



2020/2021
FINANCIAL YEAR

**MONTHLY
FINANCIAL
MONITORING
REPORT**

M05: 30 NOVEMBER 2020



Garden Route District Municipality
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Glossary:

Adjusted 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 Adjusted 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. Adjusted 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 approved 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 30 November 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 Adjusted Budget

Revenue by source

The total revenue received for the month ended 30 November 2020 amounted to **R24,209,161** which represents **6%** of the total adjusted budgeted figure of **R400,579,025 (including Roads)**.

Operating Expenditure by type

Operating expenditure for the month ended 30 November 2020 amounted to **R40,771,812**, with a total adjusted budgeted figure of **R404,589,327 (including Roads)**, the operational expenditure for the month is **10%** of the total adjusted budget. The majority of the expenditure related to Employee and Councillor related cost of **R29,839,415 (73%** of the monthly expenditure).

Capital Expenditure

The adjusted capital budget for the financial year amounts to **R8,135,000**. The total capital expenditure for the month ended 30 November 2020 amounts to **R91,290** which represents **1.1%** of the total adjusted capital budget.

Refer to pages 15 - 21 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. Variances above 10% are briefly explained under the revenue by source and expenditure by type sections below.

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 30 November 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 - M05 November

Description	2019/20	Budget Year 2020/21							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	-	-	-	-	-	-	-	-	-
Service charges	-	-	-	-	-	-	-	-	-
Investment revenue	12 945	14 091	14 091	687	1 555	5 871	(4 317)	-74%	14 091
Transfers and subsidies	73 348	174 269	33 887	-	4 291	14 119	(9 828)	-70%	33 887
Other own revenue	273 290	203 812	352 601	23 522	136 499	146 917	(10 418)	-7%	352 601
Total Revenue (excluding capital transfers and contributions)	359 583	392 172	400 579	24 209	142 345	166 908	(24 563)	-15%	400 579
Employee costs	149 735	239 508	235 965	29 097	106 900	98 319	8 581	9%	235 965
Remuneration of Councillors	10 097	13 360	13 360	742	3 939	5 567	(1 627)	-29%	13 360
Depreciation & asset impairment	4 543	3 930	3 930	389	1 945	1 638	308	19%	3 930
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	3 387	51 197	55 008	2 408	8 737	22 920	(14 183)	-62%	55 008
Transfers and subsidies	1 161	1 230	1 230	95	427	513	(86)	-17%	1 230
Other expenditure	183 972	92 007	100 146	8 041	26 744	41 727	(14 983)	-36%	100 146
Total Expenditure	352 894	401 232	409 639	40 772	148 693	170 683	(21 990)	-13%	409 639
Surplus/(Deficit)	6 690	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)	(2 573)	68%	(9 060)
Transfers and subsidies - capital (monetary alloc	-	-	-	-	-	-	-	-	-
Contributions & Contributed assets	424	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)	(2 573)	68%	(9 060)
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)	(2 573)	68%	(9 060)
Capital expenditure & funds sources									
Capital expenditure	7 763	8 135	8 135	91	4 341	3 390	952	28%	8 135
Capital transfers recognised	3 435	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	4 328	8 135	8 135	91	4 341	3 390	952	28%	8 135
Total sources of capital funds	7 763	8 135	8 135	91	4 341	3 390	952	28%	8 135
Financial position									
Total current assets	158 711	173 685	173 685		381 745				173 685
Total non current assets	248 198	314 316	314 316		219 453				314 316
Total current liabilities	20 253	74 604	74 604		46 456				74 604
Total non current liabilities	90 666	144 852	144 852		78 557				144 852
Community wealth/Equity	295 989	268 545	268 545		476 186				268 545
Cash flows									
Net cash from (used) operating	(51 371)	(3 288)	(3 288)	(16 563)	(4 402)	(1 096)	3 306	-302%	(3 288)
Net cash from (used) investing	(7 763)	(8 135)	(8 135)	(6 999)	(11 249)	(2 712)	8 538	-315%	(8 135)
Net cash from (used) financing	-	-	-	-	-	-	-	-	-
Cash/cash equivalents at the month/year end	110 634	143 131	143 131	-	169 821	150 747	(19 074)	-13%	174 049
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 Age Analysis									
Total By Income Source	737	807	423	1 025	1 578	847	5 756	24 908	36 083
Creditors Age Analysis									
Total Creditors	210	198	16	38	151	348	8	24	993

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

DC4 Garden Route - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M05 November

Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
<i>Governance and administration</i>		208 430	217 258	225 665	3 074	89 946	94 027	(4 081)	-4%	225 665
Executive and council		207 582	217 030	225 437	3 044	89 916	93 932	(4 016)	-4%	225 437
Finance and administration		848	228	228	30	30	95	(65)	-68%	228
Internal audit		-	-	-	-	-	-	-	-	-
<i>Community and public safety</i>		6 415	9 330	9 330	338	801	3 888	(3 087)	-79%	9 330
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		6 021	8 656	8 656	311	673	3 607	(2 934)	-81%	8 656
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		393	674	674	27	128	281	(152)	-54%	674
<i>Economic and environmental services</i>		144 927	165 584	165 584	20 796	51 598	68 984	(17 386)	-25%	165 584
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		144 851	165 473	165 473	20 773	51 553	68 947	(17 394)	-25%	165 473
Environmental protection		76	111	111	23	45	37	8	22%	111
<i>Trading services</i>		236	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		236	-	-	-	-	-	-	-	-
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	360 008	392 172	400 579	24 209	142 345	166 899	(24 554)	-15%	400 579
Expenditure - Functional										
<i>Governance and administration</i>		113 858	129 355	132 285	12 405	51 497	55 119	(3 622)	-7%	132 285
Executive and council		37 979	49 165	51 495	3 110	16 030	21 456	(5 427)	-25%	51 495
Finance and administration		73 727	77 489	78 089	8 824	34 188	32 537	1 651	5%	78 089
Internal audit		2 152	2 702	2 701	470	1 279	1 125	153	14%	2 701
<i>Community and public safety</i>		77 975	85 264	86 071	9 353	31 528	35 863	(4 335)	-12%	86 071
Community and social services		11 334	12 914	12 994	1 367	4 654	5 414	(761)	-14%	12 994
Sport and recreation		11 470	13 494	13 494	1 152	3 797	5 623	(1 825)	-32%	13 494
Public safety		24 475	26 063	26 063	2 800	9 157	10 860	(1 702)	-16%	26 063
Housing		-	-	-	-	-	-	-	-	-
Health		30 696	32 793	33 520	4 034	13 920	13 967	(47)	0%	33 520
<i>Economic and environmental services</i>		156 692	179 235	181 404	18 439	62 402	75 585	(13 183)	-17%	181 404
Planning and development		7 393	7 087	7 087	843	3 309	2 953	356	12%	7 087
Road transport		146 151	168 818	170 987	17 186	57 910	71 244	(13 335)	-19%	170 987
Environmental protection		3 149	3 330	3 330	409	1 183	1 388	(204)	-15%	3 330
<i>Trading services</i>		3 565	4 606	7 106	365	2 538	2 961	(423)	-14%	7 106
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3 565	4 606	7 106	365	2 538	2 961	(423)	-14%	7 106
<i>Other</i>		2 104	2 773	2 773	210	728	1 155	(427)	-37%	2 773
Total Expenditure - Functional	3	354 194	401 233	409 639	40 772	148 693	170 683	(21 990)	-13%	409 639
Surplus/ (Deficit) for the year		5 814	(9 060)	(9 060)	(16 563)	(6 348)	(3 784)	(2 563)	68%	(9 060)

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) - M05 November

Vote Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote										
Vote 1 - Executive and Council	1	207 582	217 030	225 437	3 044	89 916	93 932	(4 016)	-4,3%	225 437
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		848	228	228	30	30	95	(65)	-68,4%	228
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		393	674	674	27	128	281	(152)	-54,3%	674
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		6 021	8 656	8 656	311	673	3 607	(2 934)	-81,3%	8 656
Vote 9 - Waste Management		236	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		76	111	111	23	45	46	(1)	-2,6%	111
Vote 14 - Roads Agency Function		144 851	165 473	165 473	20 773	51 553	68 947	(17 394)	-25,2%	165 473
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	360 008	392 172	400 579	24 209	142 345	166 908	(24 563)	-14,7%	400 579
Expenditure by Vote										
Vote 1 - Executive and Council	1	40 928	52 598	54 928	4 080	18 630	22 887	(4 256)	-18,6%	54 928
Vote 2 - Budget and Treasury Office		21 844	24 275	24 675	3 010	10 616	10 281	335	3,3%	24 675
Vote 3 - Corporate Services		40 538	42 386	42 586	4 497	18 396	17 744	652	3,7%	42 586
Vote 4 - Planning and Development		22 663	23 512	23 512	2 366	9 131	9 797	(666)	-6,8%	23 512
Vote 5 - Public Safety		30 670	33 222	33 302	3 484	11 625	13 876	(2 251)	-16,2%	33 302
Vote 6 - Health		33 216	34 993	35 720	4 223	14 867	14 883	(17)	-0,1%	35 720
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		11 470	13 494	13 494	1 152	3 797	5 623	(1 825)	-32,5%	13 494
Vote 9 - Waste Management		3 565	4 606	7 106	365	2 538	2 961	(423)	-14,3%	7 106
Vote 10 - Roads Transport		-	3 345	5 514	1 300	1 300	2 298	(998)	-43,4%	5 514
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		3 149	3 330	3 330	409	1 183	1 388	(204)	-14,7%	3 330
Vote 14 - Roads Agency Function		144 851	165 473	165 473	15 886	56 610	68 947	(12 337)	-17,9%	165 473
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	352 894	401 233	409 639	40 772	148 693	170 683	(21 990)	-12,9%	409 639
Surplus/ (Deficit) for the year	2	7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)	(2 573)	68,2%	(9 060)

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) - M05 November

Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Rental of facilities and equipment		1 142	1 614	1 614	(274)	52	673	(620)	-92%	1 614
Interest earned - external investments		12 945	14 091	14 091	687	1 555	5 871	(4 317)	-74%	14 091
Interest earned - outstanding debtors		3 234	3 710	3 710	921	2 764	1 546	1 218	79%	3 710
Dividends received		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		-	-	-	-	-	-	-	-	-
Licences and permits		76	111	111	23	45	46	(1)	-3%	111
Agency services		163 461	184 673	184 673	21 898	57 472	76 947	(19 475)	-25%	184 673
Transfers and subsidies		73 348	174 269	33 887	-	4 291	14 119	(9 828)	-70%	33 887
Other revenue		105 378	13 704	162 493	954	76 166	67 705	8 461	12%	162 493
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		359 583	392 172	400 579	24 209	142 345	166 908	(24 563)	-15%	400 579
Expenditure By Type										
Employee related costs		149 735	239 508	235 965	29 097	106 900	98 319	8 581	9%	235 965
Remuneration of councillors		10 097	13 360	13 360	742	3 939	5 567	(1 627)	-29%	13 360
Debt impairment		1 198	1 841	1 841	17	17	767	(750)	-98%	1 841
Depreciation & asset impairment		4 543	3 930	3 930	389	1 945	1 638	308	19%	3 930
Finance charges		-	-	-	-	-	-	-	-	-
Bulk purchases		-	-	-	-	-	-	-	-	-
Other materials		3 387	51 197	55 008	2 408	8 737	22 920	(14 183)	-62%	55 008
Contracted services		13 201	32 272	37 729	3 181	8 245	15 721	(7 476)	-48%	37 729
Transfers and subsidies		1 161	1 230	1 230	95	427	513	(86)	-17%	1 230
Other expenditure		169 573	57 894	60 575	4 843	18 482	25 240	(6 757)	-27%	60 575
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Expenditure		352 894	401 232	409 639	40 772	148 693	170 683	(21 990)	-13%	409 639
Surplus/(Deficit)		6 690	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)	(2 573)	0	(9 060)
Transfers and subsidies - capital (municipality and associates) (National / Provincial and District)								-		
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		424						-		
Transfers and subsidies - capital (in-kind - all)								-		
Surplus/(Deficit) after capital transfers & contributions		7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)			(9 060)
Taxation								-		
Surplus/(Deficit) after taxation		7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)			(9 060)
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)			(9 060)
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		7 114	(9 060)	(9 060)	(16 563)	(6 348)	(3 775)			(9 060)

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 30 November 2020 amounts to (R274,254). The resorts were closed after the outbreak of the COVID 19 in South Africa and the declaration of a national disaster, and as a result the municipality presented COVID-relief to the lessees at the resorts. However, the correcting journals for this COVID-relief was only passed during the month of November 2020, which resulted in the net debit balance on the rental of facilities and equipment vote.

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 30 November 2020 amounts to R687,264, the investment balance of the municipality amounted to R138m for the month ended 30 November 2020 and was invested for a period longer than 30 days to optimize interest received on investments. The actual performance is -74% off the year-to-date budget as a result of bulk of investments that have not matured yet, it is invested for more than 30 days, and the interest will only be realised on the date of maturity hence the reason for the under performance against budgeted amount versus actual year-to-date.

Interest raised – Outstanding debtors

The interest on outstanding debtors for the month of 30 November 2020 amounts to R921,300. 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 6% on any additional allocations. The revenue from agency services was R21,897,789 for the month ended 30 November 2020.

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 R73,116,000 for the Equitable Share was received during July 2020. The Local Government Finance Management grant of R1,000,000 and the first instalment of R518,000 for Expanded Public Works Programme was received during August 2020. The municipality received its first instalment of R1,712,000 for the Rural Roads Assets Management Grant during September 2020. The fuel levy share budgeted amount were moved to

other revenue, the municipality received instalments as per agreement and are the performance for year to date in line with budgeted expected amounts. The municipality received R900,000 for Integrated Transport Planning from Provincial Treasury during October 2020. For the month ended 30 November 2020 the municipality have not received any grant funding.

Other revenue / Sundry income

Other revenue reflects an amount of R953,650 for the month ended 30 November 2020. Other revenue mostly consists 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 30 November 2020 amounted to R29,839,415 of an adjusted budgeted amount R249,324,911 that represents 12% of the budgeted amount and 73% of the monthly expenditure.

Debt Impairment / Depreciation and asset impairment

Depreciation recorded for the month ended 30 November 2020 amounts to R389,071.

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. The Asset Verification module has been implemented – the GRAP implementation testing will be done in January 2021.

Other materials

Other materials consists of all inventory consumed purchases for materials and supplies and amounts to R2,407,633 for the month ended 30 November 2020 against an adjusted budgeted amount of R51,197,233. The municipality were closed since lockdown and gradually returned to work as the lockdown level were eased. The actual performance is -59% off the year-to-date budget, since the country moved to level 1 and most employees coming back to work, the procurement of goods and services are expected to increase over the next 7 months.

Contracted services

The contracted services for the month ended 30 November 2020 amounts to R 3,187,484 against an adjusted budgeted amount of R38,121,778. The municipality were closed since lockdown and gradually returned to work as the lockdown level were eased. The actual performance is -48% lower than the year-to-date budget, since the country moved to level 1 and most employees coming back to work, the procurement of goods and services are expected to increase over the next 7 months.

Transfers and subsidies

The transfers and subsidies expenditure for the month ended 30 November 2020 amounts to R95,000 against an adjusted budgeted amount of R 1,230 000. The municipality were closed since lockdown and gradually returned to work as the lockdown level were eased. The actual performance is -17% off the year-to-date budget, since the country moved to level 1 and most employees coming back to work, the procurement of goods and services are expected to increase over the next 2 months.

Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounts to R4,842,555 for month ended 30 November 2020. The municipality were closed since lockdown and gradually returned to work as the lockdown level were eased. The actual performance is -25% off the year-to-date budget, since the country moved to level 1 and most employees coming back to work, the procurement of goods and services are expected to increase over the next 7 months.

The other expenditure consists of the following:

- Operating costs
- Operating Projects (own funds)

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) - M05 November

Vote Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	5 000	5 000	-	4 012	2 083	1 928	93%	5 000
Vote 2 - Budget and Treasury Office		19	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		1 231	-	-	-	-	-	-	-	-
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		-	-	-	-	-	-	-	-	-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		-	1 500	1 500	-	-	625	(625)	-100%	1 500
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		-	-	-	-	-	-	-	-	-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	1 251	6 500	6 500	-	4 012	2 708	1 303	48%	6 500
Single Year expenditure appropriation	2									
Vote 1 - Executive and Council		70	30	30	-	-	13	(13)	-100%	30
Vote 2 - Budget and Treasury Office		1	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		97	1 575	1 575	69	305	656	(351)	-53%	1 575
Vote 4 - Planning and Development		14	30	30	22	24	13	12	93%	30
Vote 5 - Public Safety		3 775	-	-	-	-	-	-	-	-
Vote 6 - Health		2 255	-	-	-	-	-	-	-	-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		245	-	-	-	-	-	-	-	-
Vote 9 - Waste Management		27	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		28	-	-	-	-	-	-	-	-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital single-year expenditure	4	6 512	1 635	1 635	91	329	681	(352)	-52%	1 635
Total Capital Expenditure		7 763	8 135	8 135	91	4 341	3 390	952	28%	8 135

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

SCOA config	No	Project description	Cost centre	Adjusted budget R'	YTD Expenditure R'	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.
71018103001	1	Land	1018	4 800 000,00	3 964 879,32	2 000 000,00	In Process	In Process	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.
71110240001	2	Office Chair	1018	30 000,00		12 500,00	Not started yet	Not started yet	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.
71307102403	3	Upgrade outdated Disaster Recovery Hardware	1307	317 300,00		132 208,33	In Process	Order issued to supplier	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.
71307102418	4	Replace Access Control and Time and Attendance devices to ha	1307	282 163,00	19 130,40	117 567,92	In Process	In Process	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.
71307102422	5	Additional Laptops (15)	1307	199 837,00	199 836,00	83 265,42	Completed	Completed	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.
71307104107	6	Replace outdated Access Points	1307	10 300,00	10 260,87	4 291,67	Completed	Completed	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.
71307104118	7	Printers	1307	29 700,00		12 375,00	Not started yet	Not started yet	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.
71308102201	8	Pool Vehicle	1308	300 000,00		125 000,00	In Process	Order issued to supplier	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.
71314410001	9	Big Scanner Machine and Projector	1314	30 000,00		12 500,00	Not started yet	Not started yet	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.
71316102401	10	Ergonomic Chairs for employees with special needs	1316	50 000,00	14 429,00	20 833,33	In Process	Order issued to supplier	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.
71316103101	11	Fire Alarm System (Mission street): OHS	1316	250 000,00		104 166,67	Not started yet	Not started yet	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.
71316240001	12	Evacuation Chairs	1316	20 000,00	6 903,04	8 333,33	In Process	In Process	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.
71402240001	13	Furniture: LED/Tourism	1402	30 000,00	24 154,85	12 500,00	In Process	In Process	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.
72205160001	14	Calitzdorp Spa Roofs	2205	1 500 000,00		625 000,00	Not started yet	Not started yet	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.
71307104119	15	24 prt Gigabyte POE injectors	1307	11 970,00	11 965,22	4 987,50	Completed	Completed	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.
71307104120	16	QNAP 8-Bay NAS	1307	43 730,00	42 801,00	18 220,83	Completed	Completed	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.
71307104121	17	Insurance / Uneconomical to repair	1307	30 000,00		12 500,00	In Process	Order issued to supplier	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.
71018104102	18	Upgrading of Multimedia Council Chambers	1018	80 000,00	46 940,00	33 333,33	In Process	Order issued to supplier	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.
71018102405	19	Office Furniture: Bitou - Mayor Office	1018	50 000,00	0,00	20 833,33	Not started yet	Not started yet	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.
71018104006	20	Laundry Machines	1018	65 000,00	0,00	27 083,33	Not started yet	Not started yet	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.
71018104007	21	Key Safe Boxes	1018	5 000,00	0,00	2 083,33	Not started yet	Not started yet	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.
Totals				8 135 000,00	4 341 299,70	3 389 583,33				
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 November 2020										
71307104121	17	Insurance / Uneconomical to repair	1307		5 681,00					
71308102201	8	Pool Vehicle	1308		268 592,85					
71307102403	3	Upgrade outdated Disaster Recovery Hardware	1307		363 047,83					
		Total Commitments			637 321,68					

3.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Garden Route - Table C6 Monthly Budget Statement - Financial Position - M05 November

Description	Ref	2019/20	Budget Year 2020/21			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash		144 849	143 131	143 131	214 545	143 131
Call investment deposits		–	–	–	122 000	–
Consumer debtors		10 863	–	–	42 991	–
Other debtors		269	23 956	23 956	(1 166)	23 956
Current portion of long-term receivables			3 867	3 867		3 867
Inventory		2 731	2 731	2 731	3 375	2 731
Total current assets		158 711	173 685	173 685	381 745	173 685
Non current assets						
Long-term receivables			59 705	59 705		59 705
Investments		27	27	27	26	27
Investment property		86 108	86 108	86 108	54 136	86 108
Investments in Associate						
Property, plant and equipment		159 923	166 336	166 336	164 459	166 336
Biological						
Intangible		2 139	2 139	2 139	832	2 139
Other non-current assets						
Total non current assets		248 198	314 316	314 316	219 453	314 316
TOTAL ASSETS		406 909	488 001	488 001	601 198	488 001
LIABILITIES						
Current liabilities						
Bank overdraft						
Borrowing		698			223	–
Consumer deposits		1 052			2 105	–
Trade and other payables		1 199	37 449	37 449	31 424	37 449
Provisions		17 304	37 155	37 155	12 704	37 155
Total current liabilities		20 253	74 604	74 604	46 456	74 604
Non current liabilities						
Borrowing		28	28	28	169	28
Provisions		90 638	144 823	144 823	78 388	144 823
Total non current liabilities		90 666	144 852	144 852	78 557	144 852
TOTAL LIABILITIES		110 920	219 456	219 456	125 012	219 456
NET ASSETS	2	295 989	268 545	268 545	476 186	268 545
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		264 663	249 572	249 572	377 850	249 572
Reserves		31 326	18 973	18 973	98 336	18 973
TOTAL COMMUNITY WEALTH/EQUITY	2	295 989	268 545	268 545	476 186	268 545

3.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Garden Route - Table C7 Monthly Budget Statement - Cash Flow - M05 November

Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates								-		
Service charges								-		
Other revenue		172 185	200 102	203 329	22 601	133 736	67 776	65 959	97%	203 329
Government - operating		170 090	174 269	179 449	-	4 291	59 816	(55 525)	-93%	179 449
Government - capital								-		
Interest		16 264	17 801	17 801	1 609	4 318	5 934	(1 615)	-27%	17 801
Dividends								-		
Payments										
Suppliers and employees		(405 126)	(394 231)	(402 637)	(40 677)	(146 321)	(134 212)	12 108	-9%	(402 637)
Finance charges		-	-	-	-	-	-	-		-
Transfers and Grants		(4 784)	(1 230)	(1 230)	(95)	(427)	(410)	17	-4%	(1 230)
NET CASH FROM/(USED) OPERATING ACTIVITIES		(51 371)	(3 288)	(3 288)	(16 563)	(4 402)	(1 096)	3 306	-302%	(3 288)
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE								-		-
Decrease (Increase) in non-current debtors		-						-		-
Decrease (increase) other non-current receivables			-					-		
Decrease (increase) in non-current investments		-	-		(6 908)	(6 908)		(6 908)	#DIV/0!	
Payments										
Capital assets		(7 763)	(8 135)	(8 135)	(91)	(4 341)	(2 712)	1 630	-60%	(8 135)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(7 763)	(8 135)	(8 135)	(6 999)	(11 249)	(2 712)	8 538	-315%	(8 135)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								-		
Borrowing long term/refinancing								-		
Increase (decrease) in consumer deposits								-		
Payments										
Repayment of borrowing								-		
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	-	-	-	-	-	-		-
NET INCREASE/ (DECREASE) IN CASH HELD		(59 134)	(11 423)	(11 423)	(23 562)	(15 652)	(3 808)			(11 423)
Cash/cash equivalents at beginning:		169 768	154 555	154 555		185 473	154 555			185 473
Cash/cash equivalents at month/year end:		110 634	143 131	143 131		169 821	150 747			174 049

The municipal bank balance at 30 November 2020 totals R31 821 427.06 and the short term deposits balance was R138 000 000.00, therefore the total cash and cash equivalents amounts to R169,821,427.06.

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

REPORTING MONTH: 30 NOVEMBER 2020		
Commitments against Cash & Cash Equivalents		
ITEM	Previous Month R'000	Current Month R'000
Bank balance as at 30 November 2020	4 917 161,94	31 821 427,06
Other Cash & Cash Equivalents: Short term deposits	180 000 000,00	138 000 000,00
Total Cash & Cash Equivalents:	184 917 161,94	169 821 427,06
LESS:	100 856 997,37	84 004 353,35
Unspent Conditional Grants	5 207 021,15	5 207 021,15
Provision for staff leave	13 904 229,27	13 904 229,27
Provision for bonus	3 924 018,00	3 924 018,00
Post Retirement Benefits	37 463 916,00	37 463 916,00
Performance Bonus	1 131 246,00	1 131 246,00
Grant received in advance	9 139 500,00	-
Trade Payables	16 375 546,00	2 487 682,68
YTD Unspent Capital budget	2 711 667,00	-
YTD Unspent Operational budget	10 999 853,95	19 886 240,25
Sub total	84 060 164,57	85 817 073,71
PLUS:	10 158 539,00	10 158 539,00
VAT Receivable	2 148 048,00	2 148 048,00
Receivable Exchange	8 010 491,00	8 010 491,00
	94 218 703,57	95 975 612,71
LESS OTHER MATTERS:		
Capital Replacement Reserve	31 856 144,00	31 856 144,00
Employee Benefits Reserves	33 429 212,00	33 429 212,00
Sub Total	28 933 347,57	30 690 256,71
LESS: CONTINGENT LIABILITIES	7 503 441,00	7 503 441,00
Barry Louis Rae Trust	4 500 000,00	4 500 000,00
Portion of Portion 2 of Farm 238, Hooggekraal	353 441,00	353 441,00
Labour disputes	2 650 000,00	2 650 000,00
Recalculated available cash balance	21 429 906,57	23 186 815,71

PART 2 – SUPPORTING DOCUMENTATION

Section 4 – Debtors' analysis

Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget Statement - aged debtors - M05 November

Description	NT Code	Budget Year 2020/21									Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o 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			
R thousands													
Debtors Age Analysis By Income Source													
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	-	-	-	0	60	-	-	(48)	12	12	-	-
Interest on Arrear Debtor Accounts	1810	227	229	228	222	233	290	1 727	2 030	5 187	4 503	-	-
1820	-	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1900	510	578	195	804	1 285	557	4 029	22 926	30 884	29 600	-	-
Total By Income Source	2000	737	807	423	1 025	1 578	847	5 756	24 908	36 083	34 115	-	-
2019/20 - totals only													
Debtors Age Analysis By Customer Group													
Organs of State	2200	122	32	103	57	254	15	484	1 243	2 310	2 053	-	-
Commercial	2300	-	-	-	-	-	-	-	-	-	-	-	-
Households	2400	(1)	-	0	-	-	-	-	-	(1)	-	-	-
Other	2500	617	775	321	969	1 325	832	5 272	23 665	33 775	32 062	-	-
Total By Customer Group	2600	737	807	423	1 025	1 578	847	5 756	24 908	36 083	34 115	-	-

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 - M05 November

Description	NT Code	Budget Year 2020/21									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	Total	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	207	174	15	38	151	348	8	24	966	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	3	24	1	-	-	-	-	-	27	-
Total By Customer Type	1000	210	198	16	38	151	348	8	24	993	-

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

The reasons for long outstanding creditors include invoices not submitted by suppliers or unresolved 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 November 2020	Movements for the month			Balance as at 30 November 2020	Interest earned Month	Interest earned Year to date
		Investments matured	Investments made	Interest capitalised			
Garden Route District Municipality							
<i>Interest Received YTD</i>	-				-		
<i>Standard Bank</i>	60 000 000,00	-20 000 000,00	6 000 000,00		46 000 000,00	206 805,48	383 480,81
<i>Investec Bank</i>	10 000 000,00	-10 000 000,00	-		-	22 524,65	48 497,25
<i>ABSA</i>	50 000 000,00	-10 000 000,00	-		40 000 000,00	169 641,10	309 759,24
<i>Nedbank</i>	60 000 000,00	-20 000 000,00	6 000 000,00		46 000 000,00	203 543,29	312 833,42
<i>FNB</i>	-	-	6 000 000,00		6 000 000,00		15 623,00
<i>Standard Bank - Bank Guarantee investment</i>	-				-	-	-
BANK DEPOSITS	180 000 000,00	-60 000 000,00	18 000 000,00	-	138 000 000,00	602 514,52	1 070 193,72

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 - M05 November

Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:										
Operating Transfers and Grants										
National Government:		157 166	168 297	172 793	-	76 346	71 997	4 071	5,7%	172 793
Local Government Equitable Share		151 237	162 480	165 707		73 116	69 045	4 071	5,9%	165 707
Finance Management		1 000	1 000	1 000	-	1 000	417			1 000
Municipal Systems Improvement		-	300	300			125			300
EPWP Incentive		1 021	2 072	2 072	-	518	863			2 072
NT - Rural Roads Asset Management Systems		2 425	2 445	3 714	-	1 712	1 548			3 714
Fire Service Capacity Building Grant	3	1 483						-		-
								-		
								-		
								-		
Other transfers and grants [insert description]								-		
Provincial Government:		14 810	3 400	7 311	-	900	3 046	(1 979)	-65,0%	7 311
PT - Integrated Transport Plan		1 800	900	1 800	-	900	750	150	20,0%	1 800
PT - WC Support Grant		1 450	400	400			167			400
PT - Disaster Management Grant		10 000		80			33	(33)	-100,0%	80
PT - WC Support Grant		360		2 108			878	(878)	-100,0%	2 108
PT - Safety Plan Implementation (WOSA)		1 200	2 100	2 923			1 218	(1 218)	-100,0%	2 923
PT - WC Support Grant - Risk Management	4							-		
District Municipality:		-	-	-	-	-	-	-		-
[insert description]								-		
								-		
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
								-		
Total Operating Transfers and Grants	5	171 976	171 697	180 104	-	77 246	75 043	2 092	2,8%	180 104

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 - M05 November

Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:										
		161 684	168 297	172 793	565	2 371	71 997	(69 626)	-96,7%	172 793
Local Government Equitable Share		157 370	162 480	165 707			69 045	(69 045)	-100,0%	165 707
Finance Management		1 000	1 000	1 000	58	307	417	(110)	-26,4%	1 000
Municipal Systems Improvement		-	300	300		259	125	134	107,0%	300
EPWP Incentive		1 629	2 072	2 072	507	1 806	863	942	109,2%	2 072
NT - Rural Roads Asset Management Systems			2 445	3 714	-		1 548	(1 548)	-100,0%	3 714
Fire Service Capacity Building Grant		1 685						-		-
Other transfers and grants [insert description]								-		
Provincial Government:										
		14 810	3 400	7 311	-	-	2 168	(2 168)	-100,0%	7 311
PT - Integrated Transport Plan		1 800	900	1 800	-		750	(750)	-100,0%	1 800
PT - Disaster Management Grant		10 000		80	-		33	(33)	-100,0%	80
PT - WC Support Grant		1 450	400	400	-		167	(167)	-100,0%	400
PT - Safety Plan Implementation (WOSA)		1 200	2 100	2 923	-		1 218	(1 218)	-100,0%	2 923
PT - WC Support Grant - Risk Management		360		2 108	-			-		2 108
District Municipality:										
		-	-	-	-	-	-	-		-
[insert description]								-		
Other grant providers:										
		-	-	-	-	-	-	-		-
[insert description]								-		
Total operating expenditure of Transfers and Grants:										
		176 494	171 697	180 104	565	2 371	74 165	(71 794)	-96,8%	180 104

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 - M05 November

Summary of Employee and Councillor remuneration	Ref	2019/20	Budget Year 2020/21							
		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
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9 340	11 298	11 298	675	3 588	4 708	(1 120)	-24%	11 298
Pension and UIF Contributions		54	242	242	8	34	101	(67)	-66%	242
Medical Aid Contributions		49	78	78	8	31	32	(1)	-4%	78
Motor Vehicle Allowance		86	776	776	-	26	323	(298)	-92%	776
Cellphone Allowance		568	515	515	51	260	215	46	21%	515
Housing Allowances		-	451	451	-	-	188	(188)	-100%	451
Other benefits and allowances		-	-	-	-	-	-	-	-	-
Sub Total - Councillors		10 097	13 360	13 360	742	3 939	5 567	(1 627)	-29%	13 360
% increase	4		32,3%	32,3%						32,3%
Senior Managers of the Municipality										
Basic Salaries and Wages		4 442	4 390	4 390	546	2 346	1 829	517	28%	4 390
Pension and UIF Contributions		161	161	1 420	0	15	592	(577)	-98%	1 420
Medical Aid Contributions		124	105	105	4	20	44	(23)	-54%	105
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		838	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		805	804	804	48	244	335	(91)	-27%	804
Cellphone Allowance		111	142	142	9	45	59	(14)	-24%	142
Housing Allowances		194	-	-	-	-	-	-	-	-
Other benefits and allowances		(211)	770	770	0	1	321	(320)	-100%	770
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Municipality		6 464	6 371	7 630	607	2 670	3 179	(509)	-16%	7 630
% increase	4		-1,4%	18,0%						18,0%
Other Municipal Staff										
Basic Salaries and Wages		86 899	147 256	143 601	12 845	65 807	59 834	5 973	10%	143 601
Pension and UIF Contributions		13 210	24 724	23 502	2 217	9 131	9 793	(662)	-7%	23 502
Medical Aid Contributions		10 314	19 854	19 854	1 376	6 160	8 272	(2 112)	-26%	19 854
Overtime		3 045	4 080	4 092	112	925	1 705	(780)	-46%	4 092
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		6 906	9 079	9 079	808	4 914	3 783	1 131	30%	9 079
Cellphone Allowance		198	122	122	9	39	51	(12)	-24%	122
Housing Allowances		1 311	2 351	2 351	201	862	980	(117)	-12%	2 351
Other benefits and allowances		2 641	17 379	17 442	6 725	9 373	7 268	2 106	29%	17 442
Payments in lieu of leave		6 064	-	-	3 665	4 336	-	4 336	#DIV/0!	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		2 866	8 292	8 292	532	2 685	3 455	(770)	-22%	8 292
Sub Total - Other Municipal Staff		133 454	233 137	228 335	28 490	104 231	95 140	9 092	10%	228 335
% increase	4		74,7%	71,1%						71,1%
Total Parent Municipality		150 014	252 868	249 325	29 839	110 841	103 885	6 955	7%	249 325

Remuneration related expenditure for the month ended 30 November 2020 amounted to R29,839,415.

Section 9 – Municipal manager’s quality certification



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OFFICE OF THE MUNICIPAL MANAGER

Enquiries: Louise Hoek
Reference: 6/1/1 – 20/21
Date: 9 December 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 **30 November 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 30 November 2020.

Print Name MONDE STRATY

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

Signature 

Date 09/12/2020