

## MONTHLY FINANCIAL MANAGEMENT REPORT AS AT END MARCH 2019

(9/1/3/6)

Cluster : Finance  
Portfolio: Financial Management

### 1. PURPOSE

The purpose of the report is to reflect the financial position of the Municipality for the month of March 2019.

### 2. OBJECTIVE

The objective of this report is to assist Council to exercise their oversight function to:

- a) Makes rational decisions about the allocation of resources;
- b) Assess the current provision of services, as well as the sustainability of future service delivery;
- c) Assess how officials have discharged their accountability responsibilities;
- d) Ensure transparency in respect of the municipality's financial position and operating results;
- e) Assess the performance of the municipality measured against preset targets and objectives;
- f) Inform Council on how cash and other liquid resources were obtained and utilized;
- g) Assess whether financial resources were administered in accordance with legislative and regulatory requirements; and
- h) Promote comparative information for prior periods and actual results against budgeted or planned results;

### 3. LEGISLATIVE REQUIREMENTS:

It is important for a municipality to report in order to comply with comprehensive legislative and contractual requirements, regulations, restriction and agreements. Effective financial reporting should therefore not only involve the presentation of bare financial facts but should also make provision for compliance issues, integration and interpretation. This will enable interested parties to readily comprehend the significant aspects of a municipality's financial operations.

This report is compiled as per the requirements of Sections 54 and 71 of the Local Government: Municipal Finance Management Act, 56 of 2003 (MFMA).

### 4. BACKGROUND

With reference to section 71 above, "*the accounting officer must by no later than 10 working days after the end of each month submit to National treasury and other spheres of government the March 2019 report of the municipality a statement on the implementation of the budget and the state of the financial affairs of the municipality*".

Financial reports are the primary means of communicating financial information to other interested parties. These reports are made accessible to the Executive for additional management and financial information that helps it carries out its planning, decision- making and control responsibilities, and therefore has the ability to determine the form and content of such additional information to meet its own needs.

Governance is built around the responsibilities of accountability and oversight requiring a culture of transparency and regular reporting. More detailed financial reporting to the Council will facilitate an environment in which potential or real financial problems are reported in time and in an appropriate manner to allow the council to remedy the situation.

The financial situation of the municipality as at the end MARCH 2019 is indicated in the different schedules as listed below.

Item of Financial Position/ Performance	Actual FEBRUARY 2019	Actual MARCH 2019	Trend Analysis
<i>Current Assets</i>			
Debtors	R 52 454 308	R 53 915 423	Increase in previous month due to Emfuleni local municipality billing.
<i>Cash &amp; cash equivalents:</i>			
Cashbook balance (bank reconciliation) Primary	R 5 116 906	R 28 285 254	Increase due to payment of last tranche of equitable share.
Cashbook balance (bank reconciliation) Licensing	R 20 923 251	R 41 695 329	
<i>Current Liabilities</i>			
Creditors	R 154 900 897	R 164 753 875	Increase in current liabilities due to Increase in trade creditors, refundable deposits and monies payable to license authorities.
<i>Cash Flow</i>			
Cash flow closing balance	R 26 045 334	R 69 992 660	Increase due to payment of equitable share.
Cost Coverage indicator	1.02	2.23	Increase due to payment of equitable share.
Operating Revenue for Month	R 8 331 912	R 73 644 782	Received to date 88.21% (benchmark 75%).
Operating Expenditure for Month	R 30 001 393	R 37 729 158	Spent to date 72.11% (benchmark 75%).
Capital Expenditure for Month	R 232 826	R 167 722	76.22% of total Capex budget spent to date (benchmark 75%).
<i>MFMA Compliance</i>			
Monthly reports	MFMA 71,66	MFMA 71,66	Submit monthly reports on budget implementation and employee costs.
Budget	MFMA 75(1) MFMA 53 MFMA 71 MFMA 66 MFMA 21 (1)(b)	MFMA 71  MFMA 54(1)	Submit monthly report on the budget Review implementation of budget and service delivery and budget implementation plan

Cash Flow Statement - July 2018 to June 2019

	ACTUAL												PROJECTED												Total	
	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June		
Opening Balance	2,299,053	36,324,970	19,113,058	2,947,435	2,929,116	2,471,491	30,124,620	4,609,595	5,096,927	28,260,059	2,863,545	14,910,475	2,299,053													
Cash Inflow	114,346,843	29,544,701	40,027,901	36,438,601	31,166,711	92,829,974	18,730,055	32,688,225	69,432,114	22,920,770	61,871,185	21,356,187	571,461,287													
RSC Levies	-	-	-	-	-	-	-	-	-	-	-	-	-													
Sundries	1,364,238	1,261,249	688,774	1,325,944	2,787,043	429,204	2,132,042	1,086,704	1,593,390	796,265	1,450,000	1,250,000	16,166,851													
Licensing	5,000,000	20,000,000	39,000,000	35,000,000	25,000,000	6,000,000	16,500,000	30,000,000	3,000,000	22,000,000	60,405,185	20,000,000	281,905,185													
Transfer from call / investment	-	-	-	-	-	-	-	-	-	-	-	-	-													
Medical aid Pensioners income	111,607	105,652	89,127	112,657	103,939	103,770	98,013	110,521	115,724	124,505	116,000	106,167	1,303,702													
Subsidies and Grants	107,871,000	8,177,800	250,000	-	3,275,729	86,297,000	-	1,481,000	64,723,000	-	-	-	272,075,529													
Less RD Cheques	-	-	-	-	-	-	-	-	-	-	-	-	-													
Cash Outflow	(60,323,928)	(46,756,613)	(55,193,524)	(36,456,920)	(31,624,336)	(65,176,845)	(44,245,060)	(32,208,893)	(46,258,982)	(48,317,284)	(49,924,255)	(49,924,255)	(587,407,913)													
Salaries	(21,385,189)	(20,309,310)	(29,399,175)	(23,762,484)	(23,740,818)	(22,837,061)	(23,038,528)	(24,994,233)	(22,753,283)	(23,199,214)	(24,824,265)	(24,824,265)	(285,077,813)													
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-													
Sundries	-	-	-	-	-	-	-	-	-	-	-	-	-													
Licensing	(45,822,873)	(18,464,468)	(17,347,875)	-	-	(33,711,813)	(11,344,344)	-	(17,170,854)	(16,823,175)	(17,400,000)	(17,400,000)	(195,485,402)													
Other Creditors	(13,102,864)	(7,982,835)	(9,446,474)	(12,694,425)	(7,883,516)	(8,627,971)	(9,662,210)	(7,214,660)	(6,334,845)	(8,294,895)	(7,700,000)	(7,700,000)	(106,844,698)													
External Int/Red	-	-	-	-	-	-	-	-	-	-	-	-	-													
Transfer to call	-	-	-	-	-	-	-	-	-	-	-	-	-													
Closing Balance	36,324,970	19,113,058	2,947,435	2,929,116	2,471,491	30,124,620	4,609,595	5,089,927	28,260,059	2,863,545	14,910,475	(13,657,593)	(13,657,593)													

## Grants received and spent for March

Description	Original Budget	Adjustment Budget	Grants tranche received for the month	Total Grants Received July to date	Total Grants Spent July to date	Actual February	Actual March	Balance	%	Comment Trend Analysis
Equitable Share	258,891,000	258,891,000	64,723,000	258,891,000	228,773,762	27,504,271	34,605,762	30,117,238	88	Expenditure incurred on the equitable share decrease from previous month due to operational activities.
RRAM	2,436,000	2,436,000	0	2,436,000	1,350,400	31,500	33,625	697,375	55	Monthly stipend for the interns
FMG	1,250,000	1,250,000	0	1,250,000	941,962	531,542	100,473	207,565	75	Expenditure incurred for interns stipend and training
EPWP	1,000,000	1,000,000	450,000	1,000,000	1,173,526	186,269	64,359	(173,526)	117	Expenditure incurred for EPWP grants programs managed by SPED for the month of March for payment of salaries, resulting in overspending of (R173 526)
HIV&AID	8,288,000	8,248,529	0	8,248,529	6,555,861	29,941	64,097	1,692,668	79	Expenditure incurred for the Month of March 2019 on HIV/Aids Grants.
Milling plant	3,000,000	3,000,000	0	0	759,370	0	0	2,240,630	25	Roll over request of R 2 378 500 was declined by Provincial Treasury due failure to comply with the terms.
Bolpatong Monument Grant	2,376,000	R2,376,000	0	2,376,000	1 894 879	225,625	295 826	483 121	80	Employee related cost amount to R 293, 896 maintenance R1 930, Security services R1,085,230 Leaving – (R604 000) as closing balance.

Youth Development Grant		R1, 511,857								The municipality is still awaiting the Amount of R1, 511,857 to be transferred from province
<b>Total</b>	277,241,000	278,713,386	65,173,000	271,765,529	241,449,760	28,537,148	35,164,142	34,574,385	87	

<b>UNSPENT GRANT</b>	
<b>Description</b>	<b>Opening balance</b>
Human Settlement	12,270,425
Agriculture	2,288,299
Sharpeville Public Library	206,460
LED	119,378
<b>Total</b>	<b>14,765,303</b>

## 6. DISCUSSIONS

The discussions below are broadly categorized under items of financial position (balance sheet), items of financial performance (income statement) and cash flow, as well as other information of key importance such as Asset Management and MFMA Compliance.

### 6.1 Financial Position

The balance sheet of Council is broadly distinguished into "Assets" (what Council owns) and "Liabilities" (what Council owes) as per Generally Accepted Accounting Principles (GRAP). The difference between assets and liabilities is referred to as the "Net Assets."

The net assets of Council are primarily composed of reserves that Council has built up over the years. The nature of these reserves can be either ring-fenced for specific use only (non-distributable reserves), or redistributable for other use as determined by Council. It must be noted that these reserves are non-cash items and Council's cash held as investments do not match these reserves.

#### a) Current Assets

*Debtors Management and Credit Control Status for the month ending March 2019.*

The debtor's book balance of the municipality as attached in annexure A is R 53 915 423

The major debtors were:

- a. R 53 915 542 is due from Emfuleni Local Municipality for IT and ad-hoc services and Debtors age analysis as follows.

0-30 days	31-60	61-90	91-120	121-150	151-180	181-1 Yr	Over 1 Yr	Total
R1 441 481	R 19,634	R 895,601	R 1,846,231	R 400,961	R 98,314	R 7 019 950	42,193,251	R 53 915 423

#### Bank reconciliation

Annexure "C1 – 4" indicate the bank reconciliations prepared for the month of March 2019 with the detail on the bank and cash book balances.

The Council has four operating bank accounts Account to be reported on namely:

- Two Primary bank accounts, and
- Two License bank accounts

Council is operating four primary accounts. Bank reconciliations are completed monthly within three working days after the end of each month.

The cashbook shows a favorable balance of R 69 992 660 as at the end of February March 2019.

The remaining cash balance must meet operational requirements for March 2019 until receipt of the next equitable tranche due in July 2019

#### b) Current Liabilities

##### *Creditors' Age Analysis*

Annexure "D" represents the creditors' age analysis of R 164 753 875 payable to the Trade creditors in March 2019. An amount of R 90 272 911 is due payable to the licensing authority,

0-30 days	31-60	61-90	91-120	121-150	151-180	181-1 Yr	Over 1 Yr	Total
9 852 978	16 371 908	8 723 334	20 923 664	5 131 6310	0	20 203 155	88 678 836	164 753 875

#### c) Net Assets

##### *Reserves*

The balance sheet of Council is broadly distinguished into "Assets" (what Council owns) and "Liabilities" (what Council owes) as per Generally Accepted Accounting Principles (GRAP). The difference between assets and liabilities is referred to as the "Net Assets."

The net assets of Council are primarily composed of reserves that Council has built up over the years. The nature of these reserves is that they are ring-fenced for specific use only (non-distributable reserves), as determined by accounting standards. It must be noted that reserves comprise of mostly accounting book-entries and are non-cash transactions. This implies that the reserves on the face of the financial statements do not equate to cash held as investments by Council.

As required by prescribed accounting standards (GRAP 01), only provisions are shown separately on the face of the Statement of Financial Position. All reserves are "ring-fenced" as internal reserves within the Accumulated Surplus. Ring-fenced reserves are as follows:

- Assets fair value reserve
- Government grant reserve (GGR)

These reserves not supported by cash but are only used for book entry purposes for the phasing in of increased depreciation charges as a result of the full implementation of GRAP 17.

According to GRAP standards, the GGR is created when the municipality receives government grants for the acquisition and/or construction of fixed assets. Once the conditions of the capital grant have been met, the funds are recognized as "revenue" (non-cash) on the statement of financial performance. This "revenue" recognized is then in turn transferred out of the Accumulated Surplus to the GGR on the Statement of Net Assets in order to offset the future depreciation of the property, plant and equipment in question. Hence, the reserve is committed solely for this purpose and cannot be utilized for any other purpose. This is referred to as the non-distributable portion of the reserves. Council must note that these are all non-cash entries.

The purpose of these reserves are to promote community equity and facilitate budgetary control by ensuring that sufficient funds (non-cash) are set aside on the accounting books to offset the future depreciation charges (non-cash) that will be incurred over the estimated useful life of the item of property, plant and equipment financed from government grants, public contributions or a (non-cash) surplus arising from the revaluation of property, plant and equipment.

Council must note that these are all non-cash entries performed only for compliance purposes in line with accounting standards prescribed by the Accounting Standards Board (ASB) and enforced by the Office of the Accountant-General.

d) Cash Flow

See Annexures "B", "C1- 4", "E"

Essentially, the cash flow statement is concerned with the flow of physical cash in and cash out of the municipality as we collect monies owed by debtors and pay out monies due to creditors.

Annexure "E" is Council's cash flow statement which indicates the movements on the main bank accounts. The incoming receipts amount R 8 331 912. Outgoing payments were made to the amount of R 30 001 392 Taking into account the opening cashbook balance, this left a favorable closing balance of R 26 045 334 at the end of the February 2019 period, which shows a Decrease margin from last month's closing balance.

Cost coverage indicator

The cost coverage formula = 
$$\frac{\text{(All available cash at the end of the period in the cashbook) + (investments at hand less Provisions)}}{\text{Monthly fixed operating expenditure}}$$

$$\begin{aligned} \text{The cost coverage formula} &= \frac{= (\text{R } 69\,992\,660) + \text{R}0}{\text{R } 31\,475\,988} \\ &= \underline{\underline{2.23 \text{ TIMES}}} \end{aligned}$$



Although the cost coverage of the municipality indicates 2.23 monthly fixed operating expenditure and shows that the investments and cash flow of the municipality are favorable. Our cash formula on hand must cover at least until June 2019 as the next equitable share allocation is in July 2020. The formula does not take into consideration the contingent assets and liabilities whereby if taken into consideration this will indicate that the municipality is having a liquidity problem as identified in the AG reports of 2016/17 as well as 2017/18.

#### *Grant allocations and expenditure:*

Annexure "F" represents the Grants allocation and their expenditure.

#### Equitable Share:

First tranche of Equitable Share for 2018/19 amounting to R108 121 000 was received in the month of July 2018, And second tranche R 86 279 000 was received in December 2018. Last tranche received in March R64 723 000.

#### Finance Management Grant (FMG):

R1 250 000 received in the month of July 2018, And R 100 473 was incurred as expenses in the month of March 2019.

The FMG Interns were involved in the following activities during the month of March 2019 as part of their training rotation plan:

- One intern in income and budget
- One intern in Expenditure.
- One intern in Internal Audit
- One interns in Supply Chain Management
- One intern in office of the Municipal Manager

The interns will be attending CPMD training as part of the internship agreement with National Treasury.

#### RTSG:

Grants received in August 2018 R 1 705 000.

#### HIV/Aids:

Grants received in August R 4 972 800 and R 3 275 729 in November. Expenses incurred in March 2019 R 64 097.

#### EPWP Projects:

Grants received R1 000 000 expenses incurred for the month of March R 64 359

#### Grant payments to Local Municipalities:

No grant payments were scheduled for local municipalities for the month of March 2019.

### 6.2 Financial Performance

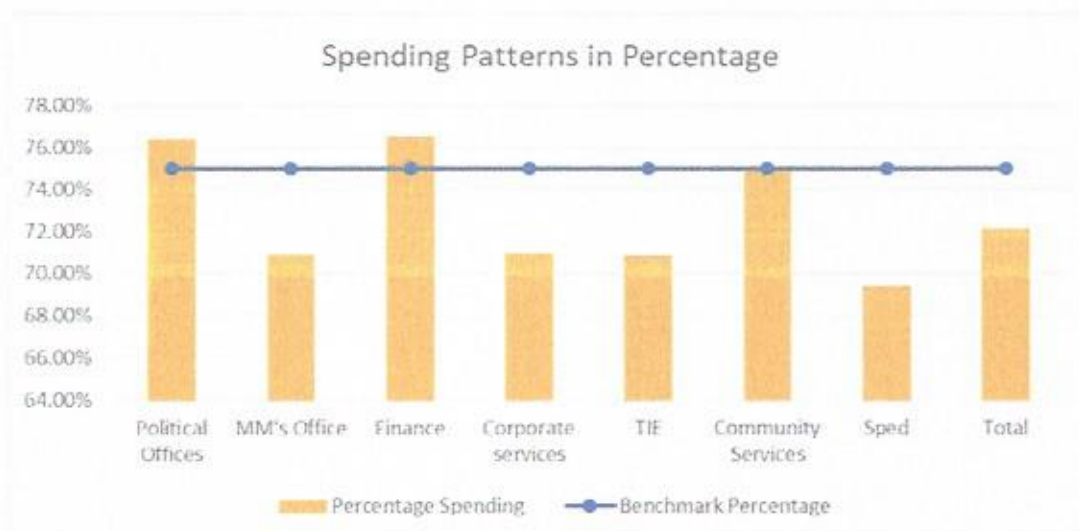
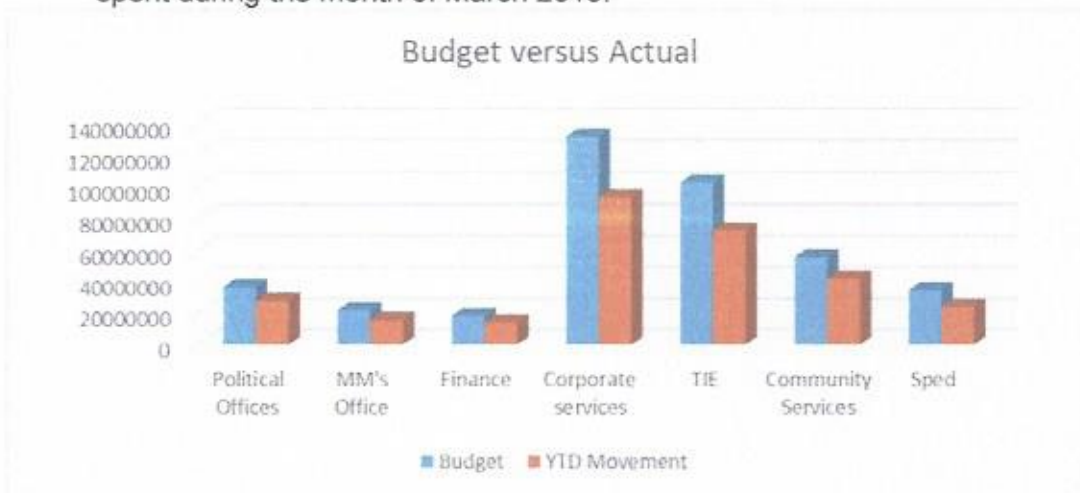
Financial performance shows the results of operations for the given period. It lists sources of revenue and expenses. The statement measures the performance of Council for a given period of time. Surplus or deficit is used to measure financial performance and directly related to the measurement of revenue and expenditure for the reporting period.

Operating expenses are incurred in the course of conducting normal Council business. They are classified by function such as employee related costs, general expenses, finance charges and contributions to provisions.

"See Annexures G, H & I"

a) Actual revenue and expenditure

Annexure "G" represents the organizational Operating Revenue and Expenditure which illustrates that R 73 644 782 was generated in revenue. R 37 729 158 was spent during the month of March 2019.



Annexure "H" represents the Capital expenditure and Revenue sources. Capital expenditure amounted to R 167 722 was funded internally for various moveable assets such as furniture & equipment, computers & printers.

b) Pro-Rata Operating Comparative Analysis (Budget vs. Actual by Cluster)

The Total Performance of the municipality as per our findings and reviews are as follows:

As the month of March 2019 signals the second month of the third quarter of the 2018/19 financial year, spending trends ought to be around 75%. "Other Income" consists of income items such as airfield fuel & fees, IT charges to LMs, profit on sale of assets; skills levy income, tender income as well as recoveries from telephone costs and commission on salaries.

The monthly performance indicates that total operating expenditure rate is standing at 72.11% and revenue is at 6988.21% of the pro rata budget.

Intervention measures:

The Supply Chain Management Unit together with Financial Management both serve on the Contract Management Committee chaired by Corporate Services: Legal & Support to monitor contractual obligations and performance management of service providers.

Cost Containment measures are still in place to cut down on expenditure. Refer to the graphs below

c) Pro-Rata Capital Comparative Analysis (Budget vs. Actual)

The total Capital Budget approved for 2018/2019 amounts to R 3 600 000 is funded internally from reserves (accumulated surplus) as clusters failed to gain external funds for those projects when rolling out Council's capital intensity programme and drive to assist local municipalities.

Details on performance progress on all capital projects are outlined as per "Annexure I."

The spending analysis on own fixed assets as at the end of the month of March 2019 is shown in the table below:-

Description	Original Budget	Adjustment Budget	Current Month	Committed	YTD Movement	Available	%Spent
Furniture and Equipment	250 000	250 000	11 470	0	10617.83 190 814	59 182	18996042
Computers and Printers	650 000	800 000	0	0	622 170	177 830	78.%
Networks	1 064 141	1 200 000	156 252	0	514 135	673 414	43%
Standard Chart of Account Implementation	1 635 859	1 635 859	0	0	1 635 859	0	100.00%
Subtotal	3 600 000	3 885 859	167 722	0	2 962 978	922 881	76%

The indication for capital projects is that all expenses is funded internally for the various components of assets as per the above table.

## Asset Management

A scheduled year-end asset stock take took place and during this stock-take the physical condition and location of assets were verified in order to ensure completeness and accuracy of the fixed asset register. Currently, asset verification stock take takes place twice a year.

No other matters of material significance to report for Asset Management.

## 6.3 Monitoring of Compliance

### *Policy Governance of Municipal Finance and MFMA Compliance*

As part of improving Sedibeng District Municipality's MFMA reporting module, the project plan report indicates our compliance to the requirements as outlined per the MFMA for the financial year 1 July 2018 to 30 June 2019, which has been divided into timeframes of reporting: Annually, Quarterly, Monthly & Ad-hoc.

Finance is pleased to inform the Committee that our obligations in terms of compiling the annual financial statements within the prescripts of GRAP and the requirements of the MFMA have been duly met on time.

It must be noted that the individual Clusters are responsible to action projects and programmes based on their planned OPEX and CAPEX budgets as aligned with their overall SDBIPs. Finance facilitates and supports the Clusters in an overview capacity to ensure that required targets are met. However, without full cooperation of the Clusters in providing substantiation to the comparative reports, Finance cannot completely assure the quality and accuracy of the information disclosed in this report.

See Attached Annexures reflecting detail information:

"A"	–	Debtors Age Analysis
"B"	–	Investment Schedule
"C"	–	Bank Reconciliations
"D"	–	Creditors Age Analysis
"E"	–	Cash Flow Statement
"F"	–	Grants Allocation and Expenditure
"G"	–	Operating Revenue and Expenditure
"H"	–	Capital Expenditure and Revenue Source
"I"	–	Capital Projects Progress
"J"	–	MFMA Compliance

## 7. COMMENTS BY CORPORATE SERVICES

No comments received from Corporate Services.

## 8. COMMENTS BY COMMUNITY SERVICES

No comments received from Community Services.

## 9. COMMENTS BY STRATEGIC PLANNING AND ECONOMIC DEVELOPMENT

No comments received from Strategic Planning and Economic Development.

10. COMMENTS BY TRANSPORT, INFRASTRUCTURE AND ENVIRONMENT

No comments received from Transport, Infrastructure and Environment.

**RECOMMENDED:**

THAT the financial management report as at the end **March 2019** as per attach annexure "A" to "J" be considered as prescribed by section 54(1) of the Local Government: Municipal Finance Management Act, 56 of 2003.



\_\_\_\_\_  
MR. J KASVOSVE  
CHIEF FINANCIAL OFFICER

\_\_\_\_\_  
CLLR. P B TSOTETSI  
MMC FOR FINANCE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date