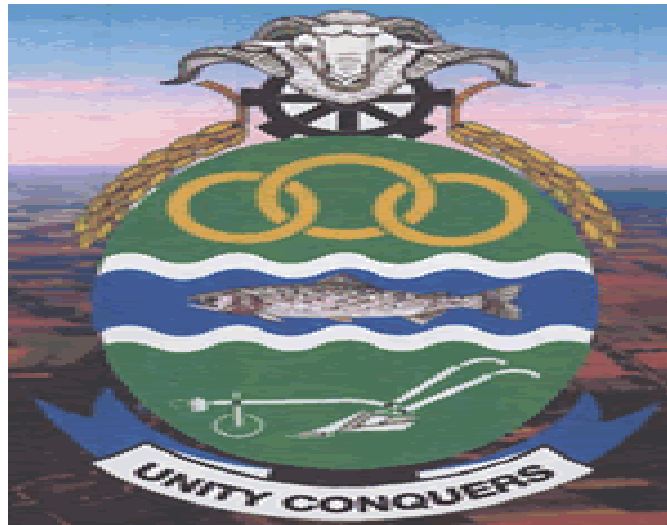


## **PHOKWANE LOCAL MUNICIPALITY**



### **SECTION 52(d) – IMPLEMENTATION OF THE BUDGET**

**PERIOD: JANUARY 2015 TO MARCH 2015**

**NC094 Phokwane - Table C1 Monthly Budget Statement Summary - M09 March**

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	—	15 654	15 654	1 386	12 840	11 741	1 099	9%	15 654
Service charges	—	93 017	92 934	6 329	54 578	69 701	(15 123)	-22%	93 017
Investment revenue	—	2 082	698	23	1 187	523	664	127%	11 539
Transfers recognised - operational	—	76 376	76 076	—	53 298	57 057	(3 759)	-7%	76 376
Other own revenue	—	14 159	16 648	1 501	12 641	12 328	314	3%	14 159
<b>Total Revenue (excluding capital transfers and contributions)</b>	—	<b>201 287</b>	<b>202 010</b>	<b>9 239</b>	<b>134 544</b>	<b>151 349</b>	<b>(16 806)</b>	<b>-11%</b>	<b>210 744</b>
Employee costs	—	48 290	55 911	4 519	41 557	41 933	(376)	-1%	48 290
Remuneration of Councillors	—	4 634	4 454	371	3 229	3 340	(111)	-3%	4 634
Depreciation & asset impairment	—	7 293	7 293	—	—	5 470	(5 470)	-100%	7 293
Finance charges	—	—	—	—	—	—	—	—	—
Materials and bulk purchases	—	73 068	80 258	1 162	47 584	60 194	(12 609)	-21%	73 068
Transfers and grants	—	—	—	—	—	—	—	—	—
Other expenditure	—	85 868	68 023	2 910	29 186	51 017	(21 832)	-43%	85 868
<b>Total Expenditure</b>	—	<b>219 153</b>	<b>215 939</b>	<b>8 962</b>	<b>121 556</b>	<b>161 954</b>	<b>(40 398)</b>	<b>-25%</b>	<b>219 153</b>
<b>Surplus/(Deficit)</b>	—	<b>(17 866)</b>	<b>(13 929)</b>	<b>277</b>	<b>12 987</b>	<b>(10 605)</b>	<b>23 593</b>	<b>-222%</b>	<b>(8 409)</b>
Transfers recognised - capital	—	100 953	62 206	2 496	50 298	46 655	3 643	8%	100 953
Contributions & Contributed assets	—	—	—	—	—	—	—	—	—
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	—	<b>83 087</b>	<b>48 277</b>	<b>2 774</b>	<b>63 286</b>	<b>36 050</b>	<b>27 236</b>	<b>76%</b>	<b>92 544</b>
Share of surplus/ (deficit) of associate	—	—	—	—	—	—	—	—	—
<b>Surplus/ (Deficit) for the year</b>	—	<b>83 087</b>	<b>48 277</b>	<b>2 774</b>	<b>63 286</b>	<b>36 050</b>	<b>27 236</b>	<b>76%</b>	<b>92 544</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	—	<b>201 907</b>	<b>124 413</b>	<b>4 993</b>	<b>100 596</b>	<b>93 306</b>	<b>7 290</b>	<b>8%</b>	<b>201 907</b>
Capital transfers recognised	—	89 266	50 912	2 486	41 579	38 184	3 395	9%	89 266
Public contributions & donations	—	—	—	—	—	—	—	—	—
Borrowing	—	—	—	—	—	—	—	—	—
Internally generated funds	—	<b>11 687</b>	<b>11 294</b>	<b>10</b>	<b>8 719</b>	<b>8 471</b>	<b>249</b>	<b>3%</b>	<b>11 687</b>
<b>Total sources of capital funds</b>	—	<b>100 953</b>	<b>62 206</b>	<b>2 496</b>	<b>50 298</b>	<b>46 655</b>	<b>3 643</b>	<b>8%</b>	<b>100 953</b>

## 1.1 REVENUE

The total revenue as at 31 March 2015 amounts to R134, 544 million of the R151, 507 million that as anticipated, which is R 16, 963 million or 8.40% less than was anticipated, however the service charges are less than anticipated due to electricity rebates of 52%. Revenue consists of property rates income, service charges, investment revenue, operational transfer recognized and other miscellaneous revenue

## 1.2 EXPENDITURE

The total expenditure as at 31 March 2015 amounts to R121, 556 million of the R161, 954 million that was budgeted. Expenditure is R 40, 398 million or 18.71% less than anticipated. Expenditure consists of Employees and Councillors related costs, contracted services, bulk purchases.

**NC094 Phokwane - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M09 March**

Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b><u>Revenue By Source</u></b>										
Property rates			15 654	15 654	1 386	12 840	11 741	1 099	9%	15 654
Property rates - penalties & collection charges								–		
Service charges - electricity revenue			45 203	45 100	2 562	23 330	33 825	(10 495)	-31%	45 203
Service charges - water revenue			28 457	28 473	2 122	17 214	21 354	(4 141)	-19%	28 457
Service charges - sanitation revenue			11 623	11 628	998	8 528	8 721	(193)	-2%	11 623
Service charges - refuse revenue			7 734	7 734	646	5 507	5 801	(294)	-5%	7 734
Service charges - other			–					–		–
Rental of facilities and equipment			380	363	30	277	273	5	2%	380
Interest earned - external investments			2 082	698	23	1 187	523	664	127%	2 082
Interest earned - outstanding debtors			9 457	12 943	1 104	9 092	9 707	(615)	-6%	9 457
Dividends received			–					–		–
Fines			133	142	28	112	107	5	5%	133
Licences and permits			1 617	1 238	143	1 112	928	184	20%	1 617
Agency services			1 312	489	150	1 121	367	754	205%	1 312
Transfers recognised - operational			76 376	76 076	–	53 298	57 057	(3 759)	-7%	76 376
Other revenue			1 260	1 261	47	716	946	(230)	-24%	1 260
Gains on disposal of PPE			–	211	–	211		211	#DIV/0!	–
<b>Total Revenue (excluding capital transfers and contributions)</b>		–	<b>201 287</b>	<b>202 010</b>	<b>9 239</b>	<b>134 544</b>	<b>151 349</b>	<b>(16 806)</b>	<b>-11%</b>	<b>201 287</b>

**NC094 Phokwane - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M09 March**

Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates			15 654	15 654	1 386	12 840	11 741	1 099	9%	15 654
Property rates - penalties & collection charges								–		
Service charges - electricity revenue			45 203	45 100	2 562	23 330	33 825	(10 495)	-31%	45 203
Service charges - water revenue			28 457	28 473	2 122	17 214	21 354	(4 141)	-19%	28 457
Service charges - sanitation revenue			11 623	11 628	998	8 528	8 721	(193)	-2%	11 623
Service charges - refuse revenue			7 734	7 734	646	5 507	5 801	(294)	-5%	7 734
Service charges - other			–					–		–
Rental of facilities and equipment			380	363	30	277	273	5	2%	380
Interest earned - external investments			2 082	698	23	1 187	523	664	127%	2 082
Interest earned - outstanding debtors			9 457	12 943	1 104	9 092	9 707	(615)	-6%	9 457
Dividends received			–					–		–
Fines			133	142	28	112	107	5	5%	133
Licences and permits			1 617	1 238	143	1 112	928	184	20%	1 617
Agency services			1 312	489	150	1 121	367	754	205%	1 312
Transfers recognised - operational			76 376	76 076	–	53 298	57 057	(3 759)	-7%	76 376
Other revenue			1 260	1 261	47	716	946	(230)	-24%	1 260
Gains on disposal of PPE			–	211	–	211		211	#DIV/0!	–
Total Revenue (excluding capital transfers and contributions)		–	201 287	202 010	9 239	134 544	151 349	(16 806)	-11%	201 287

#### PROPERTY RATES

Revenue earned from property rates for the period that ended 31 March 2015, amounts to R12, 840 million of the R1 4, 676 million that was budgeted, which is R1, 836 million or 12.5% less than anticipated.

#### SERVICE CHARGES

Revenue derived from Service charges such electricity, Water, Waste removal and waste water amounts to R54, 578 million of the R83, 426 million that was budgeted. This represent an under collection of R28, 848 million or 34.58%, the under collection is mainly due to electricity rebates.

#### INVESTMENT REVENUE

The municipality derived from investment activities amounts to R1, 187 million from the R525 thousand that was budgeted which is an over collection of R662 thousand.

**NC094 Phokwane - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M09 March**

Description R thousands	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>Expenditure By Type</b>										
Employee related costs			48 290	55 910	4 519	41 557	41 933	(376)	-1%	48 290
Remuneration of councillors			4 634	4 454	371	3 229	3 340	(111)	-3%	4 634
Debt impairment			30 440	11 984	–	–	8 988	(8 988)	-100%	30 440
Depreciation & asset impairment			7 293	7 293	–	–	5 470	(5 470)	-100%	7 293
Finance charges			–	–	–	–	–	–		–
Bulk purchases			66 131	71 481	859	42 819	53 611	(10 792)	-20%	66 131
Other materials			6 937	8 777	303	4 766	6 583	(1 817)	-28%	6 937
Contracted services			13 122	15 086	895	9 558	5 877	3 681	63%	13 122
Transfers and grants			–	–	–	–	–	–		–
Other expenditure			42 305	48 203	2 015	19 627	36 153	(16 525)	-46%	42 305
Loss on disposal of PPE			–	–	–	–	–	–		–
<b>Total Expenditure</b>		–	219 153	215 939	8 962	121 556	161 954	(40 398)	-25%	219 153

**Employee Cost**

These are cost associated with salaries, wages and benefits paid to municipal employees and the expenditure incurred amounts to R41, 557 million compared to the R41, 932 million that was budgeted. This represent an over expenditure of about R375 thousand.

**Remuneration of Councillors**

Allowances paid to Councillors amounts to R3, 229 million when compared to the budgeted amount of R3, 340 million, which is an over expenditure of R 111 thousand.

**Depreciation and Asset Impairment**

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. Depreciation in the end is charged as an expense to the Statement of Financial Performance and reduces the value of assets in the Statement of Financial Position

**Repairs and Maintenance**

Expenditure incurred for repairs and maintenance amounts to R4, 766 million compared to the R8, 776 million that was budgeted, which is under expenditure of R4, 010 million or 45.7%

## 2. CAPITAL EXPENDITURE AND FUNDS SOURCES

The total capital expenditure as at 31 March 2015 amounts to R46, 663 million of the R62, 206 million that is budgeted.

NC094 Phokwane - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M09 March

Vote Description	Ref	2013/14	Budget Year 2014/15							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>Capital Expenditure - Standard Classification</b>										
<b>Governance and administration</b>		–	1 255	911	2	416	683	(267)	-39%	1 255
Executive and council			588	4	–	125	3	123	4677%	588
Budget and treasury office			182	322	–	149	241	(92)	-38%	182
Corporate services			486	586	2	142	440	(298)	-68%	486
<b>Community and public safety</b>		–	6 605	6 629	8	5 238	4 972	266	5%	6 605
Community and social services			6 145	6 314	–	5 230	4 736	494	10%	6 145
Sport and recreation			–	–	–	–	–	–	–	–
Public safety			460	315	8	8	236	(228)	-97%	460
Housing			–	–	–	–	–	–	–	–
Health			–	–	–	–	–	–	–	–
<b>Economic and environmental services</b>		–	24 380	19 899	795	12 857	14 924	(2 067)	-14%	24 380
Planning and development			–	–	–	–	–	–	–	–
Road transport			24 380	19 899	795	12 857	14 924	(2 067)	-14%	24 380
Environmental protection			–	–	–	–	–	–	–	–
<b>Trading services</b>		–	68 713	34 767	1 691	31 786	26 075	5 711	22%	68 713
Electricity			1 725	1 725	–	1 116	1 294	(178)	-14%	1 725
Water			34 522	32 542	1 691	28 559	24 407	4 152	17%	34 522
Waste water management			32 466	500	–	2 112	375	1 737	463%	32 466
Waste management			–	–	–	–	–	–	–	–
<b>Other</b>			–	–	–	–	–	–	–	–
<b>Total Capital Expenditure - Standard Classification</b>	3	–	100 953	62 206	2 496	50 298	46 655	3 643	8%	100 953
<b>Funded by:</b>										
National Government			44 836	44 836	1 691	40 784	33 627	7 157	21%	44 836
Provincial Government			39 430	6 076	795	795	4 557	(3 762)	-83%	39 430
District Municipality			5 000	–	–	–	–	–	–	5 000
Other transfers and grants			–	–	–	–	–	–	–	–
<b>Transfers recognised - capital</b>		–	89 266	50 912	2 486	41 579	38 184	3 395	9%	89 266
<b>Public contributions &amp; donations</b>	5		–	–	–	–	–	–	–	–
<b>Borrowing</b>	6		–	–	–	–	–	–	–	–
<b>Internally generated funds</b>			11 687	11 294	10	8 719	8 471	249	3%	11 687
<b>Total Capital Funding</b>		–	100 953	62 206	2 496	50 298	46 655	3 643	8%	100 953

Description	Approved Budget	Curr Mth	YTD Moveme	Balance	Perc
DIGITAL CAMERA	3 500	-	-	3 500	0
VEHICLE (FINANCE)	316 650	-	130 619	186 031	41,25
PPE:PERFORMANCE MANAGEMENT SYSTEM MSIG	-	-	110 000	-110 000	0
OFFICE EQUIPMENT	250 000	1 959	139 012	110 988	55,6
PPE: MICROSOFT OPEN LICENCE - IT	300 000	-	-	300 000	0
TOOLS & EQUIPMENT STORES	41 000	-	-	41 000	0
BULK WATE SUPPLY SAKHILE PHASE 1	403 765	-	354 163	49 603	87,71
BULK WATER SUPPLY INCLUDE 1450 STANDS 2	10 527 781	-	8 621 713	1 906 068	81,89
PPE:O&M REFURBISHMENT GRANT WATER MANAGE	20 000 000	1 483 615	15 483 965	4 516 035	77,41
HIGH PRESSURE PUMPS X2	120 000	-	-	120 000	0
JKD 28 SITES WATER CONNECTION	420 000	-	-	420 000	0
JKD ERF 609, 15 SITES WATER CONNECTIONS	225 000	-	196 781	28 219	87,45
P/STAD INDUSTRIAL 21 SITES WATER CONNECT	315 000	-	276 206	38 794	87,68
VEHICLE (WATER)	130 619	-	130 619	-0	100
TELEMETRY SYSTEM	400 000	-	-	400 000	0
ANDALUSIA EXT 12 SITES SEWER CONNECTION	-	-	77 056	-77 056	0
H/WATER&P/STAD STORMWATER CHANNEL 1,2,3	3 000 078	-	1 880 380	1 119 698	62,67
INSTALL OF SEWER PUMPSTATION CON&HOSPI	500 000	-	-	500 000	0
PPE: VEHICLE COMMUNIC ELECTRICAL DEP	380 000	-	122 900	257 100	32,34
PREPAID METERS JKD	96 000	-	96 000	-	100
PURCHASE OF A NEW TRANSFORMERS	280 000	-	139 500	140 500	49,82
ELECTRIFICATION OF 12 SITES ANDALUSIA	144 000	-	134 444	9 556	93,36
CABLE - ALTEK FLAT	500 000	-	395 000	105 000	79
RESERVIOR STARTER BOX	80 000	-	79 600	400	99,5
METER TESTING EQUIPMENTS	150 000	-	50 000	100 000	33,33
CAT DETECTOR	21 000	-	-	21 000	0
STEEL POLES FOR STREETLIGHTS	28 000	-	23 980	4 020	85,64
CONVENTIONAL METERS	43 000	-	34 000	9 000	79,06
PAMPIERSTAD: STREET & STORMWATER PHASE 3	5 000 000	-	1 374 668	3 625 332	27,49
CONSTRUCTION OF ROADS & STORM WATER JKD	8 904 454	-	8 763 266	141 188	98,41
TAR PUMP	30 000	-	-	30 000	0
CONSTRUCTION OF 2.8KM ROAD THAGS&BONITA	2 964 000	744 780	3 137 154	-173 154	105,84
AIRCORNS MUNICIPAL BUILDINGS	50 795	-	-	50 795	0
PPE VEHICLES PARKS AND CEMETERY	460 000	-	-	460 000	0
ERECT TOILETS X 4	167 057	-	90 000	77 057	53,87
COMPRESSOR	15 000	-	10 208	4 792	68,05
PA SYSTEM	30 000	-	8 000	22 000	26,66
FENCING OF COMMUNITY HALLS AND TRAFFIC	990 000	-	-	990 000	0
CHAINSAW - JKD UNIT	3 000	-	2 243	757	74,75
GRADER	2 290 000	-	2 290 000	-	100
TLB	828 000	-	828 000	-	100
TRACTOR X 3	630 000	-	630 000	-	100
TIPPER	741 558	-	741 558	0	99,99
VEHICLES	305 059	-	305 059	-0	100
BREATHERYLYZER	10 000	7 188	7 188	2 812	71,88
PPE:LIBRARY	112 000	-	-	112 000	0
<b>TOTAL</b>	<b>62 206 316</b>	<b>2 237 542</b>	<b>46 663 282</b>	<b>15 543 034</b>	<b>75,01</b>

### 3. CREDITORS AGE ANALYSIS

AC : AGE ANALYSIS OF CREDITORS (All values in Rand)

Save File as : Muncde\_AC\_ccyy\_Mnn.XLS (e.g.: GT411\_AC\_2005\_M10)

Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)

Change Muncde to your own municipal code (e.g.: GT411)

If (and only if) Creditors per function not available, list top 10 creditors by name

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	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 -
2015	M09	NC094	0100	Bulk Electricity	0	0	0	0	0	0	0	0	0
			0200	Bulk Water	776 231	3 260 377	3 237 888	3 150 991	2 740 114	0	0	0	13 165 601
			0300	PAYE deductions	0	0	0	0	0	0	0	0	0
			0400	VAT (output less input)	0	0	0	0	0	0	0	0	0
			0500	Pensions / Retirement deductions	0	0	0	0	0	0	0	0	0
			0600	Loan repayments	0	0	0	0	0	0	0	0	0
			0700	Trade Creditors	54 119	0	0	0	4 739	0	0	0	58 858
			0800	Auditor General	0	0	0	0	0	0	0	0	0
			0900	Other	0	0	0	0	0	0	0	0	0
			1000	Total	830 350	3 260 377	3 237 888	3 150 991	2 744 853	0	0	0	13 224 459

The total creditors as per the above creditors analysis amounts to R13, 224 million as at 31 March 2015 and consist of:

1. 0-30 days: R830 thousand
2. 30-60 days: R3, 260 million
3. 60-90 days: R3, 238 million
4. 90-120 days: R3, 151 million
5. 120-150 days: 2, 745 million



**NC094 Phokwane - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M09 March**

Vote Description	Ref	2013/14	Budget Year 2014/15							
		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 - EXECUTIVE AND COUNCIL		–	5 589	5 892	14	53 707	4 192	49 515	1181,3%	5 589
Vote 2 - MUNICIPAL MANAGER		–	1 497	1 492	–	1	1 123	(1 122)	-99,9%	1 497
Vote 3 - FINANCE		–	22 956	23 434	1 668	16 377	17 217	(840)	-4,9%	22 956
Vote 4 - CORPORATE SERVICES		–	2 397	2 313	2	25	1 798	(1 773)	-98,6%	2 397
Vote 5 - INFRASTRUCTURE AND HUMAN SETTLEMENT		–	148 339	149 631	7 197	61 754	111 255	(49 501)	-44,5%	148 339
Vote 6 - PLANNING AND OPERATIONS		–	20 508	19 247	359	2 680	15 381	(12 701)	-82,6%	20 508
Total Revenue by Vote	2	–	201 287	202 010	9 239	134 544	150 966	(16 422)	-10,9%	201 287
Expenditure by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL		–	12 424	12 507	774	7 596	9 318	(1 722)	-18,5%	12 424
Vote 2 - MUNICIPAL MANAGER		–	5 062	5 560	338	3 784	3 796	(12)	-0,3%	5 062
Vote 3 - FINANCE		–	28 547	29 877	1 823	17 618	21 411	(3 792)	-17,7%	28 547
Vote 4 - CORPORATE SERVICES		–	5 079	6 014	444	4 265	3 809	456	12,0%	5 079
Vote 5 - INFRASTRUCTURE AND HUMAN SETTLEMENT		–	148 100	140 582	4 149	75 117	111 075	(35 958)	-32,4%	148 100
Vote 6 - PLANNING AND OPERATIONS		–	19 942	21 399	1 434	13 175	14 956	(1 781)	-11,9%	19 942
Total Expenditure by Vote	2	–	219 153	215 939	8 962	121 556	164 365	(42 809)	-26,0%	219 153
Surplus/ (Deficit) for the year	2	–	(17 866)	(13 929)	277	12 987	(13 399)	26 387	-196,9%	(17 866)

#### 4. REVENUE BY VOTE

The total revenue earned per department as at 31 March 2015 amounts to R134, 544 million of the R151, 507 million that was budgeted. The votes that mainly contribute to the above are discussed below:

##### 4.1 Council and executive

- **Council and executive** – the year to date collection amounts to R53, 708 million and collections is mainly as a result of the equitable share allocation that has been received as scheduled on the Division of Revenue Act payment schedule.

##### 4.2 Finance

- **Finance Admin**– this department raised R16, 377 million of the R17, 575 million that was budgeted, which is R1, 198 million less than was anticipated.

#### **4.3 INFRASTRUCTURE AND HUMAN SETTLEMENT**

- **Infrastructure and Human Settlement** – revenue generated to date amounts to R61, 754 million of the R112, 223 million that was budgeted, which is R 50, 469 million less than anticipated.

#### **4.4 PLANNING AND OPERATIONS**

- **Planning and Operations** – revenue is recorded to be amounting to R2, 680 million of the R14, 435 million that was budgeted, which R 11, 755 less than budgeted.

### **5. EXPENDITURE PER VOTE:**

Total expenditure per vote as at 31 March 2015:

#### **5.1 Council and executive**

- **Council and executive** – the year to date expenditure amounts to R 7, 596 million of the R9, 380 million was budgeted.

#### **5.2 Municipal manager**

- **Municipal Manager** – expenditure incurred amounts to R3, 784 million of the R4, 170 million that was budgeted.

#### **5.3 Finance**

- **Finance Admin**– expenditure incurred amounts to R17, 618 million of the R22, 415 million that was budgeted.

#### **5.4 Corporate services and development**

- **Corporate services Admin** – expenditure incurred amounts to R4, 265 million of the R4, 510 million that was budgeted.

#### **5.5 INFRASTRUCTURE AND HUMAN SETTLEMENT**

- **Infrastructure and Human Settlement** – expenditure incurred amounts to R75, 117 million of the R105, 436 million that was budgeted

#### **5.6 PLANNING AND OPERATIONS**

**Planning and Operations** – expenditure incurred amounts to R13, 175 million of the R16, 049 million that was budgeted.

## 6. REVENUE AND DEBT COLLECTION MANAGEMENT

THE FOLLOWING TABLE DEPICTS THE PAYMENT CULTURE PER TOWN AND/OR AREA THAT ARE SERVICED BY THE MUNICIPALITY:

	PHOKWANE LOCAL MUNICIPALITY						
	PAYMENT LEVELS 2014/2015						
FY 2014/2015	Charges Raised	Reciepts	Balance B/F	Adjustment	Repayments	Deposits	%
July	9 346 694,88	5 464 974,09	204 697 177,01	1 721 838,26	-	60 248,00	58,47
Aug	10 764 862,83	4 762 733,57	206 917 307,54	2 868 612,33	19 736,39	6 722,00	44,24
Sep	9 962 743,34	5 104 367,14	210 077 282,86	2 404 347,40		28 800,00	51,23
Oct	8 585 810,77	4 342 466,46	212 560 111,66	794 986,39	26 171,56	11 913,00	50,58
Nov	8 740 337,91	3 981 700,14	216 046 554,14	574 316,03	20 774,61	14 213,00	45,56
Dec	8 772 135,36	2 842 342,66	184 827 483,15	607 926,09		18 816,00	32,40
Jan	8 020 680,09	4 539 115,96		1 052 676,57	13 803,97	17 442,00	56,59
Feb	8 260 440,86	6 386 495,63	229 384 946,30	-13 336 545,57	19 634,90	36 597,20	77,31
March	8 961 452,53	5 314 898,62	231 315 123,63	-657 974,32	37 260,20	31 974,00	59,31
April							#DIV/0!
May							#DIV/0!
June							#DIV/0!
<b>TOTAL 2014/2015</b>	<b>81 415 158,57</b>	<b>42 739 094,27</b>		<b>-3 969 816,82</b>	<b>137 381,63</b>	<b>226 725,20</b>	<b>52,50</b>
<b>MONTHLY AVERAGE</b>	<b>20 353 789,64</b>	<b>10 684 773,57</b>		<b>-992 454,21</b>	<b>34 345,41</b>	<b>56 681,30</b>	<b>52,50</b>

PAYMENT LEVELS AS AT 31 MARCH 2015 IS 59.31%

	PAYMENT LEVELS 2014/2015						
	HARTSWATER						
FY2014/2015	Charges Raise	Reciepts	Balance B/F	Adjustment	Repayments	Deposits	%
July	3 400 035,10	3 447 266,45	29 812 914,92	145 029,64	-	20 885,00	101,39
Aug	4 874 815,77	2 877 058,11	2 641 538,93	2 092 716,72	358,44	440,00	59,02
Sep	4 826 893,34	2 583 481,57	29 551 378,31	2 052 311,26		19 042,00	53,52
Oct	3 034 192,64	2 115 230,57	29 761 520,82	364 737,76	5 693,17	7 276,00	69,71
Nov	3 069 102,46	2 050 698,42	30 328 714,30	172 915,17	7 873,30	9 435,00	66,82
Dec	396,07	3 299,60	67 738,92				833,09
Jan	6 309 375,21	2 924 998,36		50 876,51	6 105,13	2 497,00	46,36
Feb	3 188 693,54	3 631 637,36	32 794 078,88	-12 614 707,32	561,34	17 662,20	113,89
March	2 996 892,31	2 321 954,19	32 369 358,60	-492 302,15	1 942,75	15 599,00	77,48
April							#DIV/0!
May							#DIV/0!
June							#DIV/0!
<b>TOTAL 2014/2015</b>	<b>31 700 396,44</b>	<b>21 955 624,63</b>		<b>-8 228 422,41</b>	<b>22 534,13</b>	<b>92 836,20</b>	<b>69,26</b>
<b>MONTHLY AVERAGE</b>	<b>2 641 699,70</b>	<b>1 829 635,39</b>		<b>-685 701,87</b>	<b>1 877,84</b>	<b>7 736,35</b>	<b>69,26</b>

PAYMENT LEVELS FOR HARTSWATER IS 69.26% AS AT 31 MARCH 2015

PAYMENT LEVELS 2014/2015 JAN KEMPDORP						
Charges Raised	Reciepts	Balance B/F	Adjustment	Repayments	Deposits	%
4 246 316,49	1 811 147,57	99 050 065,09	1 509 679,99		32 377,00	42,65
4 230 012,20	1 730 505,22	10 007 931,02	672 122,72	19 377,95	2 282,00	40,91
3 487 889,62	2 367 029,21	101 856 975,23	231 963,63		8 477,00	67,9
3 872 505,11	1 694 584,19	102 754 349,01	318 960,70	20 478,39	2 259,00	43,8
4 001 534,03	1 731 977,45	104 636 046,61	311 822,04	12 901,31	3 609,00	43,3
802 545,75	750 277,27	15 983 647,30	150 659,84	4 475,41	2 361,00	93,5
7 483 220,70	1 379 905,32		753 392,70	7 698,84	14 151,00	18,4
4 086 729,34	774 693,68	111 206 610,70	-774 693,68	19 073,56	12 951,00	19,0
3 736 461,88	2 324 761,98	112 449 885,64	-540 417,32	35 317,45	12 729,00	62,2
						#DIV/0!
						#DIV/0!
						#DIV/0!
<b>35 947 215,12</b>	<b>14 564 881,89</b>		<b>2 633 490,62</b>	<b>119 322,91</b>	<b>91 196,00</b>	<b>40,52</b>
<b>2 995 601,26</b>	<b>1 213 740,16</b>		<b>219 457,55</b>	<b>9 943,58</b>	<b>7 599,67</b>	<b>40,52</b>

PAYMENT LEVELS FOR JAN KEMPDORP INCREASED TO 40.52 AS AT 31 MARCH 2015

PAYMENT LEVELS 2014/2015 PAMPIERSTAD 703							
FY 2014/2015	Charges Raised	Reciepts	Balance B/f	Adjustment	Repayments	Deposits	%
July	991 266,95	57 632,05	59 244 975,55	84 167,86		2 039,00	5,81
Aug	983 165,25	54 075,91	60 096 481,59		152 357,07		5,50
Sep	989 714,24	59 837,57	608 723 213,86	92 546,59		168,00	6,05
Oct	998 225,44	105 680,49	61 710 711,94	115 640,85		1 209,00	10,59
Nov	1 003 014,93	60 398,80	62 488 825,04	90 505,68		56,00	6,02
Dec	134 494,04	14 828,33	29 162 168,58	4 042,77		453,00	11,03
Jan	1 723 958,63	200 697,73		172 268,24		794,00	11,64
Feb	1 015 939,36	61 706,76	64 951 201,03	-94 059,28		1 476,00	6,07
March	1 020 435,43	51 124,47	65 812 850,35	-95 208,85		1 364,00	5,01
April							#DIV/0!
May							#DIV/0!
June							#DIV/0!
<b>TOTAL 2014/2015</b>	<b>8 860 214,27</b>	<b>665 982,11</b>		<b>369 903,86</b>	<b>152 357,07</b>	<b>7 559,00</b>	<b>7,52</b>
<b>MONTYHLY AVERAGE</b>	<b>738 351,19</b>	<b>55 498,51</b>		<b>30 825,32</b>	<b>12 696,42</b>	<b>629,92</b>	<b>7,52</b>

PAYMENT LEVELS FOR PAMPIERSTAD ARE VERY LOW WHICH IS LESS THAN 10%

	PAYMENT LEVELS 2014/2015						
	GANSPAN 704						
FY2014/2015	Charges Raised	Reciepts	Balance B/f	Adjustment	Repayments	Deposits	%
July	44 781,94	4 162,90	2 480 341,66	1 779,88			9,30
Aug	54 091,23	5 046,41	2 519 180,82	2 878,47			9,33
Sep	48 330,97	4 375,36	2 565 347,17	2 005,84			9,05
Oct	51 590,26	1 377,90	2 607 296,94	1 735,09			2,67
Nov	46 109,97	4 921,06	2 655 774,21	1 740,11			10,67
Dec	14 106,68	1 390,27	2 695 223,01	1 086,02			9,86
Jan	72 749,55	1 735,51		3 800,27			2,39
Feb	49 602,03	3 269,08	2 774 067,17	-1 219,24			6,59
March	38 763,03	304 561,58	2 819 180,88	-2 069,85			785,70
April							#DIV/0!
May							#DIV/0!
June							#DIV/0!
<b>TOTAL 2014/2015</b>	<b>420 125,66</b>	<b>330 840,07</b>		<b>11 736,59</b>	-	-	<b>78,75</b>
<b>MONTYHLY AVERAGE</b>	<b>35 010,47</b>	<b>27 570,01</b>	-	<b>978,05</b>	-	-	<b>78,75</b>

PAYMENT LEVELS FOR GANSPAN AS AT 31 MARCH IS 78.75% DUE TO PAYMENT FROM PUBLIC SCHOOL.

	PAYMENT LEVELS 2014/2015						
	PERSELE 711						
FY 2014/2015	Charges Raised	Reciepts	Balance B/f	Adjustment	Repayments	Deposits	%
JULY	662 007,14	98 885,99	13 768 695,79	1 772,59		4 947,00	14,94
Aug	620 491,12	66 343,14	14 338 536,63	34 583,85			10,69
Sep	607 570,72	89 287,43	14 858 100,76	36 153,32		1 113,00	14,70
Oct	626 952,87	135 450,09	15 341 343,73	842,09		1 169,00	21,60
Nov	618 232,07	90 026,72	15 833 173,42	27 332,13		1 113,00	14,56
Dec	46,18		6 378,29				-
Jan	1 203 511,36	31 779,04		72 338,85			2,64
Feb	638 970,39	66 135,37	17 486 133,83	-49 056,22		4 508,00	10,35
March	1 166 555,43	278 048,91	18 014 420,63	-33 399,24		2 282,00	23,84
April							#DIV/0!
May							#DIV/0!
June							#DIV/0!
<b>TOTAL 2014/2015</b>	<b>6 144 337,28</b>	<b>855 956,69</b>		<b>90 567,37</b>	-	<b>15 132,00</b>	<b>13,93</b>
<b>MONTYHLY AVERAGE</b>	<b>512 028,11</b>	<b>71 329,72</b>		<b>7 547,28</b>	-	<b>1 261,00</b>	<b>13,93</b>

PAYMENT LEVELS FOR PERSEEL IS LOW AT 13.93%

THE MONTHLY AVERAGE PAYMENT LEVELS AS AT 31 MARCH 2015 IS 52.50%.

## 7. Cash and Investment

Cash at bank for the period ended 31 March 2015 amounted to R11, 205,242 for Standard Bank and Absa amounted to R4, 307,622, as 31 March 2015 Council had no Investments

## 8. Debtors

The following represent Council's Accounts Receivable Balances as at 31 March 2015

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)															
Save File as : Muncde_AD_ccyy_Mnn.XLS (e.g.: GT411_AD_2005_M10)															
Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)															
Change Muncde to your own municipal code (e.g.: GT411)															
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S															
Year End	Month End	Mun	Item	Detail	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 -	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
2015	M09	NC094	1100	Debtors Age Analysis By Income Source											
			1200	Trade and Other Receivables from Exchange Transactions - Water	2 395 292	1 737 415	2 009 903	1 065 718	1 144 952	1 061 623	5 893 145	45 311 076	60 619 124	0	0
			1300	Trade and Other Receivables from Exchange Transactions - Electricity	1 907 475	936 151	495 644	447 402	204 268	203 048	827 407	3 560 884	8 582 279	0	0
			1400	Receivables from Non-exchange Transactions - Property Rates	1 345 033	1 046 235	887 915	809 411	846 627	790 531	3 781 260	17 424 768	26 931 780	0	0
			1500	Receivables from Exchange Transactions - Waste Water Management	905 873	823 623	796 913	780 887	771 888	785 387	3 865 926	39 804 789	48 535 286	0	0
			1600	Receivables from Exchange Transactions - Waste Management	581 198	528 284	512 247	502 130	497 748	492 550	2 503 117	25 743 614	31 360 888	0	0
			1700	Receivables from Exchange Transactions - Property Rental Debtors									0	0	0
			1810	Interest on Arrear Debtor Accounts	1 102 966	1 078 886	1 045 156	1 016 838	988 783	963 841	5 162 173	39 631 915	50 990 558	0	0
			1820	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure									0	0	0
			1900	Other	32 404	37 230	37 492	25 954	24 971	24 766	274 629	9 723 263	10 180 709	0	0
			2000	Total By Income Source	8 270 241	6 187 824	5 785 270	4 648 340	4 479 237	4 321 746	22 307 657	181 200 309	237 200 624	0	0
			2100	Debtors Age Analysis By Customer Group											
			2200	Organs of State	324 330	351 744	234 581	171 056	142 235	149 650	877 043	7 696 555	9 947 194	0	0
			2300	Commercial	2 548 199	1 245 829	878 514	578 442	566 438	588 902	2 660 690	8 409 775	17 476 789	0	0
			2400	Households	5 140 437	4 342 901	4 394 033	3 569 534	3 684 581	3 476 889	18 341 912	163 813 111	206 763 398	0	0
			2500	Other	257 275	247 350	278 142	329 308	85 983	106 305	428 012	1 280 868	3 013 243	0	0
			2600	Total By Customer Group	8 270 241	6 187 824	5 785 270	4 648 340	4 479 237	4 321 746	22 307 657	181 200 309	237 200 624	0	0

The total debtors as per the above debtors analysis amounts to R237, 201 million as at 31 March 2015 and consist of:

1. 0-30 days: R8, 272 million
2. 30-60 days: R6, 188 million
3. 60-90 days: R5, 785 million
4. 90-120 days: R4, 648 million
5. 120-150 days: R4, 479 million
6. 150-180 days: R4, 321 million and Over a year: R181, 200 million

## SUPPLY CHAIN MANAGEMENT

### SCM MONTHLY REPORT

#### JANUARY - MARCH 2015 -QUARTERLY REPORT

##### Introduction

The purpose of this report is to highlight operational progress and challenges of the legislated centralized procurement section of the municipality according to section 111 of the Local Government Municipal Finance Management Act (No. 56 of 2003). The second quarter of the financial year was surprisingly the busier one compared to the previous year, it was amazing to get high volume of requests in that time of the year.

### Performance Management Report

Report submitted separately

#### Leave Taken from January - March 2015

NAME	KPA	PAY NUMBER	Annual	Sick	Family Res	Total days	Reasons
T Chabaesele	Assets	3163	5	2	0	7	Leave plus Dr's bookings
FK Moremi	Acquisition	2131	0	15	0	15	Leave plus Dr's bookings
M Markram	Demand	4134	0	5	0	5	Leave plus Dr's bookings
MB Mampe	Stores	3197	0	0	0	0	Leave plus Dr's bookings
BD Segalo	Senior SCM	4114	2	3	0	5	Leave plus Dr's bookings
P Langa	Intern	3206	4	0	0	4	Leave plus Dr's bookings
Koba Paul	Stores Assistant	3196	8	3	0	11	Leave plus Dr's bookings

### Suppliers Data Base

Month	Applications	Captured	Rejected	Awaiting information	On hold	Remark
January	16	16	0	0	0	One applicant information was not complete
February	8	8	0	0	0	All applicants submitted correct information
March	19	9	9	1	0	One applicant information was not complete
<b>Totals</b>	<b>43</b>	<b>33</b>	<b>9</b>	<b>1</b>	<b>0</b>	Fixed timeframe needed for applications

### Contracts captured in the National Treasury Website

Bid Number	Date Captures	Type of contract	Amount	Nature of service	Service Provider	Captured By	Authorized by
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

### Bid committees

Committee	Number	Meetings	Number of item	Challenges	Recommendation
Bid Specification	5 members	5	18	No clear specs	Requesting departments always send wrong specifications
Bid Evaluation	3 members	4	4	Clear recommendations	Recommendations should be clear and supported by documents and conditions
Bid adjudication	3 members	0	0	Incomplete work	The committee must receive clear recommendations from the BEC



## Orders processed

The Phokwane Local Municipality Policy states that all procurement between R0.00 and R30 000 must take 7 days to be completed and the procurement Between R30 000 and R200 000 must take 14 days after the closing date of the FWQ advert and for Tenders 60 days.

Formula: Total number of days for all orders divided by approved turn-around time days (Total Number Days / Total Number Request = Total Actual days)

Month	No. of requests	minimum days	maximum days	Orders processed	Actual days	Comply	Reasons for Non Compliance
Jan-15	49 requests	4 days	7 days	49 processed	9 days	No	Avail of signatories
Feb-15	54 requests	4 days	7 days	54 processed	8 days	No	Avail of signatories
Mar-15	51 requests	4 days	7 days	51 processed	11 days	No	Avail of signatories
	154 Total			154 Total			

### Procurement above R30 000.00 and less R200 000.00

Month	No. of requests	No of FWQ	Amount Paid	Turn-Around Time	Actual days	Comply	Reasons for Non Compliance
Jan-15	requests	3	R 215 682.00	14 days	22	N/A	Once - off procurement
Feb-15	requests	7	R 436 768.64	14 days	18	N/A	Once - off procurement
Mar-15	requests	9	R 332 864.34	14 days	18	N/A	Once - off procurement
			<b>R 985 314.98</b>				

### List of tenders awarded

Bid Number	Description	BAC	Amount	Appointment	Service Provider	Turn - around Time
27/2014	PPE	09 / 02/2015	<b>R 460 040.50</b>	13/02/2015	Agric. Mining Distributors	84
PH02/2014	Fleet (3 x Bakkies)	09 / 02/2015	<b>R 853 488.51</b>	13/02/2015	Williams Hunt	57
PH34/2014	Road Master Plan	09 / 02/2015	<b>R 1 060 000.00</b>	13/02/2015	Phokulela Consulting	65
			<b>R 2 373 529.01</b>			

Detail Listing of irregular, fruitless and wasteful Expenditure covering period

(01 January to 31 March 2015)

Deviation					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A
Sole Provider					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A
Contracted service					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A
Strip and Repairs					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A
Irregular Expenditure					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A
Fruitless and wasteful expenditure					
Date	Service provider	Requester	Description	Amount	Comment
N/A	N/A	N/A	N/A	N/A	N/A

## 1. Contract Register

- No contracts were registered for this month

## 2. Assets

Tasks Performed	Achieved
Capturing and Authorizing of requisitions of all stores on weekly basis	55
Monthly stock-taking	Done
Monthly Reconciliation of all stores	Done
Request of store items	1121
Receiving of store items(Number of orders)	7
Store Cards	Done
Write- offs for the month	0
Returns to Stores	0
Adjustments for the month	2
Shortages for the month	R51.55
Surplus for the month	R19979.82
Store Purchases for March 2015 (EXCLUDING VAT)	<b>R198660.84</b>
Stores month end value	<b>R1 520191.84</b>
Training	0

### Stores

**Good Received for the month of February 2015**

	Supplier	Goods	Order Number	Amount (excluding Vat)
1	Blendtech (Pty) Ltd	Chlorine Gas	0004009848	R67263.00
2	Blendtech (Pty) Ltd	HTH Granular	0004009848	R19275.00
3	T & M Hardware	Pipe 110mm PVC	0004009845	R7236.84
4	C-PAC Pumps & Valves	Cascade Clamps	0004009612	R24286.00
5	AI 2 Stadler	Leaded H/W	0004009957	R19940.00
6	AI 2 Stadler	Diesel H/W	0004009959	R40440.00
7	AI 2 Stadler	Diesel JKD	0004009958	R20220.00
	<b>TOTAL FOR THE MONTH</b>			<b>R198660.84</b>

**Insurance**

Tasks Performed	Achieved
Insure New Asset	3
Claims Submitted	0
Claims Incomplete	0
Claims Rejected	0
Claims Successfully Paid out	0
Other Matters	0
Training	0

### Insurance

There were 4 items insured for the month of March 2015. 2 Isuzu bakkies and 1 external hard drive.

### **Assets**

Tasks Performed	Achieved
Recognition of New Assets	0
Monitoring of movement of assets	Done
Disposal of assets	0
Asset Register	Done
Baud integrated to E-Venus	0
Completion certificates of Projects	0
Stocktaking	0
Training	0

### **Training of SCM staff Members**

Section 83, 107 and 119 of the MFMA require officials to meet prescribed competency levels in financial and supply chain management

Name of Employee	Name of Institution	Status quo
M Viljoen	Mission Point	In process
T Chabaesele	Mission Point	No results from the service provider or SETA
P Langa	Mission Point	In process
Other training needs	Asset management training, Inventory and Contract Management	

**Staff component and vacancies**

KPA	Official	Status	Proposal	Reason
Demand	Permanent	Filled	Clerk	Succession & relieving
Acquisition	Permanent	Filled	Clerk	Succession & relieving
Bidding	Permanent	Filled	Clerk	Succession & relieving
Asset Management	Permanent	Filled	Clerk	Succession & relieving
Stores	Permanent	Filled	Clerk	Succession & relieving
Stores assistant	Permanent	Filled	None	Assistant to stores officer
Financial Interns X 3	N/A	Occupied	To be trained	Be prepared for absorb

**SCM Monthly meetings**

Date	Staff present	Absent	Items discussed
03 / 02 / 2015	All	None	Reports and challenges faced by the sub-sections

**Challenges per KPA**

Demand	Bidding	Acquisition	Asset	Stores	General
Unclear specs	Load of work	Closing of ledger	Problems inherited	Shortage of staff	Shortage of staff
Short notice	Need of assist	Short notice requests	Asset count file not yet signed off by Aveo	Diesel Bouzer	Lack of cooperation by other departments
Job description	Advert format	Late and unclear invoices and statements	No clear report on vehicles auctioned	Report format	Insufficient votes

Limited market	Job description	Availability of budget office	No clear report of equipments age analysis	No proper control of fuel refill	Wrong and unclear specifications
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## 20. Challenges Encountered

### Insurance

- We are facing tremendous difficulties in closing claims that we inherited from the previous custodian of insurance matters because we cannot find sufficient documentation regarding those claims and the underwriters are still questioning about those claims.
- We have not received any departmental report or claim for the Ganspan building which got damaged by the protesting public.

### Assets

- A Review has to be made on whether are all the Assets owned by the municipality or those which are in the asset register are corresponding with the ones that the insurers have on their database .
- Officials have not received any formal training in handling insurance issues.
- Assets have been identified for disposal but have not been yet formally disposed and there is still more assets that will be identified for disposal and a recommendation from the I.T Section and Fleet Management on identified assets for disposal.
- The inventory list have been completed by Aveo Technologies were sent through for custodians to sign, it was a fruitless exercise as most inventory lists were not accurate, it was discussed that an official asset count is to be done
- The Asset unit has not received any formal training and there has been no transfer of skill from the Consultants regarding monthly depreciation

### Acquisition

- The registration of procurement above R100 000.00 in the national treasury website remains a challenge; the person authorized to capture is not healthy and is currently training an intern to assist with other functions.

#### **Contracts**

- No new contract was registered on the contract register; all newly approved contracts are procurements are a once-delivery.

#### **Capturing of the contracts above R100 000.00 on the National Treasury Website**

- The capturing of procurement above R100.000.00 on the National Treasury website was not performed due to ill health of the authorized official. Provincial Treasury was requested to slot in the bidding officer as one of the capturers and that effort was always disturbed by the training sessions this officer is attending every time treasury is trying to locate her for the logging her on the system.

#### **Staff matters**

- The contract of an Intern deployed at Asset Management office is coming to an end by the end of May 2015. This incumbent started with Asset management office is very much knowledgeable with the development that took place in that unit over the period of two years. Without him Asset management office would have lost quite a very useful person who has the background of all the operations.

#### **Recommendation:**

#### **Stores:**

- We have been recommending a Computer for store for several months now and no action has been taken in this regard.
- A system that scans every item in stores that is booked in and booked out is recommended and an electronic gauging system for fuel is needed.

#### **Staff matters**

- That the intern deployed at Asset Management is retained at the same unit for the sake of skills he developed and his experience in asset management and inventory.



**Assets & Insurance:**

- A system is required for Asset Section and training to be done on that system.
- Training on asset management and insurance is imperative
- Aveo technologies contract should evaluate in terms of their performance and transfer of skills.

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BD Segalo

Head of Supply Chain

**INSURANCE REPORT****Insurance Report for the year 2014/2015****02 March 2015****Insurance**

Tasks Performed	Achieved
Insure New Asset	27
Claims Submitted	7
Claims Incomplete	2

Claims Rejected	2
Claims Successfully Paid out	3
Other Matters	0
Training	0

### Insurance Claims and Insured Items

Description	Submission/ insured Date	Claim / Insuring items	Pending	Outcome	Excess Paid/To be Paid/ Insured Amount
Senwes	2013-07-04	Claim	-	Rejected	-
Kolong Street (Damage by Pothole)	2012-04-25	Claim	Council resolution	Closed by underwriter (Pending Decision from the Municipality on whether to accept or reject the claim)	R20 000
Unit Manager Cellphone	2014-06-14	Claim	- reason for late notification  - Affidavit explain how it got lost.  - two	-	-

			quotations of similar phone  - confirmation/ proof black listing		
Bearerers	2013-02-04	Claim	Needs approved building plans and report from the technical department	-	-
Toyota Condor BMT978NC	2014-03-24	Claim	-	Closed Successfully	R2500
Farm VH4	2014-04-14	Claim	-	Rejected	-
Nissan 1400 BMT744NC	2014-10-20	Claim	-	Closed Successfully	R2500.00
Cherry Picker UD40 CJX715NC	2014-06-02	Insured items	03550	Successfully insured	R900 000.00
2014 BMW 520d  PHOK1-NC	2014-09-25	Insured items	08883	Successfully insured	R650 000.00
2014 Isuzu KB250  CKC 878 NC	2014-09-25	Insured items	08830	Successfully insured	R440 265.00

2014 Isuzu KB250 CKC 882 NC	2014-09-25	Insured items	08881	Successfully insured	R440 265.00
Nissan NP200 (canopy) CKN403NC	2014-11-06	Insured items	08815	Successfully insured	R149 000.00
Nissan NP200 (canopy)CKN395NC	2014-11-06	Insured items	08878	Successfully insured	R149 000.00
Nissan NP200 CKN399NC	2014-11-06	Insured items	08833	Successfully insured	R104 100.00
Chevrolet Aveo Sedan CKN726NC	2014-11-06	Insured items	08856	Successfully insured	R177 000.00
Chevrolet Aveo Sedan CKN722NC	2014-11-06	Insured items	08812	Successfully insured	R177 000.00
M/Benz Tipper	2015-01-13	Insured items	08819	Successfully insured	R860 000.00
Komatsu Grader	2015-01-13	Insured items	08876	Successfully insured	R2 700 000.00
Komatsu TLB	2015-01-13	Insured items	08852	Successfully insured	R960 000.00
Landini Tractor	2015-01-13	Insured items	08874	Successfully insured	R250 000.00
Landini Tractor	2015-01-13	Insured items	08808	Successfully insured	R250 000.00
Landini Tractor	2015-01-13	Insured items	08877	Successfully insured	R250 000.00
Toyota Hilux single Cab	2015-01-13	Insured items	08821	Successfully insured	R100 000.00

Acer Aspire Laptop	2015-01-13	Insured items	08842	Successfully insured	R13 000.00
Laptop Dell	2015-01-12	Insured items	08855	Successfully insured	R13 000.00
Laptop Dell	2015-01-12	Insured items	08840	Successfully insured	R13 000.00
CPU – HP	2015-01-12	Insured items	08805	Successfully insured	R37900.00
CPU – HP	2015-01-12	Insured items	08846	Successfully insured	
CPU – HP	2015-01-12	Insured items	08888	Successfully insured	
CPU – HP	2015-01-12	Insured items	08892	Successfully insured	
Acer LED Monitor	2015-01-12	Insured items	08898	Successfully insured	
Acer LED Monitor	2015-01-12	Insured items	08868	Successfully insured	
Acer LED Monitor	2015-01-12	Insured items	08838	Successfully insured	
Acer LED Monitor	2015-01-12	Insured items	08828	Successfully insured	
Toshiba External hard-drive	2015-03-26	Insured items	08864	Successfully insured	
Single cap Isuzu bakkie	2015-03-26	Insured items	08801	Successfully insured	R290 000.00
Single cap Isuzu bakkie	2015-03-26	Insured items	08802	Successfully insured	R290 000.00

Challenges Encountered

- We have not been made aware of any cellphones, tablets and laptops bought for the councillors. The office needs to be made aware of this items so that they can be insured.
- No claims has been brought forward in terms of the burned office building in Ganspan. In other matters relating to claims we are still awaiting reports and filled out claim forms from the fleet manager for the cracked wind screens of the municipality's fleet.
- Late submission of forms and incomplete forms from those who claim is a delaying factor that needs to be addressed with all the department heads.
- Officials have not received any formal training in handling insurance issues.

## Section 7 - Municipal manager's quality certification

### PHOKWANE MUNICIPALITY



24 Hertzog Street  
Private Bag x3  
**HARTSWATER**  
8570

Tel: 053 - 474 9700  
Fax: 053 - 474 1768

I, ....., Municipal Manager of Phokwane Municipality  
hereby certify that

☐

The monthly budget statement

☐

The quarterly report on the implementation of the budget and financial state affairs of the municipality

☐

Mid-year budget and performance assessment

For the month of March 2015 has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act

Name : BS Lenkoe

Municipal Manager of Phokwane Municipality : NC094

Signature:



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