b>
<b>Single Year expenditure appropriation</b>	2									
Vote 1 - Executive and Council		-	-	164	70	70	150	(81)	-54%	164
Vote 2 - Budget and Treasury Office		-	-	5	-	1	5	(3)	-74%	5
Vote 3 - Corporate Services		-	70	277	42	97	253	(156)	-62%	277
Vote 4 - Planning and Development		-	-	22	-	-	20	(20)	-100%	22
Vote 5 - Public Safety		-	400	3 835	15	3 460	3 515	(55)	-2%	3 835
Vote 6 - Health		-	2 300	2 300	-	2 255	2 108	147	7%	2 300
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		-	-	500	-	194	458	(264)	-58%	500
Vote 9 - Waste Management		-	-	30	-	27	28	(1)	-2%	30
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		-	150	28	28	28	26	2	9%	28
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
<b>Total Capital single-year expenditure</b>	4	<b>-</b>	<b>2 920</b>	<b>7 161</b>	<b>155</b>	<b>6 133</b>	<b>6 564</b>	<b>(431)</b>	<b>-7%</b>	<b>7 161</b>
<b>Total Capital Expenditure</b>		<b>10 623</b>	<b>6 923</b>	<b>8 423</b>	<b>417</b>	<b>7 038</b>	<b>7 721</b>	<b>(683)</b>	<b>-9%</b>	<b>8 423</b>

Refer to next page for detail breakdown of the capital expenditure:



SCOA config	Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure	Year to date Budget	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
071201240008	1	Steel Shelves	1308	6 800,00	6 780,00	6 233,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071206240002	2	Evacuation Chair	1305	26 565,00	18 234,54	24 351,25	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
072204300001	3	Upgrading of Council Buildings	2204	420 000,00	153 560,00	385 000,00	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104104	4	Laptops	1307	125 677,00	125 676,52	115 203,92	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104109	5	Qnap File Server	1307	38 968,00	0,00	35 720,67	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104110	6	Projector/s	1307	8 559,00	8 559,00	7 845,75	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104111	7	Scanners	1307	17 827,00	17 826,09	16 341,42	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104113	8	24 Inch Monitors	1307	3 477,00	3 476,52	3 187,25	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104116	9	Insurance Claims	1307	0,00	0,00	0,00	Not started yet	No ICT insurance claims up to date	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104117	10	High Spec PC Communication	1307	19 957,00	19 956,52	18 293,92	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104118	11	Printer HP black/white	1307	10 260,00	10 260,00	9 405,00	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104119	12	Printer HP 4 in One	1307	24 700,00	24 700,00	22 641,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104120	13	Printer HP Colour	1307	8 090,00	8 090,00	7 415,83	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104121	14	Office Automation	1307	197 741,00	197 695,78	181 262,58	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307103001	15	Upgrade Server Room for hosting purposes	1307	45 202,00	0,00	41 435,17	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.

SCOA config	Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure	Year to date Budget	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
071307104002	16	ICT Furniture	1307	58 250,00	0,00	53 395,83	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071806103101	17	Plett Office Building	1806	2 300 000,00	2 255 480,02	2 108 333,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
072305230001	18	Hazmat Rescue & Fire Equipment Equipme	2305	374 500,00	6 600,00	343 291,67	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
074403230003	19	Recycling Mascot	4403	30 000,00	26 990,00	27 500,00	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104001	20	Fireproof Safe (800x525x500)	1307	11 237,00	11 237,00	10 300,58	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104101	21	Morpho Sigma Lite Biometric Devices	1307	180 636,00	0,00	165 583,00	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104102	22	UniFi Cloud Key Gen2 Plus	1307	1 357,00	1 381,00	1 243,92	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104103	23	UniFi Security Gateway	1307	4 109,00	4 108,70	3 766,58	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104105	24	Desktops	1307	111 642,00	111 641,74	102 338,50	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307103901	25	MS Office	1307	0,00	0,00	0,00	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104106	26	8 Port Switches	1307	15 100,00	15 043,48	13 841,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104107	27	Ubiquity UNIFI AC Pro Access Points	1307	12 626,00	12 626,09	11 573,83	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104108	28	16 Port Switches	1307	14 358,00	14 358,35	13 161,50	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104112	29	Voice Recorder	1307	2 653,00	2 652,17	2 431,92	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104114	30	HD Infrared IP Dome Camera (Spack)	1307	10 300,00	10 282,61	9 441,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.

SCOA config	Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure	Year to date Budget	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
071307104115	31	Replacing ICT Capital Equipment beyond e	1307	35 830,00	35 828,54	32 844,17	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071601103302	32	6000Litre Water Tanker	1601	1 750 288,00	1 750 032,28	1 604 430,67	Completed	Purchased & Delivered	No expected challenges anticipated	Final payment(the outstanding 20%) was done in December 2019 and also the delivery of the vehicles. The payment of almost R687k were unfortunately booked against the prpayment vote. Correcting journals will be done in January 2020
072305220001	33	Water tankers	1601	1 685 027,00	1 685 027,00	1 544 608,08	Completed	Purchased & Delivered	No expected challenges anticipated	Final payment(the outstanding 20%) was done in December 2019 and also the delivery of the vehicles. The payment of almost R687k were unfortunately booked against the prpayment vote. Correcting journals will be done in January 2020
071308040008	34	Desk	1308	5 542,00	5 541,74	5 080,17	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308040009	35	File Labelling Machines	1308	4 900,00	4 869,57	4 491,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308040010	36	Chairs	1308	5 200,00	5 156,52	4 766,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308040011	37	Water Dispenser	1308	2 600,00	2 556,52	2 383,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
072204300044	38	Office Equipment	2204	80 000,00	44 417,53	73 333,33	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
072305230004	39	Canopy	2305	17 500,00	15 217,39	16 041,67	In process	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071314000452	40	Desk	1314	21 000,00	18 120,00	19 250,00	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308102412	41	Back support for chairs	1308	4 400,00	4 360,50	4 033,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308102413	42	Fridge	1308	3 158,00	3 067,04	2 894,83	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071203102401	43	Heavy Duty Punch	1203	5 000,00	1 179,78	4 583,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104122	44	8 Port Gigabit Ethernet POE Switch	1307	1 648,00	1 647,51	1 510,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308102201	45	Pool Vehicle	1308	0,00	0,00	0,00	Project shift to 2020/21 Capital budget	Project shift to 2020/21 Capital budget	Project shift to 2020/21 Capital budget	Project shift to 2020/21 Capital budget

SCOA config	Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure	Year to date Budget	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
071315102401	46	Office Furniture: Basic Conditions of Service	1315	30 000,00	0,00	27 500,00	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071312102401	47	Office Furniture: Training and Development	1312	10 000,00	0,00	9 166,67	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071312102402	48	Projectors: Training and Development	1312	20 000,00	14 204,35	18 333,33	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071316102401	49	Ergonomic Chair:OHS	1316	15 000,00	13 280,46	13 750,00	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071316103101	50	Fire Alarm System(Mission Street): OHS	1316	20 000,00	0,00	18 333,33	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
073602103901	51	Dispersion Model Software Program	3602	28 000,00	27 969,57	25 666,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071310102401	52	Voice Recorder	1310	3 935,00	0,00	3 607,08	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071808102402	53	GPS Coordinator	1808	10 000,00	0,00	9 166,67	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071018102402	54	Microphone System: Council Chambers	1018	80 000,00	69 556,52	73 333,33	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071310104001	55	Office Chairs: Legal Services	1310	15 000,00	0,00	13 750,00	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071808102401	56	Identity Scanner	1808	12 000,00	0,00	11 000,00	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071310104002	57	Office Furniture: Legal Services	1310	25 000,00	0,00	22 916,67	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104126	58	Laptops - GRDM	1307	143 920,00	143 913,04	131 926,67	Completed	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104127	59	GRDM - Laptops (New)	1307	103 820,00	103 819,13	95 168,33	Completed	Purchased & Delivered	No expected challenges anticipated	
071307104123	60	Port Replicators	1307	1 848,00	0,00	1 694,00	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.

SCOA config	Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure	Year to date Budget	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
071307104124	61	External Hard Drive	1307	755,00	0,00	692,08	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104125	62	Uninterrupted Power Supplies	1307	1 470,00	0,00	1 347,50	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104128	63	Colour Printer	1307	7 600,00	0,00	6 966,67	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071307104129	64	Laptops - Garden Route DM	1307	78 544,00	0,00	71 998,67	Completed	Purchased & Delivered	No expected challenges anticipated	
071308102402	65	Automatic Sanitiser Dispensers	1308	85 000,00	0,00	77 916,67	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308102414	66	Fans	1308	1 500,00	1 069,28	1 375,00	Completed	Purchased & Delivered	No expected challenges anticipated	
071204104101	67	Laptop - L Hoek	1307	19 456,00	19 455,65	17 834,67	Completed	Purchased & Delivered	No expected challenges anticipated	
071601102410	68	Office Furniture: Fire Services	1601	8 000,00	0,00	7 333,33	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
071308102415	69	Heater	1308	900,00	0,00	825,00	In process	Funds made available with February Adjustment Budget	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
<b>Totals</b>				<b>8 424 432,00</b>	<b>7 037 506,05</b>	<b>7 722 396,00</b>				

Project status: If the project is in the SCM process of being procured. Please state in which stage (planning, specification, advertising, etc)				
Commitments against capital for the month May 2020				Committed Amount
071206240002	2	Evacuation Chair	1305	9 580,02
071307103001	15	Upgrade Server Room for hosting purposes	1307	51 982,00
071307104002	16	ICT Furniture	1307	58 247,00
071307104101	21	Morpho Sigma Lite Biometric Devices	1307	207 653,22
071307104109	5	Qnap File Server	1307	44 813,20
071307104123	60	Port Replicators	1307	2 125,20
071307104124	61	External Hard Drive	1307	868,25
071307104125	62	Uninterrupted Power Supplies	1307	1 690,50
071307104128	63	Colour Printer	1307	8 550,00
071307104129	64	Laptops - Garden Route DM	1307	82 786,20
071308102402	65	Automatic Sanitiser Dispensers	1308	56 674,70
071310104002	57	Office Furniture: Legal Services	1310	17 445,50
071808102401	56	Identity Scanner	1808	9 327,78
071808102402	53	GPS Coordinator	1808	6 222,65
072204300001	3	Upgrading of Council Buildings	2204	201 030,50
072204300044	41	Office Equipment	2204	6 419,84
		<b>Total Commitments</b>		<b>765 416,56</b>
032600004412		20% final payment on fire trucks		<b>687 011,85</b>
		<b>Total expenditure + Total Commitments</b>		<b>8 489 934,46</b>
		<b>Total percentage spent</b>		<b>101%</b>

Various virements have been processed against the capital budget during the lockdown period and level 3 to provide tools of the trades to essential employees to enable them to work from home.

### 3.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Garden Route - Table C6 Monthly Budget Statement - Financial Position - M11 May

Description	Ref	2018/19	Budget Year 2019/20			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>R thousands</b>	1					
<b>ASSETS</b>						
<b>Current assets</b>						
Cash		174 303	169 379	154 555	161 832	154 555
Call investment deposits		-	-	-	-	-
Consumer debtors		-	-	8 098	-	8 098
Other debtors		16 205	2 312	2 312	10 923	2 312
Current portion of long-term receivables		3 550	3 324	3 878	3 867	3 878
Inventory		2 568	3 536	3 239	4 075	3 239
<b>Total current assets</b>		<b>196 625</b>	<b>178 550</b>	<b>172 081</b>	<b>180 697</b>	<b>172 081</b>
<b>Non current assets</b>						
Long-term receivables		61 508	63 353	63 353	59 705	63 353
Investments		26	26	27	27	27
Investment property		84 677	83 831	86 044	86 007	86 044
Investments in Associate						
Property, plant and equipment		159 740	143 644	163 677	163 288	163 677
Biological						
Intangible		1 363	1 748	1 912	1 777	1 912
Other non-current assets						
<b>Total non current assets</b>		<b>307 314</b>	<b>292 602</b>	<b>315 014</b>	<b>310 805</b>	<b>315 014</b>
<b>TOTAL ASSETS</b>		<b>503 940</b>	<b>471 152</b>	<b>487 095</b>	<b>491 502</b>	<b>487 095</b>
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
Bank overdraft						
Borrowing		857	-	-	698	
Consumer deposits				386	743	
Trade and other payables		71 843	51 753	51 753	13 164	51 753
Provisions		29 692	30 281	30 281	15 553	30 281
<b>Total current liabilities</b>		<b>102 393</b>	<b>82 034</b>	<b>82 420</b>	<b>30 159</b>	<b>82 034</b>
<b>Non current liabilities</b>						
Borrowing		591	1 462	1 462	28	1 462
Provisions		137 396	84 778	84 778	144 823	84 778
<b>Total non current liabilities</b>		<b>137 987</b>	<b>86 240</b>	<b>86 240</b>	<b>144 852</b>	<b>86 240</b>
<b>TOTAL LIABILITIES</b>		<b>240 380</b>	<b>168 274</b>	<b>168 660</b>	<b>175 011</b>	<b>168 274</b>
<b>NET ASSETS</b>	2	<b>263 560</b>	<b>302 878</b>	<b>318 435</b>	<b>316 491</b>	<b>318 821</b>
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		235 253	271 173	288 436	285 165	287 116
Reserves		28 307	31 705	30 000	31 326	31 705
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	2	<b>263 560</b>	<b>302 878</b>	<b>318 435</b>	<b>316 491</b>	<b>318 821</b>

This table excludes the actual figures for Roads department.

### 3.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Garden Route - Table C7 Monthly Budget Statement - Cash Flow - M11 May

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>										
<b>Receipts</b>										
Property rates								-		
Service charges								-		
Other revenue		214 495	230 385	207 930	8 857	153 907	190 602	(36 696)	-19%	207 930
Government - operating		172 435	165 426	174 749	268	170 090	160 187	9 903	6%	174 749
Government - capital		-	-	(0)		-	(0)	0	-100%	(0)
Interest		15 715	16 893	13 293	609	8 369	12 186	(3 816)	-31%	13 293
Dividends								-		
<b>Payments</b>										
Suppliers and employees		(388 852)	(411 494)	(405 126)	(26 498)	(321 169)	(371 365)	(50 196)	14%	(405 126)
Finance charges				-		-	-	-		
Transfers and Grants			(1 965)	(4 784)	(45)	(1 155)	(4 385)	(3 231)	74%	(4 784)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		<b>13 793</b>	<b>(755)</b>	<b>(13 937)</b>	<b>(16 809)</b>	<b>10 042</b>	<b>(12 776)</b>	<b>(22 817)</b>	<b>179%</b>	<b>(13 937)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>										
<b>Receipts</b>										
Proceeds on disposal of PPE		3 156	3 652	3 652			3 348	(3 348)	-100%	3 652
Decrease (Increase) in non-current debtors		-	3 636	3 636			2 727	(2 727)	-100%	3 636
Decrease (increase) other non-current receivables		(1 791)	-				-	-		
Decrease (increase) in non-current investments		-	-		(27 052)	(26 899)	-	(26 899)	#DIV/0!	
<b>Payments</b>										
Capital assets		(10 623)	(6 923)	(8 564)	(417)	(7 038)	(6 423)	614	-10%	(8 564)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		<b>(9 258)</b>	<b>366</b>	<b>(1 276)</b>	<b>(27 469)</b>	<b>(33 937)</b>	<b>(348)</b>	<b>33 588</b>	<b>-9639%</b>	<b>(1 276)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>										
<b>Receipts</b>										
Short term loans								-		
Borrowing long term/refinancing								-		
Increase (decrease) in consumer deposits								-		
<b>Payments</b>										
Repayment of borrowing								-		
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>		<b>4 535</b>	<b>(389)</b>	<b>(15 213)</b>	<b>(44 278)</b>	<b>(23 895)</b>	<b>(13 124)</b>			<b>(15 213)</b>
Cash/cash equivalents at beginning:		169 768	169 768	169 768		185 727	169 768			185 727
Cash/cash equivalents at month/year end:		174 303	169 379	154 555		161 832	156 644			170 514

The municipal bank balance at 31 May 2020 totals R 11 531 918.62 and the short term deposits made amounts to R 150 300 000.00, therefore the total cash and cash equivalents amounts to R 161 831 918.62



Detailed information regarding commitments against the cash position is tabled below.

<b>REPORTING MONTH: 31 MAY 2020</b>		
<b>Commitments against Cash &amp; Cash Equivalents</b>		
<b>ITEM</b>	<b>Previous Month R'000</b>	<b>Current Month R'000</b>
<b>Bank balance as at 31 May 2020</b>	<b>50 427 281,80</b>	<b>11 531 918,62</b>
<b>Other Cash &amp; Cash Equivalents: Short term deposits</b>	<b>135 300 000,00</b>	<b>150 300 000,00</b>
<b>Total Cash &amp; Cash Equivalents:</b>	<b>185 727 281,80</b>	<b>161 831 918,62</b>
<b>LESS:</b>	<b>127 856 420,14</b>	<b>122 041 699,80</b>
Unspent Conditional Grants	2 893 312,64	2 893 312,64
Provision for staff leave	13 566 381,65	13 566 381,65
Provision for bonus	-	-
Post Retirement Benefits	37 463 916,00	37 463 916,00
Performance Bonus	-	-
Grant received in advance	26 119 500,00	13 059 750,00
Trade Payables	5 641 516,86	5 203 802,94
Unspent Capital budget	516 682,57	813 223,15
Unspent Operational budget	41 655 110,42	49 041 313,42
<b>Sub total</b>	<b>57 870 861,66</b>	<b>39 790 218,82</b>
<b>PLUS:</b>	<b>7 253 592,04</b>	<b>8 092 205,65</b>
VAT Receivable	5 378 080,82	5 907 677,05
Receivable Exchange	1 875 511,22	2 184 528,60
	<b>65 124 453,70</b>	<b>47 882 424,47</b>
<b>LESS OTHER MATTERS:</b>		
Capital Replacement Reserve	31 327 891,00	31 327 891,00
<b>Sub Total</b>	<b>33 796 562,70</b>	<b>16 554 533,47</b>
<b>LESS: CONTINGENT LIABILITIES</b>	<b>10 757 434,15</b>	<b>10 757 434,15</b>
Theunis Barnard	38 231,00	38 231,00
I Gerber	21 840,00	21 840,00
A de Wet	614 675,00	614 675,00
Barry Louis Rae Trust	4 500 000,00	4 500 000,00
Banger Car Hire	18 800,00	18 800,00
Combined summons between George Municipality, Garden Route DM and D Stoffels	20 836,00	20 836,00
Combined summons between G Brown and Garden Route DM	31 032,00	31 032,00
Combined summons between Brenda Kraft and Garden Route DM	415 264,31	415 264,31
Isivuno Auctioneers: Summons	223 574,84	223 574,84
Portion of Portion 2 of Farm 238, Hooggekraal	431 400,00	431 400,00
Erf 99, Glentana	4 021 781,00	4 021 781,00
Labour disputes: V Blom & Roode	350 000,00	350 000,00
Labour disputes: B Ntozini	70 000,00	70 000,00
<b>Recalculated available cash balance</b>	<b>23 039 128,55</b>	<b>5 797 099,32</b>

## PART 2 – SUPPORTING DOCUMENTATION

### Section 4 – Debtors' analysis

#### Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget Statement - aged debtors - M11 May

Description	NT Code	Budget Year 2019/20										Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.to Council Policy	
		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					
<b>R thousands</b>															
<b>Debtors Age Analysis By Income Source</b>															
Trade and Other Receivables from Exchange Transactions - Water	1200	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Receivables from Non-exchange Transactions - Property Rates	1400	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Receivables from Exchange Transactions - Waste Water Management	1500	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Receivables from Exchange Transactions - Waste Management	1600	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	(12)	–	–	–	–	–	–	–	–	(35)	(47)	(35)	–	
Interest on Arrear Debtor Accounts	1810	234	248	285	265	269	265	1 757	1 688	5 011	4 244	–	–	–	
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–	–	
Other	1900	583	221	1 530	1 980	137	955	1 622	23 441	30 470	28 136	–	–	–	
<b>Total By Income Source</b>	<b>2000</b>	<b>806</b>	<b>469</b>	<b>1 815</b>	<b>2 245</b>	<b>406</b>	<b>1 220</b>	<b>3 379</b>	<b>25 095</b>	<b>35 435</b>	<b>32 345</b>	<b>–</b>	<b>–</b>	<b>–</b>	
<b>2018/19 - totals only</b>															
<b>Debtors Age Analysis By Customer Group</b>															
Organs of State	2200	392	26	414	273	33	23	642	1 884	3 688	2 856	–	–	–	
Commercial	2300	–	–	–	–	–	–	–	–	–	–	–	–	–	
Households	2400	–	–	–	–	–	–	–	–	–	–	–	–	–	
Other	2500	413	443	1 401	1 972	373	1 197	2 737	23 211	31 747	29 490	–	–	–	
<b>Total By Customer Group</b>	<b>2600</b>	<b>806</b>	<b>469</b>	<b>1 815</b>	<b>2 245</b>	<b>406</b>	<b>1 220</b>	<b>3 379</b>	<b>25 095</b>	<b>35 435</b>	<b>32 345</b>	<b>–</b>	<b>–</b>	<b>–</b>	

Long outstanding debtors that mainly consist of old sundry debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

The majority of the firefighting accounts are disputed with regards to the origin of the fire and who is responsible for the payment of the account. The fire section have implemented an electronic system which will assist in the future with disputes.

The municipality are required to submit debtors aged analysis data strings on a monthly basis.

Currently the debtor section initiated debt collection processes and will report quarterly to the financial services committee on the debt collection process.

## Section 5 – Creditors' analysis

### Supporting Table C4

DC4 Garden Route - Supporting Table SC4 Monthly Budget Statement - aged creditors - M11 May

Description	NT Code	Budget Year 2019/20									Total	Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year			
<b>R thousands</b>												
<b>Creditors Age Analysis By Customer Type</b>												
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	1	23	3	4	2	-	93	21	147	-	
Auditor General	0800	-	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	2	-	-	-	-	2	-	-
<b>Total By Customer Type</b>	<b>1000</b>	<b>1</b>	<b>23</b>	<b>3</b>	<b>6</b>	<b>2</b>	<b>-</b>	<b>93</b>	<b>21</b>	<b>149</b>	<b>-</b>	

The municipality are required to submit creditors aged analysis data strings on a monthly basis.

The reason for long outstanding creditors are due to invoices not submitted by either suppliers or user departments, other reasons also include disputes on certain invoices.

The municipality are continuously working towards resolving outstanding disputes on invoices and obtaining outstanding invoices.

## Section 6 – Investment portfolio analysis

### 6.1 Investment monitoring information

	Balance as at 01 May 2020	Movements for the month			Balance as at 31 May 2020	Interest earned Month	Interest earned Year to date
		Investments matured	Investments made	Interest capitalised			
<b>Garden Route District Municipality</b>							
<i>Interest Received YTD</i>					-		
Standard Bank	45 100 000,00	-22 000 000,00	27 000 000,00		50 100 000,00	106 090,08	2 478 472,87
Investec Bank	3 500 000,00	-1 000 000,00	1 000 000,00		3 500 000,00	1 136,99	101 500,00
ABSA	35 600 000,00	-	11 000 000,00		46 600 000,00	-	2 391 580,82
Nedbank	45 100 000,00	-21 000 000,00	26 000 000,00		50 100 000,00	108 812,22	2 586 578,38
FNB	6 000 000,00	-22 000 000,00	16 000 000,00		-	106 423,56	
Standard Bank - Bank Guarantee investment	-				-	-	-
<b>BANK DEPOSITS</b>	<b>135 300 000,00</b>	<b>-66 000 000,00</b>	<b>81 000 000,00</b>	<b>-</b>	<b>150 300 000,00</b>	<b>322 462,85</b>	<b>7 558 132,07</b>

The municipality invest surplus funds in order to maximise the interest and to have cash readily available when needed and is done in line with the Cash Management and Investment Policy of council.

## Section 7 – Allocation and grant receipts and expenditure

### 7.1 Supporting Table C6

DC4 Garden Route - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M11 May

Description	Ref	2018/19		Budget Year 2019/20						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>RECEIPTS:</b>	1,2									
<b>Operating Transfers and Grants</b>										
<b>National Government:</b>		157 166	162 568	164 252	-	125 487	136 877	(14 518)	-10,6%	164 252
Local Government Equitable Share		151 237	157 370	157 370	-	118 028	131 142	(13 114)	-10,0%	157 370
Finance Management		1 000	1 000	1 000		1 000	833			1 000
Municipal Systems Improvement		-								-
EPWP Incentive		1 021	1 629	1 629		1 629	1 358			1 629
NT - Rural Roads Asset Management Systems		2 425	2 569	2 568		4 830	2 140			2 568
Fire Service Capacity Building Grant	3	1 483		1 685			1 404	(1 404)	-100,0%	1 685
Other transfers and grants [insert description]										
<b>Provincial Government:</b>		14 810	2 859	10 498	268	3 727	8 748	(2 609)	-29,8%	10 498
PT - Integrated Transport Plan		1 800	900	1 490	-	900	1 242	(342)	-27,5%	1 490
PT - WC Support Grant		1 450	280	3 951	-	880	3 292			3 951
PT - Disaster Management Grant		10 000		2 177	268	268	1 814	(1 546)	-85,2%	2 177
PT - WC Support Grant		360	379	379		379	316	63	20,0%	379
PT - Safety Plan Implementation (WOSA)		1 200	1 300	2 500		1 300	2 083	(783)	-37,6%	2 500
Other transfers and grants [insert description]										
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]										
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
[insert description]										
<b>Total Operating Transfers and Grants</b>	5	171 976	165 427	174 750	268	129 214	145 625	(17 127)	-11,8%	174 750
<b>Capital Transfers and Grants</b>										
<b>National Government:</b>		-	-	-	-	-	-	-	-	-
Other capital transfers [insert description]										
<b>Provincial Government:</b>		-	-	-	-	-	-	-	-	-
[insert description]										
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]										
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
[insert description]										
<b>Total Capital Transfers and Grants</b>	5	-	-	-	-	-	-	-	-	-
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	5	171 976	165 427	174 750	268	129 214	145 625	(17 127)	-11,8%	174 750

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act.

## 7.2 Supporting Table C7

DC4 Garden Route - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M11 May

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>EXPENDITURE</b>										
<b>Operating expenditure of Transfers and Grants</b>										
<b>National Government:</b>		157 166	162 568	164 252	87	4 222	136 877	(132 655)	-96,9%	164 252
Local Government Equitable Share		151 237	157 370	157 370			131 142	(131 142)	-100,0%	157 370
Finance Management		1 000	1 000	1 000	87	907	833	74	8,9%	1 000
Municipal Systems Improvement		-	-	-	-	-	-	-	-	-
EPWP Incentive		1 021	1 629	1 629	-	1 629	1 358	272	20,0%	1 629
NT - Rural Roads Asset Management Systems		2 425	2 569	2 568	-	-	2 140	(2 140)	-100,0%	2 568
Fire Service Capacity Building Grant		1 483	-	1 685	-	1 685	1 404	281	20,0%	1 685
Other transfers and grants [insert description]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		14 810	2 859	10 498	-	2 807	8 748	(5 941)	-67,9%	10 498
PT - Integrated Transport Plan		1 800	900	1 490	-	-	1 242	(1 242)	-100,0%	1 490
PT - Disaster Management Grant		10 000	-	2 177	-	1 750	1 814	(64)	-3,5%	2 177
PT - WC Support Grant		1 450	280	3 951	-	1 057	3 292	(2 236)	-67,9%	3 951
PT - Safety Plan Implementation (WOSA)		1 200	1 300	2 500	-	-	2 083	(2 083)	-100,0%	2 500
Other transfers and grants [insert description]		360	379	379	-	-	316	(316)	-100,0%	379
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Total operating expenditure of Transfers and Grants:</b>		171 976	165 427	174 750	87	7 029	145 625	(138 597)	-95,2%	174 750
<b>Capital expenditure of Transfers and Grants</b>										
<b>National Government:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
Other capital transfers [insert description]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Total capital expenditure of Transfers and Grants</b>		-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>		171 976	165 427	174 750	87	7 029	145 625	(138 597)	-95,2%	174 750

Performance reporting on grants are been done by the Chief Financial Officer in order to comply with the Division of Revenue Act.

The Equitable Share are used for the day to day running of the Municipality for example salaries, own funded projects and contracted services and is therefore unconditional and GRDM are dependent on it to sustain operations.

## Section 8 – Expenditure on councillor and board members allowances and employee benefits

### Supporting Table C8

DC4 Garden Route - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M11 May

Summary of Employee and Councillor remuneration	Ref	2018/19		Budget Year 2019/20						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands		A	B	C						D
<b>Councillors (Political Office Bearers plus Other)</b>										
Basic Salaries and Wages		7 481	11 359	11 359	1 045	8 617	10 413	(1 796)	-17%	11 359
Pension and UIF Contributions		2 408	232	232	5	49	213	(164)	-77%	232
Medical Aid Contributions		122	75	75	4	45	69	(24)	-35%	75
Motor Vehicle Allowance		1 696	199	727	13	77	667	(590)	-88%	727
Cellphone Allowance		1 125	-	-	48	514	-	514	#DIV/0!	-
Housing Allowances		1 046	434	434	-	-	398	(398)	-100%	434
Other benefits and allowances		-	528	-	-	-	-	-	-	-
<b>Sub Total - Councillors</b>		<b>13 877</b>	<b>12 828</b>	<b>12 828</b>	<b>1 114</b>	<b>9 302</b>	<b>11 759</b>	<b>(2 456)</b>	<b>-21%</b>	<b>12 828</b>
<b>% increase</b>	4		<b>-7,6%</b>	<b>-7,6%</b>						<b>-7,6%</b>
<b>Senior Managers of the Municipality</b>	3									
Basic Salaries and Wages		4 442	5 634	4 103	423	4 657	3 761	896	24%	4 103
Pension and UIF Contributions		161	-	150	0	2	138	(136)	-99%	150
Medical Aid Contributions		124	256	98	4	47	90	(43)	-48%	98
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		838	-	901	-	-	826	(826)	-100%	901
Motor Vehicle Allowance		805	-	687	56	634	630	4	1%	687
Cellphone Allowance		111	-	133	9	99	122	(23)	-19%	133
Housing Allowances		194	-	-	-	-	-	-	-	-
Other benefits and allowances		(211)	-	11	-	0	10	(9)	-95%	11
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		-	-	-	-	-	-	-	-	-
<b>Sub Total - Senior Managers of Municipality</b>		<b>6 464</b>	<b>5 890</b>	<b>6 082</b>	<b>492</b>	<b>5 439</b>	<b>5 576</b>	<b>(136)</b>	<b>-2%</b>	<b>6 082</b>
<b>% increase</b>	4		<b>-8,9%</b>	<b>-5,9%</b>						<b>-5,9%</b>
<b>Other Municipal Staff</b>										
Basic Salaries and Wages		86 899	85 591	85 914	7 518	81 967	78 754	3 213	4%	85 914
Pension and UIF Contributions		13 210	14 463	14 463	1 283	13 963	13 258	706	5%	14 463
Medical Aid Contributions		10 314	10 904	10 904	619	6 615	9 995	(3 380)	-34%	10 904
Overtime		3 045	-	3 275	185	2 215	3 002	(787)	-26%	3 275
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		6 906	-	465	638	8 224	427	7 798	1828%	465
Cellphone Allowance		198	-	58	7	82	53	28	53%	58
Housing Allowances		1 311	-	6 965	118	1 324	6 385	(5 061)	-79%	6 965
Other benefits and allowances		2 641	19 685	11 298	540	10 360	10 357	3	0%	11 298
Payments in lieu of leave		6 064	-	(1 600)	11	919	(1 467)	2 386	-163%	(1 600)
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		2 866	8 432	8 432	546	5 882	7 729	(1 847)	-24%	8 432
<b>Sub Total - Other Municipal Staff</b>		<b>133 454</b>	<b>139 074</b>	<b>140 174</b>	<b>11 465</b>	<b>131 551</b>	<b>128 493</b>	<b>3 058</b>	<b>2%</b>	<b>140 174</b>
<b>% increase</b>	4		<b>4,2%</b>	<b>5,0%</b>						<b>5,0%</b>
<b>Total Parent Municipality</b>		<b>153 795</b>	<b>157 791</b>	<b>159 084</b>	<b>13 072</b>	<b>146 292</b>	<b>145 827</b>	<b>465</b>	<b>0%</b>	<b>159 084</b>

Remuneration related expenditure for the month ended 31 May 2020 amounted to R13 071 589.

## Section 9 – Municipal manager’s quality certification



54 York Street,  
George  
Western Cape  
6529

PO Box 12,  
George,  
Western Cape  
6530

Tel: 044 803 1300  
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### OFFICE OF THE MUNICIPAL MANAGER

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Enquiries: Louise Hoek  
Reference: 6/1/1 – 19/20  
Date: 9 June 2020

Provincial Treasury  
Local Government Budget Analysis  
Private Bag X9165  
CAPE TOWN  
8000

National Treasury  
Local Government Budget Analysis  
Private Bag X115  
PRETORIA

Sir / Madam

#### **QUALITY CERTIFICATE**

I, MG STRATU, the accounting officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4)**, hereby certify that the–

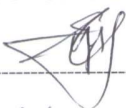
- The monthly budget statement**
- Quarterly report on the implementation of the budget and financial state of affairs of the municipality
- Mid- year budget and performance assessment

for the month ended **31 May 2020**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Disclaimer: Please note that the municipality could not generate a C-Schedule from the financial system. The municipality populated the C-Schedule manually based on data directly extracted from the financial system for the month ended 31 May 2020.

Print Name MONDE STRATY

Accounting Officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4)**.

Signature 

Date 20/6/2020