



CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

NAVRAE/ENQUIRIES/IMIBUZO:
TELEFOON/TELEPHONE/UMNXEBA:
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Alexanderstraat 46 Alexander Street
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STELLENBOSCH
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18 October 2017

Western Cape Auditor General
Private Bag X1
Chempet
7442

Sir

REPORT OF ALL WITHDRAWALS MADE IN TERMS OF THE MFMA SECTION 11 (1) (b) to (j)

In terms of Section 11 (1) (b) to (j), only the accounting officer or the chief financial officer of a municipality, or any other senior financial official of the municipality acting on the written authority of the accounting officer, may withdraw money or authorise the withdrawal of money from any of the municipality's bank accounts, and may do so only—

- (b) *To defray expenditure authorised in terms of section 26(4);*
- (c) *To defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1);*
- (d) *In the case of a bank account opened in terms of section 12, to make payments from the account in accordance with subsection (4) of that section;*
- (e) *To pay over to a person or organ of state money received by the municipality on behalf of that person or organ of state, including—*
 - (i) *Money collected by the municipality on behalf of that person or organ of state by agreement; or*
 - (ii) *Any insurance or other payments received by the municipality for that person or organ of state;*
- (f) *To refund money incorrectly paid into a bank account;*
- (g) *To refund guarantees, sureties and security deposits;*
- (h) *For cash management and investment purposes in accordance with section 13;*
- (i) *To defray increased expenditure in terms of section 31; or*
- (j) *For such other purposes as may be prescribed.*

Section 11 (4) of the said Act, determines that the accounting officer must within 30 days after the end of each quarter –

- (a) Table on the municipal council a consolidated report of all withdrawals made in terms of subsection (1) (b) to (j) during that quarter; and

Alle korrespondensie moet aan die Munisipale Bestuurder gerig word/

All correspondence to be addressed to the Municipal Manager/Yonke imbalelwano mayithunyelwe kuMlawuli kaMasipala
Telefoon/Telephone/Umnxeba: 0861 265 263 • E-pos/E-mail/IE-mail: admin@capewinelands.gov.za • Faks/Fax/IFeksi: 023 342 8442

(b) Submit a copy of the report to the relevant provincial treasury and the Auditor General.

With the aim of complying with Section 11(4)(b) of the MFMA, copies of the Report under discussion is attached as follows:

(a) Quarter ending 30 September 2017 (Annexure "A")

Yours faithfully



Municipal Manager (Acting)
MS FA DU RAAN-GROENEWALD

BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET

Municipal Finance Management Act, section 11(4)

Consolidated Quarterly Report for period 01/07/2017-30/09/2017



Date	Payee	Amount in R'000	Description and Purpose (including section reference e.g. sec 11(f))	Authorised by (name)
July - September	ABSA	95,000	Section 11 (h) Investments made	M Mgajoi/ F van Eck/ FA du Raan-Groenewald
July - September	FNB	68,000	Section 11 (h) Investments made	M Mgajoi/ F van Eck/ FA du Raan-Groenewald
July - September	INVESTEC	37,000	Section 11 (h) Investments made	M Mgajoi/ F van Eck/ FA du Raan-Groenewald
July - September	NEDCOR	80,000	Section 11 (h) Investments made	M Mgajoi/ F van Eck/ FA du Raan-Groenewald
July - September	STANDARD BANK	52,000	Section 11 (h) Investments made	M Mgajoi/ F van Eck/ FA du Raan-Groenewald
July - September	Nedbank	120	Section 11 (h) Payments to call account	M Leschi/ C/JM Arangle
July - September	Bontias	350	Section 11(i) Payments for such other purposes as may be prescribed from time to time	C/JM Arangle
July - September	Keyhealth	942	Section 11(i) Payments for such other purposes as may be prescribed from time to time	C/JM Arangle
July - September	LA Health Medical Scheme	260	Section 11(i) Payments for such other purposes as may be prescribed from time to time	C/JM Arangle
July - September	Hosmed Medical Aid	9	Section 11(i) Payments for such other purposes as may be prescribed from time to time	C/JM Arangle
July - September	SAMWU Med Medical Scheme		Section 11(i) Payments for such other purposes as may be prescribed from time to time	C/JM Arangle

Instructions for completing this report:

The Accounting Officer must include information motivating the non-budgetted withdrawals, action taken to rectify the breach and identify how funding will be sourced through an Adjustments Budget. This motivation can be an additional report to council or incorporated into the table above by inserting additional space.

This report must be tabled in Council within 30 days after the end of each quarter where a withdrawal occurs.

Withdrawals that must be reported each quarter:

- Section 11(b) - Expenditure authorised by the MEC for finance in terms of section 26 (4) when a municipality has failed to approve a budget by 30 June;
- Section 11(c) - Unforeseeable and unavoidable expenditure authorised by the mayor in terms of section 29 (1);
- Section 11(d) - Payments from a trust, charitable or relief fund without budget appropriation in terms of section 12(4);
- Section 11(e) - Payments to a person or organ of state of money received by the municipality on behalf of that person or organ of state, including (i) money collected by the municipality on behalf of that person or organ of state by agreement, or (ii) any insurance or other payments received by the municipality for that person or organ of state;
- Section 11(f) - Refund money incorrectly paid into a bank account;
- Section 11(g) - Refund guarantees, sureties and security deposits;
- Section 11(h) - Payments for cash management and investment purposes in accordance with section 13;
- Section 11(i) - To defray increased expenditure on a multi-year capital project in terms of section 31;
- Section 11(j) - Payments for such other purposes as may be prescribed from time-to-time.

Distribution:

- Table this report in a full council meeting, including additional motivation on action taken to rectify, within 30 days after the end of each quarter (section 11(4));
- Submit a copy to the relevant National Treasury, provincial treasury and the Auditor-General