

FRANCES BAARD DISTRICT MUNICIPALITY



Section 71 Report

30 November 2020

TABLE OF CONTENTS

Page

1. Executive summary2-9

2. In-Year Budget Statement Tables (Annexure A)10-14

3. Supporting documents15-25

4. Municipal Manager’s quality certification26

1. EXECUTIVE SUMMARY

All variances are calculated against the approved budget figures.

1.1 Statement of Financial Performance

Consolidated performance against annual budget (Projected Operating Results) – Statement of Financial Performance – (Annexure A - Table C4)

Revenue by source

Year-to-date actual revenue is R69, 325 million as compared to the year-to-date budget projections of R57, 879 million. The variance is as a result of increase in the interest received from external investments during November 2020.

Operating expenditure by type

To date, R41, 490 million has been spent as compared to the operational year-to-date budget projections of R61, 698 million. Underspending is due to the vacant positions and projects that are still in the planning phase.

The summary statement of financial performance in Annexure A, Table C4 is prepared on a similar basis to the prescribed budget format, detailing revenue by source type and expenditure by input type.

Capital Expenditure

Year-to-date expenditure on capital amounts to R62,000 as compared to the year-to-date budget projections of R3, 783 million. Capital expenditure will improve as the financial year progress as projects are currently in the planning phase of the procurement process.

Please refer to Annexure A, Table C5 for further details.

Cash Flows

The municipality started the year with a total cash and cash equivalents of R103, 156 million. The year-to date cash and cash equivalents amounted to R198, 788 million. The net increase in cash and cash equivalents for the year to date is R95, 632 million.

Consolidated performance of year-to-date expenditure against year-to-date budget (per municipal vote)

The municipal vote reflects the organisational structure of the municipality which is made up of the following directorates: Council & Executive, Budget & Treasury, Administration, Planning & Development and Project Management & Advisory Services.

The following table depict the financial performance as per municipal vote according to the approved organogram of the municipality:

Council & Executive						
R thousand	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget
01.1 - Council & Executive Administration	9,411,436	12,646,310	12,646,310	782,278	3,497,672	5,269,300
02.1 - Office Of The Municipal Manager	1,981,924	2,505,350	2,505,350	169,645	866,082	1,043,885
02.2 - Committee & Administration Services	509,507	1,381,030	1,381,030	49,910	243,989	575,435
02.3 - Internal Audit	2,842,694	3,610,700	3,610,700	224,619	1,234,356	1,504,455
02.4 - Communications	1,911,043	2,482,600	2,482,600	167,601	764,539	1,034,425
02.5 - Legal And Compliance	1,260,368	1,444,560	1,444,560	110,165	503,732	601,905
02.6 - Political Office Administration	3,158,120	3,881,810	3,881,810	302,821	1,622,893	1,617,425
02.7 - Youth Unit	2,411,365	1,845,460	1,845,460	234,754	1,084,354	768,950
02.8 - Risk Unit	1,038,196	1,084,810	1,084,810	94,955	469,377	452,005
Total	24,524,653	30,882,630	30,882,630	2,136,748	10,286,993	12,867,785

Actual operating expenditure of Council & Executive is R10, 287 million as compared to the year-to-date budget R12, 868 million. Special projects in the respective departments are still at a planning stage, project activities are expected to be implemented as indicated in the operational plans. Expenditure is expected to gain momentum as the year progress with the implementation of set budgets by the departments. One vacancy exists within the department, namely, Manager: Office of the MM.

Budger & Treasury Office						
R thousand	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget
Budger & treasury						
03.1 - Finance Directorate	3,919,364	6,742,930	6,742,930	261,416	993,395	2,809,565
03.2 - Revenue & Expenditure	3,435,861	3,729,650	3,729,650	253,836	1,246,498	1,554,020
03.3 - Budget And Treasury Office	6,265,852	7,514,610	7,514,610	691,817	1,779,927	3,131,095
03.4 - Supply Chain Management	3,256,229	3,836,070	3,836,070	279,937	1,443,869	1,598,375
03.5 - Council Motor Vehicle Pool	1,655,604	1,760,610	1,760,610	8,987	145,995	733,590
Total	18,532,910	23,583,870	23,583,870	1,495,992	5,609,684	9,826,645

The actual operating expenditure of Budget & Treasury office at the end of the month amounts to R5, 610 million as compared to the year-to-date projected budget of R5, 610 million. Due to the following vacant positions: CFO, Senior Accountant: Budget & Financial Statements, Senior clerk:

Revenue & Expenditure and Store Assistant, spending on the planned budget is below expected projection.

Corporate Services						
R thousand	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget
04.1 - Administration Directorate	1,688,773	2,026,500	2,026,500	150,597	749,787	844,390
04.2 - Information Systems	3,415,520	4,690,280	4,690,280	213,313	1,108,113	1,954,290
04.3 - Human Resource Management	4,182,638	5,450,040	5,450,040	580,913	1,798,155	2,270,865
04.4 - Office Support Services	10,998,873	13,174,280	13,174,280	740,056	5,018,568	5,489,305
04.5 - Environmental Protection	6,095,161	9,926,890	10,926,890	467,505	4,322,675	4,436,205
04.6 - Fire Fighting & Disaster Management	7,167,271	10,216,870	10,216,870	563,367	2,754,330	4,257,030
Total	33,548,237	45,484,860	46,484,860	2,715,751	15,751,627	19,252,085

Actual operating expenditure of Corporate Services at the end of the month is R15, 752 million as compared to the year-to-date projected budget of R19, 252 million. Expenditure is expected to increase as the year progresses with the implementation of set budgets by the departments. Vacancies within the department also has an impact on the underspending of the projected budget, namely, Senior Fire Fighter, Chief Clerk Archive and Disaster Management Co-ordinator.

Planning & Development						
R thousand	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget
05.1 - Planning & Development Directorate	1,098,235	3,539,920	3,539,920	135,199	671,396	1,474,980
05.3 - Local Economic Development	4,879,643	7,502,538	7,502,538	789,188	2,358,308	3,126,070
05.4 - Planning Unit - Gis	1,169,349	2,420,870	2,420,870	134,105	808,210	1,008,720
05.5 - Planning Unit - Spacial Planning	1,344,568	3,277,890	3,277,890	72,013	368,465	1,365,785
05.6 - Tourism	2,486,892	3,782,230	3,782,230	178,856	789,543	1,575,940
05.7 - Planning Unit - ldp	1,602,624	2,066,650	2,066,650	165,571	727,388	861,110
Total	12,581,311	22,590,098	22,590,098	1,474,933	5,723,310	9,412,605

Actual operating expenditure of Planning & Development at the end of the month amounts to R5, 723 million as compared to the year-to-date projected budget of R9, 413 million. Due to the vacant director position, spending on the planned budget is below expected projection. However, the budget is expected to gain momentum when the financial year progresses.

Infrastructure						
R thousand	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget
06.1 - Infrastructure Service Directorate	1,221,941	2,251,050	2,251,050	141,099	690,867	937,955
06.2 - Project Management & Advisory Service	26,047,260	17,394,320	17,394,320	421,475	2,395,818	7,247,645
06.3 - Infrastructure Service - Roads Maint	716,065	897,470	897,470	41,389	194,823	373,950
06.4 - Housing Administration	3,002,799	4,269,230	4,269,230	169,109	836,638	1,778,855
Total	30,988,064	24,812,070	24,812,070	773,071	4,118,146	10,338,405

Actual operating expenditure of Project Management & Advisory Services at the end of the month amounts to R4, 118 million as compared to the year-to-date projected budget of R10, 338 million. Underspending is due to the vacant director position and local municipalities are still expected to claim on Capital and Operational allocation as planned.

Consolidated performance of year-to-date expenditure on special projects against full year budget

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
FINANCE DIRECTORATE						
BUDGET AND TREASURY OFFICE						
Revaluation of Buildings	150,000.00	-	-	150,000.00	0%	Project will be implemented during third quarter.
Total BTO Projects	150,000.00	-	-	150,000.00	0%	

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
COUNCIL AND EXECUTIVE ADMINISTRATION						
POLITICAL OFFICE ADMINISTRATION						
Commemorative Days	220,020.00	-	163,645.22	56,374.78	74%	Project implemented during September 2020, remaining budget to be utilised during the financial year.
Child Programme	55,100.00	-	-	55,100.00	0%	Project will take place before the end of January 2021.
Gender Programme	90,000.00	-	-	90,000.00	0%	Gender programme to take place during the third quarter.
MRM Programme	5,000.00	-	-	5,000.00	0%	Budget will be used during the financial year.
Old Age Programme	25,000.00	-	-	25,000.00	0%	Project to be implemented during third quarter.
Total Political Office Projects	395,120.00	-	163,645.22	231,474.78	41%	
YOUTH UNIT						
Youth Career	37,500.00	-	12,936.70	24,563.30	34%	Project implemented in the month of September 2020, remaining budget to be used as the year progresses.
Sopa Programme	27,000.00	-	-	27,000.00	0%	Project to be implemented during third quarter.
June 16 Programme	33,000.00	-	-	33,000.00	0%	Project to be implemented during fourth quarter.
Youth Skills Programme	3,600.00	-	-	3,600.00	0%	Youth skills programme to be implemented during second quarter.
Total Youth Projects	101,100.00	-	12,936.70	88,163.30	13%	

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
CORPORATE SERVICES						
HUMAN RESOURCE MANAGEMENT						
Employee Wellness Assistance Programme	80,000.00	-	33,820.00	46,180.00	42%	Budget is utilised as and when needed.
Team Building	30,000.00	-	-	30,000.00	0%	Budget to be used as the year progresses.
Total HR Projects	110,000.00	-	33,820.00	76,180.00	31%	
ENVIRONMENTAL PROTECTION						
Commemorative Days	15,000.00	-	-	15,000.00	0%	No calendar dates commemorated as yet, budget to be used as the year progresses.
Awareness Sanitation Programme	49,600.00	12,012.84	-	49,600.00	0%	Budget to be used during the financial year.
Water Analysis	334,000.00	68,907.69	41,547.16	292,452.84	12%	The project takes place on a monthly basis, remaining budget to be utilised as the year progresses.
Sample Analysis	36,000.00	8,483.36	-	36,000.00	0%	Swaps were collected during November 2020.
Environmental World day Awareness	28,000.00	-	-	28,000.00	0%	No campaigns conducted, project to occur during the financial year.
South African Standards for Drinking Water	90,000.00	-	-	90,000.00	0%	Budget to be used during the financial year.
Total Environmental Health Projects	552,600.00	89,403.89	41,547.16	516,052.84	8%	
FIRE FIGHTING & DISASTER MANAGEMENT						
Volunteer Training	92,500.00	-	2,400.00	90,100.00	3%	Project will be implemented during third quarter.
Awareness Programme	7,000.00	-	-	7,000.00	0%	Budget to be used during the financial year.
Disaster Plan Strategy	520,000.00	163,869.57	355,673.68	164,326.32	68%	Project completed with savings.
Contingency Fund	520,000.00	82,450.00	86,040.00	433,960.00	17%	Budget is utilised as and when needed. Budget is expected to gain momentum as the year progresses.
Total Disaster Management Projects	1,139,500.00	246,319.57	444,113.68	695,386.32	39%	

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
PLANNING AND DEVELOPMENT						
LOCAL ECONOMIC DEVELOPMENT						
Led Small, Medium & Micro Entreprises	780,010.00	-	-	780,010.00	0%	Project is in process, busy with the shortlistings.
Machinery and equipment SMME	1,650,000.00	-	711,733.53	938,266.47	43%	Currently busy with the shortlistings.
Led Expo	650,000.00	-	536,000.00	114,000.00	82%	Project completed with savings.
Youth Enterprenuer	320,000.00	-	-	320,000.00	0%	Project to be implemented during the third quarter.
Exhibition Installers	320,000.00	-	-	320,000.00	0%	Project to be implemented during the third quarter.
Led Trade & Investment Promotion	100,000.00	-	-	100,000.00	0%	Project to be implemented during the third quarter.
Agriculture Emerging Farmers	90,000.00	-	50,000.00	40,000.00	56%	Project is in process.
Advertising and Promotion	83,318.00	-	-	83,318.00	0%	Budget to be used as the year progresses.
Women Empowerment	50,000.00	-	-	50,000.00	0%	Project will be implemented during the financial year.
Total LED Projects	4,043,328.00	-	1,297,733.53	2,745,594.47	32%	
TOURISM						
Ganspan	220,000.00	-	-	220,000.00	0%	Applied for water use license, project to be implemented during third quarter.
Indaba Expo	323,760.00	-	-	323,760.00	0%	Project to occur as the year progresses. Awaiting for expo dates.
Diamond and Dorings Festival	480,000.00	-	-	480,000.00	0%	Project will be implemented during the financial year.
Tourism Business Competition	548,960.00	-	-	548,960.00	0%	Project to occur as the year progresses.
Tourism Association	75,000.00	-	17,500.00	57,500.00	23%	Project to take place during second quarter.
Tourism Awareness Campaign	170,000.00	-	19,703.21	150,296.79	12%	Project to be implemented during the third quarter.
Tourism Advertisement	150,000.00	15,608.70	14,950.00	135,050.00	10%	Project occurs quarterly, remaining budget to be spent in the coming quarters.
Total Tourism Projects	1,967,720.00	15,608.70	52,153.21	1,915,566.79	3%	

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
PLANNING AND DEVELOPMENT						
PLANNING UNIT - GIS						
Land Use Survey (Dikgatlong)	390,000.00	69,105.00	191,645.00	198,355.00	49%	Committed funds towards land use survey at dikgatlong LM, budget to be used during the financial year.
Total GIS Projects	390,000.00	69,105.00	191,645.00	198,355.00	49%	
PLANNING UNIT - SPATIAL PLANNING						
Municipal Tribunal	70,000.00	-	9,168.00	60,832.00	13%	The DMPT meeting will take place on the 10 December 2020. In November, no applications received for review.
FBDM SDF Framework	312,500.00	-	4,714.23	307,785.77	2%	The first draft for FBDM SDF has been finalised.
Phokwane Infill Development	170,000.00	-	-	170,000.00	0%	Finalised the appointment of the service provider.
Total Spatial Planning Projects	552,500.00	-	13,882.23	538,617.77	3%	

Project Description	Budget	Commitment	Total Spent	Remaining Budget	% Spent	Comment
INFRASTRUCTURE						
PROJECT MANAGEMENT & ADVISORY SERVICE						
Magareng O&M	2,500,000.00	-	384,201.85	2,115,798.15	15%	Project implemented by Local municipality. All claims received to date paid out.
Dikgatlong O&M	2,500,000.00	-	-	2,500,000.00	0%	Project implemented by Local municipality. No claim received to date.
Phokwane O&M	2,500,000.00	-	-	2,500,000.00	0%	Project implemented by Local municipality. No claim received to date.
Sol Plaatje O&M	2,500,000.00	-	-	2,500,000.00	0%	Project implemented by Local municipality. No claim received to date.
Total Infrastructure Projects	10,000,000.00	-	384,201.85	9,615,798.15	4%	
Total Special Projects	19,401,868.00	420,437.16	2,635,678.58	16,771,189.42	14%	

The actual spending on special projects for the municipality at the end of the month amounts to R2 635 678.58, with a commitment of R 420 437.16. The municipality has spent 14% of its budgeted special projects.

2. IN-YEAR BUDGET STATEMENT TABLES (ANNEXURE: A)

Table C1: Monthly Budget Statement Summary

DC9 Frances Baard - Table C1 Monthly Budget Statement Summary - M05 November									
Description	2019/20	Budget Year 2020/21							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	-	-	-	-	-	-	-		-
Service charges	-	-	-	-	-	-	-		-
Investment revenue	7,399	5,750	5,750	10,396	12,020	2,396	9,624	402%	5,750
Transfers and subsidies	124,350	130,702	132,171	269	56,527	54,900	1,627	3%	132,171
Other own revenue	8,451	1,400	1,400	666	779	583	196	34%	1,400
Total Revenue (excluding capital transfers and contributions)	140,200	137,852	139,321	11,331	69,325	57,879	11,446	20%	139,321
Employee costs	63,754	80,665	80,665	5,945	28,861	33,611	(4,750)	-14%	80,665
Remuneration of Councillors	6,802	8,756	8,756	577	2,965	3,648	(684)	-19%	8,756
Depreciation & asset impairment	3,801	3,706	3,706	-	-	1,544	(1,544)	-100%	3,706
Finance charges	-	-	-	-	-	-	-		-
Materials and bulk purchases	1,114	1,619	2,619	27	273	974	(702)	-72%	2,619
Transfers and subsidies	21,909	13,443	13,443	67	2,498	5,601	(3,104)	-55%	13,443
Other expenditure	22,795	39,164	39,164	1,981	6,894	16,318	(9,425)	-58%	39,164
Total Expenditure	120,175	147,354	148,354	8,596	41,490	61,698	(20,208)	-33%	148,354
Surplus/(Deficit)	20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	-829%	(9,032)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	-	-	-	-	-	-	-		-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)	-	-	-	-	-	-	-		-
Surplus/(Deficit) after capital transfers & contributions	20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	-829%	(9,032)
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-		-
Surplus/ (Deficit) for the year	20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	-829%	(9,032)
Capital expenditure & funds sources									
Capital expenditure	967	8,740	9,209	-	62	3,783	(3,721)	-98%	9,209
Capital transfers recognised	-	-	-	-	-	-	-		-
Borrowing	-	-	-	-	-	-	-		-
Internally generated funds	967	8,740	9,209	-	62	3,783	(3,721)	-98%	9,209
Total sources of capital funds	967	8,740	9,209	-	62	3,783	(3,721)	-98%	9,209
Financial position									
Total current assets	125,475	78,130	78,130		230,650				78,130
Total non current assets	60,571	70,197	70,666		60,633				70,666
Total current liabilities	41,622	27,960	27,960		131,639				27,960
Total non current liabilities	23,774	37,790	37,790		14,242				37,790
Community wealth/Equity	120,651	79,069	79,538		148,486				79,538
Cash flows									
Net cash from (used) operating	-	(1,500)	(1,500)	(6,171)	89,332	(625)	(89,957)	14393%	(1,500)
Net cash from (used) investing	6,335	(1,102)	(1,102)	-	6,300	(459)	(6,760)	1472%	(1,102)
Net cash from (used) financing	(3)	(0)	(0)	(0)	(0)	(0)	(0)	80%	(0)
Cash/cash equivalents at the month/year end	84,598	71,343	71,343	-	198,788	(1,084)	(199,873)	18431%	(2,603)
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	193	228	262	37	134	181	212	1,784	3,031
Creditors Age Analysis									
Total Creditors	10	-	-	-	-	-	-	-	10

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

DC9 Frances Baard - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M05 November										
Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1								%	
Revenue - Functional										
Governance and administration		136,901	131,652	133,121	11,264	69,102	55,296	13,807	25%	133,121
Executive and council		13	-	-	-	-	-	-	-	-
Finance and administration		136,888	131,652	133,121	11,264	69,102	55,296	13,807	25%	133,121
Community and public safety		246	259	259	-	-	108	(108)	-100%	259
Public safety		-	-	-	-	-	-	-	-	-
Economic and environmental services		3,053	5,941	5,941	67	223	2,476	(2,252)	-91%	5,941
Planning and development		3,023	5,941	5,941	67	223	2,476	(2,252)	-91%	5,941
Trading services		-	-	-	-	-	-	-	-	-
Other	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	140,200	137,852	139,321	11,331	69,325	57,879	11,446	20%	139,321
Expenditure - Functional										
Governance and administration		63,343	79,808	79,808	5,318	24,571	33,253	(8,682)	-26%	79,808
Executive and council		17,472	22,260	22,260	1,539	7,315	9,275	(1,960)	-21%	22,260
Finance and administration		43,028	53,937	53,937	3,554	16,022	22,474	(6,452)	-29%	53,937
Internal audit		2,843	3,611	3,611	225	1,234	1,504	(270)	-18%	3,611
Community and public safety		10,170	14,486	14,486	732	3,591	6,036	(2,445)	-41%	14,486
Public safety		-	-	-	-	-	-	-	-	-
Housing		3,003	4,269	4,269	169	837	1,779	(942)	-53%	4,269
Economic and environmental services		44,175	49,278	50,278	2,368	12,538	20,832	(8,294)	-40%	50,278
Planning and development		38,080	39,351	39,351	1,900	8,215	16,396	(8,181)	-50%	39,351
Environmental protection		6,095	9,927	10,927	468	4,323	4,436	(114)	-3%	10,927
Trading services		-	-	-	-	-	-	-	-	-
Other		2,487	3,782	3,782	179	790	1,576	(786)	-50%	3,782
Total Expenditure - Functional	3	120,175	147,354	148,354	8,596	41,490	61,698	(20,208)	-33%	148,354
Surplus/ (Deficit) for the year		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	-829%	(9,032)

Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by Municipal vote)

DC9 Frances Baard - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M05 November										
Vote Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 01 - Executive & Council		13	-	-	-	-	-	-	-	-
Vote 02 - Office Of The Municipal Manager		-	-	-	-	-	-	-	-	-
Vote 03 - Budget & Treasury Office		136,888	131,652	133,121	11,264	69,102	55,296	13,807	25.0%	133,121
Vote 04 - Administration		276	259	259	-	-	108	(108)	-100.0%	259
Vote 05 - Planning & Development		-	1,500	1,500	-	-	625	(625)	-100.0%	1,500
Vote 06 - Infrastructure Services		3,023	4,441	4,441	67	223	1,851	(1,627)	-87.9%	4,441
Total Revenue by Vote	2	140,200	137,852	139,321	11,331	69,325	57,879	11,446	19.8%	139,321
Expenditure by Vote	1									
Vote 01 - Executive & Council		9,411	12,646	12,646	782	3,498	5,269	(1,772)	-33.6%	12,646
Vote 02 - Office Of The Municipal Manager		15,113	18,236	18,236	1,354	6,789	7,598	(809)	-10.6%	18,236
Vote 03 - Budget & Treasury Office		18,533	23,584	23,584	1,496	5,610	9,827	(4,217)	-42.9%	23,584
Vote 04 - Administration		33,548	45,485	46,485	2,716	15,752	19,252	(3,500)	-18.2%	46,485
Vote 05 - Planning & Development		12,581	22,590	22,590	1,475	5,723	9,413	(3,689)	-39.2%	22,590
Vote 06 - Infrastructure Services		30,988	24,812	24,812	773	4,118	10,338	(6,220)	-60.2%	24,812
Total Expenditure by Vote	2	120,175	147,354	148,354	8,596	41,490	61,698	(20,208)	-32.8%	148,354
Surplus/ (Deficit) for the year	2	20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	-829.0%	(9,032)

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

DC9 Frances Baard - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M05 November										
Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Rental of facilities and equipment		603	1,000	1,000	48	119	417	(298)	-72%	1,000
Interest earned - external investments		7,399	5,750	5,750	10,396	12,020	2,396	9,624	402%	5,750
Transfers and subsidies		124,350	130,702	132,171	269	56,527	54,900	1,627	3%	132,171
Other revenue		7,853	400	400	618	660	167	494	296%	400
Gains		(5)	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		140,200	137,852	139,321	11,331	69,325	57,879	11,446	20%	139,321
Expenditure By Type										
Employee related costs		63,754	80,665	80,665	5,945	28,861	33,611	(4,750)	-14%	80,665
Remuneration of councillors		6,802	8,756	8,756	577	2,965	3,648	(684)	-19%	8,756
Debt impairment		3	50	50	-	-	21	(21)	-100%	50
Depreciation & asset impairment		3,801	3,706	3,706	-	-	1,544	(1,544)	-100%	3,706
Finance charges		-	-	-	-	-	-	-	-	-
Bulk purchases		-	-	-	-	-	-	-	-	-
Other materials		1,114	1,619	2,619	27	273	974	(702)	-72%	2,619
Contracted services		13,435	23,156	23,156	1,320	3,942	9,648	(5,706)	-59%	23,156
Transfers and subsidies		21,909	13,443	13,443	67	2,498	5,601	(3,104)	-55%	13,443
Other expenditure		9,305	15,658	15,658	661	2,951	6,524	(3,573)	-55%	15,658
Losses		53	300	300	-	(0)	125	(125)	-100%	300
Total Expenditure		120,175	147,354	148,354	8,596	41,490	61,698	(20,208)	-33%	148,354
Surplus/(Deficit)										
		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)	31,654	(0)	(9,032)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)			(9,032)
Taxation		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after taxation		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)			(9,032)
Attributable to minorities		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)			(9,032)
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year		20,025	(9,501)	(9,032)	2,735	27,836	(3,818)			(9,032)

Expenditure

To date, R41, 490 million has been spent as compared to the operational year-to-date budget projections of R61, 698 million.

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

DC9 Frances Baard - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - A - M05 November										
Vote Description	Ref	2019/20	Budget Year 2020/21							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %
R thousand										
Capital expenditure - Municipal Vote										
02.3 - Internal Audit		-	-	-	-	-	-	-	-	-
02.4 - Communications		7	-	-	-	-	-	-	-	-
02.6 - Political Office Administration		-	500	500	-	-	208	(208)	-100%	500
03.1 - Finance Directorate		-	-	-	-	-	-	-	-	-
03.2 - Revenue & Expenditure		-	-	-	-	-	-	-	-	-
04.4 - Office Support Services		64	1,290	1,290	-	40	538	(497)	-92%	1,290
Vote 05 - Planning & Development		-	-	-	-	-	-	-	-	-
05.1 - Planning & Development Directorate		-	-	-	-	-	-	-	-	-
05.2 - Planning Unit - Pms Management		-	-	-	-	-	-	-	-	-
05.3 - Local Economic Development		-	-	-	-	-	-	-	-	-
05.4 - Planning Unit - Gis		-	-	-	-	-	-	-	-	-
05.5 - Planning Unit - Spacial Planning		-	-	-	-	-	-	-	-	-
05.6 - Tourism		-	-	-	-	-	-	-	-	-
05.7 - Planning Unit - ldp		-	-	-	-	-	-	-	-	-
Vote 06 - Infrastructure Services		18	11	11	-	-	4	(4)	-100%	11
06.1 - Infrastructure Service Directorate		-	11	11	-	-	4	(4)	-100%	11
06.2 - Project Management & Advisory Service		-	-	-	-	-	-	-	-	-
06.4 - Housing Administration		-	-	-	-	-	-	-	-	-
Vote 07 -		-	-	-	-	-	-	-	-	-
Vote 12 -		-	-	-	-	-	-	-	-	-
Vote 13 -		-	-	-	-	-	-	-	-	-
Vote 14 -		-	-	-	-	-	-	-	-	-
Vote 15 - Other		-	-	-	-	-	-	-	-	-
Total single-year capital expenditure		967	8,740	9,209	-	62	3,783	(3,721)	(0)	9,209
Total Capital Expenditure		967	8,740	9,209	-	62	3,783	(3,721)	(0)	9,209

3. SUPPORTING DOCUMENTATION**Monthly Budget Statement - aged debtors**

DC9 Frances Baard - Supporting Table SC3 Monthly Budget Statement - aged debtors - M05 November														
Description	NT Code	Budget Year 2020/21										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy	
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days			
R thousands														
Debtors Age Analysis By Income Source														
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820													
Other	1900	193	228	262	37	134	181	212	1,784	3,031	2,348			
Total By Income Source	2000	193	228	262	37	134	181	212	1,784	3,031	2,348	-	-	
2019/20 - totals only														
Debtors Age Analysis By Customer Group														
Organs of State	2200	104	225	262	2,193					2,785	2,193			
Commercial	2300									-	-			
Households	2400									-	-			
Other	2500	89	2	-	(2,156)	134	181	212	1,784	246	155			
Total By Customer Group	2600	193	228	262	37	134	181	212	1,784	3,031	2,348	-	-	

Municipal debtors consist of three main groups, namely:

- Provincial or Local government bodies for services rendered to or on behalf of these bodies,
- Ex-employees entitled to post-service benefits, and
- Other entities by way of service delivery for which costs are to be recovered.

Matters reported below are in respect of debts outstanding to the municipality as at 30 November 2020.

FRANCES BAARD DISTRICT MUNICIPALITY									
DEBTORS OUTSTANDING BALANCES									
30 NOVEMBER 2020									
ACCOUNT NR	DEBTOR	INVOICE DATE	DESCRIPTION	INITIAL DEBT	AMOUNT PAID PREVIOUSLY	INVOICED NOV '20	PAID NOV '20	BALANCE	PROGRESS
101418	Moloi M.M.	4/17/2014	Irregular expenditure - Motor Vehicle & Modules failed	188,636.80	132,584.20	0.00	0.00	56,052.60	Handed over state attorney - Summons issued 01/08/2019.
101417	Kgantsi N.G.	8/18/2015	Medical aid	26,740.00	10,138.85	0.00	0.00	16,601.15	Handed over state attorney.
101430	Molefi P.R.	6/30/2016	Modules failed & Salary overpayment	31,543.50	24,668.09	0.00	0.00	6,875.41	Handed over state attorney.
101415	Maribe B.M.	9/22/2016	Salary overpayment	16,546.73	13,081.48	0.00	0.00	3,465.25	Handed over to legal department for further action.
101432	Nicholas T.	9/22/2016	Modules failed & Salary overpayment	25,582.71	16,810.95	0.00	0.00	8,771.76	Handed over state attorney.
100087	Department of Safety & Liasion	11/30/2020	Rental Clinic Building - Jan Kempdorp	204,453.77	140,414.59	4,402.48	8,804.96	59,636.70	Handed over to legal department for further action.
101399	Department of Transport	11/30/2020	Post Service medical aid - Council Contribution	2,081,102.33	2,008,456.10	70,542.70	0.00	143,108.93	
101400	Department of Transport	11/30/2020	Sundry - Municipal accounts workshops	3,606,442.60	1,053,795.59	29,453.80	0.00	2,582,100.81	Handed over to legal department for further action.
100098	MTN	11/30/2020	Tower - Rental & fixed rate electricity	283,207.15	264,895.16	18,547.94	15,989.60	20,870.33	
101408	Greenan S.	7/1/2019	Post Service medical aid - Member Contribution	11,355.00	9,084.00	0.00	0.00	2,271.00	Awaiting feedback from member re payment.
101457	Mokgoro D.K.	12/19/2018	Medical aid overcharged	5,978.61	0.00	0.00	0.00	5,978.61	Awaiting payment arrangement.
101459	Siwisa A.M.	7/30/2019	Salary overpayment	9,653.29	0.00	0.00	0.00	9,653.29	Awaiting payment arrangement.
101462	SALGA	5/30/2020	5% early discount - not deducted from 2020/2021 membership fee payment	45,334.73	0.00	0.00	0.00	45,334.73	The discount will be deducted from the financial year 2021/22 levies.
				6,536,577.22	3,673,929.01	122,946.92	24,794.56	2,960,800.57	

DC9 Frances Baard - Supporting Table SC4 Monthly Budget Statement - aged creditors - M05 November

Description	NT Code	Budget Year 2020/21									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
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	10									10
Total By Customer Type	1000	10	-	-	-	-	-	-	-	-	10

The expenditure section continues to administer, manage, assess and improve creditors, salaries and sundry payments subject to internal recommendations.

Payments to Councilors/Employees/Pensioners/Suppliers:

The Municipal purchases and payments to creditors are under adequate control. Expenditure statistics for the month ended on the 30 November 2020 is listed below:

<i>FRANCES BAARD DISTRICT MUNICIPALITY</i>					
<i>EXPENDITURE STATISTICS</i>					<i>Nov-20</i>
Employee/Supplier	Salaries/Payment(Rand)	Number of Employees			Supplier
		Paid	Not paid	Termination	Paid
Officials	6049678.2	93	0	0	0
Pension	2840.82	2	0	0	0
Section 54 & 57	377627.51	2	0	0	0
Contract	1167936.73	17	0	0	0
CIIs	576983.56	22	4	1	0
Interns	160277.71	21	0	1	0
Electronic Transfers	13452451.73	-	-	-	129
Cheques Issued		-	-	-	0
TOTALS	21787796.26	157	4	2	129

Internal controls in the expenditure unit are continuously being assessed and tightened up to allow closer monitoring of daily purchases.

SUPPLY CHAIN MANAGEMENT:

Council is empowered by the MFMA and its regulation to exercise oversight over the implementation of the Supply Chain Management Policy. The following is hereby reported as stipulated in the SCM Policy.

Implementation of the approved Supply Chain Management Policy:

The approved Supply Chain Management Policy is implemented and maintained by all relevant role players.

Implementation of the Supply Chain Management Process:

- **Training of Supply Chain Management Officials**

There was no training during the month of November 2020.

- **Demand Management**

Bids and quotations were invited in accordance with the Supply Chain Management Policy. Bid documents used were customised, standard bid documents prescribe by National Treasury. All preconditions were enforced during the opening of bids including the verification on Tax Clearance Certificates issued by SARS. The procurement plan for 2020-21 was approved by the Accounting Officer.

- **Acquisition Management**

For the period of November 2020, one contract (R200 000 +) was awarded by the Municipal Manager.

- Organizing and hosting of the global entrepreneur week 2020- Positive Thinking - R536 000.00 VAT inclusive.

For the period of November 2020, no written quotations between (R30 000-R200 000) were awarded by the Municipal Manager.

Total orders issued total R909 556.99

Council & Executive	R	0.00
Municipal Manager	R	15 744.00
Finance	R	73 737.15
Administration	R	256 617.54
Planning & Development	R	563 458.30
Technical service	R	0.00

a. Disposal Management

No disposals for the month of November 2020.

b. Deviations

During the month of November 2020, no deviations were approved by the Municipal Manager.

c. Issues from Stores**Total orders issued total R20 432.31**

Issues per department

Council & Executive	R	0.00
Municipal Manager	R	1 011.47
Finance	R	722.61
Administration	R	13 668.57
Planning & Development	R	2 247.84
Technical service	R	2 781.82

d. List of accredited Service Providers

The supplier's database is updated daily, and the database is amended to make provision for the MBD 4 and MBD 9 forms as required by the AG report.

e. Support to Local Municipalities

No official request was received from the local municipalities for the month of November 2020.

Monthly Budget Statement - investment portfolio

DC9 Frances Baard - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M05 November														
Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate %	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
NEDCOR		1	call	YES	FIXED	0.0335	0	0	30-Nov-20	15,000	41	(13,041)		2,000
NEDCOR		5	notice	YES	FIXED	0.0465	0	0	7-Nov-20	5,000	19	(5,019)		-
NEDCOR		4	notice	YES	FIXED	0.0377	0	0	12-Mar-21	10,000	31	(31)		10,000
STANDARD BANK		1	call	YES	FIXED	0.0375	0	0	30-Nov-20	2,000	6	(6)		2,000
STANDARD BANK		5	notice	YES	FIXED	0.04673	0	0	7-Nov-20	28,000	108	(28,108)		-
STANDARD BANK		4	notice	YES	FIXED	0.03906	0	0	10-Mar-21	28,000	90	(90)		28,000
STANDARD BANK		4	notice	YES	FIXED	0.03906	0	0	12-Mar-21	10,000	32	(32)		10,000
ABSA		1	call	YES	FIXED	0.0237667	0	0	30-Nov-20	1,001	2	(2)		1,001
ABSA		1	notice	YES	FIXED	0.0651	0	0	24-Jun-21	8,300		-		8,300
ABSA		4	notice	YES	FIXED	0.0409	0	0	6-Nov-20	7,000	24	(7,024)		-
ABSA		4	notice	YES	FIXED	0.0352	0	0	5-Mar-21	7,000	21	(21)		7,000
ABSA		5	notice	YES	FIXED	0.0406	0	0	7-Nov-20	5,000	17	(5,017)		-
FNB		1	call	YES	FIXED	0.0335	0	0	30-Nov-20	20,000	55	(15,055)		5,000
FNB		5	notice	YES	FIXED	0.0439	0	0	6-Nov-20	15,000	54	(15,054)		-
FNB		4	notice	YES	FIXED	0.0391	0	0	5-Mar-21	15,000	50	(50)		15,000
Municipality sub-total										176,301		(88,550)	-	88,301

Surplus cash is invested at approved banking institutions in accordance with current cash and investment policy.

- Zero balance investments matured and were re-invested.

Investment amounts to R88, 301 million as at 30 November 2020.

Monthly Budget Statement - transfers and grant receipts

DC9 Frances Baard - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M05 November										
Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		124,211	130,602	132,071	269	56,527	54,858	1,669	3.0%	132,071
Equitable Share		120,606	124,299	125,768	-	55,935	52,232	3,703	7.1%	125,768
Expanded Public Works Programme Integrated Grant		1,270	1,001	1,001	40	196	417	(221)	-53.1%	1,001
Municipal Disaster Recovery Grant		246	259	259	-	-	108	(108)	-100.0%	259
Expanded Public Works Programme		-	-	-	-	-	-	-		-
Health	4	-	-	-	-	-	-	-		-
District Municipality:		-	-	-	-	-	-	-		-
<i>[insert description]</i>										
Education Training and Development Practices SETA		96	100	100	-	-	42	(42)	-100.0%	100
Northern Cape Economic Development Agency		-	-	-	-	-	-	-		-
Production		-	-	-	-	-	-	-		-
Services Sector SETA		-	-	-	-	-	-	-		-
Rural Road Asset Management Systems Grant		-	-	-	-	-	-	-		-
Provincial Government:		-	-	-	-	-	-	-		-
<i>Housing Projects</i>		-	-	-	-	-	-	-		-
District Municipality:		-	-	-	-	-	-	-		-
<i>[insert description]</i>										
Other grant providers:		-	-	-	-	-	-	-		-
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	124,350	130,702	132,171	269	56,527	54,900	1,627	3.0%	132,171

Monthly Budget Statement - transfers and grant expenditure

DC9 Frances Baard - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M05 November										
Description	Ref	2019/20	Budget Year 2020/21							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands									%	
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		114,412	140,222	141,222	8,199	40,865	58,726	(17,861)	-30.4%	141,222
Equitable Share		111,586	133,919	134,919	8,113	40,433	56,100	(15,667)	-27.9%	134,919
Expanded Public Works Programme Integrated Grant		716	1,001	1,001	-	(25)	417	(442)	-106.0%	1,001
Local Government Financial Management Grant		939	1,000	1,000	85	441	417	25	5.9%	1,000
Provincial Government:		784	-	-	-	-	-	-	-	-
Expanded Public Works Programme		-	-	-	-	-	-	-	-	-
Housing Projects		-	-	-	-	-	-	-	-	-
Specify (Add grant description)		784	-	-	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
Health and Welfare SETA		-	-	-	-	-	-	-	-	-
Production		-	-	-	-	-	-	-	-	-
Services Sector SETA		36	-	-	-	-	-	-	-	-
Total operating expenditure of Transfers and Grants:		115,197	140,222	141,222	8,199	40,865	58,726	(17,861)	-30.4%	141,222
Total capital expenditure of Transfers and Grants		-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		115,197	140,222	141,222	8,199	40,865	58,726	(17,861)	-30.4%	141,222
Other grant providers:		-	-	-	-	-	-	-	-	-
Total capital expenditure of Transfers and Grants		-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		-	-	-	-	-	-	-	-	-

Monthly Budget Statement - councillor and staff benefits

DC9 Frances Baard - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M05 November										
Summary of Employee and Councillor remuneration	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
	1	A	B	C					D	
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		5,567	7,295	7,295	484	2,491	3,040	(549)	-18%	7,295
Pension and UIF Contributions								-		
Medical Aid Contributions								-		
Motor Vehicle Allowance		762	794	794	52	270	331	(61)	-18%	794
Cellphone Allowance		473	666	666	41	204	278	(74)	-27%	666
Housing Allowances								-		
Other benefits and allowances								-		
Sub Total - Councillors		6,802	8,756	8,756	577	2,965	3,648	(684)	-19%	8,756
% increase	4		28.7%	28.7%						28.7%
Senior Managers of the Municipality										
Basic Salaries and Wages	3	5,286	6,333	6,333	483	2,272	2,639	(367)	-14%	6,333
Pension and UIF Contributions		7	438	438	1	4	182	(179)	-98%	438
Medical Aid Contributions		-	-	-	-	-	-	-		-
Overtime		-	-	-	-	-	-	-		-
Performance Bonus		-	440	440	-	-	183	(183)	-100%	440
Motor Vehicle Allowance		-	193	193	16	32	80	(48)	-60%	193
Cellphone Allowance		78	78	78	8	40	33	8	23%	78
Housing Allowances		-	-	-	-	-	-	-		-
Other benefits and allowances		0	1	1	0	0	0	(0)	-28%	1
Payments in lieu of leave		(22)	139	139	47	424	58	366	631%	139
Long service awards		-	-	-	-	-	-	-		-
Post-retirement benefit obligations	2							-		
Sub Total - Senior Managers of Municipality		5,350	7,621	7,621	555	2,772	3,176	(403)	-13%	7,621
% increase	4		42.5%	42.5%						42.5%
Other Municipal Staff										
Basic Salaries and Wages		38,508	47,613	47,613	3,520	17,349	19,839	(2,489)	-13%	47,613
Pension and UIF Contributions		5,699	6,823	6,823	508	2,538	2,843	(305)	-11%	6,823
Medical Aid Contributions		2,330	2,396	2,396	201	1,016	998	18	2%	2,396
Overtime		140	154	154	17	65	64	1	2%	154
Performance Bonus		2,936	3,668	3,668	265	1,341	1,528	(187)	-12%	3,668
Motor Vehicle Allowance		2,955	3,338	3,338	244	1,218	1,391	(173)	-12%	3,338
Cellphone Allowance		213	236	236	20	99	98	0	0%	236
Housing Allowances		435	424	424	39	188	177	11	6%	424
Other benefits and allowances		541	2,949	2,949	50	260	1,229	(969)	-79%	2,949
Payments in lieu of leave		1,711	1,071	1,071	329	1,519	446	1,073	241%	1,071
Long service awards		20	355	355	-	-	148	(148)	-100%	355
Post-retirement benefit obligations	2	2,914	4,016	4,016	198	494	1,673	(1,179)	-70%	4,016
Sub Total - Other Municipal Staff		58,404	73,044	73,044	5,390	26,089	30,435	(4,347)	-14%	73,044
% increase	4		25.1%	25.1%						25.1%
Total Parent Municipality		70,556	89,421	89,421	6,522	31,825	37,259	(5,433)	-15%	89,421
			26.7%	26.7%						26.7%
Unpaid salary, allowances & benefits in arrears:										
TOTAL SALARY, ALLOWANCES & BENEFITS		70,556	89,421	89,421	6,522	31,825	37,259	(5,433)	-15%	89,421
% increase	4		26.7%	26.7%						26.7%
TOTAL MANAGERS AND STAFF		63,754	80,665	80,665	5,945	28,861	33,611	(4,750)	-14%	80,665

ASSET AND RISK MANAGEMENT**Insurance:**

All Municipal assets are adequately insured with Lateral Unison. The contract runs from 01 January 2019 for a period of three (3) years, which ends on 31 December 2021.

Asset Management:

The asset register is updated on annual basis; this is done to keep up with any changes that might have occurred. The last asset count was done during the month of July 2019 for the 2018/19 financial year. For the current financial year, the asset count was completed in the month of November 2020.

Information Backup:

All shared data stored on file server (*O & P drives only*) is backed up on backup tapes which are extended automatically on a daily, weekly, monthly and annually basis. System users are responsible for ensuring that data backup and maintenance is carried out regarding their specific usage. General ledger and associated financial system data is backed up on the network server tape system, daily, weekly, tapes are stored on premises, monthly and annually are stored off site. The "e-Venus" financial system was implemented on 1 September 2009. A daily backup is done as well as a day end procedure to integrate daily transactions. On the last working day of each month (a few days after month end to accommodate financial transactions pertaining to the month closed) a monthly calendar, financial backup and integration including closing of votes and opening thereof in the new month is done.

Repairs and Maintenance Cost:

The actual operating costs of the municipal repairs and maintenance that were incurred for the year to date as required in terms of the repairs and maintenance policy are set out below:

<i>OPERATING RESULTS ANALYSIS</i>		Nov-20		VARIANCES
<i>COMPARISON: ACTUAL TO BUDGET</i>	FULL YEAR BUDGET 2020/21	YTD ACTUAL	VARIANCES	%
Municipal Offices	611,750.00	136,247.57	475,502.43	22%
Computer Software and Applications	3,905,410.00	837,934.88	3,067,475.12	21%
Computer Equipment	985,320.00	148,816.64	836,503.36	15%
Furniture and Office Equipment	28,300.00	142.07	28,157.93	1%
Machinery and Equipment	466,860.00	137,285.43	329,574.57	29%
Transport Assets	225,000.00	10,105.87	214,894.13	4%
Totals	6,222,640.00	1,270,532.46	4,952,107.54	20%

Year to date expenditure on repairs and maintenance amounts to R1, 271 million of the R6,223 million that was budgeted. The expenditure increased by 10% from October to the month of November 2020.

Motor Vehicles - Utilization Statistics:

The municipality operates a pool of 28 vehicles as part of its routine activities. Statistical information regarding the year-to-date utility for November 2020 is as follows:

Municipal Vehicles:

FRANCES BAARD DISTRICT MUNICIPALITY							POOL VEHICLE CONTROL NOVEMBER 2020			
Vehicle	Vehicle	Year	Registration	Service	License	Opening KM	Previous Month	Current month	NOV '20	
Description	Allocation	Model	Number		Expires	1-Jul-20	Closing Km Reading	Closing KM Reading	Utility	
1	Chevrolet Captiva	Pool	2011	CDM 296 NC	120,000	2021/09/30	112,406	117,004	117,004	-
2	Isuzu KB 2.5 CrewCab	Environmental Health	2016	CMV 311 NC	90,000	2021/01/31	77,215	82,644	83,859	1,215
3	Chevrolet Cruze 1,6 North	Pool	2016	CMV 321 NC	105,000	2021/01/31	98,089	101,092	101,664	572
4	Toyota Hilux 2.5D	Project Management	2016	CMT 747 NC	60,000	2021/01/31	49,641	52,745	54,815	2,070
5	Chevrolet Cruze 1,6 North	Pool	2016	CMV 314 NC	105,000	2021/01/31	93,629	99,212	100,786	1,574
6	Isuzu KB CrewCab	Housing	2016	CMV 319 NC	90,000	2021/01/31	66,020	70,016	70,619	603
7	Chevrolet Trailblazer	Pool	2013	CGR 575 NC	90,000	2021/01/31	87,816	95,110	95,572	462
8	Isuzu KB 250	Housing	2013	CGR 572 NC	120,000	2021/01/31	107,782	110,334	111,179	845
9	Isuzu KB 250	Housing	2013	CGR 576 NC	90,000	2021/01/31	79,133	81,772	82,794	1,022
10	Hyundai HI	Tourism Centre	2013	CGY 587 NC	90,000	2021/08/31	75,245	76,873	77,351	478
12	Isuzu KB 200	Disaster Management	2010	CBY 898 NC	105,000	2021/09/30	101,125	103,390	103,390	-
13	Toyota Landcruiser	Disaster Management	2014	CJL 363 NC	35,000	2021/08/31	39,794	42,614	42,614	-
14	Toyota Landcruiser	Disaster Management	2014	CKW 835 NC	40,000	2021/08/31	27,657	34,820	34,820	-
15	Isuzu Kb 250 D-Teq	Youth Unit	2014	CKR 822 NC	75,000	2020/10/31	76,430	79,649	80,403	754
16	Isuzu Fire Engine	Disaster Management	2013	CHM 958 NC	15,000	2021/07/31	2,050	2,050	2,050	-
17	Toyota Etios	Pool	2014	CJG 979 NC	75,000	2021/01/31	70,701	71,603	72,225	622
18	Nissan NP 200	Environmental Health	2014	CJJ 262 NC	75,000	2021/01/31	74,804	74,812	76,102	1,290
19	Nissan Hardbody	Environmental Health	2014	CJJ 263 NC	45,000	2021/01/31	44,784	45,399	45,832	433
20	Nissan NP 200	Environmental Health	2014	CJJ 258 NC	60,000	2021/01/31	51,586	51,610	51,959	349
21	Chevrolet Park Van	Supply Chain Management	2015	CLF791 NC	15,000	2021/01/31	13,790	14,067	14,401	334
22	Nissan Almera 1.5 Acenta	Pool	2016	CMT 438 NC	45,000	2021/01/31	43,236	43,236	43,236	-
23	Audi Q7 3.0TDI Quattro	Council	2017	FBDM 1 NC	60,000	2021/08/31	53,227	54,598	55,223	625
24	Nissan NP 300 D/Cab	Environmental Health	2017	CPS 005 NC	30,000	2021/08/31	15,843	34,866	35,969	1,103
25	Nissan NP 300 D/Cab	Environmental Health	2017	CPS 010 NC	45,000	2021/08/31	33,393	41,057	42,544	1,487
26	Nissan NP 300 S/Cab	Roads Maintenance	2017	CPS 006 NC	30,000	2021/08/31	18,586	20,091	20,491	400
27	Nissan NP 300 S/Cab	Pool	2017	CPS 008 NC	45,000	2021/08/31	27,546	31,223	32,467	1,244
28	Scania P310 Water Tanker	Disaster Management	2018	CVG 023 NC	15,000	2020/07/31	1,795	1,795	1,795	-
FULL FLEET UTILITY NOVEMBER 2020									17,482	

- The expired licensed disks have been paid for and awaited from post office.
- During the month of November 2020, one vehicle was taken to repairs:
 - Nissan Almera 1.5 Acenta with registration: CMT 438 NC- replacement of vehicle starter (vehicle still with the supplier)

4. Quality Certificate

I, ZM Bogatsu, the Municipal Manager of Frances Baard District Municipality, hereby certify that—

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

The report for the month of November 2020 has been prepared in accordance with the Municipal Finance Management Act and regulations made under that Act.

Ms. ZM Bogatsu
Municipal Manager

Signature



Date

10 December 2020