



A Better Place for All

Main Street
Creighton, 3263

P.O Box 62

Creighton 3263

Phone: +27 39 833 1038

Fax: +27 39 833 1179

Email: mailbox@ndz.gov.za

www.ndz.gov.za

FINANCE COMMITTEE MEETING

AGENDA

FOR THE MEETING TO BE HELD ON

TUESDAY, 18TH SEPTEMBER 2018

AT 10: 00 A.M.

**AT THE DR NKOSAZANA DLAMINI ZUMA LOCAL
MUNICIPALITY COUNCIL CHAMBER, IN CREIGHTON**

FINANCE COMMITTEE MEETING

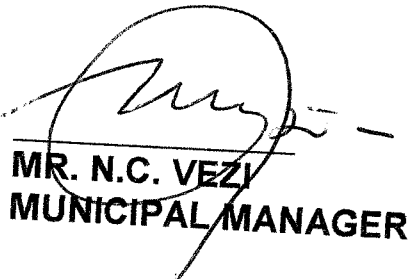
NOTICE OF A FINANCE COMMITTEE MEETING

Dear Members

MEETING OF A FINANCE COMMITTEE

Notice is hereby given in terms of the Municipal Finance Management Act, No 56 of 2003, that a Finance Committee Meeting of the **Dr. Nkosazana Dlamini- Zuma Local Municipality** will be held at **Dr. Nkosazana Dlamini- Zuma Council Chamber**, on **Tuesday 18th September 2018** at **10:00 a.m.** for the purpose of considering the items as contained in the attached agenda.

Yours faithfully



MR. N.C. VEZI
MUNICIPAL MANAGER

INDEX

01. OPENING & WELCOME
02. NOTICE OF THE MEETING
03. APPLICATION FOR LEAVE OF ABSCENCE
04. ACCEPTANCE OF THE AGENDA
05. DECLARATION OF INTEREST
06. ANNOUNCEMENTS
07. PRESENTATIONS
08. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Minutes of a Finance Committee Meeting that was held on the 29th August 2018.

REPORTS FOR NOTING

Nil

REPORTS FOR CONSIDERATION

- | | |
|--|---------|
| 09. REPORT ON SECTION 71 OF MFMA | 1-45 |
| 10. REPORT ON DEBTORS AND REVENUE MANAGEMENT | 46-59 |
| 11. REPORT ON REVENUE ENHANCEMENT STRATEGY | 60-105 |
| 12. REPORT ON DEBTORS COLLECTION | 106-123 |
| 13. REPORT ON EXPENDITURE MANAGEMENT | 124-132 |
| 14. REPORT ON SUPPLY CHAIN MANAGEMENT | 133-150 |
| 15. REPORT ON PROCUREMENT PLAN | 151-157 |
| 16. REPORT ON FLEET MANAGEMENT | 158-162 |
| 17. <u>IN-COMMITTEE REPORTS</u> | |

NIL

18. NOTICE OF MOTION

NIL

19. URGENT REPORTS:

0019.01

0019.02

0019.03

20. CLOSURE

**MINUTES OF DR NDZ FINANCE COMMITTEE MEETING HELD ON
THE 29TH AUGUST 2018 AT 10:00 A.M. AT COUNCIL CHAMBER, IN
CREIGHTON.**

Present:

Cllrs	M.W. Khumalo	- Chairperson
	S.T. Dlamini	- Committee Member
	M.W. Khumalo	- Committee Member
	M.V. Phoswa	- Committee Member
	S.V. Zulu	- Committee Member
Merrs	N.C. Vezi	- Municipal Manager
	KMB Mzimela	- Chief Financial Officer
	P. Mntungwa	- Senior Accountant
	J. Sondezi	- Corporate Services Manager
	Z.L. Dlamini	- Assistant PWBS Manager
Mesdames	O.B. Mdaweni	- Committee Officer

LEAVE OF ABSENCE: Cllr. P.N. Mncwabe - Chairperson

ITEMS	MINUTES	ACTION & TIMEFRAME
01.	<p><u>OPENING: MOMENT OF REFLECTION:</u> The Municipal Manager warmly welcomed all members present. He informed the committee that as per the Standing Rules of Order, if the Chairperson of the meeting is absent the Municipal Manger opens the meeting and requests the committee members to nominate the Acting Chairperson of the day.</p> <p><u>NOMINATION OF THE ACTING CHAIRPERSON:</u> Councillor S.T. Dlamini proposed Councillor M.W. Khumalo to be the Acting Chairperson of the day.</p> <p>Proposed by Cllr. S.T. Dlamini Seconded by Cllr. S.V. Zulu</p> <p>Councillor Khumalo accepted the nomination. He then continued to chair the meeting and thanked the committee members for putting their trust on him.</p>	

	Mr. Z.L. Dlamini opened the meeting with a prayer. The Acting Chairperson (Cllr. M.W. Khumalo) welcomed all members present and thanked them for attending the meeting.	
02.	<u>NOTICE OF THE MEETING</u> The CFO read the Notice of the meeting.	
03.	<u>APPLICATION FOR LEAVE OF ABSENCE:</u> <ul style="list-style-type: none"> • Cllr. P.N. Mncwabe: not well (doctors sick note was attached) 	
04.	<u>ACCEPTANCE OF THE AGENDA</u> The agenda was adopted. Proposed by Cllr. S.V. Zulu Seconded by Cllr. M.V. Phoswa	
05.	<u>DECLARATION OF INTEREST:</u> None.	
06.	<u>OFFICIAL ANNOUNCEMENTS</u> <ul style="list-style-type: none"> • The Municipal Manager announced that the National Council of Province will be at the Dr. Nkosazana Dlamini-Zuma Municipality on the 04th September 2018 to assess the political stability for the Council and progress for the Municipality. 	
07.	<u>CONFIRMATION OF MINUTES OF THE PREVIOUS MINUTES HELD ON THE 30TH JULY 2018</u> The minutes were adopted by the members. Proposed by Cllr. S.T. Dlamini Seconded by Cllr. M.V. Phoswa	
08.	<u>REPORTS FOR NOTING</u> None.	
09.	<u>REPORTS FOR CONSIDERATION:</u> <u>SECTION 71 OF MFMA REPORT: JULY 2018:</u> The CFO gave a briefing on the above report. He apologized to the committee for the late sitting of the Finance Committee due to the preparation of Financial Statements as the Municipality was approaching the new financial year.	

EXPENDITURE ON STAFF SALARIES AND REMUNERATION FOR COUNCILLORS

Percentage spent for staff salaries to date 7%
Percentage spent for Council Remuneration to date 7%

OPERATION REVENUE: ACTUAL REVENUE PER REVENUE SOURCE:

Percentage received to date is 26%

ACTUAL OPERATING EXPENDITURE:

Percentage spent on operational expenditure to date is 5%

ORIGINAL CAPITAL EXPENDITURE:

Percentage spent to date on Capital expenditure as at July 2018/2019 is 2%

MIG EXPENDITURE REPORT:

Percentage spent to date 8%

CASH POSITION AS THE END OF JULY 2018:

CASH AT BANK: R23 635 377.66

STATEMENT OF FINANCIAL POSITION ON CONDITIONAL GRANTS:

The balance of unspent grant as at July is R12 096 231. 73

The report was adopted.

Proposed by Cllr. S.V. Zulu Seconded by Cllr. S.T. Dlamini

10.

MONTHLY SALARIES REPORT:

The purpose of the report is to inform the committee on the salaries and wages expenditure for the month of July 2018 in terms of Section 66 of the Municipal Finance Management Act Guidance

A detailed report was attached to the agenda for more information.

	<p>The report was noted.</p> <p>Proposed by Cllr. S.V. Zulu Seconded by Cllr. S.T. Dlamini</p>	
11.	<p><u>EXPENDITURE REPORT FOR EXPENDITURE MANAGEMENT UNIT:</u></p> <p>A detailed report was attached to the report for more information</p> <p>The report was noted.</p>	
12.	<p>Proposed by Cllr. M.V. Phoswa Seconded by Cllr. S.T. Dlamini</p> <p><u>REPORT ON SUPPLY CHAIN MANAGEMENT FOR THE MONTH OF JULY 2018:</u></p> <p>The purpose of the report is to present to the committee the implementation of the Supply Chain Management Policy on the purchases mad by the municipality for the month ended 31ST July 2018.</p> <p>BUYANI MADLALA SPORTSFIELD:</p> <p>A concern was raised by the committee members on the above project. They were concerned with the name of the project and requested the Acting Chairperson and the Municipal Manager to make a follow up on the naming of the project. The Municipal Manager informed the committee that some projects are not progress very well reason being that of the delay of Senior Managers. He stated that he had requested managers from other local municipalities to assist on projects and Umzimkhulu Municipality responded positively.</p> <p>The report was noted.</p>	
13.	<p>Proposed by Cllr. S.T. Dlamini Seconded by Cllr. S.V. Zulu</p> <p><u>PROGRESS REPORT:</u></p> <p>A detailed report was attached to the agenda for more information.</p> <p>The report was noted.</p>	
14.	<p>Proposed by Cllr. S.T. Dlamini Seconded by Cllr. M.V. Phoswa</p> <p><u>REPORT ON THE FLEET MANAGEMENT:</u></p> <ul style="list-style-type: none"> - Fuel consumption remains high: - Four Traffic vehicles (NIP 1367, NIP 2338, NIP 2186 and NUD 2404) combined consumed about R42, 711.55 of fuel. 	

	<p>- SDLG Grader worked the lowest time because of Mechanical problems.</p> <p>- TLB hours were constantly changing because of the faults in Speedometer.</p> <p>- TLB changes tyres because of the environment it works in.</p> <p>The report was noted.</p> <p>Proposed by Cllr. S.T. Dlamini Seconded by Cllr. S.V. Zulu</p>	
15.	<p><u>REPORT ON THE ESTABLISHMENT OF BUDGET STEERING COMMITTEE:</u></p> <p>The Mayor is required to establish the Municipal Budget Steering Committee as per guidance of the Acts and the establishment to be documented and adopted by the Municipal Council.</p> <p>The report was noted.</p> <p>Proposed by Cllr. S.T. Dlamini Seconded by Cllr. S.V. Zulu</p>	
16.	<p><u>REPORT ON THE 2018/2019 FINAL BUDGET:</u></p> <p>The purpose is to report on the 2018/2019 Final Budget Assessment and comments from Treasury. That the municipality had submitted the Final Budget to Treasury on comments with regards to the 2018/2019 final budget.</p> <p>The report was noted.</p> <p>Proposed by Cllr. M.V. Phoswa Seconded by Cllr. S.V. Zulu</p>	
17.	<p><u>REPORT ON THE POLICIES: OFFICE OF THE MUNICIPAL MANAGER:</u></p> <p>The following policies were attached to the agenda for more information:</p> <ul style="list-style-type: none"> • Customer Care/Bato Pele Policy • Customer Care Charter • Communication Strategy • Complaints Management Policy • PMS Policy (for review) <p>The report was noted.</p>	

	Proposed by Cllr. S.V. Zulu Seconded by Cllr. S.T. Dlamini	
18.	<p><u>REPORT ON THE FOURTH QUARTER/ ANNUAL PERFORMANCE REPORTS:</u></p> <p>The purpose of the report is to table the Annual Performance Report to the Finance Committee for comments and noting. A detailed report was attached to the agenda for more information.</p> <p>The report was noted.</p>	
19.	Proposed by Cllr. S.T. Dlamini Seconded by Cllr. M.V. Phoswa	
	<p><u>CLOSURE:</u></p> <p>With nothing further to discuss the meeting was closed at 11: 55 a.m. Councillor S.V. Zulu closed the meeting with a prayer.</p>	

CLLR. M.W. KHUMALO
ACTING CHAIRPERSON

DATE



**BUDGET AND TREASURY DEPARTMENT
SECTION 71 REPORT FOR THE MONTH OF
AUGUST 2018**

TABLE OF CONTENT

PART A ITEM

	Page No.
1. Purpose of the report.....	3
2. Legal Requirements	3
3. Background and reasons	4
4. Recommendations.....	4

PART B SUPPORTING DOCUMENTS

5. Expenditure on staff salaries and Councillors remuneration.....	5
6. Operating Revenue Actual Revenue Per Revenue Source.....	5
7. Operating Expenditure.....	5
8. Capital Expenditure.....	5
9. MIG Expenditure.....	6
10. Grants Allocation	6
11. Cash and Investment.....	7
12. Cash position.....	7
13. Statement of financial position on conditional grants	7
14. summary of financial affairs of the municipality.....	7
15. MIG and Electrification Project status.....	8-12
16. Schedule C Tables	12

PART A

SECTION 71 FINANCIAL REPORT FOR THE MONTH OF AUGUST 2018

AUTHOR Chief Financial Officer

1ST LEVEL : MANCO

2ND LEVEL : FINANCE COMMITTEE

3RD LEVEL : EXCO

4TH LEVEL : COUNCIL

1. PURPOSE

Council's monthly Financial Monitoring Report aims to provide a regular update on indicators critical to the organisation's financial viability and serve as an early warning tool where remedial action is required.

2. LEGAL REQUIREMENTS

Section 71 of the MFMA requires that the Accounting Officer of a Municipality must by no later than 10 working days after the end of each month, submit to the Mayor of the Municipality, and the relevant Provincial Treasury, a statement in the prescribed format on the state of the municipality's budget reflecting certain particulars for that month and for the financial year up to the end of that month.

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

(2.) The statement must include-

- (i) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revision from initial projections

Section 66 of the MFMA requires the Accounting Officer of a municipality to prepare in a format and for periods as may be prescribed, a report to the council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits and in a manner that discloses such expenditure per type.

Section 54(1) of the MFMA provides that the Mayor of a municipality must take certain actions on the receipt of this report to ensure that the approved budget is implemented in accordance with the projections contained in the SDBIP

3. BACKGROUND AND REASONING

To appraise the Committee about the section 71 and section 66 reports to the Mayor, National and Provincial Treasury.

4. RECOMMENDATION

That this report be noted by Committee

PART B

5. EXPENDITURE ON STAFF SALARIES AND REMUNERATION FOR COUNCILLORS (ANNEXURE A)

EXPENDITURE ON STAFF SALARIES AND REMUNERATION OF COUNCILLORS

Original Budget 2018/2019	Month Budget August 2018	YTD Budget	Month Actual Paid	YTD actual paid	Variance YTD
55 356 399,00	4 613 033,25	9 226 066,50	4 180 945,18	8 103 834,00	1 122 232,50
11 991 369,98	999 280,83	1 998 548,00	893 590,63	1 787 179,00	211 369,00

Percentage spent for Staff Salaries to date 15 %

Percentage spent for Council Remuneration to date 15 %

6. OPERATING REVENUE: ACTUAL REVENUE PER REVENUE SOURCE (ANNEXURE B)

Revenue source	Original Budget 2018/2019	Month Budget August 2018	YTD Budget	Month Actual Received	YTD actual Received	Variance YTD
Rates	36 214 610	3 017 884	6 035 768	961 065	1 774 216	4 261 553
Grants	160 356 000	13 363 000	26 726 000	4 270 000	58 128 000	-31 402 000
Traffic Fines	412 316	34 360	68 719	7 126	10 343	58 376
Other Revenue	21 388 314	1 782 360	3 564 719	202 112	2 139 238	1 425 481

Percentage received to date is 28 %

7. ACTUAL OPERATING EXPENDITURE (ANNEXURE C)

Original Budget 2017/2018	Month Budget August 2018	YTD Budget	Month Actual Paid	YTD actual paid	Variance YTD
167 723 452.12	13 976 954.34	27 953 908.69	9 220 000.81	17 229 913.00	10 723 995.69
					-

Percentage spent on operational expenditure to date is 10 %

8. ORIGINAL CAPITAL EXPENDITURE: AUGUST 2018/2019 (ANNEXURE D)

Original Budget 2018/2019	Actual Spent YTD
R 78 122 240.00	R 3 269 443.70

Percentage spent to date on Capital expenditure as at July 2018/2019 is 4%

9. MIG Expenditure report (ANNEXURE D)

Original Budget 2018/2019	Actual Spent YTD
R 26 666 000.00	R 2 881 707

Percentage spent to date 10 %

10. ALLOCATIONS RECEIVED IN THE PERIOD OF AUGUST 2018 (APPENDIX D)

SOURCE OF FUND	AMOUNT
Finance Management Grant (FMG)	3 870 000.00
Expanded Public Works Programme (EPWP)	400 000.00
TOTALS	4 270 000.00

11. CASH AND INVESTMENTS BALANCES AS AT AUGUST 2018 (ANNEXURE F)

ACCOUNT	AMOUNT
FNB	58 191 238,57
NED BANK	25 132 746,13
INVESTEC	41 038 613,42
STANDARD BANK	87 287,00
PRIMARY ACCOUNT	457 445,23
SALARIES ACCOUNT	191 238,48
MONEY MARKET	1 182 732,91
Cash and Cash Equivalents	126 281 301,74

12. CASH POSITION AS AT THE END OF AUGUST 2018

CASH AT BANK – R 457 445 .23

13. STATEMENT OF FINANCIAL POSITION ON CONDITIONAL GRANTS (ANNEXURE G)

The balance of unspent grant as at August is R 19 162 859.60

14. SUMMARY OF FINANCIAL AFFAIRS OF THE MUNICIPALITY

Cash and cash equivalent	R 126 281 301.74
Less: Unspent Grants	R 19 162 859.60
Available cash and cash equivalents	R 107 118 442.14

15. MIG, ELECTRIFICATION AND INTERNAL FUNDED PROJECTS

2017/2018 Projects

Project Name	Ward	JULY	AUGUST	
Ridge access road	01	The project is practical complete	The project is practical complete	

Kwapitela Creche	01	The project is practical complete	The project is practical complete	
Sidangeni access road	04	The project is practical complete	The project is practical complete	
Dwaleni access road	05	The project is practical complete	The project is practical complete	
Hlathikhulu access road	06	The project is practical complete	The project is practical complete	
Gala community hall	07	The project 70% complete	The project is 80% complete.	
Nyazi access road phase 1	08	The project is 80% complete	The project is 85% complete	
Sdandane access road	09	The project is practical complete	The project is practical complete, defect liability period will lapse on the 15 December 2018	
Zekeleni access road	10	The project is practical complete	The project is practical complete	
Buyani Madlala sport field	11	Construction in progress now at 60% complete	Construction in progress now at 70% complete, and the claim of R 475 893,52 was paid to Quit Storm Trading.	
Mafohla access road	11	The project is practical complete.	The project is practical complete, defect liability	
Manyathela access road	12	The project is practical complete.	The project is practical complete	
Chapter access road	13	The project is practical complete	The project is practical complete, defect liability period will lapse on the 29 November 2018	
Nomandlovu access road	14	The project is practical complete	The project is practical complete, defect liability will lapse on the 29 December 2018 and the claim of R 121 131,08 was paid to Kuyazanwa Business Solutions.	

Sawoti Sport field	15	The project is practical complete.	The practical complete, defect liability will 20 December 2018	
Voyizane Sport field	12	The project is practical complete.	The project is practical complete. Defect liability will lapse on the 28 September 2018	

2018/2019 PROJECTS

Project Name	Ward	JULY		
Zwelisha Access Road	1	The project is at a tender stage and closing date was on the 10 August 2018 and the claim of R 56 919.25 was paid to IX Engineers	The project is at a tender stage and closing date was on the 10 August 2018	
Mahwaqa access road	2	The project is at a tender stage and closing date was on the 10 August 2018 and the claim of R 87 235.50 was paid to IX Engineers	The project is at a tender stage and closing date was on the 10 August 2018	
Underberg taxi rank upgrade	3	The project is at a tender stage and closing date was on the 11 July 2018 and the claim of R297 112.85 was paid to Masakhekulunge Project Managers.	The project is at a tender stage and closing date was on the 11 July 2018	
Goqweni Access Road	4	The project is at a tender stage and closing date was on the 31 July 2018 and the claim of R 82 705.70 was paid to IX Engineers	The project is at a tender stage and closing date was on the 31 July 2018	
Hadebe to Lanaga Access Road	5	The project is at a tender stage and closing date was on the 31 July 2018 and the claim of R93 976.85 was paid to IX Engineers	The project is at a tender stage and closing date was on the 31 July 2018	
Scedeni Hall	6	The project is at a tender stage and closing date was on the 26 July 2018 and the claim of R217 484.55 was paid to Mgamule Consulting	The project is at a tender stage and closing date was on the 26 July 2018 and the claim of R 20 000 was paid to Mgamule Consultant.	
Mnqundekweni Sport field	7	The project is at a tender stage and closing date was on the 24 July 2018	The project is at a tender stage and closing date was on the 24 July 2018	
Sonyongwane to mashayunina access road	8	The project is at a tender stage and closing date was on the 30 July 2018 and the claim of R134 451.10 was paid to IX Engineers	The project is at a tender stage and closing date was on the 30 July 2018	

Sporini Hall	9	The project is at a tender stage and closing date was on the 26 July 2018 and the claim of R195 081.40 was paid to Mgamule Consulting	The project is at a tender stage and closing date was on the 26 July 2018 and the claim of R 20 000 was paid to Mgamule Consulatant	
Gobhogobho Hall	10	The project is at a tender stage and closing date was on the 16 July 2018 2018 and the claim of R 201 912.40 was paid to Mgamule Consulting	The project is at a tender stage and closing date was on the 16 July 2018, and the claim of R 20 000 was paid to Mgamule Consulatant.	
Nkelabantwana access road	11	The project is at a tender stage and closing was on the 31 August 2018 and the claim of R74 508.50 was paid to IX Engineers	The project is at a tender stage and closing was on the 31 August 2018	
D1213 to Plazini access road	12	The project is at a tender stage and the closing date was on the 10 August 2018 and the claim of R60 334.75 was paid to IX Engineers	The project is at a tender stage and the closing date was on the 10 August 2018	
Diphini Access Road	13	The project is at a tender stage and closing date was on the 31 July 2018 and the claim of R95 001.50 was paid to IX Engineers	The project is at a tender stage and the closing date was on the 10 August 2018	
Florence and Diadla Access Road	14	The project is at a tender stage and the closing date was on the 31 July 2018 and the claim of R120 617.75 was paid to IX Engineers	The project is at a tender stage and the closing date was on the 31 July 2018	
Khuphuka access road	15	The project is at a tender stage and closing date was on the 30 July 2018 and the claim of R71 434.55 was paid to IX Engineers	The project is at a tender stage and closing date was on the 30 July 2018	
Creighton Asphalt Road	14	The project is at a tender stage and closing date was on the 27 July 2018	The project is a tender stage adjudication	
Bulwer Ashphalt Roads phase 6	10	The project is at a tender stage and closing date was on the 27 July 2018	The project is a tender stage adjudication	
Donnybrook Asphalt surfacing	13	The project is at tender stage and closing date was on the 27 July 2018	The project is a tender stage adjudication	
Himeville Asphalt surfacing	02	The project is at tender stage and closing date was on the 27 July 2018	The project is a tender stage adjudication	

Centocow Taxi Rank	06	The contractor has been appointed inception date was on the 30 July 2018	The contractor has been appointed inception date was on the 30 July 2018	
Greater stepmore /Ridge	01	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Nhlanhleni/ Goxhill	02	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Underberg	03	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Amakhuze/Cabazi	04	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Khukhulela/ Nomagaga	05	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Centocow/Hlabeni	06	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Gqumeni/ Mnqudekweni	07	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Ngwagwane	08	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Nkwezela	09	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Bulwer	10	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Nkumba	11	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Bhidla/ Sizanenjane	12	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Donnybrook	13	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Mjila/Creighton	14	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	
Greater Sandanezwe/ Masamini	15	The project is at a tender stage and the closing date was on the 19 June 2018	The project is at adjudication stage	

16. SCHEDULE C TABLE

Schedule C table version 6.2 attached.

Appendix B

2.1 Operating Revenue and Expenditure for August 2018

	Original Budget 2018/2019	Month Budget	Month Actual Received/ Paid	Month Billing	YTD Billing	YTD actual Received/ paid	YTD Budget	% spend/Recei ved this month	% spend /Received YTD to date
Rates	36,214,610.00	3,017,884.17	961,064.74		-	1,774,215.80	6,035,768.33	32%	5%
Service charges	998,612.05	83,217.67	-		-	-	166,436.34	0%	0%
Traffic fines	3,731,221.00	310,935.08	120,981.00		-	278,118.55	621,870.17	39%	7%
Licences and Permit	412,315.79	34,359.65	7,126.08		-	10,343.47	68,719.30	21%	3%
Earners Licences	818,917.07	68,243.09	108,222.78		-	208,388.00	136,486.18	159%	25%
Valuation Appeal	379,207.45	31,600.62	31,204.22		-	52,993.30	63,201.24	99%	14%
Municipal Fees	74,783.52	6,231.96	-		-	-	12,463.92	0%	0%
Shared Planner & Building Plan inspection fee	794.26	66.19	-		-	-	132.38	0%	0%
Rent of facilities and equipment	248,970.53	20,747.54	2,415.66		-	5,525.22	41,495.09	12%	2%
Refuse Garden	1,032,393.00	86,032.75	155,366.56		-	172,259.65	172,065.50	181%	17%
Interest received-External Investments	55,809.00	4,650.75	-		-	-	9,301.50	0%	0%
Government grants and subsidies	7,358,706.34	613,225.53	689,145.79		-	1,191,768.92	1,226,451.06	112%	16%
Library lost books	160,356,000.00	13,363,000.00	4,270,000.00		-	58,128,000.00	26,726,000.00	32%	36%
Ground income	2,209.20	184.10	-		-	-	368.20	0%	0%
Printing income	57,992.55	4,832.71	169.56		-	9,037.41	9,665.43	4%	16%
States clearance certificates	4,360.54	363.38	2,313.04		-	2,313.04	726.76	637%	53%
Sale of hay	15,741.08	1,311.76	-		-	87.83	2,623.51	0%	1%
Banker deposits	113,831.66	9,485.97	9,486.00		-	445.21	18,971.94	100%	0%
Meta Training Refund	510,021.17	42,501.76	36,256.68		-	217,200.06	85,003.53	85%	43%
Disposal of PPE	165,023.00	13,751.92	-		-	-	27,503.83	0%	0%
undry income	5,800,202.00	483,350.17	-		-	-	966,700.33	0%	0%
	19,518.81	1,626.57	550.95		-	1,100.31	3,253.13	34%	6%
TOTAL REVENUE	218,371,240.02	18,197,603.34	6,394,303.06	-	-	62,051,796.77	36,395,206.67	35%	28%
Employee related costs	55,356,399.00	4,613,033.25	4,180,945.18		-	8,103,834.00	9,226,066.50	91%	15%
Remuneration of councillors	11,991,369.98	999,280.83	893,590.63		-	1,787,179.00	1,998,561.66	89%	15%
Provision for doubtful debts	4,340,042.16	361,670.18	-		-	-	723,340.36	0%	0%
Depreciation	21,402,125.75	1,783,510.48	-		-	-	3,567,020.96	0%	0%
Repairs and Maintenance	10,968,702.00	914,058.50	1,010,576.55		-	1,561,715.00	1,828,117.00	111%	14%
Finance costs	502,213.23	41,851.10	16,030.90		-	180,034.00	83,702.20	38%	36%
Uncontracted services	22,489,809.00	1,874,150.75	1,293,595.26		-	2,052,357.00	3,748,301.50	69%	9%
General expenses	40,672,791.00	3,389,399.25	1,825,262.29		-	3,544,794.00	6,778,798.50	54%	9%
TOTAL EXPENDITURE	167,723,452.12	13,976,954.34	9,220,000.81	-	-	17,229,913.00	27,953,908.69	66%	10%
Net Surplus (Deficit)	50,647,787.90	4,220,648.99	-2,825,697.75	-	-	44,821,883.77	8,441,297.98	-31%	18%

Appendix C (1)

Capital Project for 2018/2019

Name of Item	Source of Fund	Original Budget 2018/19	Actual spent for August 2018	YTD Actual Spent	% Spent YTD
Computer Equipment	Internal	538,640.00	12,937.99	31,795.99	6%
Furniture and Equipment	Internal	795,000.00	1,999.00	1,999.00	0%
Transport assets	Internal	4,800,000.00			0%
Municipal Offices(parkhome)	Internal	850,000.00			0%
Creighton Asphalt Road	Internal	4,000,000.00	46,084.61	46,084.61	1%
Procurement of Plant and Equipment	Internal	3,500,000.00	228,548.00	228,548.00	7%
Municipal Offices	Internal	1,000,000.00			0%
Bulwer Ashphalt Roads	Internal	3,200,000.00			0%
Municipal building electricity	Internal	300,000.00			0%
Zinkwana Bridge	Internal	300,000.00			0%
Underberg asphalt Surfacing	Internal	4,000,000.00			0%
Donnybrook Asphalt surfacing	Internal	3,500,000.00			0%
Himeville Asphalt surfacing	Internal	4,000,000.00			0%
Centocow Taxi Rank	Internal	1,100,000.00			0%
Chairs and Tables Community Halls	Internal	300,000.00			0%
VIP Toilets for cemeteries 2 per site (4 sites)	Internal	80,000.00			0%
Fencing of Stepmore Cemetery	Internal	200,000.00			0%
Procurement of GPS Equipment	Internal	10,000.00			0%
Procurement of new fire/ upgrade skid unit	Internal	52,600.00			0%
Procure two -way radios x 6	Internal	35,000.00			0%
Lightning Conductors x 5	Internal	75,000.00			0%
Procurement of fire extinguishers	Internal	50,000.00			0%
Procure Fire beaters & Knapsack tanks	Internal	70,000.00			0%
Construction of fire station	Internal	500,000.00			0%
Building of Fresh Produce Market	Internal	500,000.00			0%
Building of Industrial Business Park/Hub	Internal	500,000.00	436,550.72	436,550.72	87%
Creighton Library - Building/Conversion of Maliyavuza School to Librar	Internal	2,500,000.00			0%
4 Caretakers Storage/Rooms	Internal	200,000.00			0%
2 Grass cutting machines	Internal	20,000.00			0%
Extending Fence for Grazing land at Himeville Pound	Internal	150,000.00			0%
Procurement of water troughs on Creighton Pound grazing land	Internal	20,000.00			0%
Procurement of water troughs for Himeville and Creighton Pound	Internal	20,000.00			0%
Extension of grazing land at Himeville Pound	Internal	150,000.00			0%
Procurement of Fire arms x 7	Internal	100,000.00			0%
Procurement of Mayoral Chain	Internal	500,000.00			0%
Zwelisha Access Road	MIG	1,100,000.00		56,919.25	5%
Mahwaqa access road	MIG	1,200,000.00		87,235.50	7%
Underberg taxi rank upgrade	MIG	1,000,000.00		297,112.85	30%
Gogweni Access Road	MIG	1,100,000.00		82,705.70	8%
Hadebe to Lanaga Access Road	MIG	1,200,000.00		93,976.85	8%
Scedeni Hall	MIG	3,300,000.00	20,000.00	237,484.55	7%
Mnqundekweni Sport field	MIG	3,300,000.00			0%
Sonyongwane to mashayunina access road	MIG	1,200,000.00		134,451.10	11%
Sporini Hall	MIG	3,300,000.00	20,000.00	215,081.40	7%
Gobhogobho Hall	MIG	3,300,000.00	20,000.00	221,912.40	7%
Nkelabantwana access road	MIG	1,000,000.00		74,508.50	7%
D1213 to Plazini access road	MIG	1,100,000.00		60,334.75	5%
Diphini Access Road	MIG	1,150,000.00		95,001.50	8%
Florence and Dladla Access Road	MIG	900,000.00		120,617.75	13%
Khuphuka access road	MIG	900,000.00		71,434.55	8%
Ridge access road	MIG	61,218.00			0%
Kwapitela Creche	MIG	88,318.09			0%
Sidangeni access road	MIG	63,828.50			0%
Dwaleni access road	MIG	87,634.22			0%
Hlathikhulu access road	MIG	55,062.00			0%
Gala community hall	MIG	178,463.30			0%
Nyazi access road phase 1	MIG	251,758.00			0%
Sdandane access road	MIG	63,828.50			0%
Zekeleni access road	MIG	41,982.69			0%
Buyani Madlala sport field	MIG	183,680.65	475,893.52	475,893.52	259%
Mafohla access road	MIG	39,839.32			0%
Manyathela access road	MIG	72,631.06			0%
Chapter access road	MIG	49,125.00			0%
Nomandlovu access road	MIG	92,352.54	199,795.21	199,795.21	216%
Sawoti Sport field	MIG	186,940.99			0%
Voyzane Sport field	MIG	99,337.14			0%
Electrification	INEP	13,540,000.00			0%
Total Capital Projects		78,122,240.00	1,461,809.05	3,269,443.70	4%

Appendix D
ALLOCATIONS RECEIVED FOR THE FINANCIAL YEAR 2018/2019

Name of Grant	Original Budget 2018/2019	Actual Received in August 2018	Actual Received YTD 2018/2019	% Received
Equitable Share	111,162,000.00		46,318,000.00	42%
Intergrated National Electrification	13,540,000.00		7,540,000.00	56%
Municipal Infrastructure Grant	26,666,000.00			0%
Financial Management Grant	3,870,000.00	3,870,000.00	3,870,000.00	100%
Provincial of Libraries	2,514,000.00			0%
Community Library Services Grant	950,000.00			0%
Expanded Public Works	1,596,000.00	400,000.00	400,000.00	25%
Maintenance of Sport Facilities Grant	58,000.00			0%
TOTAL	160,356,000.00	4,270,000.00	58,128,000.00	36%

Expenditure Report for August 2018/2019

Item	Description	Approved Annual Budget 2018/2019	Budget Month Aug	Actual Month Aug	Budget YTD (1Mth)	Actual YTD (1Mth)	Actual YTD %
Item : Employee Related Costs - Wage							
20800	Employee Relate:Senior Managem	721,362.00	60,113.00	51,899.59	120,226.00	103,799.00	14%
21000	Employee Relate:Senior Managem	112,923.00	9,410.00		18,820.00	-	0%
21700	Employee Relate:Senior Managem	257,860.00	21,488.00	17,831.26	42,976.00	35,662.00	14%
25300	Employee Relate:Senior Managem	710,775.00	59,231.00	54,707.31	118,462.00	109,414.00	15%
25500	Employee Relate:Senior Managem	59,138.00	4,928.00		9,856.00	-	0%
26000	Employee Relate:Senior Managem	84,692.00	7,057.00	6,625.50	14,114.00	13,251.00	16%
26400	Employee Relate:Senior Managem	100,992.00	8,416.00	4,916.16	16,832.00	6,274.00	6%
29800	Employee Relate:Senior Managem	794,677.00	66,223.00	55,610.21	132,446.00	111,220.00	14%
30900	Employee Relate:Senior Managem	132,552.00	11,046.00	11,154.00	22,092.00	21,654.00	16%
34300	Employee Relate:Senior Managem	759,287.00	63,273.00		126,546.00	-	0%
35200	Employee Relate:Senior Managem	189,991.00	15,832.00		31,664.00	-	0%
38800	Employee Relate:Senior Managem	863,437.00	71,953.00		143,906.00	-	0%
39000	Employee Relate:Senior Managem	36,757.00	3,063.00		6,126.00	-	0%
39700	Employee Relate:Senior Managem	52,516.00	4,376.00		8,752.00	-	0%
99600	Employee Relate:Municipal Staf	37,428,902.00	3,119,067.00	3,189,711.07	6,238,134.00	6,130,190.00	16%
99800	Employee Relate:Municipal Staf	1,125,712.00	93,808.00	10,746.18	187,616.00	21,743.00	2%
100100	Employee Relate:Municipal Staf	649,125.00	54,092.00	29,449.87	108,184.00	42,855.00	7%
100800	Employee Relate:Municipal Staf	423,961.00	35,325.00	6,373.69	70,650.00	13,650.00	3%
101200	Employee Relate:Municipal Staf	10,520.00	876.00	2,000.00	1,752.00	4,000.00	38%
101800	Employee Relate:Municipal Staf	2,162,800.00	180,227.00	20,132.33	360,454.00	81,785.00	4%
102300	Employee Relate:Municipal Staf	68,665.00	5,722.00	20,761.28	11,444.00	20,761.00	30%
102900	Employee Relate:Municipal Staf	395,010.00	32,915.00	73,846.15	65,830.00	74,512.00	19%
103000	Employee Relate:Municipal Staf	235,599.00	19,628.00	33,620.63	39,256.00	171,492.00	73%
103300	Employee Relate:Municipal Staf	315,600.00	26,300.00		52,600.00	-	0%
3000	Employee Related Costs - Wages	47,692,853.00	3,974,369.00	3,589,385.23	7,948,738.00	6,962,262.00	15%
Item : Employee Related Costs - Soci							
24200	Employee Relate:Senior Managem	44,995.00	3,749.00	4,277.40	7,498.00	8,554.00	19%
24400	Employee Relate:Senior Managem	1,878.00	156.00	148.72	312.00	297.00	16%
24900	Employee Relate:Senior Managem	104.00	8.00	8.75	16.00	17.00	16%
28700	Employee Relate:Senior Managem	30,037.00	2,503.00	2,777.40	5,006.00	5,554.00	18%
28900	Employee Relate:Senior Managem	1,878.00	156.00	148.72	312.00	297.00	16%
29400	Employee Relate:Senior Managem	104.00	8.00	8.75	16.00	17.00	16%
33400	Employee Relate:Senior Managem	1,878.00	156.00	148.72	312.00	297.00	16%
33900	Employee Relate:Senior Managem	104.00	8.00	8.75	16.00	17.00	16%
37700	Employee Relate:Senior Managem	36,356.00	3,029.00		6,058.00	-	0%
37900	Employee Relate:Senior Managem	3,756.00	312.00		624.00	-	0%
38400	Employee Relate:Senior Managem	104.00	8.00		16.00	-	0%
42300	Employee Relate:Senior Managem	122,877.00	10,239.00		20,478.00	-	0%
42900	Employee Relate:Senior Managem		-		-	-	0%
103900	Employee Relate:Municipal Staf	26,348.00	2,186.00	1,557.50	4,372.00	3,019.00	11%
104100	Employee Relate:Municipal Staf	2,332,068.00	194,330.00	170,358.77	388,660.00	342,173.00	15%
104200	Employee Relate:Municipal Staf	4,647,964.00	387,322.00	386,105.75	774,644.00	730,583.00	16%
104300	Employee Relate:Municipal Staf	413,095.00	34,416.00	26,010.72	68,832.00	50,747.00	12%
3100	Employee Related Costs - Socia	7,663,546.00	638,586.00	591,559.95	1,277,172.00	1,141,572.00	15%
203200	Remuneration of:Speaker		-		-	-	
203500	Remuneration of:Speaker	581,083.00	48,423.00	46,030.06	96,846.00	92,060.00	16%
203600	Remuneration of:Speaker	46,709.00	3,892.00	3,700.00	7,784.00	7,400.00	16%
204100	Remuneration of:Speaker	87,162.00	7,263.00	6,904.50	14,526.00	13,809.00	16%
206500	Remuneration of:Executive Mayo	726,354.00	60,529.00	57,537.53	121,058.00	115,075.00	16%
206600	Remuneration of:Executive Mayo	46,709.00	3,892.00	3,700.00	7,784.00	7,400.00	16%
207100	Remuneration of:Executive Mayo	108,952.00	9,079.00	8,630.62	18,158.00	17,261.00	16%
208000	Remuneration of:Deputy Executi	549,523.00	45,793.00	46,030.06	91,586.00	92,060.00	17%

Item	Description	Approved Annual Budget 2018/2019	Budget Month Aug	Actual Month Aug	Budget YTD (1Mth)	Actual YTD (1Mth)	Actual YTD %
208100	Remuneration of:Deputy Executi	46,709.00	3,892.00	3,700.00	7,784.00	7,400.00	16%
208600	Remuneration of:Deputy Executi	87,162.00	7,263.00	6,904.50	14,526.00	13,809.00	16%
208700	Remuneration of:Deputy Executi	50,940.00	4,245.00		8,490.00	-	0%
210700	Remuneration of:Total for All	1,938,582.00	161,548.00	52,202.82	323,096.00	104,405.00	5%
211000	Remuneration of:Total for All	5,767,719.00	480,643.00	494,176.88	961,286.00	988,353.00	17%
211100	Remuneration of:Total for All	1,214,428.00	101,202.00	96,200.00	202,404.00	192,400.00	16%
211600	Remuneration of:Total for All	698,552.00	58,212.00	67,873.66	116,424.00	135,747.00	19%
211700	Remuneration of:Total for All	40,783.00	3,398.00		6,796.00	-	0%
3400	Remuneration Of Councillors	11,991,367.00	999,274.00	893,590.63	1,998,548.00	1,787,179.00	15%
Item : Depreciation and asset impair							
18000	Depreciation an:Amortisation	613,316.00	51,109.00		102,218.00	-	0%
18500	Depreciation an:Depreciation	549,952.00	45,829.00		91,658.00	-	0%
18600	Depreciation an:Depreciation	778,480.00	64,873.00		129,746.00	-	0%
18802	Deprec: Rail - Rail Structures	736,400.00	61,366.00		122,732.00	-	0%
19400	Depreciation an:Depreciation	578,600.00	48,216.00		96,432.00	-	0%
19500	Depreciation an:Depreciation	1,262,400.00	105,200.00		210,400.00	-	0%
19801	Deprec.: Roads- Roads	12,254,178.00	1,021,181.00		2,042,362.00	-	0%
20201	Deprec.: Commun. - Halls	4,628,800.00	385,733.00		771,466.00	-	0%
3700	Depreciation and asset impairm	21,402,126.00	1,783,507.00		3,567,014.00	-	0%
Item : Interest Expense - External B							
200700	Interest, Divid:Interest Paid	502,213.00	41,851.00	16,030.90	83,702.00	180,034.00	36%
3900	Interest Expense - External Bo	502,213.00	41,851.00	16,030.90	83,702.00	180,034.00	36%
Item : Bulk Purchases							
200	Bad Debts Writt:	4,340,042.00	361,670.00		723,340.00	-	0%
4100	Bulk Purchases	4,340,042.00	361,670.00		723,340.00	-	0%
Repairs and Maintenance							
12500	Contracted Serv:Contractors	4,150,000.00	345,833.00	388,745.33	691,666.00	464,945.00	11%
12700	Contracted Serv:Contractors	1,038,500.00	86,538.00	26,535.90	173,076.00	46,130.00	4%
14500	Contracted Serv:Contractors	2,500,000.00	208,333.00	494,270.00	416,666.00	808,580.00	32%
14600	Contracted Serv:Contractors	479,871.00	39,988.00	7,937.13	79,976.00	22,623.00	5%
14700	Contracted Serv:Contractors	2,800,331.00	233,357.00	93,088.19	466,714.00	219,437.00	8%
Total Repairs and Maintenance		10,968,702.00	914,049.00	1,010,576.55	1,828,098.00	1,561,715.00	14%
4110	Other Materials	6,621,689.00	551,804.00	98,798.00	1,103,608.00	110,650.00	2%
Item : Contracted Services							
1500	Contracted Serv:Outsourced Ser	1,098,000.00	91,499.00	2,000.00	182,998.00	4,000.00	0%
1700	Contracted Serv:Outsourced Ser	50,000.00	4,166.00		8,332.00	-	0%
2200	Contracted Serv:Outsourced Ser	150,000.00	12,500.00		25,000.00	-	0%
2700	Contracted Serv:Outsourced Ser	300,000.00	25,000.00		50,000.00	29,750.00	10%
3100	Contracted Serv:Outsourced Ser	400,000.00	33,333.00	16,001.10	66,666.00	16,001.00	4%
3200	Contracted Serv:Outsourced Ser	1,003,144.00	83,590.00	109,499.60	167,180.00	152,558.00	15%

Item	Description	Approved Annual Budget 2018/2019	Budget Month Aug	Actual Month Aug	Budget YTD (1Mth)	Actual YTD (1Mth)	Actual YTD %
3400	Contracted Serv:Outsourced Ser	536,209.00	44,681.00	1,698.91	89,362.00	2,118.00	0%
3600	Contracted Serv:Outsourced Ser	1,117,198.00	93,099.00	114,887.00	186,198.00	223,784.00	20%
4800	Contracted Serv:Outsourced Ser	150,000.00	12,500.00		25,000.00	-	0%
5300	Contracted Serv:Outsourced Ser	1,360,000.00	113,333.00	48,600.00	226,666.00	105,300.00	8%
5600	Contracted Serv:Outsourced Ser	5,000,000.00	416,666.00	412,785.03	833,332.00	790,975.00	16%
6200	Contracted Serv:Outsourced Ser	2,138,730.00	178,222.00	128,850.00	356,444.00	168,626.00	8%
6800	Contracted Serv:Consultants an	1,719,448.00	143,286.00	247.85	286,572.00	247.00	0%
7000	Contracted Serv:Consultants an	160,000.00	13,333.00	14,686.32	26,666.00	14,686.00	9%
7500	Contracted Serv:Consultants an	200,000.00	16,666.00		33,332.00	59,000.00	30%
7700	Conserv:Occupational Health&S	50,000.00	4,166.00		8,332.00	-	0%
7800	Contracted Serv:Consultants an	2,200,000.00	183,332.00	323,386.18	366,664.00	323,386.00	15%
8000	Contracted Serv:Consultants an	200,000.00	16,666.00		33,332.00	-	0%
8900	Contracted Serv:Consultants an	500,000.00	41,666.00		83,332.00	-	0%
9000	Conserv:Inf&Plan-Ecological	250,000.00	20,833.00		41,666.00	-	0%
10300	Contracted Serv:Consultants an	1,700,000.00	141,666.00	75,240.00	283,332.00	75,240.00	4%
10500	Conserv:Inf&Plan-Land&Qty Sur	300,000.00	25,000.00		50,000.00	-	0%
10700	Contracted Serv:Consultants an	245,000.00	20,416.00		40,832.00	-	0%
11400	Contracted Serv:Consultants an	830,000.00	69,165.00	13,254.52	138,330.00	13,254.00	2%
12000	Contracted Serv:Contractors	270,000.00	22,499.00		44,998.00	-	0%
13200	Contracted Serv:Contractors	420,000.00	35,000.00	32,458.75	70,000.00	72,348.00	17%
13800	Contracted Serv:Contractors	100,000.00	8,333.00		16,666.00	1,084.00	1%
15200	Contracted Serv:Contractors	21,040.00	1,753.00		3,506.00	-	0%
16300	Contracted Serv:Contractors	21,040.00	1,753.00		3,506.00	-	0%
4200	Contracted Services	22,489,809.00	1,874,122.00	1,293,595.26	3,748,244.00	2,052,357.00	9%
Item : Other Expenditure							
815400	Transfers and S:Operational	1,778,000.00	148,166.00	298,187.65	296,332.00	298,187.00	17%
213700	Operating Lease:Land	56,128.00	4,677.00		9,354.00	8,294.00	15%
214300	Operational Cos:Achievements a	393,850.00	32,818.00		65,636.00	-	0%
201800	Inventory Consu:Consumables	989,689.00	82,471.00		164,942.00	1,352.00	0%
202100	Inventory Consu:Materials and	5,632,000.00	469,333.00	98,798.00	938,666.00	109,298.00	2%
214600	Operational Cos:Advertising, P	854,000.00	71,166.00		142,332.00	-	0%
214700	Operational Cos:Advertising, P	792,863.00	66,067.00	9,010.59	132,134.00	22,676.00	3%
214800	Operational Cos:Advertising, P	241,521.00	20,126.00		40,252.00	-	0%
214900	Operational Cos:Advertising, P	450,000.00	37,499.00		74,998.00	-	0%
215000	Operational Cos:Advertising, P	200,000.00	16,666.00	39,910.00	33,332.00	39,910.00	20%
215200	Operational Cos:Advertising, P	180,000.00	15,000.00		30,000.00	-	0%
215300	Operational Cos:Advertising, P	250,000.00	20,833.00	32,115.01	41,666.00	37,908.00	15%
215600	Operational Cos:External Audit	1,800,000.00	150,000.00		300,000.00	-	0%
215800	Operational Cos:Bank Charges,	219,039.00	18,253.00	8,209.74	36,506.00	20,414.00	9%
216400	Operational Cos:Bargaining Cou	675,200.00	56,266.00	5,000.00	112,532.00	588,360.00	87%
216700	Operational Cos:Bursaries (Emp	522,265.00	43,522.00	170,340.00	87,044.00	216,550.00	41%
217600	Operational Cos:Courier and De	206,099.00	17,174.00	23,757.83	34,348.00	23,757.00	12%
217900	Operational Cos:Communication	4,418.00	368.00	1,201.22	736.00	1,766.00	40%
218500	Operational Cos:Communication	1,501,500.00	125,125.00	147,763.65	250,250.00	245,010.00	16%
219400	Operational Cos:Deeds	4,474.00	372.00	40.35	744.00	5,475.00	122%
219500	OperCost:Drivers Licences&Perm	30,000.00	2,500.00		5,000.00	-	0%
220600	Operational Cos:External Compu	339,420.00	28,284.00		56,568.00	-	0%
221200	OperCost:Ext Comp Serv-Softwar	150,000.00	12,500.00		25,000.00	-	0%
221300	Operational Cos:External Compu	300,000.00	25,000.00	43,292.17	50,000.00	91,546.00	31%
222800	Operational Cos:Insurance Unde	1,194,100.00	99,508.00	151,557.17	199,016.00	318,787.00	27%
223000	Operational Cos:Learnerships a	5,109,344.00	425,778.00		851,556.00	-	0%
223400	Operational Cos:Licences	226,607.00	18,882.00		37,764.00	642.00	0%
223700	Operational Cos:Municipal Serv	2,233,213.00	186,099.00	177,635.23	372,198.00	311,766.00	14%
224000	OperCost:Registration Prof&Reg	6,331.00	527.00		1,054.00	-	0%
224200	Operational Cos:Registration F	1,070,000.00	89,165.00	8,300.00	178,330.00	10,300.00	1%
224700	Operational Cos:Printing, Publ	2,014,837.00	167,901.00	136,380.10	335,802.00	136,492.00	7%
224800	Operational Cos:Professional B	56,617.00	4,718.00		9,436.00	1,043.00	2%
224900	Operational Cos:Remuneration t	900,000.00	75,000.00	57,000.00	150,000.00	57,000.00	6%
225300	Operational Cos:Skills Develop	653,971.00	54,488.00	37,998.35	108,976.00	73,447.00	11%

Item	Description	Approved Annual Budget 2018/2019	Budget Month Aug	Actual Month Aug	Budget YTD (1Mth)	Actual YTD (1Mth)	Actual YTD %
225600	Operational Cos:Signage	150,000.00	12,500.00		25,000.00	-	0%
225700	Operational Cos:Storage of Fil	30,000.00	2,500.00		5,000.00	-	0%
226900	Operational Cos:Travel and Sub	3,523,426.00	293,613.00	130,685.24	587,226.00	360,752.00	10%
227000	Operational Cos:Travel and Sub	7,000.00	583.00		1,166.00	-	0%
227400	Operational Cos:Travel and Sub	155,080.00	12,922.00	50,154.00	25,844.00	50,154.00	32%
227900	OperCost:Trav&Subs-Dom Air Tra	185,000.00	15,416.00	12,702.66	30,832.00	28,117.00	15%
229700	Operational Cos:Travel and Sub	235,000.00	19,582.00		39,164.00	7,456.00	3%
229800	Operational Cos:Uniform and Pr	1,336,488.00	111,373.00	29,640.00	222,746.00	44,640.00	3%
230100	Operational Cos:Wet Fuel	2,369,185.00	197,430.00	141,297.83	394,860.00	402,593.00	17%
230200	Operational Cos:Workmen's Comp	121,506.00	10,125.00		20,250.00	-	0%
230400	Operational Cos:Indigent Relie	160,046.00	13,337.00	8,250.00	26,674.00	11,950.00	7%
230600	Operational Cos:Parking Fees	13,575.00	1,130.00	610.50	2,260.00	1,677.00	12%
230700	Operational Cos:Seating Allowa	31,560.00	2,630.00		5,260.00	-	0%
230800	Operational Cos:Hire Charges	1,319,439.00	109,950.00	5,425.00	219,900.00	17,475.00	1%
4400	Other Expenditure	40,672,791.00	3,389,343.00	1,825,262.29	6,778,686.00	3,544,794.00	9%

Workings: Calculation of Cash Coverage Ratio 2018/2019

Municipality:	Dr Nkosazana Dlamini Zuma Municipality
Prepared by Budget Intern:	M.N Xaba
Reviewed by Senior Accountant:	P.M Mtungwa
Approved by CFO:	KMB Mzimela
Date completed:	2018/09/12

Cash Coverage Ratio: Indicates the municipality's ability to meet at least its monthly fixed operating commitments without collecting any additional revenue during that month.

norm: 3 months

Calculation of Cash Coverage Ratio

Description	2018/19	
	R thousand	Final Budget
Surplus/Deficits - A8(Cash and Cash Equivalents+Investments-Commitments)		99 792
Cash/cash equivalents at the year end	126 281	
Other current investments > 90 days	-	
Non current assets - Investments	-	
Less: Application of Cash and Investments		
Unspent conditional transfers	19 163	
Unspent borrowing		
Other working capital requirements		
Other provisions		
Retention	7 327	
Reserves to be backed by cash/investments		
Fixed Operating Commitments		
Employee Related Costs	4 181	
Remuneration of councillors	894	
Operating lease(rent premises and machines etc)		
Contracted services	881	
Security Services	413	
Insurance	152	
Telephone costs	148	
Current portion of long term loan(if applicable). NB: include Finance charges	16	
Audit Fees	-	
Bank Charges	8	
Fuel and Oil	141	
Printing and Stationery	136	
Protective Clothing and Uniforms	30	
Ward committee expenses	-	
Other expenses	2 221	
Total Fixed Operating Commitments	9 220	
Monthly Fixed Operating Commitments	9 220	
Cash Coverage Ratio*		10.8

* Cash Coverage Ratio Formula =

$$\frac{\text{Net Cash (Cash equivalents+Investments-Commitments)}}{\text{Monthly Fixed Operating Commitments}}$$

viii) COMPLIANCE CHECKLIST ON SECTION 75 REPORT FOR AUGUST 2018

Information to be placed on websites of the Municipality

The following information is included into our website as per section 75 of the MFMA

- 1) The accounting officer of a municipality must place on the website referred to in section 21A of the Municipal Systems Act the following documents of the municipality:
 - a) The annual and adjustments budgets and all budget-related documents;
 - b) All budget-related policies;
 - c) The annual report;
 - d) All performance agreements required in terms of section 57(1) (b) of the Municipal Systems Act
 - e) All service delivery agreements
 - f) All supply chain management contracts above a prescribed value;
 - g) An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14(2) or (4) during the previous quarter;
 - h) All quarterly reports tabled in the council in terms of section 52(d);
 - i) Any other documents that must be placed on the website in terms of this Act or any other applicable legislation, or as may be prescribed.

Prepared by:



Date 12/09/2018


Reviewed by:

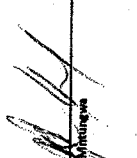


Date: 12/09/18

DR NICOSAZANA DLAMINI-ZUMA LOCAL MUNICIPALITY
GRANTS SUMMARY AUGUST 2018-2019

GRANT NAME	BUDGET FOR THE YEAR	ROLL-OVER/OPENING BALANCE	APPROVED BY NATIONAL TREASURY	AMOUNT WITHHELD BY NATIONAL TREASURY	RECEIVED	TOTAL	TOTAL SPENT TO DATE	TOTAL UNSPENT TO DATE
NATIONAL TREASURY GRANTS								
MIG	26 686 000	0	0	0	0	0	2 881 707	-3 881 707
PMG	3 870 000	0	0	3 870 000	3 870 000	3 870 000	762 204	3 107 796
SPWP	1 596 000	0	0	400 000	400 000	400 000	421 825	-21 825
MDTG	0	7 040 390,00	0	0	7 040 390,00	7 040 390,00	872 538	6 167 852
ELECTRIFICATION GRANT	13 540 000	0	0	0	7 540 000	7 540 000		7 540 000
SUB-TOTAL	45 672 000,00	7 040 390,00	-	-	11 810 000,00	11 850 390,00	8 938 275,09	11 912 114,91
ICM PROVINCIAL GRANTS								
LIBRARY SERVICE GRANT	3 464 000,00						512 662,31	(512 662,31)
EXERCISE WORK STUDY		244 500,00				244 500,00	150 000,00	94 500,00
CONCOL & MGR OF SYSTEM RECORD		19 822,00				19 822,00		19 822,00
SUB-TOTAL	3 464 000,00	264 322,00	-	-	-	264 322,00	662 662,31	(98 340,31)
OTHER								
GIS		292 621,00				292 621,00		292 621,00
ANTI CORRUPTION GRANT		371 343,00				371 343,00		371 343,00
		463 964,00				463 964,00		463 964,00
HOUSING OPERATING ACCOUNT		5 185 121,00				5 185 121,00		5 185 121,00
		5 185 121,00				5 185 121,00		5 185 121,00
TOTAL	49 138 000,00	12 953 797,00	-	-	11 810 000,00	24 765 797,00	5 600 937,40	19 162 859,60
SCHEDULE FOR HOUSING GRANTS								
MUNICIPAL HOUSING GRANT		4 262 478,56				4 262 478,56		4 262 478,56
TOTAL	0	4 262 478,56	0	0	0	4 262 478,56	0	4 262 478,56
TOTALS FOR GRANTS	49 138 000,00	17 216 275,56	-	-	11 810 000,00	29 028 275,56	5 600 937,40	23 427 338,16

PREPARED BY:  S. JH
DATE: 11-09-2018

APPROVED BY:  M. Mthembu
DATE: 11-09-2018

ANNEXURE F

DR NKOSAZANA DLAMINI ZUMA MUNICIPALITY

INVESTMENT REGISTER 2018/2019 AS AT 31 AUGUST 2018

Vote Numbers	Description	Account number	Opening balance 01-Jul-18	Invested as at 31 August 2018	Withdrawals as at August 2018	Bank Charges	Interest capitalised	Accruals as at 31-Aug-18	Closing Balance Bank statement 31-Aug-18	Closing Balance as per Main Ledger 31-Aug-18	%
4 030 101 687 0	FNB CALL DEPOSIT	74165605518	790 899.37	-	-	-	6 512.24	-	797 211.61	797 211.61	1%
4 030 101 608 0	FNB MONEY MARKET	62008452071	26 775 098.87	-	-	(37.00)	223 320.50	-	26 998 382.37	26 998 382.37	22%
4 030 101 299 0	FNB CALL DEPOSIT	62544294987	3 950 907.10	311 571.46	-	(37.00)	39 223.02	-	4 301 664.58	4 301 664.58	3%
4 030 101 384 0	FNB CALL DEPOSIT	62544297436	5 365 119.20	-	(311 571.46)	(37.00)	51 989.70	-	5 105 500.44	5 105 500.44	4%
4 030 101 779 0	FNB CALL ACCOUNT	62550105011	99 170.71	-	-	(37.00)	970.88	-	100 104.59	100 104.59	0%
4 030 101 183 0	FNB BUSINESS MONEY MARI	62235619197	2 836 105.20	18 000 000.00	-	-	52 269.78	-	20 888 374.98	20 888 374.98	17%
4 030 101 615 0	NED BANK INVESTMENT	0377881096635/000018	11 778 039.81	-	-	-	178 991.82	-	11 955 031.43	11 955 031.43	10%
4 030 101 403 0	NED BANK INVESTMENT	0377881096635/000020	12 318 170.13	-	-	-	187 231.81	-	12 505 401.94	12 505 401.94	10%
4 030 101 436 0	INVESTEC BANK	90109753986	661 417.11	-	-	-	10 895.85	-	672 312.76	672 312.76	1%
4 030 101 005 0	INVESTEC BANK	1100540834-500	451 705.86	-	-	-	4 885.38	-	456 591.24	456 591.24	0%
4 030 101 002 0	INVESTEC BANK	1100540834-450	20 130 442.63	-	-	-	248 206.58	-	20 378 649.41	20 378 649.41	16%
4 030 101 042 0	STANDARD BANK	520709336	-	20 000 000.00	-	(398.72)	203 372.77	-	20 203 372.77	20 203 372.77	16%
TOTAL			85 242 561.91	38 311 571.46	(311 571.46)	(646.72)	1 207 869.93	-	124 449 885.12	124 449 885.12	100%

BALANCE AS PER AFS 2018/2019

Accrued Interest 85 242 561.91

Interest on Primary bank account 109 381.99

Interest on Salaries 3 795.31

Interest on Money market 8 941.64

Total interest on Investments 1 329 988.87

FNB 58 191 238.57


NED BANK 25 132 746.13

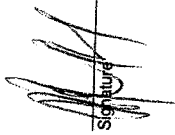
INVESTEC 41 038 613.42

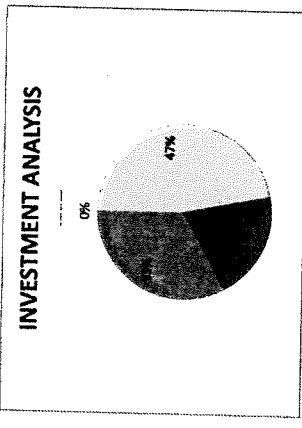
STANDARD BANK 87 287.00

124 449 885.12

Cash and Cash Equival 126 281 391.74

Prepared by:  Date: 05/09/18

Approved by:  Date: _____





FNB
First National Bank

how can we help you?



1853
***INGWE MUNICIPALITY**
1 MAIN RD
CREIGHTON
3263

Business Investment Desk Branch
1 First Place, Mezzanine Fl, Bank City
P.O. Box 1153
Johannesburg, 2000
e-Mail ipp@fnb.co.za
Web fnb.co.za
Branch Code 00878

Tax Invoice/Statement Number 37

Customer VAT Reg. No. Not Provided
Bank VAT Reg. No. 4210102051
Product Bus 32 Day Interest Plus Acc
Account Number 74165605518
Statement Period 22 May 2018 to 22 August 2018

Date	Description	Amount	Balance
Opening Balance as at 22 May 2018		ZAR	787 688.89 Cr
22 Jun 2018	Interest payment generated	3 010.48 Cr	790 699.37 Cr
02 Jul 2018	Cr.int.rate 5,00000	0.000.00 Cr	790 699.37 Cr
22 Jul 2018	Interest payment generated	3 141.13 Cr	793 840.50 Cr
22 Aug 2018	Interest payment generated	3 371.11 Cr	797 211.61 Cr
Closing Balance as at 22 August 2018		ZAR	797 211.61 Cr

If there is an entry on your statement you wish to query, please contact your nearest FNB branch or FNB Telephone Banking Enquiries at 087 320 4321 as soon as possible, preferably within 30 days, in order that it may be investigated.

First National Bank - a Division of FirstRand Bank Limited. Reg No. 1929/001225/06.
An Authorised Financial Services and Credit Provider (NCRCP20).

The VAT rate has increased from 14% to 15% from 1 April 2018.

Inclusive of VAT @ 15.00%
Total VAT included on this statement R0.00
Total Bank Charges R0.00





FNB
First National Bank

how can we help you?

✉ Business Investment Desk Branch
P.O. Box 1153
Johannesburg, 2000
✉ info@fnb.co.za
🌐 fnb.co.za
Branch Code 250155
Lost Cards 087-575-9444
Account Enquiries 087-320-4321

Copy Tax Invoice/Statement Number : 185

BBST185 032259
CREIGHTON TRANSITIONAL COUNCIL
CALL ACC
PO BOX 62
CREIGHTON
3263

Customer VAT Registration Number Not Provided
Bank VAT Registration Number 4210102051
Product Money Market Investment
Account Number 62008452071
Statement Period 31 July 2018 - 31 August 2018
Statement Date 31 August 2018

Account Transactions

Date	Description	Amount	Balance	Accrued Bank Charges
Opening Balance as at 31 July 2018		ZAR	26,886,508.79 Cr	
31 Aug	Int On Credit Balance	111,892.08 Cr	26,998,400.87 Cr	
31 Aug	#Statement Fee	0.00	26,998,400.87 Cr	
31 Aug	#Value Added Serv Fees	18.50	26,998,382.37 Cr	18.50
Closing Balance as at 31 August 2018		ZAR	26,998,382.37 Cr	

Please contact us within 30 days from your statement date, should you wish to query an entry on this statement (incl. card transactions done during this statement period, but not yet reflecting). Should we not hear from you, we will assume that you have received the statement and that it is correct.

Inclusive of VAT @ 15.00% = R 2.41 Dr
Total VAT Charged : R 2.41 Dr

First National Bank - a division of FirstRand Bank Limited. Registration Number 1929/001225/06.
An Authorised Financial Services and Credit Provider (NCRCP20).

On 29 March 2018, the Prime Lending Rate changed to 10.00%. This may impact the rate on any of your credit facilities.

Branch Number	Account Number	Date	DDA CE/CA/00/KY/KY/NA/B9/M6/CK/N	FNMMA
878	62008452071	18/08/31	Money Market Investment	



FNB
First National Bank

how can we help you?

Business Investment Desk Branch
P.O. Box 1153
Johannesburg, 2000
info@fnb.co.za
fnb.co.za
Branch Code 250155
Lost Cards 087-575-9444
Account Enquiries 087-320-4321

Copy Tax Invoice/Statement Number : 40

BBST40 032260
MUNICIPAL HOUSING OPERATION ACC
PO BOX 62
CREIGHTON
3263

Customer VAT Registration Number Not Provided
Bank VAT Registration Number 4210102051
Product Call Account
Account Number 62544294987
Statement Period 31 July 2018 - 31 August 2018
Statement Date 31 August 2018

Account Transactions

Date	Description	Amount	Balance	Accrued Bank Charges
Opening Balance as at 31 July 2018		ZAR	3,970,183.09 Cr	
21 Aug	FNB OB Trf FNB OB Trf Commercial Nstd Call	311,571.46 Cr	4,281,754.55 Cr	
25 Aug	#Statement Fee	0.00	4,281,754.55 Cr	18.50
25 Aug	#Value Added Serv Fees	18.50	4,281,736.05 Cr	
31 Aug	Int On Credit Balance	19,928.53 Cr	4,301,664.58 Cr	
Closing Balance as at 31 August 2018		ZAR	4,301,664.58 Cr	

Please contact us within 30 days from your statement date, should you wish to query an entry on this statement (incl. card transactions done during this statement period, but not yet reflecting). Should we not hear from you, we will assume that you have received the statement and that it is correct.

Inclusive of VAT @ 15.00% = R 2.41 Dr
Total VAT Charged : R 2.41 Dr

First National Bank - a division of FirstRand Bank Limited. Registration Number 1929/001225/06.
An Authorised Financial Services and Credit Provider (NCRCP20).

On 29 March 2018, the Prime Lending Rate changed to 10.00%. This may impact the rate on any of your credit facilities.

Branch Number	Account Number	Date	DDA PB/CA/00/WJWJMM/G7/C3/DM/N	FNMMA
878	62544294987	18/08/31	Call Account	



FNB
First National Bank

how can we help you?

Business Investment Desk Branch
P.O. Box 1153
Johannesburg, 2000
info@fnb.co.za
fnb.co.za
Branch Code 250155
Lost Cards 087-575-9444
Account Enquiries 087-320-4321

Copy Tax Invoice/Statement Number : 40

BBST40 032261
HOUSING DEVELOPMENT FUND
PO BOX 62
CREIGHTON
3263

Customer VAT Registration Number Not Provided
Bank VAT Registration Number 4210102051
Product Call Account
Account Number 62544297436
Statement Period 31 July 2018 - 31 August 2018
Statement Date 31 August 2018

Account Transactions

Date	Description	Amount	Balance	Accrued Bank Charges
Opening Balance as at 31 July 2018		ZAR	5,391,301.58 Cr	
21 Aug	FNB OB Trf FNB OB Trf 000000002 Commercial Nstd Call	311,571.46	5,079,730.12 Cr	
25 Aug	#Statement Fee	0.00	5,079,730.12 Cr	18.50
25 Aug	#Value Added Serv Fees	18.50	5,079,711.62 Cr	
31 Aug	Int On Credit Balance	25,788.82 Cr	5,105,500.44 Cr	
Closing Balance as at 31 August 2018		ZAR	5,105,500.44 Cr	

Please contact us within 30 days from your statement date, should you wish to query an entry on this statement (incl. card transactions done during this statement period, but not yet reflecting). Should we not hear from you, we will assume that you have received the statement and that it is correct.

Inclusive of VAT @ 15.00% = R 2.41 Dr
Total VAT Charged : R 2.41 Dr

First National Bank - a division of FirstRand Bank Limited. Registration Number 1929/001225/06.
An Authorised Financial Services and Credit Provider (NCRCP20).

On 29 March 2018, the Prime Lending Rate changed to 10.00%. This may impact the rate on any of your credit facilities.

Branch Number	Account Number	Date	DDA PB/CA/00/WJ/WJ/MM/G7/C3/DM/N	FNMMA
878	62544297436	18/08/31	Call Account	



how can we help you?

Business Investment Desk Branch
 P.O. Box 1153
 Johannesburg, 2000
info@fnb.co.za
fnb.co.za
 Branch Code 250155
 Lost Cards 087-575-9444
 Account Enquiries 087-320-4321

Copy Tax Invoice/Statement Number : 39

BBST39 032262
 *INGWE MUNICIPALITY
 BULWER COMMUNITY SERVICE CENTRE
 BULWER COMMUNITY SERVICE CENTR
 PO BOX 62
 CREIGHTON
 3263

Customer VAT Registration Number Not Provided
 Bank VAT Registration Number 4210102051
 Product Call Account
 Account Number 62550105011
 Statement Period 31 July 2018 - 31 August 2018
 Statement Date 31 August 2018

Account Transactions

Date	Description	Amount	Balance	Accrued Bank Charges
Opening Balance as at 31 July 2018		ZAR	99,636.51 Cr	
28 Aug	#Statement Fee	0.00	99,636.51 Cr	18.50
28 Aug	#Value Added Serv Fees	18.50	99,618.01 Cr	
31 Aug	Int On Credit Balance	486.58 Cr	100,104.59 Cr	
Closing Balance as at 31 August 2018		ZAR	100,104.59 Cr	

Please contact us within 30 days from your statement date, should you wish to query an entry on this statement (incl. card transactions done during this statement period, but not yet reflecting). Should we not hear from you, we will assume that you have received the statement and that it is correct.

Inclusive of VAT @ 15.00% = R 2.41 Dr
 Total VAT Charged : R 2.41 Dr

First National Bank - a division of FirstRand Bank Limited. Registration Number 1929/001225/06.
 An Authorised Financial Services and Credit Provider (NCRCP20).

On 29 March 2018, the Prime Lending Rate changed to 10.00%. This may impact the rate on any of your credit facilities.

Branch Number	Account Number	Date	DDA PB/CA/00/WJWJ/MM/G7/C3/DM/N	FNMA
878	62550105011	18/08/31	Call Account	



FIRST NATIONAL BANK
 2 Kikembe Drive
 Umlanga Rocks
 4320
 www.fnb.co.za

how can we help you?

03 SEPTEMBER 2018

THE CFO
 DR NKOSAZANA DLAMINI ZUMA LOCAL MUNICIPALITY
 CREIGHTON MAIN STREET
 CREIGHTON
 3263



Account Name : DR NKOSAZANA DLAMINI ZUMA LOCAL MUNICIPALITY
 Account Number: 62235619197

S TRAN. DESCRIPTION	TRAN. AMOUNT	FEE	DATE	ACCT. BALANCE
FNB OB TRF TRANSFER F	18,000,000.00		08/07	20,847,527.32
INT ON CREDIT BALANCE	40,847.66		08/18	20,888,374.98

STATEMENT



003001000000000378810986353108182

THE INVESTMENT MANAGER
 DR NKOSAZANA DLAMINI ZUMA MUNICIPALITY
 P O BOX 62
 CREIGHTON
 UMZINTO
 3263

Branch	Domestic Treasury
Account Number	03/7881098635/000018
Date	31 August 2018
Statement Period	2018-08-01 to 2018-09-01
Type of Investment	Call Deposit
Statement Frequency	Month End

Nedbank Contact Details

Business Banking	Nedbank Head Office, 135 Rivonia Road, Sandown, Sandton, 2196, South Africa 0860 115 060 business@nedbank.co.za
------------------	--

Make Investments Happen

This statement is electronically generated and requires no signature by Nedbank.
 Please examine this statement soonest. If no error is reported within 30 days after receipt, the statement will be considered as being correct.
 Please note that month-end statements include transactions up to and including the last day of the month as well as interest transactions for the first day of the next month.

Transaction date	Description and additional information	Movement	Rate	Days	Accrued interest	Amount
2018-08-01	Opening Balance					11 894 418.78
2018-08-31	Int Accrued On R11 894 418.78 From 2018-08-01 To 2018-08-31		6,0000	31	60 612.65	11 894 418.78
2018-09-01	Int Capitalised Effective 2018-09-01	60 612.65			-60 612.65	11 955 031.43
2018-09-01	Closing Balance					11 955 031.43

Yours sincerely
NEDBANK LIMITED

Nedbank Limited Reg No 1951/000009/06, VAT Reg No 4320116074, Nedbank 135 Rivonia Campus, 135 Rivonia Road, Sandown, Sandton, 2196, South Africa.
 Authorised financial services and registered credit provider (NCRCP16)

Directors: V Naidoo (Chairman) MWT Brown (Chief Executive) HR Brody BA Dames NP Dongwana ID Gladman (British) EM Kruger RAG Leith
 PM Makwana L Manzini Dr MA Matooane RK Morathi (Chief Financial Officer) MP Moyo JK Netshitenzhe MC Nkuhlu (Chief Operating Officer)
 S Subramoney MI Wyman (British)
 Company Secretary: TSB Jali 11.06.2018

STATEMENT



003001000000000378810986353108182

THE INVESTMENT MANAGER
 DR NKOSAZANA DLAMINI ZUMA MUNICIPALITY
 P O BOX 62
 CREIGHTON
 UMZINTO
 3263

Branch	Domestic Treasury
Account Number	03/7881098635/000020
Date	31 August 2018
Statement Period	2018-08-01 to 2018-09-01
Type of Investment	Call Deposit
Statement Frequency	Month End

Nedbank Contact Details

Business Banking	Nedbank Head Office, 135 Rivonia Road, Sandown, Sandton, 2196, South Africa 0860 115 060 business@nedbank.co.za
------------------	--

Make Investments Happen

This statement is electronically generated and requires no signature by Nedbank.
 Please examine this statement soonest. If no error is reported within 30 days after receipt, the statement will be considered as being correct.
 Please note that month-end statements include transactions up to and including the last day of the month as well as interest transactions for the first day of the next month.

Transaction date	Description and additional information	Movement	Rate	Days	Accrued interest	Amount
2018-08-01	Opening Balance					12 441 998.88
2018-08-31	Int Accrued On R12 441 998.88 From 2018-08-01 To 2018-08-31		6,0000	31	63 403.06	12 441 998.88
2018-09-01	Int Capitalised Effective 2018-09-01	63 403.06			-63 403.06	12 505 401.94
2018-09-01	Closing Balance					12 505 401.94

Yours sincerely
NEDBANK LIMITED

Nedbank Limited Reg No 1951/000009/06, VAT Reg No 4320116074, Nedbank 135 Rivonia Campus, 135 Rivonia Road, Sandown, Sandton, 2196, South Africa.
 Authorised financial services and registered credit provider (NCRCP16)

Directors: V Naidoo (Chairman) MWT Brown (Chief Executive) HR Brody BA Dames NP Dongwana ID Gladman (British) EM Kruger RAG Leith
 PM Makwana L Manzini Dr MA Matoane RK Morathi (Chief Financial Officer) MP Moyo JK Netshitenzhe MC Nkuhlu (Chief Operating Officer)
 S Subramoney MI Wyman (British)
 Company Secretary: TSB Jali 11.06.2018



CORPORATE SAVER

Statement/Tax invoice

HIMEVILLE HEALTH COMMITTEE P O BOX 43 HIMEVILLE 3256	Account no: 9010975386 Branch code: 198765 Agent's profile: PRO46	NEDBANK CORPORATE SAVER (NEDGROUP INV) Registration no: 1951/000089/06 VAT registration no: N/A FSP licence no: 9363
	CIF no: 5295323 Client code: 97538 Agent ref: RM: NEDBANK CORPORATE SAVER (NEDGROUP INV)	57 HEERENGRACHT FORESHORE CAPE TOWN 8001
	Corporate Saver Tax Invoice no: 16307819	Contact: CORPORATE SAVER Tel: 021 - 412 3482 Fax: 021 - 412 5151 Email:
	VAT calculation: VAT Exclusive Client VAT no: N/A Statement no: 158	

Investment portfolio at 31-08-2018

Current investments	Capital	Interest	Agent fee structure	Agent fee deducted	VAT on fee	Interest (less agent fee and VAT)
Call @ 0.00% pa Invested 04-08-2006 Interest instruction: Capitalised	0.00	0.00	N/A	0.00	0.00	0.00
32-day ntc dep @ 6.50% pa Invested: 17-10-2001 Interest instruction: Capitalised	668 621.60	3 691.16	N/A	0.00	0.00	3 691.16
TOTAL	668 621.60	3 691.16		0.00	0.00	3 691.16

TAX TOTALS: year to date	Interest	Agent fee deducted	VAT on fee
	21 738.80	0.00	0.00

Notes:

Interest (less agent administration fee and VAT) is credited to your account in .

The agent administration fee and VAT are deducted in and paid on your behalf to your agent, in accordance with the mandate held.

NEDBANK CORPORATE SAVER (NEDGROUP INV):

NEDBANK:

Out of the Ordinary®

Investec

Investec Specialist Bank

3 SEP 2018

100 Grayston Drive
Sandton, 2196

Investec Bank Limited

100 Grayston Drive Sandown Sandton 2196
PO Box 785700 Sandton 2146 South Africa
T +27 (0) 11 286 7000 F +27 (0) 11 286 9555
www.investec.co.zaDr Nkosazana Dlamini Zuma Local Municipality
PO Box 62
Creighton
3263**ACCOUNT STATEMENT**
Tax invoice number
Investec VAT numberPage 1 of 1
18000022
4620124729Statement date 31 Aug 2018
Statement period 01 Aug - 31 Aug 2018
Currency South African RandAccount number 1100540834500
Account type Call Deposit
Branch code 580105
Electronic account number 50011313326

Date	Description	Amount	Capital		Rate%	Days	Interest	
			Balance				Amount	Balance
1AUG2018	OPENING BALANCE		454,141.98CR					
1AUG2018	INTEREST ADVISED				6.35CR	31	2,449.26CR	2,449.26CR
31AUG2018	CLOSING BALANCE		454,141.98CR				ACCRUED	2,449.26CR
31AUG2018	INTEREST ACCRUED	2,449.26CR						
	CLOSING BALANCE INCLUDING INTEREST		456,591.24CR					

Out of the Ordinary®

Investec

Investec Specialist Bank

3 SEP 2018

100 Grayston Drive
Sandton, 2196

Investec Bank Limited

100 Grayston Drive Sandown Sandton 2196
PO Box 785700 Sandton 2146 South Africa
T +27 (0) 11 286 7000 F +27 (0) 11 286 9555
www.investec.co.zaDr Nkosazana Dlamini Zuma Local Municipality
PO Box 62
Creighton
3263ACCOUNT STATEMENT
Tax invoice number
Investec VAT numberPage 1 of 1
18000019
4620124729Statement date 31 Aug 2018
Statement period 01 Aug - 31 Aug 2018
Currency South African RandAccount number 1100540834450
Account type Fixed Deposit
Branch code 580105
Electronic account number 50011313277

Opening balance deal summary

Reference	Deal amount	Start	End	Rate %
DA 9819108	20,378,649.41CR	31JUL2018	1OCT2018	7.26
*** TOTAL	20,378,649.41CR			

Date	Description	Amount	Capital		Rate%	Days	Interest	
			Balance	Balance			Amount	Balance
1AUG2018	OPENING BALANCE		20,253,764.15CR					
1AUG2018	INTEREST ADVISED DA 9819108				7.26CR	31	124,885.26CR	124,885.26CR
31AUG2018	CLOSING BALANCE		20,253,764.15CR				ACCRUED	124,885.26CR
31AUG2018	INTEREST ACCRUED	124,885.26CR						
	CLOSING BALANCE INCLUDING INTEREST		20,378,649.41CR					

Out of the Ordinary*

Investec

Investec Specialist Bank
3 SEP 2018
 100 Grayston Drive
 Sandton, 2196

Investec Bank Limited

100 Grayston Drive Sandown Sandton 2196
 PO Box 785700 Sandton 2146 South Africa
 T +27 (0) 11 286 7000 F +27 (0) 11 286 9555
 www.investec.co.za

Dr Nkosazana Dlamini Zuma Local Municipality
 PO Box 62
 Creighton
 3263

ACCOUNT STATEMENT
Tax invoice number
Investec VAT number

Page 1 of 1
 18000020
 4620124729

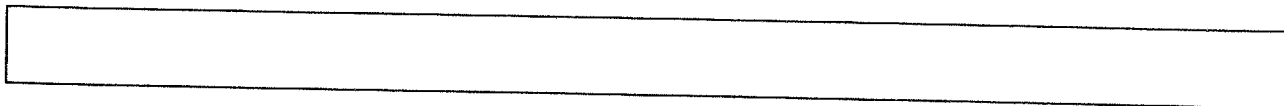
Statement date 31 Aug 2018
Statement period 01 Aug - 31 Aug 2018
Currency South African Rand

Account number 1100540834451
Account type Fixed Deposit

Opening balance deal summary

Reference	Deal amount	Start	End	Rate %
DA 9806382	20,203,372.77CR	12JUL2018	12SEP2018	7.26
*** TOTAL	20,203,372.77CR			

Date	Description	Amount	Capital		Rate%	Days	Interest	
			Balance	Balance			Amount	Balance
1AUG2018	OPENING BALANCE		20,079,561.64CR					
1AUG2018	INTEREST ADVISED DA 9806382				7.26CR	31	123,811.13CR	123,811.13CR
31AUG2018	CLOSING BALANCE		20,079,561.64CR				ACCRUED	123,811.13CR
31AUG2018	INTEREST ACCRUED	123,811.13CR						
	CLOSING BALANCE INCLUDING INTEREST		20,203,372.77CR					





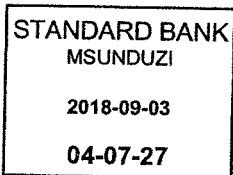
Product
BUSINESS CURRENT ACCOUNT

Statement period **2018-08-01 to 2018-08-31**

Account preferred centre **PIETERMARITZBURG**

Customer contact centre **0860 123 000**

Address
**MAIN STREET
 CREIGHTON
 CREIGHTON
 3263**



Internet **www.standardbank.co.za**

Page **1 of 1**

Date **03 September 2018**

Time **09:12**

Account identification

Name of account **DR NKOSAZANA DLAMINI ZUMA MUNI**

Account number **052070336**

Transaction details

Post date (YYYYMMDD)	Transaction description	Fee	Payments	Deposits	Balance
	Opening Balance				R 87,477.66
2018-08-02	##FEE: INTERIM/30 DAY STATEMENT 15H19 MSUNDUZI		R -25.22		R 87,452.44
2018-08-31	##SERVICE FEE MIN SF 052070336		R -74.65		R 87,377.79
2018-08-31	##MONTHLY MANAGEMENT FEE 3108 ACC 052070336		R -90.79		R 87,287.00
2018-08-31	Balance brought forward				R 87,287.00

These fees include VAT at the applicable prevailing rate in accordance with the VAT Act.

Your account information

Statement summary

Payments	R 190.66
Deposits	R 0.00
Fee	R 0.00

Your full transaction record is available on your account statement. The balance could change if there are transactions that still need to be processed.

Please consider the clause that follows carefully as it limits the bank's liability and constitutes an assumption of risk by you.

Please check that all transactions on this statement are correct and tell the bank if there are any mistakes within 60 days of the date of this statement, after which, we will consider this statement to be correct.



FNB
First National Bank

how can we help you?

BBST1804 152843
*DR NKOSAZANA DLAMINI ZUMA LOCAL
MUNICIPALITY
PO BOX 62
CREIGHTON
3263
FINANCE@KWASANI.GOV.ZA

Underberg
P O Box 219
Underberg 3257
Branch Code 221025

Customer VAT Registration Number : Not Provided
Bank VAT Registration Number : 4210102051

Copy Tax Invoice/Statement Number : 1804

Statement Period : 30 August 2018 to 31 August 2018
Statement Date : 31 August 2018

Public Sector Cheque Account 62026224999

Summary in Rand		ZAR
Opening Balance		4,987,237.15 Cr
Funds Received (Credits)	87	157,064.55 Cr
Cash Deposits	10	5,846.85 Cr
Other Deposits	5	24,427.54 Cr
Inter-Account Transfers In	0	0.00
Electronic Payments Received	72	126,790.16 Cr
Funds Used (Debits)	130	4,686,856.47 Dr
Cash Withdrawals (Branch)	0	0.00
Cash Withdrawals (Other)	0	0.00
Cheques Processed (Non Cash)	0	0.00
Debit Orders/Scheduled Payments	5	110,857.01 Dr
Account Payments	125	4,575,999.46 Dr
Inter-Account Transfers Out	0	0.00
Card Purchases (Swipes)	0	0.00
Fuel Purchases	0	0.00
Bank Charges	0	0.00
Service Fees	0	0.00
Cash Deposit Fees	0	0.00
Cash Handling Fees	0	0.00
Other Fees	0	0.00
Other Entries		
Interest on Credit Balance	0	0.00
Interest on Debit Balance	0	0.00
Forward Unpaid Items	0	0.00
Unpaid Cheques and Debits	0	0.00
Refunds/Adjustments	0	0.00
Closing Balance		457,445.23 Cr
Overdraft Limit		0.00

Contact us	
e-Mail	info@fnb.co.za
Web	fnb.co.za
Lost Cards	087-575-9406
Account Enquiries	087-575-9479
Fraud	087-311-8607

Updated Terms and Conditions: Your transactional account terms and conditions have been updated. You can access the updated terms and conditions on our website.

Debit Interest Rates (Usury)
Prime Linked = 10.00%

Pricing Option: Your account is currently on the Pay-As-You-Use pricing option. For more information, please Contact Us or visit our website.

Branch Number	Account Number	Date	DDA DB/AV/YU/QJ/CV/ICB/G5/L7/SW/N	FNBUS
887	62026224999	18/08/31	Public Sector Cheque Account	



FNB
First National Bank

how can we help you?

BBST187 032244
INGWE MUNICIPALITY
PO BOX 62
CREIGHTON
3263

Ikopo
P O Box 2
Ikopo 3276
Branch Code 220223

Customer VAT Registration Number : Not Provided
Bank VAT Registration Number : 4210102051

Copy Tax Invoice/Statement Number : 187

Statement Period : 31 July 2018 to 31 August 2018
Statement Date : 31 August 2018

Public Sector Cheque Account 62051076688

Summary in Rand

ZAR

Opening Balance		246,384.71 Cr
Funds Received (Credits)	1	3,207,738.56 Cr
Cash Deposits	0	0.00
Other Deposits	0	0.00
Inter-Account Transfers In	1	3,207,738.56 Cr
Electronic Payments Received	0	0.00
Funds Used (Debits)	445	3,264,738.56 Dr
Cash Withdrawals (Branch)	0	0.00
Cash Withdrawals (Other)	0	0.00
Cheques Processed (Non Cash)	0	0.00
Debit Orders/Scheduled Payments	0	0.00
Account Payments	445	3,264,738.56 Dr
Inter-Account Transfers Out	0	0.00
Card Purchases (Swipes)	0	0.00
Fuel Purchases	0	0.00
Bank Charges	2	91.64 Dr
Service Fees	1	73.14 Dr
Cash Deposit Fees	0	0.00
Cash Handling Fees	0	0.00
Other Fees	1	18.50 Dr
Other Entries		
Interest on Credit Balance	1	1,443.77 Cr
Interest on Debit Balance	0	0.00
Forward Unpaid Items	0	0.00
Unpaid Cheques and Debits	1	500.00 Cr
Refunds/Adjustments	1	91.64 Cr
Closing Balance		191,328.48 Cr
Overdraft Limit		0.00

e-Mail

Web

Lost Cards

Account Enquiries

Fraud

Contact us

info@fnb.co.za

fnb.co.za

087-575-9406

087-575-9479

087-311-8607

Updated Terms and Conditions: Your transactional account terms and conditions have been updated. You can access the updated terms and conditions on our website.

Debit Interest Rates (Usury)
Prime Linked = 10.00%

Pricing Option: Your account is currently on the Pay-As-You-Use pricing option. For more information, please Contact Us or visit our website.

Branch Number	Account Number	Date	DDA DB/BV/QJ/QJ/CV/CB/G5/L7/SW/N	FNBUS
255	62051076688	18/08/18	Public Sector Cheque Account	



FNB
First National Bank

how can we help you?

BBST362 032237
INGWE MUNICIPALITY
PO BOX 62
CREIGHTON
3263

Ixopo
P O Box 2
Ixopo 3276
Branch Code 220223

Customer VAT Registration Number : Not Provided
Bank VAT Registration Number : 4210102051

Copy Tax Invoice/Statement Number : 362

Statement Period : 25 August 2018 to 31 August 2018
Statement Date : 31 August 2018

Public Sector Cheque Account: 52551036969

Summary in Rand

ZAR

Opening Balance		1,171,663.86 Cr
Funds Received (Credits)	3	6,727.62 Cr
Cash Deposits	0	0.00
Other Deposits	0	0.00
Inter-Account Transfers In	0	0.00
Electronic Payments Received	3	6,727.62 Cr
Funds Used (Debits)	0	0.00
Cash Withdrawals (Branch)	0	0.00
Cash Withdrawals (Other)	0	0.00
Cheques Processed (Non Cash)	0	0.00
Debit Orders/Scheduled Payments	0	0.00
Account Payments	0	0.00
Inter-Account Transfers Out	0	0.00
Card Purchases (Swipes)	0	0.00
Fuel Purchases	0	0.00
Bank Charges	3	152.27 Dr
Service Fees	2	108.44 Dr
Cash Deposit Fees	0	0.00
Cash Handling Fees	0	0.00
Other Fees	1	43.83 Dr
Other Entries		
Interest on Credit Balance	1	4,493.70 Cr
Interest on Debit Balance	0	0.00
Unpaid Items	0	0.00
Unpaid Cheques and Debits	0	0.00
Refunds/Adjustments	0	0.00
Closing Balance		1,182,732.91 Cr
Overdraft Limit		0.00

Contact us

e-Mail	info@fnb.co.za
Web	fnb.co.za
Lost Cards	087-575-9406
Account Enquiries	087-575-9479
Fraud	087-311-8607

Updated Terms and Conditions: Your transactional account terms and conditions have been updated. You can access the updated terms and conditions on our website.

Debit Interest Rates (Usury)
Prime Linked = 10.00%

Pricing Option: Your account is currently on the Pay-As-You-Use pricing option. For more information, please Contact Us or visit our website.

Branch Number	Account Number	Date	DDA DB/BV/QJ/QJ/CV/CB/G5/L7/SW/N	FNBUS
255	52551036969	18/08/31	Public Sector Cheque Account	



Quality Certificate

I, N C Vezi Municipal Manager of Dr Nkosazana Dlamini Zuma Municipality hereby certify that the Monthly Budget Statement for the month ended 31 August 2018 and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the act.

Print Name: N C Vezi

Municipal Manager of Dr Nkosazana Dlamini Zuma Municipality, KZN436

Signature: _____

12/08/18

Date: _____

[Handwritten signature]

Monthly Salaries Report

Aug-18

1. Purpose

To inform the Executive Council of the salaries and wages expenditure for the month of August 2018 terms of Section 66 of the Municipal Finance Management Act Guidance

2. OVERVIEW OF AUGUST 2018 SALARIES AND WAGES

2.1 Salaries and Wages for the month of August 2018

DESCRIPTION	ORIGINAL BUDGET	MONTHLY BUDGET	MONTH ACTUAL	YTD ACTUAL	MONTHLY % SPENT	YTD % SPEND
SALARIES	41,464,013.00	3,455,334.42	3,294,604.89	6,316,302.18	95%	15%
TRAVEL ALLOWANCES	510,887.00	42,573.92	30,331.26	60,662.52	71%	12%
LEAVE PAY	315,600.00		17,836.11	63,528.77		
OVERTIME	630,609.00	52,550.75	107,466.78	246,006.94	205%	39%
PENSION FUND CONTRIBUTION	5,625,836.00	488,819.67	476,419.03	911,215.91	102%	16%
BONUS	3,981,890.00	1,980,845.00	30,878.51	103,532.04	2%	3%
HOUSING SUBSIDY	323,080.00	26,923.33	12,999.19	26,903.98	48%	8%
STANDBY ALLOWANCE	68,665.00		26,226.38	26,226.38		
COUNCILLOR'S SALARY & TRAVEL ALLOWANCE	9,563,261.00	796,938.42	695,977.35	1,391,954.70	87%	15%
CELL ALLOWANCE	1,354,555.00	112,879.58	107,300.00	214,600.00	95%	16%
GADGET	-	-	-	-	0%	0%
UIF	422,485.00	35,207.08	26,456.88	51,648.87	75%	12%
SDL	653,971.00	54,497.58	37,998.35	73,456.56	70%	11%
MEDICAL AID CONTRIBUTION	2,535,179.00	211,264.92	177,413.57	356,288.17	84%	14%
BARGAIN COUNCIL LEVIES	26,764.00	2,230.33	1,583.75	3,077.00	71%	11%
TOTAL	67,456,595.00	5,621,382.92	5,043,492.05	9,845,404.02	90%	15%

The above excludes Subsistence and travel

Prepared By: 

Date: 05/09/2018

Reviewed By: 

Date:

2.12 OVERTIME SUMMARY AUGUST 2018

DEPARTMENT	BUDGET	MONTH ACTUAL	YTD ACTUAL SPEND	% YTD SPEND
Executive & Council	36,693.00		1,810.90	4.94%
Budget & Treasury	6,313.00		-	0.00%
Corporate Services	20,010.00	23,615.53	25,718.19	128.53%
Community Services	12,990.00	38,414.39	55,739.46	429.10%
Traffic	211,884.00	32,646.22	136,621.89	64.48%
Disaster Management	21,188.00	1,758.46	6,980.92	32.95%
Municipal Pound	23,218.00		-	0.00%
Libraries	105,942.00	1,193.40	1,193.40	1.13%
Community Programs	21,188.00		-	0.00%
LED and Tourism	21,188.00		-	0.00%
Roads	81,887.00	424.93	548.17	0.67%
Waste Management	40,832.00	9,413.85	17,178.01	42.07%
PMU	6,088.00		-	0.00%
Planning and Development	21,188.00		216.00	1.02%
TOTAL	630,609.00	107,466.78	246,006.94	39.01%

Payroll Reconciliation for JUNE 2018

Aug-18

Vote Number	Description	Payroll Module	General Ledger	Variance	Reason/Comment
	Salaries	R 3,099,370.02	3,378,176.96	R -278,806.94	
	Acting allowances			R 0.00	
	Travel allowances			R 10,500.00	
	Leave paid out	R 30,331.26	19,831.26	R 17,836.11	
	Bonuses	R 17,836.11			
	Overtime	R 10,625.53	10,625.53	R 0.00	
	Housing Subsidy	R 107,466.78	107,466.78	R 0.00	
	Intern- salaries	R 12,999.19	12,999.19	R 0.00	
	Bonus Provision			R 0.00	
	Cell Phone Allowances			R 0.00	
	Back Pay			R 0.00	
	Re - Imbursive Travel			R 0.00	
	EPWP	R 69,042.11	40,032.53	R 29,009.58	
	LONG SERVICE BONUS	R 221,461.25		R 221,461.25	
	Temp Wages	R 20,252.98	20,252.98	R 0.00	
	Medical aid contributions			R 0.00	
	Pension/Provident fund contrib	R 177,413.57	177,413.57	R 0.00	
	Bargaining Council Levies	R 386,105.75	386,105.75	R 0.00	
	WCA contributions	R 1,583.75	1,583.75	R 0.00	
	Leave Pay Provision			R 0.00	
	Skills development Levy			R 0.00	
	UIF Contributions	R 37,998.35	37,998.35	R 0.00	
	Workmans Compensation	R 26,456.88	26,456.88	R 0.00	
	Councillor Remuneration			R 0.00	
	Councillor Travel Allowance	R 643,774.53	643,774.53	R 0.00	
	Councillor Cell Phone Allowance	R 52,202.82	52,202.82	R 0.00	
	Councillor Medical Aid Contri	R 107,300.00	107,300.00	R 0.00	
	Councillor Pension Fund Contri			R 0.00	
		R 90,313.28	90,313.28	R 0.00	
				R 0.00	
		R 5,112,534.16	R 5,112,534.16	R 0.00	
Difference			R 0.00		

31/2018 EPWP

R 221,461.25

Prepared by: 

Verified by: 

JULY 2018 DEBTORS AND REVENUE MANAGEMENT REPORT

1. **AUTHOR** Chief Financial Officer

1ST LEVEL : MANCO

2ND LEVEL : FINANCE COMMITTEE

3RD LEVEL : EXCO

4TH LEVEL : COUNCIL

2. **PURPOSE:**

To report to the Committee and Council on the debtors' management.

3. **LEGAL/STATUTORY REQUIREMENTS:**

- MFMA Act No.56 of 2003
- Credit Control Policy

4. **BACKGROUND AND REASONING:**

Dr Nkosazana Dlamini Zuma Municipality council must ensure that all money which is due and payable to the council is collected and for this purpose has adopted the credit control policy and debt collected policy consistent with its tariffs and complying with the provisions of the relevant legislation.

5. **STAFF IMPLICATION:**

No staff implications

6. **FINANCIAL IMPLICATIONS:**

Interest is added to all outstanding debtors. The Municipality has budgeted for the provision of bad debt.

7. **RECOMMENDATION:**

That this report be noted by the Committee and Council

REPORT ON DEBTORS AGE ANALYSIS

JULY 2018

MONTHS	AMOUNT OWING
Dr Nkosazana Dlamini Zuma Municipality July 2018	R51 773 774,69

REPORT ON INDIGENT MANAGEMENT

JULY 2018

MONTHS	PROGRESS
Dr Nkosazana Zuma Municipality July 2018	2 814 indigents beneficiaries who collected their free basic electricity in the month of July 2018

Additional information:

- Dr Nkosazana Dlamini Zuma Municipality paid R167 089,52 for the free basic electricity in the month of July 2018

REPORT ON TRAFFIC FINES

JULY 2018

MONTHS	AMOUNT FOR NOTICES ISSUED	AMOUNT RECEIVED
Dr Nkosazana Dlamini Zuma Municipality July 2018	R103 550,00	R3 217,39

REPORT ON POUND MANAGEMENT**JULY 2018**

MONTHS	ANIMALS	IN	OUT
Dr Nkosazana Dlamini Municipality	Cattles		
	Goats		
Total Pound Fees July 2018			R

REPORT ON DATA CLEANSING**JULY 2018**

MONTHS	
Dr Nkosazana Dlamini Zuma Municipality July 2018	No information available for the month of July 2018

REPORT ON DEBT COLLECTION**JULY 2018**

- Revenue Department has realised that more people are paying for their rates since the debt collection is done in house.
- The Debt Collection Department is up and running, to help with collection of monies due to the Dr Nkosazana Dlamini Zuma Municipality.

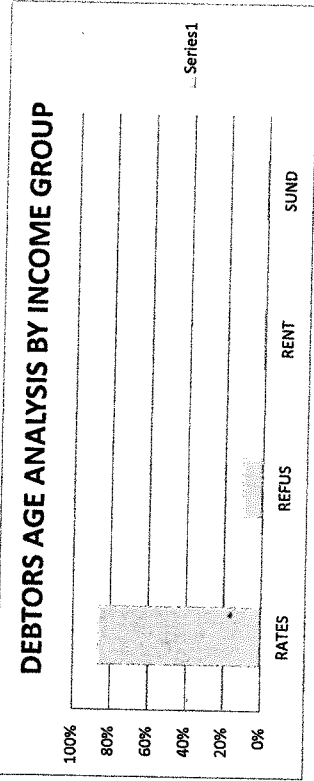
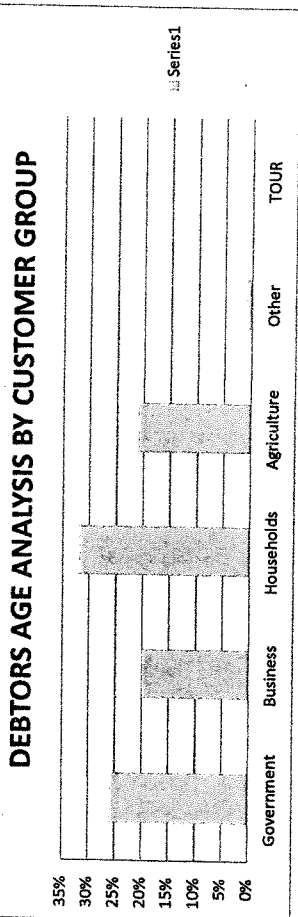
REPORT ON QUERIES (CUSTOMER CARE)**JULY 2018**

MONTHS	NUMBER OF QUERIES RECEIVED	NUMBER OF QUERIES RESOLVED
Dr Nkosazana Dlamini Zuma Municipality July 2018	12	8

AGE ANALYSIS JULY 2018

Service	Current	0-30 Days	30-60 Days	60-90 Days	90-120 Days	Older than 120 Day	Total	Debtor's in %
Debtors Age Analysis by Income Group								
RATES	-288840,85	2869175,03	2223466,37	1650173,98	1484461,98	37410208,03	45348644,54	88%
REFUS	-1437,83	291192,77	216015,69	148063,18	120333,97	4437075,72	5211243,50	10%
RENT	-2387,01	16691,88	15925,62	16179,81	15671,41	407612,61	469694,32	1%
SUND	0,00	41529,53	41529,53	37270,02	29251,01	594612,24	744192,33	1%
	-292 665,69	3 218 589,21	2 496 937,21	1 851 686,99	1 649 718,37	42 849 508,60	51 773 774,69	100%

CATEGORY	Government	Business	Households	Agriculture	Other	TOUR	Total by Customer group	Debtor's in %
Debtors Age Analysis by Customer Group								
Government	-28385,22	785502,86	692261,63	593864,6	540315,13	11168134,24	13 751 693,24	27%
Business	-93276,96	672781,44	504042,76	356650,08	316960,3	9379420,98	11 115 578,60	21%
Households	-40772,86	877611,33	623085,64	431322,03	359998,38	12691567,06	14 942 811,58	29%
Agriculture	-130230,65	843501,56	640152,52	464110,21	414037,7	9042535,33	11 274 106,67	22%
Other	0	28513,33	23631,27	19379,22	18172,69	536426,62	626 123,13	1%
TOUR	0	10678,69	13763,39	7360,85	234,17	31424,37	63 461,47	0%
	-292 665,69	3 218 589,21	2 496 937,21	1 851 686,99	1 649 718,37	42 849 508,60	51 773 774,69	100%



Prepared by *[Signature]* Date _____

Checked by *[Signature]* Date _____

AUGUST 2018 DEBTORS AND REVENUE MANAGEMENT REPORT

1. **AUTHOR** Chief Financial Officer

1ST LEVEL : MANCO

2ND LEVEL : FINANCE COMMITTEE

3RD LEVEL : EXCO

4TH LEVEL : COUNCIL

2. **PURPOSE:**

To report to the Committee and Council on the debtors' management.

3. **LEGAL/STATUTORY REQUIREMENTS:**

- MFMA Act No.56 of 2003
- Credit Control Policy

4. **BACKGROUND AND REASONING:**

Dr Nkosazana Dlamini Zuma Municipality council must ensure that all money which is due and payable to the council is collected and for this purpose has adopted the credit control policy and debt collected policy consistent with its tariffs and complying with the provisions of the relevant legislation.

5. **STAFF IMPLICATION:**

No staff implications

6. **FINANCIAL IMPLICATIONS:**

Interest is added to all outstanding debtors. The Municipality has budgeted for the provision of bad debt.

7. **RECOMMENDATION:**

That this report be noted by the Committee and Council

REPORT ON DEBTORS AGE ANALYSIS

AUGUST 2018

MONTHS	AMOUNT OWING
Dr Nkosazana Dlamini Zuma Municipality July 2018	R51 773 774,69
Dr Nkosazana Dlamini Zuma Municipality August 2018	R53 808 769,38

REPORT ON INDIGENT MANAGEMENT

AUGUST 2018

MONTHS	PROGRESS
Dr Nkosazana Zuma Municipality July 2018	2 814 indigents beneficiaries who collected their free basic electricity in the month of July 2018
Dr Nkosazana Zuma Municipality August 2018	No information was given for the month August 2018

Additional information:

- Dr Nkosazana Dlamini Zuma Municipality paid R167 089,52 for the free basic electricity in the month of July 2018
- Dr Nkosazana Dlamini Zuma Municipality paid R175 563,77 for the free basic electricity in the month August 2018

REPORT ON TRAFFIC FINES**AUGUST 2018**

MONTHS	AMOUNT FOR NOTICES ISSUED	AMOUNT RECEIVED
Dr Nkosazana Dlamini Zuma Municipality July 2018	R103 550,00	R3 217,39
Dr Nkosazana Dlamini Zuma Municipality August 2018	R39 600,00	R6 956,52

REPORT ON POUND MANAGEMENT**AUGUST 2018**

MONTHS	ANIMALS	IN	OUT
Dr Nkosazana Dlamini Municipality	Cattles		
	Goats		
Total Pound Fees July 2018			R
Dr Nkosazana Dlamini Municipality	Cattles	05	10
	Goats	06	07
Total Pound Fees August 2018			R 890,00
Action sale for August 2018			R26 505,42

REPORT ON DATA CLEANSING**AUGUS 2018**

MONTHS	
Dr Nkosazana Dlamini Zuma Municipality July 2018	No information for the month of July 2108
Dr Nkosazana Dlamini Zuma Municipality August 2018	No information for the month of August 2018

REPORT ON DEBT COLLECTION**AUGUST 2018**

- Revenue Department has realised that more people are paying for their rates since the debt collection is done in house.
- The Debt Collection Department is up and running to help with collection of monies due to the Dr Nkosazana Dlamini Zuma Municipality.

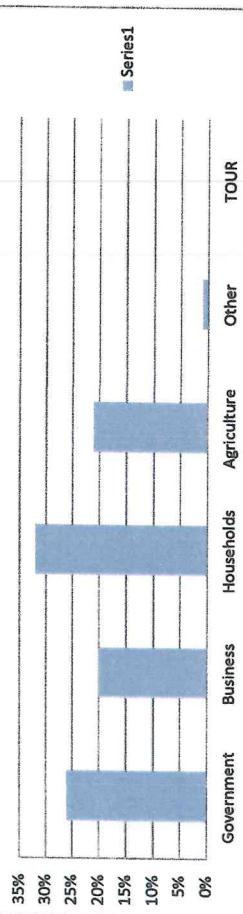
REPORT ON QUERIES (CUSTOMER CARE)**AUGUST 2018**

MONTHS	NUMBER OF QUERIES RECEIVED	NUMBER OF QUERIES RESOLVED
Dr Nkosazana Dlamini Zuma Municipality July 2018	12	8
Dr Nkosazana Dlamini Zuma Municipality August 2018	8	5

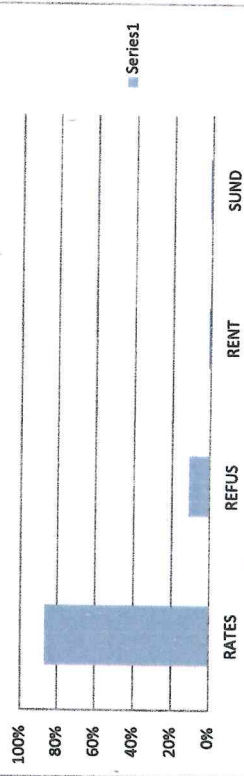
AGE ANALYSIS AUGUST 2018

Service	Current	0-30 Days	30-60 Days	60-90 Days	90-120 Days	Older than 120 Days	Total	Debtor's in %
Debtors Age Analysis by Income Group								
RATES	-276168,15	2795140,57	2627700,71	1872016,85	1532374,86	38643175,55	47194240,39	88%
REFUS	-1541,74	299078,15	258285,5	161688,01	127933,41	4525802,36	5371245,69	10%
RENT	-2387,01	16691,88	16691,88	15925,62	16179,81	412606,88	475709,06	1%
SUND	0,00	41529,53	41529,53	39021,62	29251,01	616242,55	767574,24	1%
	-280 096,90	3 152 440,13	2 944 207,62	2 088 652,10	1 705 739,09	44 197 827,34	53 808 769,38	100%
CATEGORY								
Debtors Age Analysis by Customer Group								
Government	-28377,57	782914,47	771540,77	675211,92	587598	11675560,52	14 464 448,11	27%
Business	-89863,96	591769,42	608261,63	382529,23	300301,47	9638485,89	11 431 383,68	21%
Households	-37710,82	886714,43	738636,5	478956,79	374770,15	12935800,65	15 377 167,70	29%
Agriculture	-124044,55	852898,67	786890,42	522866,95	423456,15	9362800	11 824 867,64	22%
Other	0	27464,45	28199,61	19684,77	19379,13	553521,76	648 249,72	1%
TOUR	0	10678,69	10678,69	9402,44	234,19	31658,52	62 652,53	0%
Total by Customer group	-280 096,90	3 152 440,13	2 944 207,62	2 088 652,10	1 705 739,09	44 197 827,34	53 808 769,38	100%

DEBTORS AGE ANALYSIS BY CUSTOMER GROUP



DEBTORS AGE ANALYSIS BY INCOME GROUP



Prepared by

[Signature]

Date 10/09/2018



A Better Place for All

Main Street
Creighton, 3263

P.O Box 62

Creighton 3263

Phone: +27 39 833 1038

Fax: +27 39 833 1179

Email: mailbox@ndz.gov.za

www.ndz.gov.za

31 JULY 2018

REVENUE ENHANCEMENT STRATEGY

REVENUE ENHANCEMENT STRATEGY – 31 JULY 2018

	Strategy	Champion	Target date	Progress to date
Property development	The Municipality is currently negotiating with Transnet to permit the Municipality to acquire 36 houses in Donnybrook. These houses have been vandalised and occupied illegally by individual citizens. The Municipality could potentially generate approximately R1, 2 million per annum on rental income.	Municipal Manager	30 December 2018	<p>1.This matter has been escalated to the office of the Municipal Manager</p> <p>Sushy Govender *Transnet Property DBN Purchase of DONNYBROOK Houses 11/15/2016</p>
Traffic department	The Municipality has planned to complete the renovation of the transport building and ensure that it meets the requirements of the Department of Transport to qualify as a traffic and learner licence station. The revenue for licensing and testing will be incorporated into the municipal revenue	Community Services Manager	Progress to date	<p>1.Submitted a requisition to SCM to procure an Eye Testing Machine as DOT failed to supply the municipality</p> <p>2. The Machine has been order just waiting for the supplier to deliver.</p> <p>3. Machine has been delivered, waiting for DOT official to come and inspect for approval.</p> <p>4. Waiting for KZN DOT to give us an infrastructure number in order to open the DLTC</p>

Business licences	<p>All businesses at (former) Ingwe operate without business licences and thus the Municipality must implement a policy for licencing businesses.</p> <p>The Municipality has planned to generate revenue of R20, 000 per annum when 100 businesses are levied</p>	Community Services Manager	Target met, all business under NDZ do apply and pay the fee for business licences.	
Commercial Advertising	<p>The Municipality will erect digital screen billboards after a thorough feasibility study to attract advertisers.</p> <p>It is a revenue stream as Dr NDZ LM can sell advertising space to local businesses or tourism concerns.</p>	Community Services Manager	<p>30 March 2018 (Adjustment Budget)</p> <p>Progress to date</p>	The Municipality will have to review the Municipal Bylaws on advertng and be gazetted thereafter Council will have to identify areas whereby we can erect billboards. The issue of budget as this has not been budgeted for 2017/2018 FY
Private Partnership	The Municipality should invite property developers and investors in the jurisdiction of Municipality	Senior Planner and Municipal		Creighton Mall: we are still busy with the evaluation of land

	to develop productive and economic projects to generate municipal revenue and increase employment.	Manager		<p>to determine rent and thereafter the matter will be referred to council for approval. The Municipality is planning to enter into a 20-year lease with the developer.</p> <p>2. finalising lease agreement with developers, meet will be held on Friday 13 Oct 2017</p> <p>3. The lease agreement has been signed, the developers are busy with the feasibility study.</p> <p>4. Developers are still busy with the feasibility study</p>
			<p>Progress to date</p> <p>30/07/18</p>	
Recycling	<p>Currently, there is a Transfer station at Himeville and a Refuse Dump at Bulwer. Creighton takes its waste to the Bulwer dump. There is much revenue to be made in recycling consumables.</p>	Public Works and Basic Services Manager		<p>1. Advert for Himeville transfer station has been prepared.</p> <p>Briefing on the 12/05/2017</p> <p>Closing on the 22/05/2017</p>

			Progress to date	<p>2. The process is still at the adjudication stage.</p> <p>3. Service provider has been appointed by 30/06/18</p>
Woodlot	<p>A woodlot is an area in a forested area that is demarcated for a small scale production of forestry products such as wood fuel, sawlogs etc. it can also be created into an area for nature lovers and offer birdwatching, hiking and other eco-tourism opportunities.</p>			

<p>Data cleansing exercise</p>	<p>The Municipality will conduct a data cleansing exercise whereby the following procedures will be conducted.</p>	<p>Chief Financial Officer</p>	<ol style="list-style-type: none"> 1. The municipality will advertise for accredited service provider for data cleansing process for all municipal accounts. To be advertise second week of November. 2. The advert is out for the accredited service provider to data cleansing for all municipal account. 3. Closing date for the advert is on 09/01/2018. Only after the supply chain processes to award will begin. 4. Service provider has been appointed. 5. Customer data have been sent to service provider for data cleansing. 6. Cross Check have sent us clean data for customer information, for Res, Agri and Com to work with and upload on our system. 7. Currently
---------------------------------------	--	--------------------------------	---

			Progress to date	updating possible latest customer information.
	Officials need to be trained on debt collection and credit control management to ensure that the best effort is made to recover outstanding debt.	Chief Financial Officer		<p>1. Still waiting for the appointment of the debt collection unit. Interviews have sat waiting for appointment so that the entire debt collection unit can be trained.</p> <p>2. The debt collection unit has been appointed.</p> <p>3. Leasing with the service provider for the debt collection training schedule.</p> <p>4. We still in search for another service provider, as the one we found before didn't meet the SCM requirements.</p> <p>5.DCU staff will be going for training in September 2018</p>
Updating the	As a priority, the indigent	CFO	31 May 18	1.Will advertise

Indigent Register	registration process must be re-opened with a clear framework and evaluation criteria to ensure that only qualifying debtors are subsidized.		Progress to date	<p>for re application for indigent for the financial year 18/19</p> <p>2. preparation plans are underway for the indigent registration for 18/19</p> <p>3.Data has been captured for indigent</p>
Identification of inactive accounts	The performance of reconciliation for the "inactive accounts" must be done	Chief Financial officer	Progress to date	<p>1.This will be one of the criteria in the advert for data cleansing, once the service provider has been appointed identification will be performed</p> <p>2.Data Cleansing has shown that there are 22 accounts that are duplicated, we have requested a list of those acc for us to work through</p> <p>3.Crosscheck is still working on it.</p>
Management of customer database	Updating consumer information like telephone numbers, ID numbers, etc. Profiling	Chief Financial Officer	Target met and still opening for anyone who wish to update	The collection unit will have to send out notices informing debtors to update their details, via email or provide form

				to update details.
Training and Mentoring of staff	Setting up and Training on Systematic Debt Collection and Credit Control Procedures, Processes, Legislation, Customer Care and Guidelines in line with approved policies	Chief Financial Officer	31 July 2018 Progress to date	<p>1. The Municipality is waiting for the appointment of debt collection unit, so all the collection unit can go at once. Also, currently engaging with cogta debt management department to assist staff members with debt collection</p> <p>2. Revenue unit will be attending a debt collection training in the month of September 2018.</p>
Other Initiative	Letters of appreciation for good payers and possible incentives	Chief Financial Officer		<p>1. The municipality is engaging with Samras for customer care system to assist in the matter.</p> <p>2. Waiting for samras with a detail quotation for Module.</p> <p>3. Is in the process of procuring the customer care unit with Samras.</p>

			30 Septembe r2018	<p>4. Customer care unit has been procured, waiting for the Samras to come and do the training.</p> <p>5. Customer care unit is at the testing stage</p> <p>6.Customer care is up and running but there are still minor challenges regarding registration.</p>
	<p>Mayors' letter to consumers / rate payers informing them about Income and Expenditure of Municipalities and their responsibility to pay</p> <p>Motivating consumers to pay and thanking those who are paying promptly.</p> <p>Newsletters will also be initiated to communicate with our clients and thereby improving the image of the municipality</p>	<p>Office of the Mayor</p> <p>Office of the Mayor</p> <p>Municipal manager and Office of the Mayor</p>	<p>June 2018</p> <p>June 2018</p> <p>30 August20 18</p> <p>Ongoing</p>	<p>State of the Municipal Address (SOMA) held on the 29 June 2018</p> <p>State of the Municipal Address (SOMA) held on the 29 June 2018</p> <p>2ND edition of the news letter was published.</p> <p>Relations with the media being established, through fever to communicate with our clients.</p>

	Projects and other achievements will also be communicated to the public.	Office of the Mayor	Target met	<p>IDP Roadshow conducted</p> <p>11 & 12 May 2017</p> <p>IDP Roadshow held on 26 and 31</p> <p>2018/19 IDP Roadshow dates</p> <p>26 April 2018 (zone 1)</p> <p>02 May 2018 (zone2)</p> <p>09 May 2018 (Zone 3)</p> <p>Sod Turning & Hand over projects Oct 2017 and 2018</p>
Communication strategy	The strategy must be incorporated into the municipalities existing communication programme with its stakeholders			
Communication Channels	Local media, where on a fortnightly basis an article is published in the local newspapers.	Office of the Mayor	Continuou s	Relations with the media being established (this is continuous the

	<p>Newsletters and flyers are circulated before collection drive start to encourage consumers to come in and make arrangements / pay their accounts.</p>	Chief Financial Officer	<p>30 SEPTEMBER 2018</p> <p>Progress to date</p>	<p>municipality has a relationship with the local media through our communications officer</p> <p>The debt collection unit is working on a plan/strategy to encourage customers to come and pay or to make arrangement.</p>
	<p>Monthly notice that can be printed on the municipal account with different messages.</p>	Chief Financial Officer	<p>Target met</p>	<p>Whenever there is an important notice it can be added on the invoices</p>
Communication Channels	<p>Meetings with responsible officials and management to develop open communication channels.</p>	Municipal Manager, Chief Financial Officer and Office of the Mayor	<p>June 2018</p> <p>July 2018</p>	<p>Meeting to be arranged with local businesses for a buy in</p> <p>State of the Municipal address(SOMA) held on the 29 June 2018</p> <p>Meeting with stakeholders held on the 20 July 2018</p>

			August 2018	Meeting with Farmers Associations held on 13 August 2018
Business	Meeting with Business fraternity to brief them and obtain buy in	Office of the Mayor	June 2018	State of the Municipal Address (SOMA held on the 29 th June 2018
Resources in debt Collection	New and improved technology and streamlined processes needs to be introduced.	Chief Financial Officer		<p>1-the municipality is waiting for Samras to come and do the presentation, so we can be able to choose the supplier that will feel best met needs of the municipality regarding to debt collection.</p> <p>2. Waiting for Samras to send a detailed quotation on for the debt collection module n customer care.</p> <p>Order has been</p>

			<p>Process to date</p> <p>31 July 2018</p> <p>30 September 2018</p>	<p>issued for a debt collection system, we awaiting Samras to come and activate the Module.</p> <p>4.SAMRAS consultants will come to activate debt collection module</p>
<p>Establishment and Responsibilities of a Back Office</p>	<p>For the effective management of debt, the municipality needs to train and motivate staff to ensure that they are focused and dedicated. Debt collection staff should only focus on contacting the debtor, getting the debtor to make payment or an arrangement / promise to pay.</p>	<p>Chief Financial Officer</p>	<p>30 September 2018</p>	<p>1. The Municipality is waiting for the appointment of debt collection unit so they can go all at once for the training. Interviews have sat, will know before end of November 17. So we can proceed with training.</p> <p>2. The debt collection unit has been appointed currently seeking accredited service provider for training.</p> <p>3.DCU staff going for training September 2018.</p>

	<p>Providing account history, printouts and reconciliations. Identify debtor's accounts to be followed up.</p>	<p>Chief Financial officer</p>	<p>Progress to date</p> <p>30 September 2018</p>	<ol style="list-style-type: none"> 1. Currently engaging with Samras to come and do a presentation for the debt collection Module. 2. Presentation was done for debt collection module waiting for quotation for the module. 3. Samras have provided us with quotation currently procuring the customer care unit. 4. Waiting for training for the customer care unit. (Samras) 5. Customer care unit is at the testing stage 6. Waiting for Samras to activate the Module. <ol style="list-style-type: none"> 1. The municipality is also in a process of acquiring a Customer Care
	<p>The back office will ensure</p>	<p>Chief Financial</p>		

	<p>that queries and complaints are centralized, and corrective measures are implemented.</p>	<p>Officer</p>	<p>30 September 2018.</p>	<p>Unit/ currently as engaging with Samras for the Module.</p> <p>2. Customer care module have been presented n waiting for quotation for the module.</p> <p>3. training has been done, program is at the testing stage.</p> <p>4. Program is up and running minor challenges with registration.</p>
--	--	----------------	-----------------------------------	--

<p>Debt Collection Unit (DCU)</p>	<p>Staff members should be appointed to focus on business, residential and government debt.</p>	<p>Corporate Services Manager</p>	<p>20 September 2017</p> <p>Progress to date</p> <p>Target met</p>	<p>1. Post 2x for debt collection unit have been advertised, currently at the short-listing process.</p> <p>2. Interviews have sat, waiting for appointments.</p> <p>3. Debt collection unit have been appointed.</p>
--	---	-----------------------------------	--	--

	Other staff members should be allocated a portfolio or group account.	Chief Financial officer	Target met	<p>The CFO has already allocated person that will solely deal with debt collection process, additional staff still to be appointed.</p> <p>2. additional staff was appointed 1st of December 2017</p>
	DCU must perform debt collection tasks only and not be burdened with accounting and administrative tasks	Chief Financial officer	Target met	<p>1. Waiting for appointment of the debt collection unit.</p> <p>2. debt collection unit has been appointed</p>


	<p>Prepare notices to debtors notifying them of intention to black list them with the credit bureaus. Prepare the summons and hand over the accounts to attorneys and debt collectors, where internal collection efforts have failed.</p>	<p>Chief Financial officer</p>	<p>Progress to date 30 June 2018</p>	<ol style="list-style-type: none"> 1. The municipality is still in the process of acquiring the system that will help with debt collection in terms of sending reminders, final letter of demands and to enlist those that defaults on the payments with credit bureaus. 2. Will engage with service provide that will be appointed for data cleansing for listing of defaulters to credit bureaus. 3. We did engage with the service provider regarding listing of defaulters with the credit bureaus, they said they will be able assisting with listing of defaulters. 4. We are busy sending out letters of demand to the defaulters. 5. Currently in a procurement stage with the
--	---	--------------------------------	--	---

				municipal attorneys handing over of defaulters.
List of outstanding debt per ward to be provided to the Speaker	This information will be disseminated to the Ward Councillors who will then hopefully convey this information to their respective constituents.	Chief Financial officer	30 June 2018	
Physical field audit	Field audit becomes necessary if desk research is not able to resolve irregular accounts	Chief Financial officer.	30 September 2018	We have prepared letters of demand and they will be delivered by the municipal messengers
Other mechanisms	Implementation of deductions from both officials and councillors in terms of rates and services.	CFO	Target met	All officials that owns rateable properties, are to sign an agreement for deduction of rates for the new financial year. Done, currently making arrangements with employees that have arrears to payoff arrears amount.


	<p>Appointment of a service provider (at risk) to verify all data on our systems.</p>	<p>Finance</p>	<p>Progress to date</p>	<ol style="list-style-type: none"> 1. Will be adverting for service provider to come and tender for data cleansing of all municipal accounts. 2. Waiting for the supply chain processes for appointment of the service provider. 3. Service provider has been appointed 4. Service provider is currently working on our customer data.

	<p>Regular handing over of debtors older than 90 days.</p>	<p>Finance</p>	<p>Progress to date</p> <p>30 September 2018</p>	<p>1. We still in the process of acquiring the system that assist in the debt correction process and handing over of debtors, so far only two service providers that have come to present their system and waiting for.</p> <p>2. Samras module have been presented, waiting for detailed cost of the system.</p> <p>3. order for debt collection module has been issued</p> <p>4. Waiting for Samras to activate the Module</p> <p>5. Samras consultant to come and activate the Module</p>
--	--	----------------	--	--

	Recovery of excessive use of telephones	Corporates	Target met	New Telephone System is in place, staff members have been issued with codes. Use of telephones can now be controlled
--	---	------------	------------	---

Prepared by 
NS Mkhize

Date 12/09/18

Approved by 
CFO/SENIOR ACCOUNTANT

Date 12/09/18



A Better Place for All

Main Street
Creighton, 3263

P.O Box 62

Creighton 3263

Phone: +27 39 833 1038

Fax: +27 39 833 1179

Email: mailbox@ndz.gov.za

www.ndz.gov.za

31 AUGUST 2018

REVENUE ENHANCEMENT STRATEGY

REVENUE ENHANCEMENT STRATEGY – 31 AUGUST 2018

	Strategy	Champion	Target date	Progress to date
Property development	The Municipality is currently negotiating with Transnet to permit the Municipality to acquire 36 houses in Donnybrook. These houses have been vandalised and occupied illegally by individual citizens. The Municipality could potentially generate approximately R1, 2 million per annum on rental income.	Municipal Manager	30 December 2018	<p>1. This matter has been escalated to the office of the Municipal Manager</p> <p>Sushy Govender *Transnet Property DBN Purchase of DONNYBROOK Houses 11/15/2016</p>
Traffic department	The Municipality has planned to complete the renovation of the transport building and ensure that it meets the requirements of the Department of Transport to qualify as a traffic and learner licence station. The revenue for licensing and testing will be incorporated into the municipal revenue	Community Services Manager	Progress to date	<p>1. Submitted a requisition to SCM to procure an Eye Testing Machine as DOT failed to supply the municipality</p> <p>2. The Machine has been order just waiting for the supplier to deliver.</p> <p>3. Machine has been delivered, waiting for DOT official to come and inspect for approval.</p> <p>4. Waiting for KZN DOT to give us an infrastructure number in order to open the DLTC</p>

Business licences	<p>All businesses at (former) Ingwe operate without business licences and thus the Municipality must implement a policy for licencing businesses.</p> <p>The Municipality has planned to generate revenue of R20, 000 per annum when 100 businesses are levied</p>	Community Services Manager	Target met, all business under NDZ do apply and pay the fee for business licences.	
Commercial Advertising	<p>The Municipality will erect digital screen billboards after a thorough feasibility study to attract advertisers.</p> <p>It is a revenue stream as Dr NDZ LM can sell advertising space to local businesses or tourism concerns.</p>	Community Services Manager	<p>30 March 2018 (Adjustment Budget)</p> <p>Progress to date</p>	The Municipality will have to review the Municipal Bylaws on advertng and be gazetted thereafter Council will have to identify areas whereby we can erect billboards. The issue of budget as this has not been budgeted for 2017/2018 FY
Private Partnership	The Municipality should invite property developers and investors in the jurisdiction of Municipality	Senior Planner and Municipal		Creighton Mall: we are still busy with the evaluation of land

	to develop productive and economic projects to generate municipal revenue and increase employment.	Manager		<p>to determine rent and thereafter the matter will be referred to council for approval. The Municipality is planning to enter into a 20-year lease with the developer.</p> <p>2. finalising lease agreement with developers, meet will be held on Friday 13 Oct 2017</p> <p>3. The lease agreement has been signed, the developers are busy with the feasibility study.</p> <p>4. Developers are still busy with the feasibility study</p>
			Progress to date	
Recycling	Currently, there is a Transfer station at Himeville and a Refuse Dump at Bulwer.	Public Works and Basic Services		1. Advert for Himeville transfer station has been

	Creighton takes its waste to the Bulwer dump. There is much revenue to be made in recycling consumables.	Manager		<p>prepared.</p> <p>Briefing on the 12/05/2017</p> <p>Closing on the 22/05/2017</p> <p>2. The process is still at the adjudication stage.</p> <p>3. Service provider has been appointed by 30/06/18</p>
Woodlot	A woodlot is an area in a forested area that is demarcated for a small scale production of forestry products such as wood fuel, sawlogs etc. it can also be created into an area for nature lovers and offer birdwatching, hiking and other eco-tourism opportunities.			

<p>Data cleansing exercise</p>	<p>The Municipality will conduct a data cleansing exercise whereby the following procedures will be conducted.</p>	<p>Chief Financial Officer</p>	<ol style="list-style-type: none"> 1. The municipality will advertise for accredited service provider for data cleansing process for all municipal accounts. To be advertise second week of November. 2. The advert is out for the accredited service provider to data cleansing for all municipal account. 3. Closing date for the advert is on 09/01/2018. Only after the supply chain processes to award will begin. 4. Service provider has been appointed. 5. Customer data have been sent to service provider for data cleansing. 6. Cross Check have sent us clean data for customer information, for Res, Agri and Com to work with and upload on our system. 7. Currently
---------------------------------------	--	--------------------------------	---

	<p>Officials need to be trained on debt collection and credit control management to ensure that the best effort is made to recover outstanding debt.</p>	<p>Chief Financial Officer</p>	<p>Progress to date</p>	<p>updating possible latest customer information.</p> <ol style="list-style-type: none"> 1. Still waiting for the appointment of the debt collection unit. Interviews have sat waiting for appointment so that the entire debt collection unit can be trained. 2. The debt collection unit has been appointed. 3. Leasing with the service provider for the debt collection training schedule. 4. We still in search for another service provider, as the one we found before didn't meet the SCM requirements. 5. DCU staff will be going for training in September 2018
<p>Updating the</p>	<p>As a priority, the indigent</p>	<p>CFO</p>	<p>31 May 18</p>	<p>1. Will advertise</p>

<p>Indigent Register</p>	<p>registration process must be re-opened with a clear framework and evaluation criteria to ensure that only qualifying debtors are subsidized.</p>		<p>Progress to date</p>	<p>for re application for indigent for the financial year 18/19</p> <p>2. preparation plans are underway for the indigent registration for 18/19</p> <p>3.Data has been captured for indigent</p>
<p>Identification of inactive accounts</p>	<p>The performance of reconciliation for the "inactive accounts" must be done</p>	<p>Chief Financial officer</p>	<p>Progress to date</p>	<p>1.This will be one of the criteria in the advert for data cleansing, once the service provider has been appointed identification will be performed</p> <p>2.Data Cleansing has shown that there are 22 accounts that are duplicated, we have requested a list of those acc for us to work through</p> <p>3.Crosscheck is still working on it.</p>
<p>Management of customer database</p>	<p>Updating consumer information like telephone numbers, ID numbers, etc. Profiling</p>	<p>Chief Financial Officer</p>	<p>Target met and still opening for anyone who wish to update</p>	<p>The collection unit will have to send out notices informing debtors to update their details, via email or provide form</p>

				to update details.
Training and Mentoring of staff	Setting up and Training on Systematic Debt Collection and Credit Control Procedures, Processes, Legislation, Customer Care and Guidelines in line with approved policies	Chief Financial Officer	31 July 2018 Progress to date	<p>1. The Municipality is waiting for the appointment of debt collection unit, so all the collection unit can go at once. Also, currently engaging with cogta debt management department to assist staff members with debt collection</p> <p>2. Revenue unit will be attending a debt collection training in the month of September 2018.</p>
Other Initiative	Letters of appreciation for good payers and possible incentives	Chief Financial Officer		<p>1. The municipality is engaging with Samras for customer care system to assist in the matter.</p> <p>2. Waiting for samras with a detail quotation for Module.</p> <p>3. Is in the process of procuring the customer care unit with Samras.</p>

				<p>4. Customer care unit has been procured, waiting for the Samras to come and do the training.</p> <p>5. Customer care unit is at the testing stage</p> <p>6. Customer care is up and running but there are still minor challenges regarding registration.</p>
			30 September 2018	
	<p>Mayors' letter to consumers / rate payers informing them about Income and Expenditure of Municipalities and their responsibility to pay</p>	Office of the Mayor	June 2018	State of the Municipal Address (SOMA) held on the 29 June 2018
	<p>Motivating consumers to pay and thanking those who are paying promptly.</p>	Office of the Mayor	June 2018	State of the Municipal Address (SOMA) held on the 29 June 2018
			30 August 2018	2ND edition of the news letter was published.
	<p>Newsletters will also be initiated to communicate with our clients and thereby improving the image of the municipality</p>	Municipal manager and Office of the Mayor	Ongoing	Relations with the media being established, through fever to communicate with our clients.

	Projects and other achievements will also be communicated to the public.	Office of the Mayor	Target met	<p>IDP Roadshow conducted</p> <p>11 & 12 May 2017</p> <p>IDP Roadshow held on 26 and 31</p> <p>2018/19 IDP Roadshow dates</p> <p>26 April 2018 (zone 1)</p> <p>02 May 2018 (zone2)</p> <p>09 May 2018 (Zone 3)</p> <p>Sod Turning & Hand over projects Oct 2017 and 2018</p>
Communication strategy	The strategy must be incorporated into the municipalities existing communication programme with its stakeholders			
Communication Channels	Local media, where on a fortnightly basis an article is published in the local newspapers.	Office of the Mayor	Continuou s	Relations with the media being established (this is continuous the

	<p>Newsletters and flyers are circulated before collection drive start to encourage consumers to come in and make arrangements / pay their accounts.</p> <p>Monthly notice that can be printed on the municipal account with different messages.</p>	<p>Chief Financial Officer</p> <p>Chief Financial Officer</p>	<p>30 SEPTEMBER 2018</p> <p>Target met</p>	<p>municipality has a relationship with the local media through our communications officer</p> <p>The debt collection unit is working on a plan/strategy to encourage customers to come and pay or to make arrangement.</p> <p>Whenever there is an important notice it can be added on the invoices</p>
<p>Communication Channels</p>	<p>Meetings with responsible officials and management to develop open communication channels.</p>	<p>Municipal Manager, Chief Financial Officer and Office of the Mayor</p>	<p>June 2018</p> <p>July 2018</p>	<p>Meeting to be arranged with local businesses for a buy in</p> <p>State of the Municipal address(SOMA) held on the 29 June 2018</p> <p>Meeting with stakeholders held on the 20 July 2018</p> <p>Meeting with</p>

			August 2018	Farmers Associations held on 13 August 2018
Business	Meeting with Business fraternity to brief them and obtain buy in	Office of the Mayor	June 2018	State of the Municipal Address (SOMA held on the 29 th June 2018
Resources in debt Collection	New and improved technology and streamlined processes needs to be introduced.	Chief Financial Officer		<p>1-the municipality is waiting for Samras to come and do the presentation, so we can be able to choose the supplier that will feel best met needs of the municipality regarding to debt collection.</p> <p>2. Waiting for Samras to send a detailed quotation on for the debt collection module n customer care.</p> <p>Order has been issued for a</p>

			<p>Process to date 31 July 2018</p> <p>30 September 2018</p>	<p>debt collection system, we awaiting Samras to come and activate the Module.</p> <p>4.SAMRAS consultants will come to activate debt collection module</p>
<p>Establishment and Responsibilities of a Back Office</p>	<p>For the effective management of debt, the municipality needs to train and motivate staff to ensure that they are focused and dedicated. Debt collection staff should only focus on contacting the debtor, getting the debtor to make payment or an arrangement / promise to pay.</p>	<p>Chief Financial Officer</p>	<p>30 September 2018</p>	<p>1. The Municipality is waiting for the appointment of debt collection unit so they can go all at once for the training. Interviews have sat, will know before end of November 17. So we can proceed with training.</p> <p>2. The debt collection unit has been appointed currently seeking accredited service provider for training.</p> <p>3.DCU staff going for training September 2018.</p>

	<p>Providing account history, printouts and reconciliations. Identify debtor's accounts to be followed up.</p>	<p>Chief Financial officer</p>	<p>Progress to date 30 September 2018</p>	<ol style="list-style-type: none"> 1. Currently engaging with Samras to come and do a presentation for the debt collection Module. 2. Presentation was done for debt collection module waiting for quotation for the module. 3. Samras have provided us with quotation currently procuring the customer care unit. 4. Waiting for training for the customer care unit. (Samras) 5. Customer care unit is at the testing stage 6. Waiting for Samras to activate the Module. <p>1. The municipality is also in a process of acquiring a Customer Care Unit/ currently as</p>
	<p>The back office will ensure</p>	<p>Chief Financial</p>		

	that queries and complaints are centralized, and corrective measures are implemented.	Officer		<p>engaging with Samras for the Module.</p> <p>2. Customer care module have been presented n waiting for quotation for the module.</p> <p>3. training has been done, program is at the testing stage.</p> <p>4.Program is up and running minor challenges with registration.</p>
			30 September 2018.	

Debt Collection Unit (DCU)	Staff members should be appointed to focus on business, residential and government debt.	Corporate Services Manager	20 September 2017	<p>1. Post 2x for debt collection unit have been advertised, currently at the short-listing process.</p> <p>2. Interviews have sat, waiting for appointments.</p> <p>3. Debt collection unit have been appointed.</p>
			Progress to date	
			Target met	

	<p>Other staff members should be allocated a portfolio or group account.</p>	<p>Chief Financial officer</p>	<p>Target met</p>	<p>The CFO has already allocated person that will solely deal with debt collection process, additional staff still to be appointed.</p> <p>2. additional staff was appointed 1st of December 2017</p>
	<p>DCU must perform debt collection tasks only and not be burdened with accounting and administrative tasks</p>	<p>Chief Financial officer</p>	<p>Target met</p>	<p>1. Waiting for appointment of the debt collection unit.</p> <p>2. debt collection unit has been appointed</p>

	<p>Prepare notices to debtors notifying them of intention to black list them with the credit bureaus. Prepare the summons and hand over the accounts to attorneys and debt collectors, where internal collection efforts have failed.</p>	<p>Chief Financial officer</p>	<p>Progress to date 30 June 2018</p>	<ol style="list-style-type: none"> 1. The municipality is still in the process of acquiring the system that will help with debt collection in terms of sending reminders, final letter of demands and to enlist those that defaults on the payments with credit bureaus. 2. Will engage with service provide that will be appointed for data cleansing for listing of defaulters to credit bureaus. 3. We did engage with the service provider regarding listing of defaulters with the credit bureaus, they said they will be able assisting with listing of defaulters. 4. We are busy sending out letters of demand to the defaulters. 5. Currently in a procurement stage with the
--	---	--------------------------------	--	---

				municipal attorneys handing over of defaulters.
List of outstanding debt per ward to be provided to the Speaker	This information will be disseminated to the Ward Councillors who will then hopefully convey this information to their respective constituents.	Chief Financial officer	30 June 2018	
Physical field audit	Field audit becomes necessary if desk research is not able to resolve irregular accounts	Chief Financial officer.	30 September 2018	We have prepared letters of demand and they will be delivered by the municipal messengers
Other mechanisms	Implementation of deductions from both officials and councillors in terms of rates and services.	CFO	Target met	All officials that owns rateable properties, are to sign an agreement for deduction of rates for the new financial year. Done, currently making arrangements with employees that have arrears to payoff arrears amount.

	Appointment of a service provider (at risk) to verify all data on our systems.	Finance	Progress to date	<ol style="list-style-type: none">1. Will be adverting for service provider to come and tender for data cleansing of all municipal accounts.2. Waiting for the supply chain processes for appointment of the service provider.3. Service provider has been appointed4. Service provider is currently working on our customer data.

	<p>Regular handing over of debtors older than 90 days.</p>	<p>Finance</p>	<p>Progress to date</p> <p>30 September 2018</p>	<p>1. We still in the process of acquiring the system that assist in the debt correction process and handing over of debtors, so far only two service providers that have come to present their system and waiting for.</p> <p>2. Samras module have been presented, waiting for detailed cost of the system.</p> <p>3. order for debt collection module has been issued</p> <p>4. Waiting for Samras to activate the Module</p> <p>5. Samras consultant to come and activate the Module</p>
--	--	----------------	--	--

	Recovery of excessive use of telephones	Corporates	Target met	New Telephone System is in place, staff members have been issued with codes. Use of telephones can now be controlled
--	---	------------	------------	---

Prepared by P. P. F. Mkhize
NS Mkhize

Date 12/09/18

Approved by [Signature]
CFO/SENIOR ACCOUNTANT

Date 12/09/18

DEBT COLLECTION MONTHLY REPORT 31 JULY 2018

1. **AUTHOR** Chief Financial Officer

1ST LEVEL : MANCO

2ND LEVEL : FINANCE COMMITTEE

3RD LEVEL : EXCO

4TH LEVEL : COUNCIL

2. **PURPOSE:**

To report to the Committee and Council on the debtor's management.

3. **LEGAL/STATUTORY REQUIREMENTS:**

- MFMA Act No.56 of 2003
- Credit Control and debt collection Policy

4. **BACKGROUND AND REASONING:**

Dr Nkosazana Dlamini Zuma Municipality council must ensure that all money which is due and payable to the council is collected and for this purpose has adopted the credit control policy and debt collection policy consistent with its tariffs and complying with the provisions of the relevant legislation.

5. **STAFF IMPLICATION:**

No staff implications

6. **FINANCIAL IMPLICATIONS:**

Interest is added to all outstanding debtors and 10% collection fee is added on arrears over a period of three months to cover the collection cost incurred by the municipality. The Municipality has budgeted for the provision of bad debt.

7. RECOMMENDATION:

That this report be noted by the Committee and Council

REPORT ON DEBTORS AGE ANALYSIS

JULY 2018

MONTHS	AMOUNT OWING
Dr Nkosazana Dlamini-Zuma July 2018	R51 773 774.69

PROGRESS REPORT ON TOP 20 DEBTORS

Account and Name	Amount	Progress on Account
Hand over acc 181825 Natal Midlands	R 3 313 891.97	<ul style="list-style-type: none"> ➤ Hand over Account for Natal midlands, the property is in the process of being transferred to new owner. The current account is paid-up till 31 March 2018, to cover the transfer period to new owner. ➤ Change of ownership to new owner has been done, the municipal attorneys are busy finalising the claim on the remaining balance as the property was sold through insolvency act. ➤ Still waiting for the matter to be finalised by the municipal attorneys so we can receive payment on outstanding balance.
47742 Kwa-Zulu Gov	R 1 387 876.38	<ul style="list-style-type: none"> ➤ Property have been verified by public works, invoices have been sent. Waiting for payment.

18745 Peon Properties	R 483 248.63	<ul style="list-style-type: none"> ➤ Manage to get hold of Mr Pillay promise to make payment of R50 000.00 and payment was made. Waiting arranged for a date for arrangement.
254055 Roman Catholic Church	R416 160.08	<ul style="list-style-type: none"> ➤ Investigation account account only billed for 3 years and nothing after. Currently investigating the reason for billing.
48901 Uniting Presbyterian	R 265 780	<ul style="list-style-type: none"> ➤ The account has been verified by public works, they will pay for this financial year annual rates. Have sent them a breakdown for the previous years amount outstanding in order for them to request funding to pay. ➤ Payment for the current year has been paid. ➤ Public works have requested funds to pay off the previous year's outstanding amount. ➤ 2018/19 invoices have been sent to public works.
52540, 52564 Ingonyama a trust	R 956 753 R 950 875	<ul style="list-style-type: none"> ➤ Gave provincial public for verification of the properties, waiting on them to verify. ➤ Provincial Public state that the properties are not in their property register, have requested national public works register to verify.
131135 Mtolo Ns	R 295 516	<ul style="list-style-type: none"> ➤ Still no luck on getting of the debtors, tried a number of times call the debtor with no luck of going through/ answering the municipal land line. Contacted Number:082 6483 326, the advert for data cleansing has been advertise. Will follow up on debtor once details have been updated.

		<ul style="list-style-type: none"> ➤ Data cleansing have been done on the account still with no luck of getting hold of customer. Site visit will be done to get hold of customer information.
Acc:6817, 6460 54786 RSA	R485 383.40 R365 609 R196 828	<ul style="list-style-type: none"> ➤ The Municipality have sought assistance Cogta to assist with collection on RSA properties with outstanding balances. The municipality is to send the list to all RSA Properties with outstanding balance and totals to assist with locating the direct contact person responsible for payments of accounts, also to assist fast track the process of the RSA department of ensuring ownership of properties for those that they not sure off.
97665 KZN Dept. of Public Works	R292 354.97	<p>The departments insist the account is a section 14, as a part of their lease agreement they are not liable for payment of rates. The lessor is liable for payment. The municipality has engaged with provincial treasury to assist with all government debt.</p> <p>2. They are sorting the issue of Section 14's, they are renewing lease agreement with owners so they can pay. Currently working on the invoices to send to the for some of the school that are sorted.</p>
ACC 53709 ACC 26705 ACC 18875	R269 533.56 R 314 244.18 R257 610.38	<ul style="list-style-type: none"> ➤ Letters of demand have been posted to customers, still waiting for a 14 days period for a response.

--	--	--

REPORT ON DATA CLEANSING

31 JULY 2018

- The municipality is in the process of acquiring a system that will assist with debt collection and also assist with data cleansing of debtor's accounts e.g. Return mail, tracing of debtors contact detail, postal etc. Data cleansing waiting for the appointment of service provider.
- The data cleansing project of municipal account has begun, as well as equipping debt collection unit with a program that will enable them to trace/search for customer information to ensure outstanding debt is collected.
- Crosscheck the service provider for data cleansing have sent us clean data for the municipality to work on with latest possible contact information for 3 categories; Residential, Business, Agriculture, Trusts.

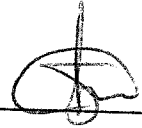
GOVERNMENT ACCOUNTS

- Currently the municipality is working with the Treasury Department official in terms of verification of all Gov properties with outstanding amount or with non-payment towards the accounts. As to recover outstanding amounts and also to ensure payments of account going forward once the verification process of all Gov properties has been completed.
- Plus 20 government accounts have been identified and invoices have been sent to relevant department for payments.

CHALLENGE ON DEBT COLLECTION

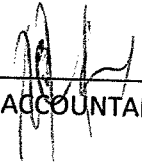
1. Procurement of municipal attorney to assist with debt collection process.
2. Procurement of debt collection system, to help assist in terms of sending out bulk letters of reminding of overdue accounts, letters of final demand etc... to help speed up the collection process.
3. Training needed for debt collection unit to assist debt them to perform their duties effectively

Prepared by
NS Mkhize



Date 11/09/2018

Approved by
CEO/SENIOR ACCOUNTANT



Date 11/09/2018

DEBT COLLECTION MONTHLY REPORT 31 AUG 2018

1. **AUTHOR** Chief Financial Officer

1ST LEVEL : MANCO

2ND LEVEL : FINANCE COMMITTEE

3RD LEVEL : EXCO

4TH LEVEL : COUNCIL

2. **PURPOSE:**

To report to the Committee and Council on the debtor's management.

3. **LEGAL/STATUTORY REQUIREMENTS:**

- MFMA Act No.56 of 2003
- Credit Control and debt collection Policy

4. **BACKGROUND AND REASONING:**

Dr Nkosazana Dlamini Zuma Municipality council must ensure that all money which is due and payable to the council is collected and for this purpose has adopted the credit control policy and debt collection policy consistent with its tariffs and complying with the provisions of the relevant legislation.

5. **STAFF IMPLICATION:**

No staff implications

6. **FINANCIAL IMPLICATIONS:**

Interest is added to all outstanding debtors and 10% collection fee is added on arrears over a period of three months to cover the collection cost incurred by the municipality. The Municipality has budgeted for the provision of bad debt.

Data Cleansing

Crosscheck the service provider for data cleansing have sent us clean data for the all Municipal accounts with latest possible contact information

Currently the debt collection unit is calling to confirm customer information provided and updating new customer information on system.

Letters of demand sent

Letters of demand have been sent to commercial properties with outstanding balances for all municipal towns and Agricultural properties listed below:

For Commercial properties:

1. Creighton 5 letters of demand have been hand delivered and posted
2. Bulwer 3 letters of demand have been posted
3. Underberg 12 letters of demand have been posted
4. Himeville 8
5. Donnybrook 10 letters of demand have been posted

Feedback from letters that were sent

The total number of letters of demand that have been sent to commercial properties is 38. We have only received 3 responses from the letters that were sent out.

1. **Acc: 18745 Peon Properties**, Outstanding amount of **R445264.43** has made a payment of **R50 000.00** and has promised to come in the month of September to make arrangements.
2. **Acc: 50036/50043** customer requested a detailed history of accounts, customer is querying amount outstanding.
3. **Acc: 27517/32016 E Desai**- Outstanding amount of **R122 775.24** and **R142 735.53** has promised to come to the municipal office for arrangements on the 12 September 2018

Letters of final demand will be sent to 33 customers that have not responded or made any payments towards the accounts.

For Agricultural properties:

1. Creighton 33 letters of demand have been hand delivered and posted
2. Bulwer 12 letters of demand have been posted
3. Underberg and Himeville 59 letters of demand have been posted
4. Donnybrook 16 letters of demand have been posted

Total amount for letters of demand sent to all agricultural properties is R3 608 650.34(see attached)

FEEDBACK FROM LETTERS THAT WERE SENT

The total number of letters of demand that have been sent to Agricultural properties is 120. We have received responses from the letters that were sent out.

1. **Acc: 128445 New Line Invest.** With outstanding amount of **R170 156.64** has promised to pay Annual rates amounting to R17 474.76 before the end of September 2018 and has requested to pay the arrears amount over a period of 2 years amounting to R6983.92 every month.
2. **J.A Michaux** owns 4 Agricultural properties with an outstanding amount of **R54 606.30** has promised to come in the month of September to sign off on the arrangement to make monthly payments of R4 056.61 on arrears plus monthly instalments.
3. 11 accounts had incorrect postal address, necessary corrections have been done on the system, latest statements of account have been sent to customers.
4. 46 accounts had incorrect information e.g. contact details no longer in use; site verification will have to be done.

Queries from letters of demand

- 11 Incorrect postal address queries have been resolved
- 1 Property has changed ownership, currently investigating change of ownership
- Incorrect reference used when making payment, awaiting customers to send proof of payments so we can transfer payments to the correct accounts
- 1 customer with an outstanding amount of R23 227.53 has been making monthly payment to incorrect bank account number; customer is currently investigating the bank account.

Government Properties

16 government properties have been identified currently engaging with department for sending of invoices for the current year and paying of arrears for the previous year.

Arrangements made

Possible arrangements of 8 accounts in the month of September

Handed over accounts

Handing over of accounts will commence once the Municipality has appointed Municipal Attorneys for handing over municipal accounts.


Return post

15 return post for rates account have been identified and corrected, currently investigating other accounts returned due to incorrect post.

Challenges

1. Debt collection unit requires a proper Debt collection training in order to perform their duties more effectively.
2. Debt collection Unit share 4 telephone lines with other BTO units which limits them in performing their duties to the best of their ability.
3. The issue of unavailability of office space has a negative impact on the Debt collection Unit in fully performing their duties

PREPARED BY

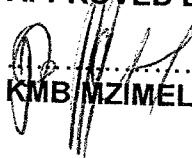


 NS MKHIZE

DATE

11/09/2018

APPROVED BY



 KMB MZIMELA (CFO)

DATE

11/09/2018

Account number	Debtor's	Name	Future/ 2018/07	2018/06	2018/05	2018/04	2018/03	Older than 2018/03	Total
Agricultural									
128445	NEW LINE INV 149 PTY		0	1685.58	1685.58	1685.58	1710.86	160846.58	167614.18
128545	GRANT FAMILY TRUST-T		0	1959.79	1959.79	1959.79	1989.19	154940.64	162809.2
131765	GRAMONEY	G	0	1958.95	1958.95	1958.95	1988.33	137499.98	145365.16
123435	UNDERBERG PROP PTY L		0	2723.59	2723.59	2723.59	2764.44	82583.34	93518.55
128955	TAYBLE TRUST-TRUSTEE		0	745.88	745.88	745.88	757.07	62915.54	65910.25
123345	UKHALAMBA DEV TRUST-		0	1248.78	1248.78	1248.78	1267.51	36300.62	41314.47
131905	LEVERSHA	G	0	458.84	458.84	458.84	465.72	33102.77	34945.01
128975	JOHN ALBERT TRUST-TR		0	5245.5	5245.5	5245.5	5324.18	7406.71	28467.39
128285	GLENSIDE TRUST-TRUS		0	2112.24	2112.24	2112.24	2143.92	17626.57	26107.21
128755	HORNER	GC	0	444.21	444.21	444.21	450.87	24189.65	25973.15
136555	MICHAUX	JA	0	805.35	805.35	805.35	817.43	22129.87	25363.35
128195	GLENROY TRUST-TRUSTE		0	381.81	381.81	381.81	387.54	23227.53	24760.5
128685	HERBST	WF&LM	0	416.91	416.91	416.91	423.16	20336.73	22010.62
128465	NHLANHLENI COMMUNAL		0	301.28	301.28	301.28	305.8	20075.09	21284.73
128225	GLENSIDE TRUST-TRUS		0	1597.83	1597.83	1597.83	1621.8	13333.97	19749.26
136775	R J C CRAIG FAMILY T		0	1315.28	1315.28	1315.28	1335.01	10704.76	15985.61
123675	FORSYTE PROPS 6 PTY		0	532.94	532.94	532.94	540.93	12732.82	14872.57
136795	R J C CRAIG FAMILY T		0	916.31	916.31	916.31	930.05	5708.71	9387.69
131875	LEISURE LINES LTD	JA	0	961.74	961.74	961.74	976.17	5010.73	8872.12
136525	MICHAUX	PM	0	337.35	337.35	337.35	342.41	6831.26	8185.72
131105	DOMMETT		0	322.53	322.53	322.53	327.37	6697.14	7992.1
136815	R J C CRAIG FAMILY T		0	694.4	694.4	694.4	704.82	5106.87	7894.89
128245	GLENSIDE TRUST-TRUS		0	608.79	608.79	608.79	617.92	5080.31	7524.6
136785	R J C CRAIG FAMILY T		0	591.05	591.05	591.05	599.92	4810.31	7183.38
144325	MERSEY TRADING CC		0	583.83	583.83	583.83	592.59	4097.49	6441.57
128185	DHARMAGIRI ASSOCIATI		0	745.1	745.1	745.1	756.28	3103.38	6094.96
128265	GLENSIDE TRUST-TRUS		0	483.41	483.41	483.41	490.66	4034.06	5974.95
144335	MERSEY TRADING CC		0	537.03	537.03	537.03	545.09	3740.7	5896.88
128175	WATSON	SC	0	414.57	414.57	414.57	420.79	3943.57	5608.07
136515	HLOPHE	SA	0	128.51	128.51	128.51	130.44	5053.81	5569.78
123635	FLEMINGTON	BSG	0	3712.41	1645.75	0	0	0	5358.16
	R J C CRAIG FAMILY T		0	423.15	423.15	423.15	429.5	3444.08	5143.03
TOTAL				35394.94	33328.28	31682.53	32157.77	906615.59	1039179.1

AGRICULTURE	Account ni er	Debtor's	Name	Future/ 2018/07	2018/06	2018/05	2018/04	2018/03	Older than 2018/03	Total
	115755	DOMMETT	PM	0	4842.44	4842.44	4842.44	4915.08	104498.81	123941.21
	220175	WAVUTHWA MBOKODO FAR	PM	0	1337.7	1337.7	1337.7	1357.77	115836	121206.87
	131705	PITOUT	DG	0	1209.59	1209.59	1209.59	1227.73	102612.81	107469.31
	265455	MCLOUGHLIN	J	0	2306.59	2306.59	2306.59	2341.19	57013.02	66273.98
	115735	DOMMETT	PM	0	1625.33	1625.33	1625.33	1649.71	34360.57	40886.27
	115745	DOMMETT	PM	0	1228.89	1228.89	1228.89	1247.32	25842.13	30776.12
	265445	SMITH	RM	0	2119.41	2119.41	2119.41	2151.2	17654.56	26163.99
	131305	PELTZ	PA	0	1405.78	1405.78	1405.78	1405.78	13085.54	18708.66
	115725	PRICE MOOR	GR	0	976.94	976.94	976.94	991.59	8280.79	12203.2
	115635	DOMMETT	PM	0	120.9	120.9	120.9	122.71	6083	6568.41
	264665	GEOFFREY	J&R	0	195	195	195	197.93	5474.85	6257.78
	115655	DOMMETT	PM	0	149.57	149.57	149.57	151.81	4295.2	4895.72
	110155	SEAFORTH TRUST-TRUST		18524.72	0	0	0	0	0	18524.72
	115285	DEALMORE FORTY THREE		0	0	0	0	0	17129.83	17129.83
	107455	RYAN ZAMMIT TRUST -		0	348.27	348.27	348.27	353.49	15130.97	16529.27
	107055	BANKS TRUST-TRUSTEES		0	668.85	668.85	668.85	678.88	13555.1	16240.53
	110005	CHRIS BARRAS PROPERTY		0	894.86	894.86	894.86	908.28	11553.12	15145.98
	262575	PARADISE FALLS TIMBE		0	599.43	599.43	599.43	608.42	3218.57	5625.28
	262475	PARADISE FALLS TIMBE		0	587.93	587.93	587.93	596.75	3148.34	5508.88
	220105	KARMICHAEL TRUST - T		0	414.18	414.18	414.18	420.39	3128.73	4791.66
	128785	HOWARD	AWL	0	4615.82	4244.6	0	0	0	8860.42
	136805	R J C CRAIG FAMILY T		0	711.36	711.36	711.36	722.03	5788.56	8644.67
	131825	QHAWA TRUST-TRUSTEES		0	1412	1412	1412	1433.18	2929.92	8599.1
	128675	HERBST	LM&WF	0	172.19	172.19	172.19	174.77	7727.14	8418.48
	123575	W J P TRUST-TRUSTEES		0	958.04	958.04	958.04	4542.08	936.15	8352.35
	262525	PARADISE FALLS TIMBE		0	2614.76	2614.76	2614.76	2653.98	13978	24476.26
	217925	MCLEAN & MAZZOTTI	CD &S	0	338.13	338.13	338.13	343.2	22336.9	23694.49
	173045	COUZENS	FS	0	1038.57	1038.57	1038.57	1054.15	17907.03	22076.89
	173435	KARMICHAEL TRUST - T		0	1630.4	1630.4	1630.4	1654.86	13606.18	20152.24
	131775	PUNCH TRUST-TRUSTEES		0	432.51	432.51	432.51	439	12245.82	13982.35
	123535	FEASIBLE SOLUTIONS 3		0	393.12	393.12	393.12	393.12	12318.54	13891.02
	TOTAL			35348.6	34977.34	30732.74	34736.4	671676.18	825995.94	

er	Debtor's	Name	Future/ 2018/07	2018/06	2018/05	2018/04	2018/03	Older than 2018/03	Total
	Agricultural								
		110915 SOLAR SPECTRUM TRADI	0	10615.41	10615.41	10615.41	10774.64	213915.23	256536.1
		107035 BANKS TRUST-TRUSTEES	0	2952.89	2952.89	2952.89	2997.18	59400.09	71255.94
		107205 ROCKY MOUNTAIN LODGE	0	2218.71	2218.71	2218.71	2251.99	47487.59	56395.71
		115265 DAVID HOOPER TRUST	0	525.72	525.72	525.72	533.61	44976.7	47087.47
		107255 ROMAN CATHOLIC CHURC	0	504.08	504.08	504.08	511.64	40816.96	42840.84
		107105 GOXHILL FARM(PTY) LTD	0	3460.67	3460.67	3460.67	3512.58	27197.91	41092.5
		115365 TELA MOUNTAIN CC	0	370.11	370.11	370.11	375.66	32820.41	34306.4
		110325 SHIGISHA INV CC	0	2537.73	2537.73	2537.73	2575.8	21177.45	31366.44
		115335 TED BAR FARMS PTY LT	0	2326.94	2326.94	2326.94	2361.84	14246.19	23588.85
		110375 CROWN HILL PROPERTIE	0	1832.92	1832.92	1832.92	1860.41	16197.08	23556.25
		115425 DEREK NICHOLSON FAMI	0	1751.3	1751.3	1751.3	1777.57	7347.25	14378.72
		110045 CHRIS BARRAS PROPRT	0	621.27	621.27	621.27	630.59	11824.88	14319.28
		107655 SAPPI SOUTHERN AFRIC	0	626.93	626.93	626.93	636.33	11202.96	13720.08
		110135 SCRIPTURE UNION OF S	0	1057.68	1057.68	1057.68	1073.55	8301.89	12548.48
		107495 BRIAR LEA PROPERTY H	0	3071.06	3071.06	3071.06	2450.16	0	11663.34
		107775 SAUNDERS	0	1072.5	1072.5	1072.5	1088.59	6284.77	10590.86
S		110035 CHRIS BARRAS PROPRT	0	630.05	630.05	630.05	639.5	7962.92	10492.57
		115345 DEREK NICHOLSON FAMI	0	1221.09	1221.09	1221.09	1239.41	5122.72	10025.4
		107395 BLOMEYER	0	1208.81	1208.81	1208.81	1226.94	3771.47	8624.84
LR		110245 CLOVELLY TRUST-TRUST	0	8490.3	0.04	0	0	0	8490.34
		115095 TAYBLE TRUST-TRUSTEE	0	320.78	320.78	320.78	325.59	6247.76	7535.69
		123005 DUKE	0	1798.88	1798.88	1798.88	1825.86	0.02	7222.52
DV		115385 DEREK NICHOLSON FAMI	0	755.63	755.63	755.63	766.96	3116.27	6150.12
		110925 SOLITUDE TROUT HAVEN	0	666.12	666.12	666.12	676.11	3470.5	6144.97
		107325 BLOMEYER	0	852.54	852.54	852.54	865.33	2659.98	6082.93
DJ		110955 SPRINGBURN CC	0	490.23	490.23	490.23	497.58	3752.94	5721.21
		110115 SCOTSTON FAMILY TRUS	0	1879.8	1879.8	1879.8	0	0	5639.4
PS		107865 CANHAM	0	743.93	743.93	743.93	755.09	2430.58	5417.46
		107805 SCAFELL TRUST-TRUSTE	0	2650.44	2650.44	0.04	0	0	5300.92
		102745 CHRIS BARRAS PROPRT	0	283.73	283.73	283.73	287.99	4009.57	5148.75
		128875 FARRAND	0	710.58	710.58	710.58	721.24	6675.21	9528.19
		TOTAL	0	58248.83	49758.57	47108.13	45239.74	612417.3	812772.57

Account number	Debtor's	Name	Future/ 2018/07	2018/06	2018/05	2018/04	2018/03	Older than 2018/03	Total
Agricultural									
262195	MOOR	GRP	0	2445.31	2445.31	2445.31	2481.99	84750.39	94568.31
144345	WILLIAMSON	M R	0	1364.22	1364.22	1364.22	1952.33	77243.87	83288.86
149095	ARDEL ENTERPRISES CC		0	0	0	0	0	63287.88	63287.88
238415	RSA		0	2501.25	2501.25	2501.25	2538.77	51863.33	61905.85
254205	VAN DER BERG	M	0	1747.49	1747.49	1747.49	1773.7	53179.92	60196.09
217985	PENNY	GJ	0	889.01	889.01	889.01	902.35	56492.06	60061.44
246855	PT FLETCHER FAMILY T		0	1047.54	1047.54	1047.54	1063.25	55796.73	60002.6
217695	GOLDEN BAY PROPRIETIE		0	351	351	351	356.27	47335.51	48744.78
149045	SCHUURMAN	WD	0	510.12	510.12	510.12	517.77	42760.12	44808.25
217885	HAZELDENE TRUST TRUS		0	3362.97	3362.97	3362.97	3413.41	27851.31	41353.63
246235	MAJOR	CH	0	1040.13	1040.13	1040.13	1040.13	36584.42	40744.94
217895	WILLIAMSON	M R	0	673.34	673.34	673.34	683.44	29820.17	32523.63
246745	GRAD MAX TRADING (PT		0	1149.33	1149.33	1149.33	1166.57	23489.86	28104.42
217975	LEREKO PROPERTY CO P		0	1600.37	1600.37	1600.37	1624.38	13355.19	19780.68
246865	PT FLETCHER FAMILY T		0	117	117	117	118.76	17478.13	17947.89
144395	WIMPLES PTY LTD		0	723.06	723.06	723.06	733.91	14707.05	17610.14
238335	KHUMALO	TTS&V	0	172.97	172.97	172.97	175.56	16102.52	16796.99
262485	PARADISE FALLS TIMBE		0	1771.58	1771.58	1771.58	1798.15	9472.55	16585.44
262015	LANG	HM	0	306.15	306.15	306.15	310.74	14072.94	15302.13
254385	COATES FIELD REPAIRS		0	373.82	373.82	373.82	379.43	12409.15	13910.04
149155	NHLANHLENI COMMUNAL		0	126.36	126.36	126.36	128.26	10623.16	11130.5
259495	RADLOFF	AL&MP	0	398	398	398	403.97	8967.01	10564.98
262515	PARADISE FALLS TIMBE		0	993.33	993.33	993.33	1008.23	5311.3	9299.52
262135	SAINTOINE SUGAR ESTA		0	827.58	827.58	827.58	839.99	5000.8	8323.53
262455	PARADISE FALLS TIMBE		0	866.78	866.78	866.78	879.78	4632.93	8113.05
149125	PARADISE FALLS TIMBE		0	837.14	837.14	837.14	849.7	4497.75	7858.87
262555	PARADISE FALLS TIMBE		0	825.44	825.44	825.44	837.82	4417.16	7731.3
262545	PARADISE FALLS TIMBE		0	646.43	646.43	646.43	656.13	3460.76	6056.18
217655	COOPER	LEM	2142	744.34	744.34	744.34	755.51	755.59	5886.12
259855	SAINTOINE SUGAR ESTA		0	576.42	576.42	576.42	585.07	3510.9	5825.23
136545	MICHAUX	JA	0	507.39	507.39	507.39	515	10352.29	12389.46
TOTAL				29495.87	29495.87	29495.87	30490.37	809582.75	930702.73



Dr Nkosazane Dlamini Zuma Municipality

SUSPENSE VOTE: JULY 2018

Financial Year : 2017/18
 Vote : 30311060211

Date paid			Amount			
02/08/2018	11	4	4000000768 1663.32-	N	A:RMC4	18B201808020014
02/08/2018	11	4	4000000833 3997.30-	N	A:RMC4	22B201808020016
02/08/2018	11	4	4000000855 1500.00-	N	A:RMC4	24B201808020016
03/08/2018	11	4	4000000930 1312.00-	N	A:RMC4	31B201808030012
03/08/2018	11	4	4000000958 3108.60-	N	A:RMC4	34B201808030014
03/08/2018	11	4	4000001097 404.29-	N	A:RMC4	38B201808060010
06/08/2018	11	4	4000001193 1823.10-	N	A:RMC4	41B201808060012
07/08/2018	11	4	4000001406 53.00-	N	A:RMC4	55B201808070013

13861.61

PREPARED BY THABILE NSINDANE [Signature] DATE 11/08/18

APPROVED BY CFO/SENIOR ACCOUNTANT _____ DATE _____



Dr Nkosazane Dlamini Zuma Municipality

SUSPENSE VOTE: AUGUST 2018

Financial Year : 2018 Pe
Vote : 30311060211

1

Opening Balance

13861.61-

DATE PAID					
			-13861,61		
03/09/2018	11	4 4000001449	◊ -1000 N	A:RMC4	60B201809030010
03/09/2018	11	4 4000001468	▼ -6236 N	A:RMC4	61B201809030011
04/09/2018	11	4 4000001743	◊ -6592,78 N	A:RMC4	76B201809040012
05/09/2018	11	4 4000001857	◊ -200 N	A:RMC4	79B201809050010
05/09/2018	11	4 4000001880	◊ -5000 N	A:RMC4	80B201809050010
05/09/2018	11	4 4000001906	◊ -1353,97 N	A:RMC4	81B201809050011
05/09/2018	11	4 4000001991	◊ -18372 N	A:RMC4	83B201809050016

TOTAL

-52616,36

PREPARED BY THABILE NSINDANE  DATE 11/08/18

APPROVED BY CFO/CHIEF FINANCIAL OFFICER  DATE _____

*

**EXPENDITURE REPORT
FOR
EXPENDITURE MANAGEMENT UNIT**

EXPENDITURE MANAGEMENT REPORT FOR THE PERIOD FOR AUGUST 2018

AUTHOR	:	Chief Finance Officer
Levels	:	1 st Level –MANCO
	:	2 ND Level- Committee
	:	3 RD Level-Exco
	:	4 th Level-Council

2. PURPOSE

To report to the committee on the payments made during the month of August 2018

3. LEGAL REQUIREMENTS

- MFMA Act NO .56 of 2003

4. BACKGROUND AND REASONING

The accounting officer of a municipality is responsible for the management of the expenditure of the municipality. The accounting officer must take all reasonable steps to ensure that the municipality has and maintains an effective system of expenditure control, including procedures for approval, authorisation, withdrawal and payments of funds

The accounting officer must also make sure that the municipality has and maintains a system of internal control in respect of creditors and payments, that payments by the municipality are made directly to the person to whom it is due unless agreed otherwise for reasons as may be prescribed, and that all money owing by the municipality be paid within 30 days of receiving the relevant invoice or statement, unless prescribed otherwise for certain categories of expenditure.

5. FINANCIAL IMPLICATIONS

No financial implications

6. STAFF IMPLICATIONS

No staff implications

7. Annexures

- Payment listing DR Nkosazana Dlamini Zuma Municipality

- Top ten creditors

7. RECOMMENDATIONS

That this report noted by the committee

LIST OF PAYMENTS MADE DURING AUGUST 2018							
PAYMENT NUMBER	SUPPLIER NAME	DESCRIPTION	AMOUNT	DATE OF INVOICE	PAYMENT DATE	COMPLIANCE	COMMENTS
201	Ayanda Mhanga	Advert for Draft budget&Tarrifs,invitation of bid,9 Tenders and final Budget&IDP	165 238.28	2018/06/30	2018/08/17	NO	Invoices was waiting to be approved
202	Asiphokuhle Trading	Strategic planning training	150 000.00	2018/08/27	2018/08/31	YES	
203	Rural Metro	Fire bridge service for August	132 120.05	2018/08/21	2018/08/31	YES	
204	Kamanga Trading cc	Renovation of Zidweni community Hall certificate 6	17 975.33	2018/08/08	2018/08/31	YES	
205	Eskom: Free Basic Electricity	Eskom free Basic electricity for August	175 563.77	2018/08/13	2018/08/17	YES	
206	Black Moon Investment	15 Bus shelters	436 550.72	2018/08/27	2018/08/31	YES	
207	Ukwazi Trading CC	Renovation of Himeville office certificate.1	426 863.50	2018/08/10	2018/08/31	YES	
208	Quit storm Trading	Buyani Madlala Sportfield certificate.8	475 893.52	2018/07/25	2018/08/17	YES	
209	Kuyazanwa Business Solution	Nomandlovu access road certificate.7	121 131.08	2018/06/29	2018/08/17	NO	Invoices was misplaced by IDP
210	Donnybrook Spar	Lunch for Disciplinary hearing	685.90	2018/08/21	2018/08/21	YES	
211	Donnybrook Spar	Drinks for Deputy Mayor's office	1 364.08	2018/08/28	2018/08/31	YES	
212	Donnybrook Spar	Lunch for Audit &Performance committee held on 31/08/18	784.98	2018/08/28	2018/08/31	YES	
213	Ixopo Spar	Lunch for Duze to Sani	1 717.70	2018/08/28	2018/08/28	YES	
214	KZN Liquor licensing	Application fee for licensing Act	1 000.00	2018/08/29	2018/08/31	YES	
215	Ixopo Spar	Lunch for Council meeting held on 20/08/18	3 206.58	2018/08/27	2018/08/28	YES	
216	Ixopo Spar	Lunch for Finance meeting held on 29/08/18	724.06	2018/08/28	2018/08/28	YES	
217	Taiyazi TI	Refund for accommodation	4 000.00	2018/08/24	2018/08/24	YES	
218	Teikom	Telephone statement for June	17 876.56	2018/08/20	2018/08/31	YES	
219	Donnybrook Spar	Lunch for Executive committee meeting held on 22/08/18	766.06	2018/08/20	2018/08/21	YES	
220	Teikom	Telephone statement for June	799.85	2018/08/17	2018/08/17	YES	
221	Teikom	Telephone statement for July	45 024.00	2018/08/20	2018/08/21	YES	
222	Donnybrook Spar	Lunch for Audit committee meeting held on 21/08/2018	755.44	2018/08/20	2018/08/21	YES	
223	Donnybrook Spar	Lunch for PWBS Committee meeting held on 21/08/18	1 185.60	2018/08/20	2018/08/21	YES	
224	MFSA Chartered Accountants SA	Prof service rendered for Assets	371 894.11	2018/08/16	2018/08/17	YES	
225	Shemuntu&Son's	Install of water retention storage& container	484 642.80	2018/07/23	2018/08/02	YES	
226	Indiabuko Creations Protect cc	15 loud hailer	129 750.00	2018/07/30	2018/08/03	YES	
227	Eskom: Free Basic Electricity	Eskom free Basic electricity for July	167 089.52	2018/08/01	2018/08/02	YES	
228	Underberg Spar	Purchase of Prepaid electricity for Himeville&Nkwezela offices	48 000.00	2018/08/08	2018/08/10	YES	
229	SALGA	Wome'ns commission 2018	5 000.00	2018/08/06	2018/08/07	YES	
230	Ixopo Spar	Lunch for Development &Town planning meeting held on 17/08/18	716.06	2018/08/06	2018/08/07	YES	
231	Ixopo Spar	Lunch for Community service Committee meeting held on 08/08/18	738.24	2018/08/05	2018/08/07	YES	
232	Ixopo Spar	Lunch for corporate services committee meeting held on 07/08/18	716.06	2018/08/06	2018/08/07	YES	
233	Ixopo Spar	Refreshment for MM's office	1 611.36	2018/08/06	2018/08/07	YES	
234	Ixopo Spar	Lunch for Farmers association meeting held on 13/08/18	748.33	2018/08/06	2018/08/07	YES	
235	Donnybrook Spar	Lunch for Media tour	3 888.96	2018/08/06	2018/08/07	YES	
236	OK Furniture	Bar Fridge for Deputy Mayor's office	1 999.00	2018/08/07	2018/08/07	YES	
237	WeFix	Repair for MM's PA cellphone	2 499.00	2018/08/07	2018/08/21	YES	
240	UNISA (UNIVERSITY OF SOUTH AFRICA)	Assistant study bursary for Ms S Gagana	5 760.00	2018/08/18	2018/08/21	YES	
241	Harvey World Travel	Accommodation for Staff and Counsellors	143 820.44	2018/08/02	2018/08/02	YES	
242	Harvey World Travel	Accommodation for Staff and Counsellors	9 916.25	2018/07/16	2018/08/17	NO	Invoice was waiting to be approved
243	Amagidangoma (Intombi)	Ingoma Yentombi-final cultural competition	5 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved

244	Isibusiso Group	Final cultural competition- Gospel	4 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
245	Isiphephelo (Idadia)	Final cultural competition- iDadia	3 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
246	Zithulele Jili (Igeza lensizwa)	Final cultural competition- Igeza lensizwa	1 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
247	Dingizwe Mthembu(uswenka)	Final cultural competition- Uswenka	1 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
248	White Angels (uMshado)	Final cultural competition-Umshado	3 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
249	Aziwa Gospel	Final cultural competition-Gospel	3 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
250	Fly By Night	Final cultural competition-Kwaito	2 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
251	Stomers (Hip-hope)	Final cultural competition -Hip Hop	2 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
252	Amavivyo Emkhonto(Isibhaca Boys)	Final cultural competition- Isibhaca	5 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
253	Abadokodli (Afro Gospel)	Final cultural competition- Gospel	3 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
254	Izelamani Production(Drama)	Final cultural competition- Drama	3 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
255	King Boyz(Isicathamiya)	Final cultural competition-Isicathamiya	5 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
256	Imbongi ezithandayo(Poetry)	Final cultural competition- Imbongi	2 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
257	Fezile Dlamini (uBuhle bentombi)	Final cultural competition -ubuhle bentombi	1 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
258	Dzayco (Isibhaca Boys)	Final cultural competition-Isibhaca Boys	5 500.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
259	Intokozo (Amahubo)	Final cultural competition- Amahubo	3 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
260	Amathunzantaba (Indlamu)	Final cultural competition-Indlamu	6 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
261	Ingane zenjabulo (Dance)	Final cultural competition- Dance	2 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved

262	Amagidangoma (intombi)	Final cultural competition-Ingoma yezinsizwa	6 000.00	2018/07/03	2018/08/17	NO	Invoice was waiting to be approved
263	Matthew Francis Inc	Attorneys fees and Disbursements	32 563.48	2018/08/08	2018/08/17	YES	
264	Telkom	Telephone June statement	799.85	2018/07/30	2018/08/17	YES	
265	Telkom	Telephone July statement	311.87	2018/07/30	2018/08/17	YES	
266	S.T Madiba	Transport for Golden games	9 000.00	2018/08/03	2018/08/17	YES	
267	Senzo Phungula	Transport for Maidens to uMkhosi wezintombi	6 000.00	2018/08/07	2018/08/17	YES	
268	Ngwekazi Catering & Take away	Tent, Mobile Toilets & Table hired for Golden games	4 425.00	2018/08/07	2018/08/17	YES	
269	C M Memela	Transport for Maidens to uMkhosi wezintombi	4 300.00	2018/08/07	2018/08/17	YES	
270	Siphengange Construction	Transport for Maidens to uMkhosi wezintombi	9 500.00	2018/08/07	2018/08/17	YES	
271	SBS Electrical (pty) Ltd	gyser for Hirneville office	5 747.29	2018/08/03	2018/08/17	YES	
272	Z.M Mnxadi	Transport for Golden games	3 000.00	2018/08/02	2018/08/17	YES	
273	Amavuyo Catering	Renovation of Seaford sportfield certificate.3	25 298.50	2018/08/02	2018/08/17	YES	
274	Mawande umuzi Trading	Transport for Golden games	11 800.00	2018/08/02	2018/08/17	YES	
275	A.M Mazeka	Transport for Golden games	4 000.00	2018/08/02	2018/08/17	YES	
276	Stanzoro (pty) Ltd	Supply & install floor tiles for Mayor's office	9 900.00	2018/08/08	2018/08/17	YES	
277	Perehaz (PTY) LTD	Lunch for Nkwazela Library Basic computer	6 500.00	2018/08/02	2018/08/17	YES	
278	P Visagie	Transport for Golden games	4 000.00	2018/08/03	2018/08/17	YES	
279	Naken Mthunzini (PTY) PTY	Transport for Journalist	29 950.00	2018/08/07	2018/08/17	YES	
280	Thaba Agri Suppliers	Refuse bags	20 250.00	2018/08/06	2018/08/17	YES	
281	Banele Construction	Cooker labour for Golden games	8 000.00	2018/08/03	2018/08/17	YES	
282	Amanwabane trading enterprise	printing papers for Municipality	41 500.00	2018/08/06	2018/08/17	YES	
283	Amavuyo Catering	Renovation of Bulwer Taxi rank certificate 2	133 237.50	2018/08/02	2018/08/17	YES	
284	A.T Sosibo	Transport for Golden games	3 800.00	2018/08/03	2018/08/17	YES	
285	Anvision Computers	External Hard drive, 2 GB Digital voice records	12 937.99	2018/08/08	2018/08/17	YES	
286	Manaye Tours	Transport for Maidens to uMkhosi wezintombi	9 000.00	2018/08/15	2018/08/17	YES	
287	Belebele Trading	Purchase of OX	15 080.00	2018/08/15	2018/08/17	YES	
288	Lyceum College	Assistant study bursary for Mr. M.W. Dlamini	5 000.00	2018/08/17	2018/08/17	YES	
289	Heritage Railway Association	Membership fee for 2018/2019	24 040.23	2018/08/28	2018/08/31	YES	
290	Eskom	Electricity July statement	4 272.83	2018/08/28	2018/08/31	YES	
291	Eskom Underberg taxi rank	Electricity July statement	9 778.58	2018/08/28	2018/08/31	YES	
292	Eskom old main road library 5403179203	Electricity July statement	41 206.13	2018/08/28	2018/08/31	YES	
293	Eskom 131 street light	Electricity July statement	8 211.19	2018/08/28	2018/08/31	YES	
294	Eskom	Electricity July statement					Invoice was waiting to be approved
295	Abaifana Bokuthula	Final cultural Competition-uGiya	3 000.00	2018/07/03	2018/08/31	NO	
296	Receiver of Revenue	Payroll report	5 000.00	2018/08/25	2018/08/31	YES	
297	SARS	Payroll report	557 750.64	2018/08/25	2018/08/31	YES	
298	SARS - UIF	Payroll report	52 913.76	2018/08/25	2018/08/31	YES	
299	SARS - SDL	Payroll report	37 998.35	2018/08/25	2018/08/31	YES	
2100	Nkwazela Funeral ParLOUR	Funeral support	8 250.00	2018/07/30	2018/08/17	YES	
2101	Indlu emnyama investment	T-shirts for clean up campaign	14 640.00	2018/07/30	2018/08/17	YES	
2102	Auto-impel (PTY) LTD	Purchase of secur lid for Mayor's car	17 250.00	2018/07/31	2018/08/17	YES	
2103	Willows Express	Postage	515.14	2018/07/18	2018/08/17	YES	
2104	Ntuthuko investment	Adjudicator for final cultural competition					Invoice was waiting to be approved
2105	Amanwabane trading enterprise	manual requisition books	2 500.00	2018/06/29	2018/08/17	NO	
2106	Masbonsanisenontke Trading	Renovation of Old municipal building certificate.2	2 799.60	2018/07/27	2018/08/17	YES	
2107	Impande Engineers (PTY) LTD	Creighton Asphalt Surfacing certificate.3	42 693.00	2018/07/26	2018/08/17	YES	
2108	Mathutha Trading Enterprise	Supply of welding machinery	46 084.61	2018/07/25	2018/08/17	YES	
			98 798.00	2018/07/27	2018/08/17	YES	

2109	Unozulu Nogalagalane	Maskandi final cultural competition	6 000.00	2018/07/03	2018/08/17	NO	
2110	Mgamule Consulting	Gobhobho, Scedeni & Sportini community Hall certificate.2	60 000.00	2018/08/06	2018/08/17	YES	
2111	Ngwekazi Catering & Take away	VIP catering on clean up campaign	8 500.00	2018/07/30	2018/08/17	YES	
2112	Kwezi & Samkelo (PTY) LTD	catering for clean up campaign	10 500.00	2018/07/30	2018/08/17	YES	
2113	Time freight	Postage	668.31	2018/08/03	2018/08/17	YES	
2114	Time freight	Postage	610.10	2018/08/03	2018/08/17	YES	
2115	Saiga	Job valuation cost for 2015/16,2016/2017 and 2017/2018	22 870.00	2018/08/08	2018/08/31	YES	
2116	Nashua	rental for Printing machines for Himeville offices	22 701.60	2018/08/02	2018/08/31	YES	
2117	Symphony PC	Contract maintenance for July & August	31 000.00	2018/08/16	2018/08/31	YES	
2118	SAQA	Batch and records for NDZ	1 300.00	2018/08/20	2018/08/31	YES	
2119	Isikhungusethu	Development of Housing sector plan	86 526.00	2018/08/20	2018/08/31	YES	
2120	Sphehlezaatrading cc	Renovation of Underberg Taxi rank certificate.1	55 717.50	2018/08/10	2018/08/31	YES	
2121	Kwezi & Samkelo (PTY) LTD	Renovation of Public toilet certificate.1	87 257.50	2018/08/08	2018/08/31	YES	
2122	Inside data	Postage, courier&freight,laser print for July, laser print for June, courier freight for May statement, laser print&Mail for April	33 170.04	2018/08/20	2018/08/31	YES	
2123	Lizwe Car wash	Cleaning of Municipality vehicle	1 530.00	2018/08/20	2018/08/31	YES	
2124	TV Licence	T.V Licence	1 590.00	2018/08/22	2018/08/31	YES	
2125	Travel with a Smile	Renovation of Creighton hall certificate.2	41 315.50	2018/08/28	2018/08/31	YES	
2126	Sameilhle Tours	2 Taxis Transport for Golden games	7 000.00	2018/08/21	2018/08/31	YES	
2127	Nkelle Gacisile	Referee for Golden games	2 000.00	2018/08/21	2018/08/31	YES	
2128	Telkom	Telephone July statement	20 674.06	2018/08/22	2018/08/31	YES	
2129	P Visigle	2 Taxis Transport for Golden games	9 000.00	2018/08/21	2018/08/31	YES	
2130	Eskom: Sportfield Nkwezela	Electricity August statement	1 976.60	2018/08/22	2018/08/31	YES	
2131	Eskom: Creighton Pound	Electricity August statement	4 481.53	2018/08/22	2018/08/31	YES	
2132	TNT Airconditioning	Supply & install of 2 airconditioners	32 458.75	2018/08/13	2018/08/31	YES	
2133	Anantwabane trading enterprise	Counterbooks and section 56 fine books	28 432.00	2018/08/21	2018/08/31	YES	
2134	ESKOM CREIGHTON LOCAL AUTHORITY ACTIVITI	Electricity August statement	2 997.90	2018/08/23	2018/08/31	YES	
2135	Eskom Lot Smith street	Electricity August statement	832.46	2018/08/22	2018/08/31	YES	
2136	Eskom : 7220847783	Electricity August statement	4 558.24	2018/08/23	2018/08/31	YES	
2137	Eskom Dornbrook Kevelier Mission	Electricity August statement	2 333.86	2018/08/22	2018/08/31	YES	
2138	Eskom Municipal House	Electricity August statement	1 401.98	2018/08/22	2018/08/31	YES	
2139	Eskom: 6521626228	Electricity August statement	36 541.63	2018/08/22	2018/08/31	YES	
2140	Nyathemnyama 45 G constr	Lunch for Senior citizen celebration	2 500.00	2018/08/23	2018/08/31	YES	
2141	MS Sibisi	Travelling claims	8 556.00	2018/08/27	2018/08/31	YES	
2142	Willows Express	Postage	589.30	2018/08/15	2018/08/31	YES	
2143	TH Sosibo	Transport for Golden games	3 500.00	2018/08/23	2018/08/31	YES	
2144	Gagashe Industrial CC	Printing of Municipal newsletter	39 910.00	2018/08/28	2018/08/31	YES	
2145	Thaba Agri Suppliers	Refused bags	28 350.00	2018/08/23	2018/08/31	YES	
2146	Bhilili Traders	Lunch for social ill awareness campaign	10 000.00	2018/08/23	2018/08/31	YES	
2147	LB Van Der Merwe	Travelling claim to Audit committee meeting held on 21/08/18	14 686.32	2018/08/24	2018/08/31	YES	
2148	Shemuntu&Son's	Fruits for Golden games	5 318.20	2018/08/23	2018/08/31	YES	
2149	DMISA Conference	DMISA Conference	8 300.00	2018/08/29	2018/08/31	YES	
2150	Evaluation Enhance Property	Valuation fees	16 001.10	2018/08/23	2018/08/31	YES	
2151	Telkom	Telephone June statement	17 876.56	2018/08/21	2018/08/31	YES	
2152	Telkom	Telephone July statement	1 114.05	2018/08/21	2018/08/31	YES	
2153	Telkom	Telephone June statement	382.00	2018/09/21	2018/08/31	YES	
2154	Khuseleani Security & Risk Man(Pty)Ltd	Security services for August	474 702.79	2018/08/31	2018/08/31	YES	
2155	Welase Trading PTY LTD	Lunch for Gender forum held on 07/08/18	3 000.00	2018/08/23	2018/08/31	YES	
2156	Pauline Fathers	Water usage for March to July	3 000.00	2018/08/21	2018/08/31	YES	
2157	Afuyenwe Construction and Project	Lunch for Madiba's memorial service	15 000.00	2018/08/17	2018/08/31	YES	
2158	Esonkhulu Trading CC	Protective clothing for Corporate services	15 000.00	2018/08/23	2018/08/31	YES	
2159	Anantwabane trading enterprise	Learnens licence, order books, petty cash vouchers&receipt books	63 648.50	2018/08/15	2018/08/31	YES	
2160	Kubekile Construction	Lunch for Imbizo Yamadoda	28 000.00	2018/07/30	2018/08/17	YES	

Invoice was waiting to be approved

2161	BG Mazongolo construction	Renovation of Art centre fence certificate.3	19 286.77	2018/08/08	2018/08/31	YES	Invoices was missplaced by IDP
2162	Kuyazanwa Business Solution	Nomandlovu access road certificate.8	78 664.13	2018/06/29	2018/08/17	NO	
2163	Ayanda Mbanga	Advert for Librarian Post	9 174.78	2018/08/06	2018/08/17	YES	
2164	Ayanda Mbanga	Advert for fire truck,2018/2019 SDBIP, Access roads&closing date	47 294.44	2018/08/30	2018/08/17	YES	
2165	GS Vilakazi	Travelling expenses	12 280.00	2018/08/07	2018/08/17	YES	
2166	Matthew Francis Inc	Attorneys fees and Disbursements	15 323.67	2018/08/20	2018/08/31	YES	
2167	Vekezakhe Tour	Transport for Dundee July	15 000.00	2018/07/30	2018/08/17	YES	
2168	Eskom: Eskom Health Committee Office	Electricity August payments	6 345.18	2018/08/22	2018/08/31	YES	
11132	CASH	Vehicle licensing for NIP-1809	44 976.00	2018/08/13	2018/08/13	YES	
11133	CASH	Vehicle licensing for NUD 4825,1659,2095,NUD 4848,NIP1937,NIP 985&NIP1902	5 178.00	2018/08/13	2018/08/13	YES	
11134	CASH	Lunch for Athletes for Mandela maraton	2 500.00	2018/08/21	2018/08/21	YES	
11135	CASH	Petty cash expenditure	5 000.00	2018/08/30	2018/08/30	YES	
TOTAL PAYMENTS			6 624 075.08				

Prepared by: *[Signature]*
 Signature: _____

Reviewed by: *I.T. KUMALO*
 Signature: _____

HIGHEST PAID CREDITORS FOR AUGUST 2018

SUPPLIER	DESCRIPTION	AMOUNT
Shemuntu&Son's	Install of water retention storage& container& Fruits for Golden games	
Quit storm Trading	Buyani Madlala Sportfield certificate.8	489 961.00
Khuselani Security &Risk Man(Pty)Ltd	Security services for August	475 893.52
Black Moon Invetsment	15 Bus shelters	474 702.79
Ukwazi Trading CC	Renovation of Jimeville office certificate.1	436 550.72
MFS Chartered Accountants SA	Proff service rendered for Assets	426 863.50
Eskom: Free Basic Electricity	Eskom free Basic electricity for July&August	371 894.11
Kuyazanwa Business Solution	Nomandlovu access road certificate.7&8	342 653.29
	Advert for Draft budget&Tarrifs,invitation of bid,9 Tenders and final Budget&IDP, fire truck 2018/2019,SDBIP, Access roads, extention of closing date and Librarian Post	199 795.21
Ayanda Mbanga	Renovation of Bulwer Taxi rank certificate.2& Seaford sportfield certificate.3	161 707.50
Amavuyo Catering		158 536.00
TOTAL		3 538 557.64

REPORT ON SUPPLY CHAIN MANAGEMENT FOR THE MONTH OF AUGUST 2018 – NDZ MUNICIPALITY

AUTHOR: CHIEF FINANCE OFFICER
(File Ref: Budget and Treasury Office)

- (1st Level : Manco)
 (2nd Level : Finance Committee)
 (3rd Level : Exco)
 (4th Level : Council)

1. PURPOSE OF REPORT

To present the implementation of the Supply chain management policy to the Committees and Council on purchases made by the municipality for the month ended 31 August 2018.

2. BACKGROUND

The Act on Local Government: Municipal Finance Management Act No 56, 2003, Chapter 11, the municipal supply chain management Regulation, as published in the Government Gazette on 30 May 2005 and the Supply Chain Management Policy as adopted by Council state that a report must be submitted to committees and council, in order to create a transparent image to all processes in the Supply Chain Management Division.

3. LEGAL AND STATUTORY REQUIREMENT

- o Constitution of Republic of South Africa Act, No 108 of 1996
- o Municipal Finance Management Act, No 56 of 2003
- o Preferential Procurement Regulations, 2011
- o Board- Based Black Economic Empowerment Amended Act, 2013 (Act No 46 of 2013
- o Supply Chain Management Policy

4. RANGE OF PROCUREMENT

- 4.1 Orders up to the transaction value of R1 to R2 000
- 4.2 Three written or verbal quotations for procurements of a transaction value between R2001 to R10 000.
- 4.3 Three different written quotations for procurements between R10 001 to R30 000.
- 4.4 At least three formal written quotes, to be scored on price & targeted goal points designed in terms of the New Preferential Procurement Point Framework Act and regulations as well as the Broad Based Black Economic Empowerment Act for procurements above R30 001 to R200 000.
- 4.5 Bid Process for procurement above R 200 000,00

5. STAFF IMPLICATIONS

5.1 There is no staff implication

6. FINANCIAL IMPLICATIONS/ EXPENDITURE

6.1 QUOTATION ORDERS	: R 683 810.36
6.2 DEVIATIONS	: R 0,00
6.3 IRREGULAR EXPENDITURE	: R 0,00
6.4 FUNERAL	: R 0.00
6.5 AWARDS MORE THAN R200 000	: R 0,00
6.6 FUEL ORDERS	: R 0,00

7. ANNEXURES

- 7.1 Annexure "A" – Quotation orders below R 200 000,004
- 7.2 Annexure "B" – Deviation and Irregular Expenditure
- 7.3 Annexure "C" - Funeral
- 7.4 Annexure "D" – Awards more than R 200 000,00
- 7.5 Annexure "E" – Fuel orders

8. RECOMMENDATIONS

That this report to be noted by Committee

“QUOTATION ORDERS BELOW R 200 000,00”

FORMAL WRITTEN QUOTATIONS BETWEEN R5001-R200 000 (Annexure A) FOR AUGUST 2018				
Order Numbers	Company Name	SERVICE	DEPT	Amount
954	Harveyworld travel	Accommodation for Cllr ZP Mkhize attending womens commission in east london	Mm	R 5 284,00
957	Harveyworld travel	Flight for Cllr B C Mncwabe attending womens commission in east london	Mm	R 6 084,97
29950	Naken (Pty) Ltd	Transport for media journalist attending NDZ media tour	Mm	R 29 950,00
950	Anvision computers	Laptop, micro-soft office, back pack and window operation licence for Ms MJ M	Mm	R 19 706,00
3249	Harveyworld travel	Accommodation crafters and officials attending royal show exhibition in PMB	Comm	R 6 548,40
963	Avanda Mbanga Communication	Advert for Fire fighting truck	Comm	R 7 459,69
964	Harveyworld travel	Accommodation for Ms L Zuma attending provincial golden game	Comm	R 6 548,00
966	Harveyworld travel	Flight for Mr Vezzi attending demarcation meeting	Mm	R 10 850,00
959	Harveyworld travel	Flight for Cllr ZP Mncwabe attending National womens commission in east london	Mm	R 6 084,97
969	Belebele trading	Ox for Traditional leaders	Mm	R 15 050,00
3305	TA Mtolo	Transport for media journalist attending NDZ media tour	Mm	R 29 950,00
3303	Shemuntu and sons	Transport for from ward 1,2 and 3 attending imbizo yabadala	Comm	R 12 000,00
3304	Shemuntu and sons	Groceries for Golden games	Comm	R 16 468,87
3310	Bhili trading	Fruites for golgen games	Comm	R 5 318,20
3311	Nomutsha trading	Catering for 100 people attending social awareness campaign	Comm	R 10 000,00
1001	SBS Electrical	Catering for 100 people attending womens day celebration	Comm	R 10 000,00
3324	Harveyworld travel	Repair of electricity at himeville offices	Comm	R 10 000,00
3312	ST Diamini	Accommodation for staff members attending apartmental strategic planning	Comm	R 22 932,68
974	Impumelelo yabadala	Transport from ward 6 and 7 attending imbizo yamadoda	Corp	R 87 025,50
968	Harveyworld travel	Catering for 120 people attending public participation	Comm	R 7 000,00
998	Atunyenwe Construction	Accommodation for 5 officials attending CPMD Training	Mm	R 18 000,00
959	Harveyworld Travel	Catering for 100 people attending Memorial service	BTO	R 28 729,50
3367	East grigueland fever	Flight for Cllr ZP Mkhize attending national womens commission	Mm	R 15 000,00
3372	Bidvest waltons	Southern drakensberg intercultural food tasting Expo	Mm	R 6 084,97
3374	Mutual austen safe and security	Furniture for Deputy Mayors Pa desk and chair	Comm	R 29 421,60
3375	Harveyworld travel	Electronic key safe	Mm	R 10 669,72
3365	Nomakhwezi trading	Accommodation for 5 officials attending CPMD Training	Mm	R 9 246,00
3334	Mqandulo trading	Catering for 25 staff members attending strategic planning training	BTO	R 48 999,77
		Cleaning material	Corp	R 19 625,00
TOTAL			Corp	R 624 117,84

VERBAL OR WRITTEN QUOTATIONS BETWEEN R2001-R5000 (Annexure A) FOR AUGUST 2018				
Order Numbers	Company Name	Service	DEPT	Amount
962	Harveyworld Travel	Accommodation for Cllr ZP Mkhize attending golden games in portshestone	Mm	R 3 274,00
960	Harveyworld travel	Accommodation for Mr NC Zezi attending PMAs	Mm	R 2 374,00
961	Harveyworld travel	Accommodation for Mr S Chiliza and S Mkhize (Sharing)	Mm	R 2 247,00
3301	Nyathemvama Construction	Catering for 25 people attending senior citizen	Comm	R 2 500,00
3302	Welase Trading	Catering for 30 people attending Gender forum at Bulwer	Comm	R 3 000,00
3306	Harveyworld Travel	Accommodation for Mr S Vliakazi and Mr M Sibisi attending Disciplinary hearing	Corp	R 4 518,00
3315	Senzo Phungula	Transport from ward 09 attending imbizo yamadoda	Comm	R 2 800,00
3316	VT Mkhize	Transport from ward 4 attending imbizo yamadoda	Comm	R 4 800,00
3320	Nsimbi Transport	Transport from ward 10 attending imbizo yamadoda	Comm	R 3 000,00
3314	Sbhudlu trading	transport from ward 12 attending imbizo yamadoda	Comm	R 3 000,00
3357	ixopo spar	Catering for council meeting	Comm	R 3 000,00
3358	ixopo spar	Catering for council meeting	Corp	R 3 230,53
3373	Ayanda Mbariga communication	Costumer advert in the fever and mountain Echon	Corp	R 3 206,00
3363	Harveyworld Travel	Shuttle for TM Maphanga attending national training	BTO	R 2 751,99
Total			PWBS	R 3 074,00
				R 43 775,52

ORDERS REPORT FOR THE PERIOD OF AUGUST 2018 (Annexure A)			
PETTY CASH R0.01--R2000			
ORDER NUMBER	COMPANY NAME	SERVICE	DEPT
2948	Havrveyworld travel	Accommodation for Mr A Zwezwe attending Duzi to sani in PMB	Comm
953	Havrveyworld travel	Shuttle service for Mrs BC Mncwabe attending womens commission in east london	Mm
949	PK Furniture	Bar fridge for deputy Mayor	Mm
965	Havrveyworld travel	Flight for Mr Vezi attending demarcation meeting	Mm
1503	Havrveyworld travel	Accommodation for Mr A Zwezwe attending Duzi to sani in PMB	Comm
3097	Havrveyworld travel	Accommodation for Mr MW Dlamini attending workshop for the Development of spatial	Comm
989	Donnybrook spar	Catering for 12 people attending exco Meeting	Corp
984	Donnybrook spar	Catering for audit committee meeting	Corp
988	Donnybrook spar	Catering for PWBS Committee meeting	Corp
990	Donnybrook spar	Catering for 10 people attending disciplinary hearing	Corp
3313	MJ Magoso	Transport people from ward 11 attending imbizo yamadoda	Corp
3369	Powervision technologies	HP Laptop charge for Ms T Makhanya (Finance intern)	Comm
			BTO
Total			
			R 15 917,00

“DEVAITION”

“FUNERAL”

PETROL ORDERS FOR PERIOD OF AUGUST 2018

ORDER NO.	Company Name	Service	Depart	Amount
No fuel orders for the month of August 2018				
Total				R 0,00

“AWARDS MORE THAN R 200 000,00”

“FUEL ORDERS”

“BIDS AND QUOTATION PROGRESS REPORT”

DR NKOSAZANA DLAMINI ZUMA MUNICIPALITY
 SUPPLY CHAIN MANAGEMENT REPORT
 BIDS PROGRESS REPORT AUGUST 2018

Discription	Bid No	Closing Date	Status
ELECTRIFICATION OF GREATER STEPMORE, GREATER ENHLANLENI/GOXHILL, GREATER UNDERBERG , GREATER BULWER AND GREATER NKUMBA	PWBS-001/18/19	19/06/2018	ADJUDICATION
ELECTRIFICATION OF GREATER AMAKHUZE /CABAZI, GREATER KHUKHULELA/NOMAGAGA, GREATER CENTOCOW /HLABENI, GREATER GQUMENI/MQUDEKWE NI & GREATER NGWAGWANE (275 CONNECTIONS)	PWBS-002/18/19	19/06/2018	ADJUDICATION
ELECTRIFICATION OF GREATER NKWEZELA , GREATER BHIDLA /SIZANENJANA, GREATER DONNYBROOK, GREATER MJILA/CREIGHTON AND GREATER SANDANEZWE/MASMINI (275 CONNECTIONS)	PWBS-003/18/19	19/06/2018	ADJUDICATION
CONSTRUCTION OF MNQUDEKWE NI SPORTFIELD	PWBS-004/18/19	11/07/2018	ADJUDICATION
UPGRADING OF UNDERBERG TAXI RANK	PWBS-005/18/19	11/07/2018	ADJUDICATION
CONSTRUCTION OF SCEDENI COMMUNITY HALL	PWBS-006/18/19	12/07/2018	ADJUDICATION
CONSTRUCTION OF SPORINI COMMUNITY HALL	PWBS-007/18/19	12/07/2018	ADJUDICATION
CONSTRUCTION OF GOBHOGOBHO COMMUNITY HALL	PWBS-008/18/19	12/07/2018	ADJUDICATION
CREIGHTON ROAD ASPHALT PHASE 5	PWBS-009/18/19	17/07/2018	EVALUATION
DONNYBROOK ROADS ASPHALT PHASE 2	PWBS-010/18/19	17/07/2018	EVALUATION
HIMEVILLE ROADS ASPHALT PHASE 1	PWBS-011/18/19	17/07/2018	EVALUATION
BULWER ASPHALT SURFACING PHASE 6	PWBS-012/18/19	17/07/2018	EVALUATION
CONSTRUCTION OF SONYONGWANE TO MASHANYUNINA ACCESS ROAD	PWBS-014/18/19	30/07/2018	EVALUATION
CONSTRUCTION OF OF FLORANCE AND DLADLA ACCESS ROAD	PWBS-015/18/19	30/07/2018	EVALUATION
CONSTRUCTION OF KHUPHUKA ACCESS ROAD	PWBS-016/18/19	30/07/2018	EVALUATION

CONSTRUCTION OF GOQWENI ACCESS ROAD	PWBS-017/18/19	31/07/2018	EVALUATION
CONSTRUCTION OF HADEBE TO LANGA ACCESS ROAD	PWBS-018/18/19	31/07/2018	EVALUATION
CONSTRUCTION OF DIPHINI ACCESS ROAD	PWBS-019/18/19	31/07/2018	EVALUATION
CONSTRUCTION OF NKELABANTWANA ACCESS ROAD	PWBS-020/18/19	31/07/2018	EVALUATION
CONSTRUCTION OF ZWELISHA ACCESS ROAD	PWBS-023/18/19	10/08/2018	EVALUATION
CONSTRUCTION OF MAHWAQA ACCESS ROAD	PWBS-024/18/19	10/08/2018	EVALUATION
CONSTRUCTION OF NGCOBO (D1213 TO PLAZINI) ACCESS ROAD (WARD 12)	PWBS-025/18/19	10/08/2018	EVALUATION
TRAINING FOR EMOTIONAL INTELLIGENCE IN LEADERSHIP	MM-021/18/19	19/07/2018	EVALUATION
SUPPLY AND DELIVERY OF FULLY EQUIPPED FIRE FRIGHTING TRUCK	COMM-013/18/19	19/07/2018	EVALUATION
SUPPLY AND DELIVERY OF 7 LIGHTNING CONDUCTORS	COM-026/18/19	08/08/2018	EVALUATION
SUPPLY AND DELIVERY OF 7 FIRE ARMS	COMM-027/18/19	08/08/2018	RE-ADVERT
SUPPLY, DELIVERY AND INSTALLATION OF DONNYBROOK FENCE	PWBS-030/18/19	14/09/2018	ADVERTISED
SUPPLY, DELIVERY AND INSTALLATION OF HIMEVILLE TRANSFER STATION FENCE	PWBS-031/18/19	14/09/2018	ADVERTISED
SUPPLY AND DELIVERY OF FIRE BEATERS AND KNAPSACK TANKS	COMM-032/18/19	17/09/2018	ADVERTISED
SUPPLY AND DELIVERY OF DISASTER RELIEF	COMM-022/18/19	17/09/2018	ADVERTISED
SUPPLY AND DELIVERY OF WATER TROUGH	COMM-033/18/19	17/09/2018	ADVERTISED
SUPPLY AND DELIVERY OF BANNERS	COMM-034/18/19	17/09/2018	ADVERTISED



PROCUREMENT PLAN REPORT

PROCUREMENT PLAN REPORT FOR AUGUST 2018

DEPARTMENT	PROJECT DESCRIPTION	STATUS
COMMUNITY SERVICES DEPARTMENT		
	SUPPLY AND DELIVERY OF FULLY EQUIPPED FIRE FRIGHTING TRUCK	EVALUATION
	SUPPLY AND DELIVERY OF 7 LIGHTNING CONDUCTORS	EVALUATION
	SUPPLY AND DELIVERY OF 7 FIRE ARMS	RE-ADVERT
	SUPPLY AND DELIVERY OF FIRE BEATERS AND KNAPSACK TANKS	ADVERTISED
	SUPPLY AND DELIVERY OF DISASTER RELIEF	ADVERTISED
	SUPPLY AND DELIVERY OF WATER TROUGH	ADVERTISED
	SUPPLY AND DELIVERY OF BANNERS	ADVERTISED

PROCUREMENT PLAN REPORT FOR AUGUST 2018

DEPARTMENT EXECUTIVE AND COUNCIL (MIM's OFFICE)	PROJECT DESCRIPTION	STATUS
	TRAINING FOR EMOTIONAL INTELLIGENCE IN LEADERSHIP	EVALUATION

PROCUREMENT PLAN REPORT FOR AUGUST 2018

DEPARTMENT	PROJECT DESCRIPTION	STATUS
PWBS DEPARTMENT		
	ELECTRIFICATION OF GREATER STEPMORE, GREATER ENHLANHLENI/GOXHILL, GREATER UNDERBERG , GREATER BULWER AND GREATER NKUMBA	ADJUDICATION
	ELECTRIFICATION OF GREATER AMAKHUZE /CABAZI, GREATER KHUKHULELA/NOMAGAGA, GREATER CENTOCOW /HLABENI, GREATER GQUMENI/MQUNDEKWE NI & GREATER NGWAGWANE (275 CONNECTIONS)	ADJUDICATION
	ELECTRIFICATION OF GREATER NKWEZELA , GREATER BHIDLA /SIZANENJANA, GREATER DONNYBROOK, GREATER MJILA/CREIGHTON AND GREATER SANDANEZWE/MASMINI (275 CONNECTIONS)	ADJUDICATION
	CONSTRUCTION OF MNQUNDEKWE NI SPORTFIELD	EVALUATION
	UPGRADING OF UNDERBERG TAXI RANK	EVALUATION
	CONSTRUCTION OF SCEDE NI COMMUNITY HALL	EVALUATION
	CONSTRUCTION OF SPORINI COMMUNITY HALL	EVALUATION
	CONSTRUCTION OF GOBHOGOBHO COMMUNITY HALL	EVALUATION
	CREIGHTON ROAD ASPHALT PHASE 5	EVALUATION
	DONNYBROOK ROADS ASPHALT PHASE 2	EVALUATION
	HIMEVILLE ROADS ASPHALT PHASE 1	EVALUATION
	BULWER ASPHALT SURFACING PHASE 6	EVALUATION
	CONSTRUCTION OF SONYONGWANE TO MASHANYUNINA ACCESS ROAD	EVALUATION

CONSTRUCTION OF FLORANCE AND DLADLA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF KHUPHUKA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF GOQWENI ACCESS ROAD	EVALUATION	
CONSTRUCTION OF HADEBE TO LANGA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF DIPHINI ACCESS ROAD	EVALUATION	
CONSTRUCTION OF NKELABANTWANA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF ZWELISHA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF MAHWAQA ACCESS ROAD	EVALUATION	
CONSTRUCTION OF NGCOBO (D1213 TO PLAZINI) ACCESS ROAD (WARD 12)	EVALUATION	
SUPPLY, DELIVERY AND INSTALLATION OF DONNYBROOK FENCE	ADVERTISED	
SUPPLY, DELIVERY AND INSTALLATION OF HIMEVILLE TRANSFER STATION FENCE	ADVERTISED	

PROCUREMENT PLAN R REPORT FOR AUGUST 2018

DEPARTMENT		STATUS
BTO DEPARTMENT		
	Review of assets management supply and delivery of 2 vehicles	AWARDED adjudication

REPORT ON FLEET MANAGEMENT FOR MONTH ENDING AUGUST 2018

AUTHOR: Chief financial officer
(File Ref :) Finance Department

1st Level Manco
2nd level: FINANCE
3rd level: EXCO
4th level: COUNCIL

1. PURPOSE

To inform the Committees and Council about fleet management of the municipality

2. LEGAL/STATUTORY REQUIREMENTS

Municipal Systems Act 32 of 2000, Municipal Fleet Management Policy & MFMA

3. BACKGROUND AND REASONING

- Fuel consumption remains high

4. FINANCIAL IMPLICATIONS:

Refer to annexures

5. Annexure

- A. Excessive repairs information
- B. Tyres information
- C. Cost analysis

6. RISKS

- Vehicle abuse, Accidents, Car theft

7. MANAGEMENT OF RISKS

- Trip Authorization forms
- Insurance
- Management Reports
- Trackers Reports

8. RECOMMENDATIONS

- That Council and Committees to note this report

ANNEXURE A**REPAIRS INFORMATION**

REGISTRATION NUMBER	VEHICLE MAKE	DESCRIPTION	TOTAL AMOUNT
NIP 1659	HYUNDAI-TLB	SERVICE – MACHINE OVERHEATING	R17,024.22
NIP 1042	DOUBLE CAB ISUZU	NEW GEARBOX	R57,698.75

TOTAL: R74,722.97**ANNEXURE B****TYRES INFORMATION**

REGISTRATION NUMBER	VEHICLE MAKE	DESCRIPTION	AMOUNT
NIP 2340	NISSAN NAVARA	NEW TYRES	R12,250.00

ANNEXURE
COST ANALYSIS

VEHICLES	MAKE & MODEL	DISTANCE/ KM	FUEL COSTS	FUEL IN LITRES	REPAIRS	SERVICE	TYRES	TOLLGATES	OIL	FEES
PLANNING AND DEVELOPMENT SERVICES										
NIP 1362	S/C ISUZU	693	968.09	64.07	-	-	69.00	-	-	142.70
NIP 2342	D/C NISSAN	3407	5217.17	335.20	-	-	-	63.50	38.00	197.71

PUBLIC WORKS AND BASIC SERVICES

NIP 1370	S/C ISUZU	2865	4615.66	294.10	-	-	-	23.00	-	172.49
NIP 1611	TRACTOR	41 HRS	1666.12	108.00	-	-	-	-	-	144.39
NIP 1659	TLB	277 HRS	10275.08	667.63	201.25	17024.22	636.89	-	-	276.31
NIP 2015	S/C ISUZU	3885	3681.50	235.02	-	-	-	-	38.00	163.36
NIP 2016	S/C ISUZU	2310	3367.18	215.27	4841.34	-	-	23.00	-	176.53
NIP 2017	D/C ISUZU	4076	5377.61	341.82	4698.93	5763.03	-	11.50	-	204.18
NIP 606	TRACTOR	-	812.24	51.90	-	-	-	-	660.00	142.28
NIP 665	S/C TOYOTA	1406	2128.45	137.53	5886.08	2822.21	-	-	-	182.69
NIP 698	S/C ISUZU	2203	3188.31	203.70	-	-	-	-	-	160.98
NIP 841	D/C ISUZU	3117	5109.13	327.81	-	-	-	-	-	171.87
NUD 2343	HINO TRUCK	642	3607.85	229.26	-	-	2530.86	-	-	163.30
NUD 2928	S/C TOYOTA	2899	4168.88	270.36	-	-	-	-	-	170.40
NUD 4824	S/C ISUZU	4711	5845.11	382.08	3422.50	1656.05	-	-	-	195.97
NUD 4825	S/C ISUZU	2276	3013.99	199.76	-	-	3678.71	-	-	176.86
NUD 2131	TRACTOR	35 HRS	1488.97	98.80	103.50	3458.86	-	-	-	166.13
NIP 1703	REFUSE TRUCK	122 HRS	10965.11	697.62	-	-	-	42.00	-	201.73
NIP 1721	SDLG GRADER	530 HRS	14992.25	953.07	-	-	-	-	-	201.05
NIP 1809	REFUSE TRUCK	23 HRS	4600.04	293.93	-	-	-	-	-	141.50
NIP 2398	UD TRUCK TIPPER	-	-	-	-	-	-	-	-	128.14
NIP 2400	UD TRUCK WATER TANK	-	4206.80	268.80	-	-	-	-	-	149.02

POOL VEHICLES

NIP 985	QUANTUM	5131	8076.40	515.22	-	-	-	23.00	100.00	220.04
NIP 700	CHEV. CORSA	1352	1969.88	126.02	-	-	-	-	-	148.10

FINANCE DEPARTMENT

NIP 1421	TOYOTA AVANZA	4519	5687.99	363.08	1308.57	2421.52	-	23.00	-	210.54
NIP 2187	S/C ISUZU	2216	3353.51	214.26	-	-	-	34.50	-	179.70

TOTAL		134065 KM & 1028 HRS	254,181.15		90,799.63	52,557.90	23,493.23	1034.50	1521.71	9077.33
--------------	--	-------------------------------------	-------------------	--	------------------	------------------	------------------	----------------	----------------	----------------