



# 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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08 July 2019

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](mailto: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 June 2019 (Annexure "A")

Yours faithfully



**Municipal Manager**  
**Mr. Henry Prins**



# BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET

## Municipal Finance Management Act, section 11(4)

Consolidated Quarterly Report for period 01/04/2019-30/06/2019



Date	Payee	Amount in R'000	Description and Purpose (including section reference e.g. sec 11(f))	Authorised by (name)
April - June	ABSA	55 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
April - June	FNB	45 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
April - June	INVESTEC	55 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
April - June	NEDCOR	38 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
April - June	STANDARD BANK	50 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
April - June	Nedbank	23 000	Section 11 (h) Payments to call account	M Lesch / C Roland
May	C N DU PLESSIS	2	Section 11(f) - Refund money	C Roland
June	L.Indriena Entrepreneurs	9	Section 11(f) - Refund money	C Roland
January - March	Bonitas	144	Section 11(j) Payments for such other purposes as may be prescribed from time to time	CJM Arangie
January - March	Keyhealth	381	Section 11(j) Payments for such other purposes as may be prescribed from time to time	CJM Arangie
January - March	LA Health Medical Scheme	1 010	Section 11(j) Payments for such other purposes as may be prescribed from time to time	CJM Arangie
January - March	Hosmed Medical Aid	324	Section 11(j) Payments for such other purposes as may be prescribed from time to time	CJM Arangie
January - March	SAMVUMED	5	Section 11(j) Payments for such other purposes as may be prescribed from time to time	CJM Arangie

### Instructions for completing this report:

The Accounting Officer must include information motivating the non-budgeted 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
  - money collected by the municipality on behalf of that person or organ of state by agreement; or
  - 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