

LAINGSBURG MUNICIPALITY SECTION 52 REPORT

QUARTERLY PERFORMANCE

ASSESSMENT REPORT - Q 4

01 April – 30 Junie 2016

A municipality that works



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QUALITY CERTIFICATE

I, Pedro Allan Williams the municipal manager of Laingsburg Local Municipality, here certify that quarterly report on the implementation of the budget and financial state affairs

For the period of 1 April 2016 until 30 June 2016 has been prepared in accordance of the Municipal Finance Management Act and regulations made under the Act.



.....
PA WILLIAMS
MUNICIPAL MANAGER
21 July 2016

1 Purpose

The purpose of this report is to inform Council regarding the progress made with the implementation of Key Performance Indicators (KPI's) in the realisation of the developmental priorities and strategic objectives as determined in the Municipality's Integrated Development Plan (IDP) as well as in the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the first quarter (01 April – 30 June 2016) of the 2015/2016 financial year.

2 Non- Financial Performance Report

2.1 Legislative Requirements

The Municipal Systems Act (MSA), 2000 requires municipalities to establish a performance management system. Further, the MSA and the Municipal Finance Management Act (MFMA) requires the Integrated Development Plan (IDP) to be aligned to the municipal budget and to be monitored for the performance of the budget against the IDP via the Service Delivery and the Budget Implementation Plan (SDBIP).

In addition, Regulation 7 (1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation as a whole, but also to the individuals employed in the organization as well as the external service providers and the Municipal Entities. This framework, inter alia, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance.

Definition of Performance Management

Performance management is a process which measures the implementation of the organisation's strategy. It is also a management tool to plan, monitor, measure and review performance indicators to ensure efficiency, effectiveness and the impact of service delivery by the municipality.

Institutionalising Performance Management

At local government level performance management is institutionalized through the legislative requirements on the performance management process for Local Government. Performance management provides the mechanism to measure whether the strategic goals, set by the organisation and its employees, are met.

The constitution of S.A (1996), section 152, dealing with the objectives of local government paves the way for performance management with the requirements for an “accountable government”. The democratic values and principles in terms of section 195 (1) are also linked with the concept of performance management, with reference to the principles of inter alia:

- the promotion of efficient, economic and effective use of resources,
- accountable public administration
- to be transparent by providing information,
- to be responsive to the needs of the community,
- and to facilitate a culture of public service and accountability amongst staff.

Strategic Performance

This report highlight the strategic performance in terms of the municipality’s Top Layer Service Delivery Budget Implementation Plan (SDBIP), high level performance in terms of the IDP Strategic objectives, performance on the National Key Performance Indicators prescribed in terms of Regulation 796. Details regarding specific basic service delivery targets, achievements and challenges will be included in the Annual Report of the municipality.

Definition of Service Delivery Budget Implementation Plan

The SDBIP is defined in terms of Section 1 of the Municipal Finance Management Act (MFMA), no. 56 of 2003, and the format of the SDBIP is prescribed by MFMA Circular 13.

Section 41(1) (e) of the Municipal Systems Act (MSA), no 32 of 2000, prescribes that a process must be established of regular reporting to Council.

The Report is a requirement in terms of section 52 of the Local Government: Municipal Financial Management Act, no. 56 of 2003 which provide for:

- a) The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality;
- b) The Accounting Officer, while conducting the above, must take into account:
 - Section 71 Reports;
 - Performance in line with the Service Delivery & Budget Implementation Plans.

The IDP and the Budget

The reviewed IDP and the budget for 2015/16 were approved by Council on 27 May 2015. The IDP process and the performance management process are integrated. The IDP fulfils the planning stage of performance management. Performance management in turn, fulfils the implementation management, monitoring and evaluation of the IDP.

Municipal Scorecard

The municipal scorecard (Top Layer SDBIP) consolidate service delivery targets set by Council / senior management and provide an overall picture of performance for the municipality as a whole, reflecting performance on its strategic priorities. Components of the Top Layer SDBIP include:

- One-year detailed plan, but should include a three-year capital plan
- The 5 necessary components includes:
- Monthly projections of revenue to be collected for each source
- Expected revenue to be collected NOT billed
- Monthly projections of expenditure (operating and capital) and revenue for each vote
- Section 71 format (Monthly budget statements)
- Quarterly projections of service delivery targets and performance indicators for each vote
- Non-financial measurable performance objectives in the form of targets and indicators
- Output not input / internal management objectives
- Level and standard of service being provided to the community
- Ward information for expenditure and service delivery

- Detailed capital project plan broken down by ward over three years

2.2 Background to the format of SDBIP

The Municipality's SDBIP consists of a Top Layer (TL) as well as a Departmental Plan for each individual Department. For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organisational performance of the Municipality. The TL SDBIP measure the achievement of performance indicators with regards to the provision of basic services as prescribed in Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Laingsburg Local Municipality (LLM).

The Top Layer SDBIP was approved by the Mayor on the 14th of June 2015. The Departmental SDBIP's measure the achievement of performance indicators that have been determined with regard to operational service delivery within each department and have been aligned with the Top Layer SDBIP. The Departmental Plans have been approved by the Municipal Manager. This Quarterly Performance Assessment Report are based on the seven (7) Strategic Objectives of the municipality.

The overall assessment of actual performance against targets set for the key performance indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

Colour	Category	Explanation
	KPI Not Yet Measured	KPI's with no targets or actual results for the selected period
	KPI Not Met	Actual vs. target less than 75%
	KPI Almost Met	Actual vs. target between 75% and 100%
	KPI Met	Actual vs. target 100% achieved
	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
	KPI Extremely Well Met	Actual vs. target more than 150% achieved

Table 3.1: SDBIP Measurement Categories

The Performance Management System is an internet based system and it uses the Service Delivery Budget Implementation Plan (SDBIP) which is approved as its basis. The SDBIP is a layered plan comprising Top Layer SDBIP and Departmental SDBIPs. The performance reporting on the top layer SDBIP is done to Council on a quarterly, half

yearly (Mid-year Budget and Performance Assessment Report) and annual basis. Annual amendments to the Top Layer SDBIP must be approved by Council following the submission of the Mid-year Budget and Performance Assessment Report as well as the approved adjustment budget.

This non-financial part of the report is based on the Top Layer SDBIP and comprises the following;

- Summary of the quarterly performance of the Municipality in terms of the seven (7) Municipal Strategic Objective; and
- A detailed performance review per Municipal directorate.

2.3 Monitoring and Evaluation

The performance is monitored and evaluated via the SDBIP system. The web based system sent automated e-mails to the users of the system as a reminder to all staff responsible for updating their actual performance against key performance indicator targets every month for the previous month's performance.

The system close every month between the 18th day for updates of the previous month's actual performance as a control measure to ensure that performance is updated and monitored on a monthly basis. No access is available to a month's performance indicators after closure of the system. This is to ensure that the level of performance is consistent for a particular period in the various levels at which reporting take place. Departments must motivate to the Municipal Manager should they require the system to be re-opened once the system is closed.

The system provides management information in tables and graphs, indicating actual performance against targets. The graphs provide a good indication of performance progress and where corrective action is required.

The system requires key performance indicator owners to update performance comment for each actual captured, which provides a clear indication of how the actual was calculated/ reached and serves as part of the portfolio of evidence for audit purposes.

In terms of Section 46(1) (a) (iii) of the Municipal Systems Act the Municipality must reflect annually in the Annual Performance Report on measures taken to improve

performance, in other words targets not achieved. The system utilised requires corrective actions to be captured for targets not achieved.

3 Actual Performance for the 4th Quarter

The purpose of strategic performance reporting is to report specifically on the implementation and achievement of IDP outcomes. This section provides an overview on the strategic achievement of the municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top Layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents. (IDP, Budget and Performance Agreements)

The Top Layer SDBIP contains performance indicators per Municipal Key Performance Area and comments with corrective measures with regard to indicators not achieved. A detailed analysis of actual performance for the fourth quarter of the financial year 2015/2016 is provided for in section 6 of this report.

Overall performance (dashboard) per National and Municipal Key Performance Area will be provided for in section 6 of this report.

3.1 Overall Performance of the Municipality

The following graphs illustrate the overall performance of the LLM measured in terms of the Top Layer (strategic) SDBIP 2015/2016 (fourth quarter).

The performance is also measured and reported on; per National and Municipal Key Performance Area.

The following graphs and tables give an overview on performance per directorate for the term under review (01 April 2016 to 30 June 2016).

Laingsburg Municipality

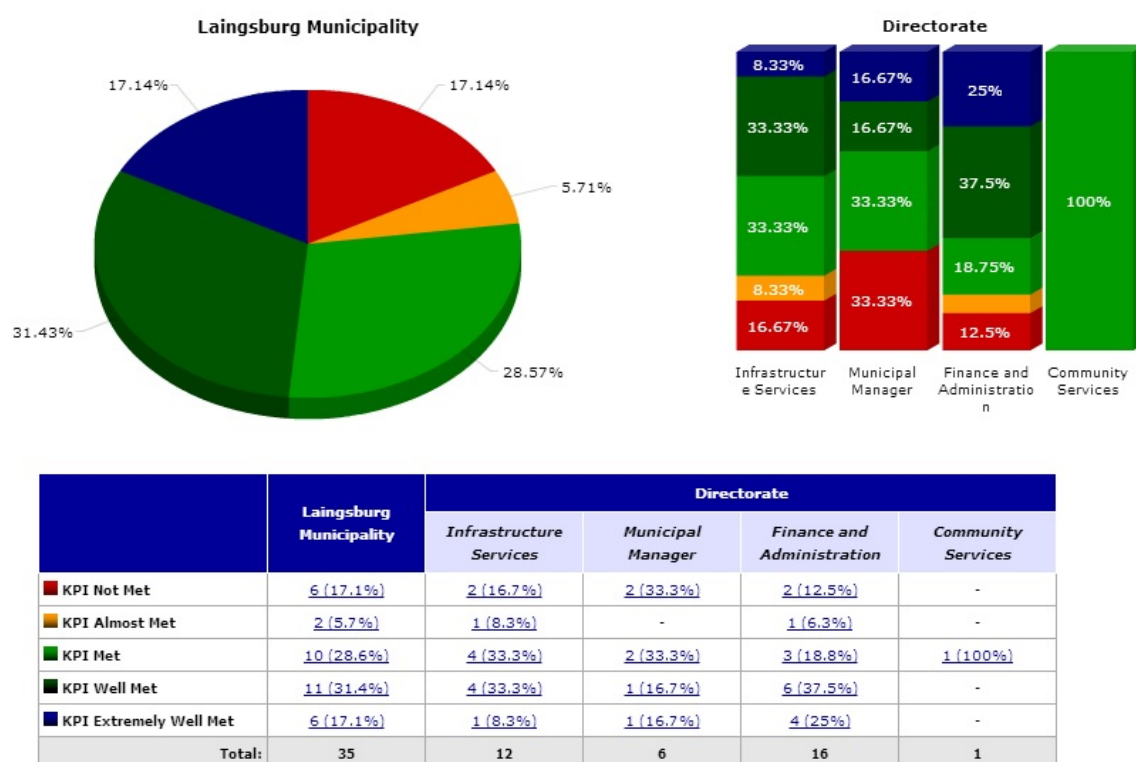


Table 3. 1: Departmental KPI's Performance

The above diagrams illustrate that 6 KPI's which counts for 17.14 % of KPI's was not met falling in three (3) departments of the municipality, and 2 KPI's was almost met counting for 5.71% of the 35 TL KPI's. The municipality further performed exceptional with regards to 17KPI's that was well met and extremely well met.

Departments did not submit reports for under-performance, reasons for underperformance was recorded online as well as correctional steps for the next financial year. During the Municipal Performance Evaluation held on the 26th of July 2016 managers broad prove of achievements for reported. The Manager Infrastructure Services also stated that a few of the KPI's that are part of his department was not updated because of availability of POE's but it was provided during the Evaluation and it will be recorded on the system when compiling the Annual Performance Report. This will slightly change the performance on the TL SDBIP of the municipality.

The next diagrams outline municipal performance in line with the seven (7) strategic objectives of the municipality. Summarising institutional performance in achieving the municipal vision;

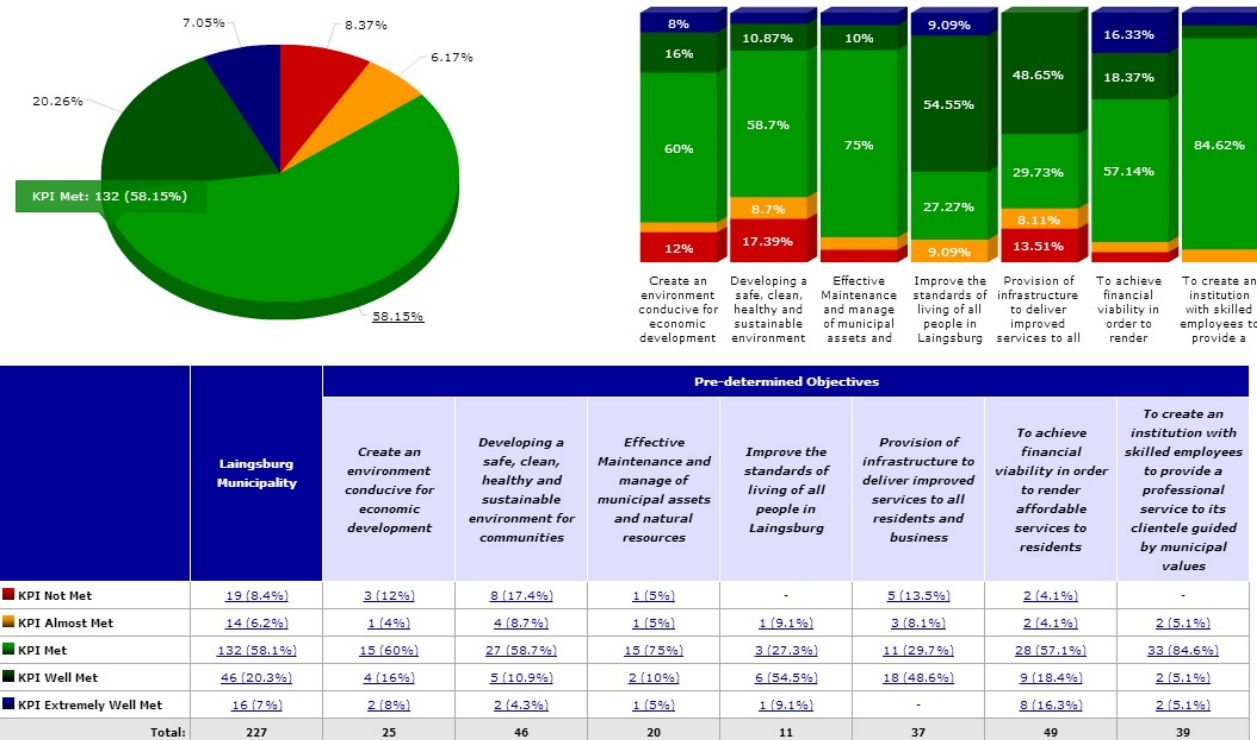


Table 3.2. Strategic Performance in line with Strategic Objectives

The above diagrams give a reflection on strategic performance in line with pre-determined objectives set by council in the municipal strategic objectives.

The above diagrams illustrate that 19 KPI's which counts for 8.37 % of KPI's was not met. The 19 KPI's not met falls in five (5) Pre-determined Objectives of the municipality, and 14 KPI's was almost met counting for 6.17% of the 227 KPI's. The municipality further performed above expectation with regards to 62KPI's that was well met and extremely well met.

Departments did not submit reports for under-performance, reasons for underperformance was recorded online as well as correctional steps for the next financial year. During the Municipal Performance Evaluation held on the 26th of July 2016 managers broad prove of achievements for reported. The Manager Infrastructure Services also stated that a few of the KPI's that are part of his department was not updated because of availability of POE's but it was provided during the Evaluation and it will be recorded on the system when compiling the

Annual Performance Report. This will slightly change the performance of the municipality.

The next section focus on performance linked to the Top level (TL) SDBIP for the quarter under review.

The TL consists of 35 KPI's which are applicable for monitoring and performance measurement. Performance with regards to the TL SDBIP has improved with only 16.13% of targets not achieved counting for 5 KPI's and 9.68% (3 KPI's) of targets almost met. The municipality further performed exceptionally well with 14 KPI's well and extremely well met which is of 45% plus the 29% which was met.

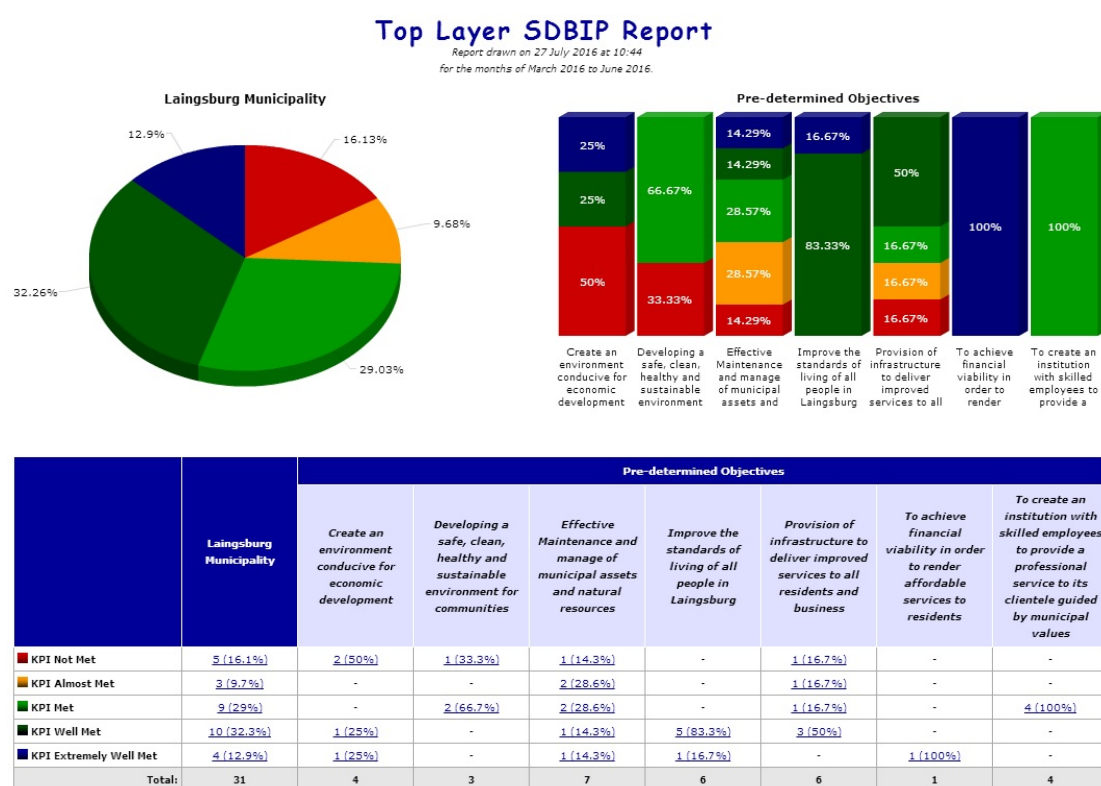


Table 3.3 TL KPI's Performance vs Pre-determined Objective

Although the municipality performance exceptionally, a red flag is SO2: **Create an environment conducive for Economic Development** needs intervention, as only 50% targets was met, **SO1: Developing a safe, clean, healthy and sustainable environment** is also an areas for improvement.

A more detailed TL and Departmental SDBIP are attached as annexure A and B that supports the above diagrams. It will also be used as basis for the quarterly performance review.

4 Financial Performance Report

4.1 Legislative Framework

The Municipal Budget and Reporting Regulations (MBRR) are designed to achieve a range of objectives, including improving the local government sphere's ability to deliver basic services by facilitating improved financial sustainability and better medium term planning and policy choices on services delivery.

This report has been prepared in terms of the following legislative framework:

- The Municipal Finance Management Act – No. 56 of 2003, Sections 71 & 52,
- And The Municipal Budget and Reporting Regulations

The MBRR highlights the format of the monthly budget statements.

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

The objective of these Regulations is to secure sound and sustainable management of the budgeting and reporting practices of Municipalities by establishing uniform norms and standards and other requirements for ensuring transparency, accountability and appropriate lines of responsibility in the budgeting and reporting process and other relevant matters as required by the Act.

4.2 Financial problems or risks facing the Municipality

There are no financial problems facing the Municipality. Operating revenues and expenditures to date remain in line with the projected year to date budgets taking accruals and prior year trends into account.

The new financial year started on 1 July 2015, and no major spending has occurred during the financial year.

4.3 Other relevant information

Year-to-date revenue raised is 100.3% of the projected year-to-date budget for the Fourth quarter. Operating expenditure incurred amounts to 90.7% of year-to-date budget.

The Tables below illustrates an overview of the Budget implementation of Laingsburg Municipality for the quarter ended June 2016.

R thousands	Original	YTD Actual	YTD %
Total Revenue (Excl. Capital transfers and contributions)	36 043	11 452	32,00
Total Expenditure	46 376	6 991	15,00
Surplus (Deficit) (Exl Capital transfers)	-10 333	4 461	
Capital Expenditure			
Sources of Finance			
Transfers from Grants	11 943	2 155	18,00
Transfers from Internal funds	541	65	12,00
Capital Expenditure	12 484	2 220	18,00

4.4 Operating Revenue

The Municipality have generated 100.3% or R98, 4 million of the Budgeted Revenue to date which is in line with the budgeted amounts. During the financial year operating grants totalling R19, 847 million were received. The largest part of the grants received forms part of the equitable share allocation for the financial year. Revenue from electricity is 5% over the year to date budget.

4.5 Operating Expenditure

For the quarter ending June 2016, the Municipality managed to spend within the budgeted norms. An amount of R R77, 856 million or 90, 7% have been spent to date.

The year to date actual employee costs is 7, 5% under the year to date budget. This is due to the provision for the deferred benefit plan that will only be calculated on year end.

4.6 Capital Expenditure

The Municipality has incurred R988 000 or 35.9% of the internal funded Capital Budget to date. The MIG and housing spending for the year to date totals to R33, 654 million to date.

4.7 Cash Flow

The Municipality started off with a cash flow balance of R14, 758 million at the beginning of the year and decreased with R5, 265 million. The closing balance for this quarter is R9, 493 million. The Municipal Cash flow is mainly from Operating

Activities as no Borrowing or Investments are budgeted for the 2015/2016 financial year.

4.8 Debtors

The Outstanding Debtors of the Municipality amounts to R R5, 544 million for the quarter ending June 2016. The outstanding debt for more than 90 days amounts to 71.2%. The payment rate for 2014/2015 financial year was 96.9%. For the financial year to date the payment rate is 108, 83%. This is a decrease since the previous financial year. The Municipality is fully implementing the Debt Collection and Credit Control Policy. It should be noted that the Municipal debt collection and credit control policy was revised during August 2013.

4.9 Creditors

Total outstanding creditors amount to R0.00 for the quarter ending June 2016. All the outstanding amounts are within the 30 days outstanding categories which is compliant with Section 65 of the MFMA. Cases occur where suppliers issue their invoices more than 30 days after the date of the invoice, for payment, but in most cases the payments are made at presentation of the invoices.

5 IN YEAR BUDGET STATEMENT TABLES

The following tables outline performance against the budget;

5.1 Table C1: Summary

Table 5.1: C1 Summary

WC051 Laingsburg - Table C1 Monthly Budget Statement Summary - Q4 Fourth Quarter

Description	2015/16	Budget Year 2016/17							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<u>Financial Performance</u>									
Property rates	3 040	3 000	3 756	(43)	3 375	3 756	(381)	-10%	3 756
Service charges	13 929	17 826	14 978	3 840	15 559	14 978	580	4%	14 978
Investment revenue	1 101	827	1 050	340	1 391	1 050	341	32%	1 050
Transfers recognised - operational	19 788	16 841	20 353	2 016	19 847	20 353	(506)	-2%	20 353
Other own revenue	31 675	29 483	25 120	6 472	25 795	25 120	675	3%	25 120
Total Revenue (excluding capital transfers and contributions)	69 532	67 977	65 258	12 625	65 967	65 258	709	1%	65 258
Employee costs	12 930	17 096	17 568	4 107	16 251	17 568	(1 316)	-7%	17 568
Remuneration of Councillors	2 220	2 453	2 453	612	2 225	2 453	(228)	-9%	2 453
Depreciation & asset impairment	9 523	12 073	12 867	1 297	9 138	12 867	(3 729)	-29%	12 867
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	6 573	6 523	8 000	2 359	7 557	8 000	(443)	-6%	8 000
Transfers and grants	3 244	4 231	4 276	2 016	4 346	4 276	69		4 276
Other expenditure	37 452	35 159	40 729	10 943	38 348	40 729	(2 381)	-6%	40 729
Total Expenditure	71 940	77 536	85 894	21 334	77 865	85 894	(8 028)	-9%	85 894
Surplus/(Deficit)	(2 408)	(9 559)	(20 636)	(8 709)	(11 899)	(20 636)	8 737	-42%	(20 636)
Transfers recognised - capital	19 707	27 082	32 762	9 657	32 364	32 762	(398)	-1%	32 762
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	17 298	17 523	12 126	948	20 465	12 126	8 339	69%	12 126
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	17 298	17 523	12 126	948	20 465	12 126	8 339	69%	12 126
<u>Capital expenditure & funds sources</u>									
Capital expenditure	28 348	28 419	36 196	11 511	30 689	36 196	(5 507)	-15%	36 196
Capital transfers recognised	27 834	26 754	33 440	10 952	29 701	33 440	(3 739)	-11%	33 440
Public contributions & donations	-	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	514	1 666	2 755	566	988	2 755	(1 767)	-64%	2 755
Total sources of capital funds	28 348	28 419	36 196	11 518	30 689	36 196	(5 507)	-15%	36 196
<u>Financial position</u>									
Total current assets	18 711	25 997	25 997		7 750				25 997
Total non current assets	152 413	166 679	166 679		190 607				166 679
Total current liabilities	7 003	14 077	14 077		1 207				14 077
Total non current liabilities	6 872	4 051	4 051		3 953				4 051
Community wealth/Equity	157 249	174 548	174 548		193 197				174 548
<u>Cash flows</u>									
Net cash from (used) operating	25 284	22 257	22 257	(8 335)	25 325	22 257	3 067	14%	22 257
Net cash from (used) investing	(18 491)	(12 484)	(12 484)	(11 518)	(30 689)	(12 484)	(18 205)	146%	(12 484)
Net cash from (used) financing	-	-	-	-	-	-	-	-	-
Cash/cash equivalents at the month/year end	21 552	24 532	24 532	-	9 394	24 532	(15 138)	-62%	24 532
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
<u>Debtors Age Analysis</u>									
Total By Revenue Source	702	783	115	86	98	98	90	3 573	5 544
<u>Creditors Age Analysis</u>									
Total Creditors	-	-	-	-	-	-	-	-	-

5.2 Table C2: Financial Performance (Standard Classification)

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Financed Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organisational structure used by the different institutions.

The main functions are Government and Administration, Community and Public Safety, Economic and Environmental Services, Trading Services and Other Services.

It is for this reason that Financial Performance is reported in standard classification, Table C2, and by municipal vote, Table C3.

WC051 Laingsburg - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - Q4 Fourth Quarter

Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Standard										
<i>Governance and administration</i>		40 037	47 523	55 869	11 383	54 748	55 869	(1 121)	-2%	52 788
Executive and council		20 481	39 219	40 211	3 777	27 491	40 211	(12 720)	-32%	40 211
Budget and treasury office		8 102	5 134	7 655	1 744	5 262	7 655	(2 394)	-31%	4 574
Corporate services		11 454	3 171	8 003	5 862	21 995	8 003	13 993	175%	8 003
<i>Community and public safety</i>		31 008	28 900	24 611	6 153	25 146	24 611	535	2%	24 611
Community and social services		920	974	974	1	651	974	(323)	-33%	974
Sport and recreation		3	2	2	1	4	2	2	78%	2
Public safety		29 723	27 913	23 623	6 149	24 480	23 623	857	4%	23 623
Housing		363	11	11	3	11	11	(0)	-1%	11
Health		-	0	0	0	-	0	(0)	-100%	0
<i>Economic and environmental services</i>		2 737	1 129	1 123	317	1 020	1 123	(102)	-9%	1 123
Planning and development		-	90	90	-	-	90	(90)	-100%	90
Road transport		2 737	1 039	1 033	317	1 020	1 033	(12)	-1%	1 033
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		15 456	17 507	16 417	4 429	17 417	16 417	999	6%	16 417
Electricity		9 471	11 352	10 620	2 875	11 198	10 620	579	5%	10 620
Water		2 361	2 078	2 051	551	2 396	2 051	345	17%	2 051
Waste water management		1 895	2 106	2 085	526	2 086	2 085	1	0%	2 085
Waste management		1 730	1 971	1 662	477	1 736	1 662	75	4%	1 662
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Standard	2	89 238	95 059	98 020	22 282	98 331	98 020	311	0%	94 939
Expenditure - Standard										
<i>Governance and administration</i>		20 558	25 722	29 859	7 479	25 295	29 859	(4 564)	-15%	29 859
Executive and council		7 502	10 920	11 054	2 198	8 998	11 054	(2 056)	-19%	11 054
Budget and treasury office		7 939	7 610	10 578	2 845	9 839	10 578	(739)	-7%	10 578
Corporate services		5 116	7 193	8 227	2 435	6 458	8 227	(1 769)	-21%	8 227
<i>Community and public safety</i>		28 568	28 460	30 412	7 456	29 164	30 412	(1 248)	-4%	30 412
Community and social services		1 851	1 904	2 184	396	1 701	2 184	(483)	-22%	2 184
Sport and recreation		65	451	451	8	44	451	(407)	-90%	451
Public safety		26 441	25 828	27 510	7 017	27 227	27 510	(282)	-1%	27 510
Housing		186	188	188	32	174	188	(13)	-7%	188
Health		26	90	79	3	17	79	(62)	-79%	79
<i>Economic and environmental services</i>		10 742	11 199	11 293	2 595	10 372	11 293	(921)	-8%	11 293
Planning and development		660	774	797	206	701	797	(96)	-12%	797
Road transport		10 082	10 425	10 497	2 389	9 671	10 497	(825)	-8%	10 497
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		12 067	12 143	14 318	3 803	13 028	14 318	(1 290)	-9%	14 318
Electricity		7 183	7 077	8 554	2 492	7 917	8 554	(637)	-7%	8 554
Water		1 775	2 172	2 276	371	1 814	2 276	(461)	-20%	2 276
Waste water management		1 677	1 505	2 092	562	2 110	2 092	18	1%	2 092
Waste management		1 432	1 390	1 397	377	1 187	1 397	(210)	-15%	1 397
<i>Other</i>		5	12	12	2	6	12	(6)	-48%	12
Total Expenditure - Standard	3	71 940	77 536	85 894	21 334	77 865	85 894	(8 028)	-9%	85 894
Surplus/ (Deficit) for the year		17 298	17 523	12 126	948	20 466	12 126	8 339	69%	9 045

Table 5.2.1: C2 Financial Performance (Standard Classification)

5.3 Table C3: Financial Performance (Revenue and Expenditure by Municipal Vote)

WC051 Laingsburg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q4 Fourth Quarter

Vote Description		Ref	2015/16	Budget Year 2016/17							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands											
Revenue by Vote		1									
Vote 1 - MAYORAL & COUNCIL			20 481	39 219	40 211	3 777	27 491	40 211	(12 720)	-31.6%	40 211
Vote 2 - MUNICIPAL MANAGER			-	-	-	-	-	-	-	-	-
Vote 3 - CORPORATE SERVICES			11 454	3 171	8 003	5 862	21 995	8 003	13 993	174.9%	8 003
Vote 4 - BUDGET & TREASURY			8 102	5 134	7 655	1 744	5 262	7 655	(2 394)	-31.3%	7 655
Vote 5 - PLANNING AND DEVEOLPMENT			-	90	90	-	-	90	(90)	-100.0%	90
Vote 6 - COMMUNITY AND SOCIAL SERV			920	974	974	1	650	974	(324)	-33.3%	974
Vote 7 - SPORTS AND RECREATION			3	2	2	1	4	2	2	78.1%	2
Vote 8 - HOUSING			363	11	11	3	11	11	(0)	-0.8%	11
Vote 9 - PUBLIC SAFETY			29 723	27 913	23 623	6 149	24 480	23 623	857	3.6%	23 623
Vote 10 - ROAD TRANSPORT			2 737	1 039	1 033	317	1 020	1 033	(12)	-1.2%	1 033
Vote 11 - WASTE MANAGEMENT			1 506	1 971	1 662	477	1 736	1 662	75	4.5%	1 662
Vote 12 - WASTE WATER MANAGEMENT			1 895	2 106	2 085	526	2 086	2 085	1	0.0%	2 085
Vote 13 - WATER			2 361	2 078	2 051	551	2 396	2 051	345	16.8%	2 051
Vote 14 - ELECTRICITY			9 471	11 352	10 620	2 875	11 198	10 620	579	5.4%	10 620
Vote 15 -			-	-	-	-	-	-	-	-	-
Total Revenue by Vote		2	89 015	95 059	98 020	22 282	98 330	98 020	310	0.3%	98 020
Expenditure by Vote		1									
Vote 1 - MAYORAL & COUNCIL			4 815	7 231	7 365	1 481	6 023	7 365	(1 343)	-18.2%	7 365
Vote 2 - MUNICIPAL MANAGER			2 687	3 689	3 689	717	2 975	3 689	(714)	-19.4%	3 689
Vote 3 - CORPORATE SERVICES			5 116	7 193	8 227	2 435	6 458	8 227	(1 769)	-21.5%	8 227
Vote 4 - BUDGET & TREASURY			7 940	7 610	10 578	2 845	9 839	10 578	(739)	-7.0%	10 578
Vote 5 - PLANNING AND DEVEOLPMENT			660	774	797	206	701	797	(96)	-12.0%	797
Vote 6 - COMMUNITY AND SOCIAL SERV			1 193	1 306	1 295	243	1 065	1 295	(230)	-17.8%	1 295
Vote 7 - SPORTS AND RECREATION			754	1 151	1 431	165	703	1 431	(728)	-50.9%	1 431
Vote 8 - HOUSING			186	188	188	32	174	188	(13)	-7.0%	188
Vote 9 - PUBLIC SAFETY			26 441	25 828	27 510	7 017	27 227	27 510	(282)	-1.0%	27 510
Vote 10 - ROAD TRANSPORT			10 082	10 425	10 497	2 389	9 671	10 497	(825)	-7.9%	10 497
Vote 11 - WASTE MANAGEMENT			1 208	1 390	1 397	377	1 187	1 397	(210)	-15.0%	1 397
Vote 12 - WASTE WATER MANAGEMENT			1 677	1 505	2 092	562	2 110	2 092	18	0.9%	2 092
Vote 13 - WATER			1 775	2 172	2 276	371	1 814	2 276	(461)	-20.3%	2 276
Vote 14 - ELECTRICITY			7 183	7 077	8 554	2 492	7 917	8 554	(637)	-7.4%	8 554
Vote 15 -			-	-	-	-	-	-	-	-	-
Total Expenditure by Vote		2	71 717	77 536	85 894	21 334	77 865	85 894	(8 028)	-9.3%	85 894
Surplus/ (Deficit) for the year		2	17 298	17 523	12 126	948	20 465	12 126	8 339	68.8%	12 126

Table 5.3.1: C3 Financial Performance (Revenue and Expenditure by Municipal Vote)

5.4 Table C4: Financial Performance (Revenue and Expenditure)

WC051 Laingsburg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Q4 Fourth Quarter

W0051 Langsbury - Table C4 Monthly Budget Statement - Financial Performance (Revenue and expenditure) - Q4 16/17										
Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<u>Revenue By Source</u>										
Property rates		2 794	2 875	3 630	(112)	3 094	3 630	(536)	-15%	3 630
Property rates - penalties & collection charges		246	126	126	69	281	126	155	123%	126
Service charges - electricity revenue		9 315	11 352	10 422	2 821	10 992	10 422	570	5%	10 422
Service charges - water revenue		1 312	2 078	927	159	1 153	927	226	24%	927
Service charges - sanitation revenue		1 895	2 106	2 085	526	2 086	2 085	1	0%	2 085
Service charges - refuse revenue		1 320	1 971	1 224	322	1 250	1 224	26	2%	1 224
Service charges - other		87	319	320	12	78	320	(242)	-76%	320
Rental of facilities and equipment		1 275	887	885	231	962	885	77	9%	885
Interest earned - external investments		856	652	850	291	1 162	850	312	37%	850
Interest earned - outstanding debtors		245	175	200	49	229	200	29	15%	200
Dividends received		-	-	-	-	-	-	-	-	-
Fines		28 433	27 530	23 240	5 809	23 241	23 240	0	0%	23 240
Licences and permits		1 115	252	256	341	1 145	256	889	347%	256
Agency services		84	105	100	46	141	100	41	41%	100
Transfers recognised - operational		19 788	16 841	20 353	2 016	19 847	20 353	(506)	-2%	20 353
Other revenue		769	709	639	44	307	639	(332)	-52%	639
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		69 532	67 977	65 258	12 625	65 967	65 258	709	1%	65 258
<u>Expenditure By Type</u>										
Employee related costs		12 930	17 096	17 568	4 107	16 251	17 568	(1 316)	-7%	17 568
Remuneration of councillors		2 220	2 453	2 453	612	2 225	2 453	(228)	-9%	2 453
Debt impairment		19 976	21 682	21 682	5 368	21 472	21 682	(210)	-1%	21 682
Depreciation & asset impairment		9 523	12 073	12 867	1 297	9 138	12 867	(3 729)	-29%	12 867
Finance charges		-	-	-	-	-	-	-	-	-
Bulk purchases		6 573	6 523	8 000	2 359	7 557	8 000	(443)	-6%	8 000
Other materials		-	-	-	-	-	-	-	-	-
Contracted services		3 210	2 976	4 321	907	3 037	4 321	(1 284)	-30%	4 321
Transfers and grants		3 244	4 231	4 276	2 016	4 346	4 276	69	2%	4 276
Other expenditure		14 265	10 502	14 726	4 668	13 839	14 726	(887)	-6%	14 726
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Expenditure		71 940	77 536	85 894	21 334	77 865	85 894	(8 028)	-9%	85 894
Surplus/(Deficit)		(2 408)	(9 559)	(20 636)	(8 709)	(11 899)	(20 636)	8 737	(0)	(20 636)
Transfers recognised - capital		19 707	27 082	32 762	9 657	32 364	32 762	(398)	(0)	32 762
Contributions recognised - capital								-		
Contributed assets								-		
Surplus/(Deficit) after capital transfers & contributions		17 298	17 523	12 126	948	20 465	12 126			12 126
Taxation								-		
Surplus/(Deficit) after taxation		17 298	17 523	12 126	948	20 465	12 126			12 126
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		17 298	17 523	12 126	948	20 465	12 126			12 126
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		17 298	17 523	12 126	948	20 465	12 126			12 126

Table 5.4.1: C4 Financial Performance (Revenue and Expenditure)

5.5 Table C5: Capital Expenditure (Municipal Vote, Standard Classification and Funding)

WC051 Laingsburg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - Q4 Fourth Quarter

Vote Description	Ref	2015/16	Budget Year 2016/17							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands	1									
Capital Expenditure - Standard Classification										
<i>Governance and administration</i>		455	216	291	341	359	291	68	23%	291
Executive and council		12	-	-	-	-	-	-	-	-
Budget and treasury office		284	20	25	332	347	25	322	1288%	25
Corporate services		159	196	266	9	12	266	(254)	-95%	266
<i>Community and public safety</i>		11 660	17 503	21 614	5 635	19 895	21 614	(1 718)	-8%	21 614
Community and social services		35	1 646	724	273	408	724	(316)	-44%	724
Sport and recreation		2 950	581	581	-	222	581	(359)	-62%	581
Public safety		10	675	1 029	-	365	1 029	(664)	-64%	1 029
Housing		8 601	14 520	19 200	5 294	18 831	19 200	(369)	-2%	19 200
Health		64	80	80	69	69	80	(11)	-14%	80
<i>Economic and environmental services</i>		8 936	2 575	4 941	914	2 682	4 941	(2 259)	-46%	4 941
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		8 936	2 575	4 941	914	2 682	4 941	(2 259)	-46%	4 941
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		7 297	8 126	9 350	4 620	7 752	9 350	(1 597)	-17%	9 350
Electricity		2 037	6 000	8 000	3 044	5 679	8 000	(2 321)	-29%	8 000
Water		2 725	258	905	847	1 132	905	227	25%	905
Waste water management		2 535	1 868	445	729	941	445	497	112%	445
Waste management		-	-	-	-	-	-	-	-	-
<i>Other</i>		-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Standard Classification	3	28 348	28 419	36 196	11 511	30 689	36 196	(5 507)	-15%	36 196
Funded by:										
National Government		27 834	26 754	33 440	10 952	29 701	33 440	(3 739)	-11%	33 440
Provincial Government		-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-
Transfers recognised - capital		27 834	26 754	33 440	10 952	29 701	33 440	(3 739)	-11%	33 440
Public contributions & donations	5	-	-	-	-	-	-	-	-	-
Borrowing	6	-	-	-	-	-	-	-	-	-
Internally generated funds		514	1 666	2 755	566	988	2 755	(1 767)	-64%	2 755
Total Capital Funding		28 348	28 419	36 196	11 518	30 689	36 196	(5 507)	-15%	36 196

Table 5.5.1: C5 Capital Expenditure (Municipal Vote, Standard Classification and Funding)

5.6 Table C6: Financial Position

WC051 Laingsburg - Table C6 Monthly Budget Statement - Financial Position - Q4 Fourth Quarter

Description	Ref	2015/16	Budget Year 2016/17			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash		8 317	14 758	14 758	9 493	14 758
Call investment deposits		–	–	–	–	–
Consumer debtors		4 336	6 127	6 127	(16 338)	6 127
Other debtors		360	(201)	(201)	9 282	(201)
Current portion of long-term receivables		–	–	–	–	–
Inventory		5 698	5 313	5 313	5 313	5 313
Total current assets		18 711	25 997	25 997	7 750	25 997
Non current assets						
Long-term receivables		9	9	9	3	9
Investments		–	–	–	–	–
Investment property		4 440	4 511	4 511	4 392	4 511
Investments in Associate		–	–	–	–	–
Property, plant and equipment		147 576	161 601	161 601	185 925	161 601
Agricultural		–	–	–	–	–
Biological assets		–	–	–	–	–
Intangible assets		343	547	547	275	547
Other non-current assets		43	11	11	12	11
Total non current assets		152 413	166 679	166 679	190 607	166 679
TOTAL ASSETS		171 124	192 677	192 677	198 357	192 677
LIABILITIES						
Current liabilities						
Bank overdraft		–	–	–	–	–
Borrowing		–	–	–	–	–
Consumer deposits		396	406	406	437	406
Trade and other payables		6 322	7 903	7 903	(4 984)	7 903
Provisions		286	5 768	5 768	5 754	5 768
Total current liabilities		7 003	14 077	14 077	1 207	14 077
Non current liabilities						
Borrowing		–	–	–	–	–
Provisions		6 872	4 051	4 051	3 953	4 051
Total non current liabilities		6 872	4 051	4 051	3 953	4 051
TOTAL LIABILITIES		13 875	18 129	18 129	5 160	18 129
NET ASSETS	2	157 249	174 548	174 548	193 197	174 548
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		120 313	137 618	137 618	156 267	137 618
Reserves		36 937	36 930	36 930	36 930	36 930
TOTAL COMMUNITY WEALTH/EQUITY	2	157 249	174 548	174 548	193 197	174 548

Table 5.6.1: C6 Financial Position

5.7 Table C7: Cash Flow

WC051 Laingsburg - Table C7 Monthly Budget Statement - Cash Flow - Q4 Fourth Quarter

Description	Ref	2015/16	Budget Year 2016/17							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Ratepayers and other		37 239	21 696	21 696	(3 064)	41 461	21 696	19 764	91%	21 696
Government - operating		20 188	16 751	16 751	5	19 559	16 751	2 808	17%	16 751
Government - capital		12 055	27 082	27 082	9 657	23 235	27 082	(3 847)	-14%	27 082
Interest		1 491	827	827	253	1 041	827	214	26%	827
Dividends		-	-	-	-	-	-	-	-	-
Payments										
Suppliers and employees		(42 536)	(43 562)	(43 562)	(13 928)	(58 195)	(43 562)	(14 633)	34%	(43 562)
Finance charges		-	-	-	-	-	-	-	-	-
Transfers and Grants		(3 153)	(537)	(537)	(1 258)	(1 777)	(537)	(1 239)	231%	(537)
NET CASH FROM/(USED) OPERATING ACTIVITIES		25 284	22 257	22 257	(8 335)	25 325	22 257	34 812	156%	22 257
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-
Payments										
Capital assets		(18 491)	(12 484)	(12 484)	(11 518)	(30 689)	(12 484)	(18 205)	146%	(12 484)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(18 491)	(12 484)	(12 484)	(11 518)	(30 689)	(12 484)	18 205	-146%	(12 484)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								-	-	
Borrowing long term/refinancing								-	-	
Increase (decrease) in consumer deposits								-	-	
Payments										
Repayment of borrowing								-	-	
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	-	-	-	-	-	-	-	-
NET INCREASE/ (DECREASE) IN CASH HELD		6 793	9 773	9 773	(19 853)	(5 365)	9 773			9 773
Cash/cash equivalents at beginning:		14 758	14 758	14 758		14 758	14 758			14 758
Cash/cash equivalents at month/year end:		21 552	24 532	24 532		9 394	24 532			24 532

Table 5.7.1: C7 Cash Flow

6 Supporting Documents

6.1 Table SC1: Material variance explanations

WC051 Laingsburg - Supporting Table SC1 Material variance explanations - Q4 Fourth Quarter

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
	R thousands			
1	<u>Revenue By Source</u>			
	Property rates	1 754	Property rates levied in July for FY not on a monthly basis	None
	Property rates - penalties & collection charges	71	Interest are now levied on all outstanding rates 30+	None
	Transfers recognised - operational	5 691	More grants were received during quarter	None
2	<u>Expenditure By Type</u>			
	Employee related costs	486	Bonusses are now accrued on a monthly basis, but were paid in cash at the end of November	
	Depreciation & asset impairment	(1 733)	Depreciation for new acquisitions during fin year will only be accounted for during end of fy	
	Remuneration of councillors	(214)	Increase in Councillors salaries normally during March	
	Other expenditure	39	Few items under this vote exceeds ytd budget for instance	None but will monitor
3	<u>Capital Expenditure</u>			
	Road transport	1 471	Construction work on the project accelerated and will be finished	none - MIG grant
	Housing	(163)	project is in process - payment was made during November	
4	<u>Financial Position</u>			
5	<u>Cash Flow</u>			
	Ratepayers and other	16 965	Inflow of debtors paying rates higher and rise in traffic fines	None
	Transfers and Grants	397	Indigent subsidies transferred to qualifying accounts	None
	Suppliers and employees	(8 742)	Some expenditure items are before the ytd budget but will stabilize during the fin year	
	Government - capital	(7 051)	Not all capitals grants budgeted for were received till this month - housing still to be claimed	
6	<u>Measurable performance</u>			
7	<u>Municipal Entities</u>			

Table 6.1.1: SC1 Material Variance Explanations

6.2 Performance Indicators

WC051 Laingsburg - Supporting Table SC2 Monthly Budget Statement - performance indicators - Q4 Fourth Quarter

Woodsburg Supporting Table 302 Monthly Budget Statement - Performance Indicators Q4 Fourth Quarter							
Description of financial indicator	Basis of calculation	Ref	2015/16	Budget Year 2016/17			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<u>Borrowing Management</u>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.0%	15.6%	15.0%	0.0%	2.9%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		4.0%	4.5%	4.5%	-2.6%	4.5%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	267.2%	184.7%	184.7%	642.2%	184.7%
Liquidity Ratio	Monetary Assets/Current Liabilities		118.8%	104.8%	104.8%	786.7%	104.8%
<u>Revenue Management</u>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		6.8%	8.7%	9.1%	-10.7%	9.1%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		90.0%	90.0%	90.0%	92.0%	90.0%
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2	9.1%	9.0%	9.0%	10.2%	9.0%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2	29.8%	25.0%	25.0%	32.7%	25.0%
Employee costs	Employee costs/Total Revenue - capital revenue		18.6%	25.2%	26.9%	24.6%	26.9%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		2.5%	3.5%	4.9%	3.6%	4.9%
Interest & Depreciation	I&D/Total Revenue - capital revenue		13.7%	17.8%	19.7%	0.0%	3.8%
<u>IDP regulation financial viability indicators</u>							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)		16.0%	11.1%	10.7%	-9.3%	10.7%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services		31.1%	34.4%	40.9%	-35.5%	9.8%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure		3.8%	8.2%	7.8%	1.1%	7.8%

Table 6.2.1: SC2 Performance Indicators

6.3 Debtors Analysis

WC051 Laingsburg - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q4 Fourth Quarter

Description		NT Code	Budget Year 2016/17									Total	Bad Debts
			0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Days	151-180 Days	181 Dys-1 Yr	Over 1Yr			
R thousands													
Debtors Age Analysis By Revenue Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	(15)	29	23	20	25	21	26	202	331	-	-	
Trade and Other Receivables from Exchange Transactions - Electricity	1300	658	16	19	7	7	11	7	140	866	-	-	
Receivables from Non-exchange Transactions - Property Rates	1400	(66)	21	20	16	18	13	13	2 371	2 406	-	-	
Receivables from Exchange Transactions - Waste Water Management	1500	73	31	18	18	18	18	18	267	461	-	-	
Receivables from Exchange Transactions - Waste Management	1600	28	16	14	12	13	13	13	61	170	-	-	
Receivables from Exchange Transactions - Property Rental Debtors	1700	8	15	20	14	14	19	12	318	419	-	-	
Interest on Arrear Debtor Accounts	1810	25	654	-	-	-	-	-	172	851	-	-	
Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	
Other	1900	(10)	1	-	1	1	2	1	43	40	-	-	
Total By Revenue Source	2000	702	783	115	86	98	98	90	3 573	5 544	-	-	
2015/16 - totals only		746 016	767 141	150 461	121 529	124 543	128 612	113 508	4 384 306	6 536	0	-	
Debtors Age Analysis By Customer Category													
Organs of State	2200	108	20	23	12	12	18	11	1 170	1 373	-	-	
Commercial	2300	321	26	15	2	1	1	-	19	385	-	-	
Households	2400	172	736	74	71	84	77	71	2 296	3 580	-	-	
Other	2500	101	1	2	1	1	2	8	88	206	-	-	
Total By Customer Category	2600	702	783	115	86	98	98	90	3 573	5 544	-	-	

Table 6.3.1 Debtors Analysis

6.4 Creditors Analysis

WC051 Laingsburg - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q4 Fourth Quarter

Description		NT Code	Budget Year 2016/17								Total
			0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	-	-	-	-	-	-	-	-	-	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	2600	-	-	-	-	-	-	-	-	-	-

Table 6.4.1 Creditors Analysis

6.5 Transfers and Grants

WC051 Laingsburg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Q4 Fourth Quarter

Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:										
Operating Transfers and Grants										
National Government:		15 611	15 735	15 735	5 183	23 011	18 494			15 735
Local Government Equitable Share		9 294	12 015	12 015	3 004	15 472	13 774	1 698	12.3%	12 015
Finance Management		1 700	1 700	1 700	1 700	1 700	1 700	-		1 700
Municipal Systems Improvement		934	930	930	-	-	930	(930)	-100.0%	930
EPWP Incentive		1 147	1 000	1 000	424	1 000	1 000	-		1 000
Integrated National Electrification Programme		-	-	-	-	-	-	-		-
GRANT - WORKFORCE	3	-	90	90	-	-	90	(90)	-100.0%	90
GRANT - INEP ELEC		2 536	-	-	55	4 839	1 000	3 839	383.9%	-
0		-	-	-	-	-	-	-		-
0		-	-	-	-	-	-	-		-
0		-	-	-	-	-	-	-		-
Other transfers and grants [insert description]		-	-	-	-	-	-	-		-
Provincial Government:		1 417	1 064	1 064	-	1 643	2 829	(1 186)	-41.9%	1 064
Sport and Recreation		907	962	962	-	641	962	(321)	-33.3%	962
CDW		-	72	72	-	72	72	-		72
LGSETA		-	-	-	-	-	-	-		-
MAIN ROAD SUBSIDY		10	30	30	-	-	24	(24)	-100.0%	30
MSG	4	-	-	-	-	930	-	930	#DIV/0!	-
GRANT - SPATIAL DEV INV		-	-	-	-	-	1 771	(1 771)	-100.0%	-
GRANT - SUPPORT		500	-	-	-	-	-	-		-
District Municipality:		-	-	-	-	-	-	-		-
NEW FINANCIAL SYSTEM		-	-	-	-	-	-	-		-
Other grant providers:		-	-	-	-	-	-	-		-
Dept of Water Affairs		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
Total Operating Transfers and Grants	5	17 028	16 799	16 799	5 183	24 655	21 323	(1 186)	-5.6%	16 799
Capital Transfers and Grants										
National Government:		8 523	27 082	27 082	15 058	27 485	31 762	(4 277)	-13.5%	27 082
Municipal Infrastructure Grant (MIG)		8 523	27 082	27 082	5 348	8 986	27 082	(18 096)	-66.8%	27 082
GRANT - FMG CAPITAL		-	-	-	-	-	-	-		-
GRANT - MIG UNSPEND ROLLOVER		-	-	-	-	-	-	-		-
GRANT - MSIG CAPITAL		-	-	-	-	-	-	-		-
SEWER MASTER PLAN		-	-	-	-	-	-	-		-
MASIBAMBANE		-	-	-	-	-	-	-		-
SPATIAL DEV INVESTIGATION		-	-	-	-	-	-	-		-
GRANT - DEPT OF WATER AFFAIRS		-	-	-	-	-	-	-		-
MIG HOUSING		-	-	-	9 710	18 499	4 680	13 819	295.3%	-
Other capital transfers [insert description]		-	-	-	-	-	-	-		-
Provincial Government:		575	-	-	39	39	-	39	#DIV/0!	-
Housing		575	-	-	39	39	-	39	#DIV/0!	-
GRANT - EPWP CAPITAL WORKS		-	-	-	-	-	-	-		-
Road and Transport		-	-	-	-	-	-	-		-
Library		-	-	-	-	-	-	-		-
Taxi Rank		-	-	-	-	-	-	-		-
USIP		-	-	-	-	-	-	-		-
District Municipality:		-	-	-	-	-	-	-		-
[insert description]		-	-	-	-	-	-	-		-
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
Total Capital Transfers and Grants	5	9 098	27 082	27 082	15 097	27 524	31 762	(4 238)	-13.3%	27 082
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	26 126	43 881	43 881	20 280	52 179	53 085	(5 424)	-10.2%	43 881

Table 6.5.1 Transfers and grants

6.6 Councillor and Staff Benefits

WC051 Laingsburg - Supporting Table SC8 Monthly Budget Statement - counillor and staff benefits - Q4 Fourth Quarter

Summary of Employee and Councillor remuneration		Ref	2015/16	Budget Year 2016/17							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands			A	B	C						D
<u>Councillors (Political Office Bearers plus Other)</u>		1									
Basic Salaries and Wages			1 900	2 453	2 453	467	1 791	2 249	(458)	-20%	2 453
Pension and UIF Contributions			-	-	-	-	1	-	1	#DIV/0!	-
Medical Aid Contributions			-	-	-	16	50	-	50	#DIV/0!	-
Motor Vehicle Allowance			267	-	-	145	579	-	579	#DIV/0!	-
Cellphone Allowance			-	180	180	-	-	165	(165)	-100%	180
Housing Allowances			-	-	-	-	-	-	-	-	-
Other benefits and allowances			-	-	-	-	-	-	-	-	-
Sub Total - Councillors		4	2 166	2 633	2 633	628	2 420	2 413	7	0%	2 633
% increase				21.5%	21.5%						21.5%
<u>Senior Managers of the Municipality</u>		3									
Basic Salaries and Wages			2 047	2 261	2 261	613	2 477	2 072	405	20%	2 261
Pension and UIF Contributions			123	170	170	45	164	156	8	5%	170
Medical Aid Contributions			90	104	104	27	107	96	11	12%	104
Overtime			-	-	-	-	-	-	-	-	-
Performance Bonus			-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance			232	263	263	72	272	241	31	13%	263
Cellphone Allowance			-	-	-	-	-	-	-	-	-
Housing Allowances			-	-	-	-	-	-	-	-	-
Other benefits and allowances			162	21	21	42	177	20	158	804%	21
Payments in lieu of leave			-	-	-	-	-	-	-	-	-
Long service awards			-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		2	46	97	97	15	57	89	(31)	-35%	97
Sub Total - Senior Managers of Municipality		4	2 699	2 916	2 916	815	3 255	2 673	581	22%	2 916
% increase				8.1%	8.1%						8.1%
<u>Other Municipal Staff</u>											
Basic Salaries and Wages			6 939	9 529	9 529	2 609	10 213	8 735	1 478	17%	9 529
Pension and UIF Contributions			883	1 366	1 366	398	1 420	1 253	168	13%	1 366
Medical Aid Contributions			227	617	617	96	377	566	(189)	-33%	617
Overtime			372	506	506	165	543	464	79	17%	506
Performance Bonus			-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance			299	405	405	159	483	371	111	30%	405
Cellphone Allowance			12	-	-	2	9	-	9	#DIV/0!	-
Housing Allowances			21	26	26	32	87	24	63	262%	26
Other benefits and allowances			255	108	108	86	286	99	186	188%	108
Payments in lieu of leave			-	-	-	-	-	-	-	-	-
Long service awards			-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		2	-	-	-	-	-	-	-	-	-
Sub Total - Other Municipal Staff		4	9 008	12 558	12 558	3 547	13 418	11 512	1 906	17%	12 558
% increase				39.4%	39.4%						39.4%
Total Parent Municipality			13 874	18 107	18 107	4 990	19 093	16 598	2 494	15%	18 107

able 6. 6.1 Councillor and staff Benefits

6.7 Monthly Cash Flow

W051 Laingsburg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - Q4 Fourth Quarter

Description		Ref	Budget Year 2016/17												2016/17 Medium Term Revenue & Expenditure Framework		
			July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year	Budget Year	Budget Year
R thousands	1	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget	2016/17	+1 2017/18	+2 2018/19	
Cash Receipts By Source																	
Property rates		97	416	741	211	178	94	80	106	79	76	99	412	2 587	2 846	3 073	
Property rates - penalties & collection charges		19	19	20	20	28	27	26	26	25	24	23	(133)	126	138	149	
Service charges - electricity revenue	618	1 012	743	885	705	745	684	980	869	927	971	1 305	10 445	11 489	12 408	13 405	
Service charges - water revenue	93	153	145	151	133	181	202	197	188	170	170	134	1 915	2 106	2 275	2 474	
Service charges - sanitation revenue	93	100	95	119	104	100	94	106	112	105	105	950	2 083	2 291	2 474	2 674	
Service charges - refuse	94	105	90	120	95	96	90	105	108	99	114	714	1 830	2 013	2 174	2 374	
Service charges - other	20	16	12	10	8	17	3	9	8	7	7	(50)	67	74	80	87	
Rental of facilities and equipment	59	47	41	39	138	49	35	32	57	39	49	301	887	975	1 053	1 131	
Interest earned - external investments	34	-	119	71	60	83	81	86	75	71	85	(113)	652	717	774	831	
Interest earned - outstanding debtors	18	20	18	20	18	23	17	24	21	26	11	(42)	175	193	208	223	
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fines	770	601	233	-	1	0	2	1	1	-	-	(917)	691	760	821	880	
Licences and permits	101	67	84	74	76	110	88	98	114	142	76	(780)	252	277	299	324	
Agency services	-	-	-	-	-	-	-	-	-	-	-	105	105	116	125	134	
Transfer receipts - operating	5 942	63	2 424	4 776	3 007	8	102	219	3 013	5	-	(2 808)	16 751	18 426	19 900	21 375	
Other revenue	10 091	3 670	(11 869)	3 257	6 530	5 142	1 127	4 968	5 864	(3 110)	(4 649)	(20 313)	709	780	842	901	
Cash Receipts by Source		18 049	6 290	(7 104)	9 754	11 083	6 674	2 632	6 955	10 533	(1 419)	(2 940)	(21 234)	39 274	43 202	46 658	
Other Cash Flows by Source																	
Transfer receipts - capital		-	-	10 969	-	-	-	-	-	2 609	3 584	5 406	4 515	27 082	29 790	32 173	
Contributions & Contributed assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Increase in consumer deposits	3	7	7	1	9	3	18	1	21	4	10	(83)	-	-	-	-	
Receipt of non-current debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Receipt of non-current receivables		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in non-current investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Cash Receipts by Source		18 052	6 298	3 872	9 754	11 092	6 677	2 650	6 957	13 163	2 168	2 475	(16 802)	66 356	72 992	78 831	
Cash Payments by Type																	
Employee related costs		1 080	1 088	1 361	2 359	2 472	1 207	628	1 305	1 455	1 509	1 471	1 075	17 011	18 712	20 208	
Remuneration of councillors		193	193	193	48	193	193	193	204	204	204	204	432	2 453	2 699	2 914	
Interest paid		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bulk purchases - Electricity	1 573	62	-	-	675	1 075	576	615	621	-	1 099	-	227	6 523	7 175	7 749	
Bulk purchases - Water & Sewer		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other materials	1	5	7	75	11	7	9	95	21	37	15	(284)	-	-	-	-	
Contracted services	61	460	51	488	262	268	48	151	176	305	205	500	2 976	3 273	3 535	3 794	
Grants and subsidies paid - other municipalities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Grants and subsidies paid - other	98	164	176	(452)	46	(58)	462	(71)	155	(0)	(83)	102	537	591	638	683	
General expenses	2 359	5 586	8 211	1 234	2 753	(4 511)	-	1 479	5 194	2 080	1 330	(11 115)	14 600	16 060	17 344	18 623	
Cash Payments by Type		5 364	7 558	9 998	4 426	6 813	(2 318)	1 956	3 784	7 205	5 234	3 142	(9 063)	44 099	48 509	52 390	
Other Cash Flows/Payments by Type																	
Capital assets		0	342	1 997	315	5 526	316	1 276	4 228	5 171	3 874	5 420	(15 980)	12 484	13 732	14 831	
Repayment of borrowing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Cash Flows/Payments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Cash Payments by Type		5 365	7 900	11 996	4 741	12 339	(2 002)	3 231	8 011	12 376	9 108	8 562	(25 043)	56 583	62 241	67 221	
NET INCREASE/(DECREASE) IN CASH HELD																	
Cash/cash equivalents at the month/year beginning:		14 758	27 446	25 844	17 721	22 734	21 486	30 166	29 584	28 530	29 317	22 377	16 290	14 758	24 532	35 282	
Cash/cash equivalents at the month/year end:		27 446	25 844	17 721	22 734	21 486	30 166	29 584	28 530	29 317	22 377	16 290	24 532	24 532	35 282	46 893	

Table 6.7.1 Monthly Cash flows

7 Portfolio of Evidence

The SDBIP makes provision for uploading of supporting documents. Departments utilise the option to upload documents, but hardcopies of POE's (Portfolio of Evidences) of each depart is ready for Internal Audit for auditing purposes.

The Internal Audit will its quarterly audit submit a report on the POE's on the reported figures, which will be submitted to the Audit Committee and Council for action or recognition.

8 Down Cascading of Performance Management

We proudly report that this year performance management are scaled down to all levels within the municipality.

All staff who has a staff a performance agreement or plan will be informally evaluated the respective supervisors and managers.

9 Recommendations

- a) That Council notes the contents of this report and supporting documentations for the 4th quarter of 2015/2016 financial year.
- b) That the Managers ensure that the budget and IDP is implemented in accordance with the Service Delivery and Budget Implementation Plan projections and spending of funds, and that revenue collection proceeds to improve in year 2016/17 financial year.

10 Conclusion

The above-mentioned report outline the performance of the municipality with regards to the overall Performance of the municipality, Financial Performance as well as Non-financial Performance with regards legislative compliance. The overall performance was good, but there is still areas that requires intervention and mitigation measures to prevent it in the following quarters of the year as well as improve the reporting on the system.

Portfolio of Evidence

The PMS Unit identified the challenge of Portfolios of Evidence's (POE's) with regards to the reported achievements on the SDBIP System. The issue is therefore referred to the Internal Audit Unit to investigate. The PMS Unit will regard the lack of performance evidence as a non-performance during the Performance Review which is scheduled for the 26 July 2016.

Down Cascading of Performance Management

All staff has Performance Agreements and Plans with the municipality. The majority of the staff utilise the online web based PMS system and are trained to use the system. Ongoing assistance from the PMS Unit will be provided for the next couple of years as part of the Change Management Strategy.

Provincial Treasury assisted the municipality through Grant funding in down cascading performance management to all levels within the municipality and we can report that we managed to achieve this.