



CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

NAVRAE/ENQUIRIES/IMIBUZO:
TELEFOON/TELEPHONE/UMNXEBA:
FAKS/FAX/IFEKSI:
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Alexanderstraat 46 Alexander Street
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STELLENBOSCH
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16 January 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 • 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 31 December 2018 (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 01/10/2018-31/12/2018

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Date	Payee	Amount in R'000	Description and Purpose (including section reference e.g. sec 11(f))	Authorised by (name)
October - December	ABSA	15 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
October - December	FNB	15 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
October - December	INVESTEC	15 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
October - December	NEDCOR	74 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
October - December	STANDARD BANK	37 000	Section 11 (h) Investments made	FA du Raan-Groenewald / HF Prins
October - December	Nedbank	9 000	Section 11 (h) Payments to call account	M Lesch / C Roland
October - December	Department of Transport and Public	4	Section 11(f) - Refund money	C Roland
October - December	Bonitas	115	Section 11(j) Payments for such other purposes as may be prescribed from time-to-time	CJM Arangie
October - December	Keyhealth	353	Section 11(j) Payments for such other purposes as may be prescribed from time-to-time	CJM Arangie
October - December	LA Health Medical Scheme	933	Section 11(j) Payments for such other purposes as may be prescribed from time-to-time	CJM Arangie
October - December	Hosmed Medical Aid	295	Section 11(j) Payments for such other purposes as may be prescribed from time-to-time	CJM Arangie
October - December	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 (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 a motion 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