Quarterly Borrowing Monitoring Return Form
(Version 210405_1300)

Purpose

In terms of Circular 26 of the Municipal Finance Management Act (MFMA), municipalities are required to submit the borrowing form upon completion.
National Treasury (NT) uses this information to analyse the overall municipal borrowing market with a view to increasing access to capital for infrastructure projects.
This will enable National Treasury to make proper analysis that informs policy developments on the overall municipal borrowing market
This will assist NT to provide sound advice to municipalities that intend to incur additional borrowings as required by section 46(3)(a)(ii) of the MFMA.

Format of Return Form:

The return is an Excel spreadsheet with three worksheets (loans, bonds and instructions) and must be submitted electronically each quarter to National Treasury even if the municipality has no borrowings to report.
The database is expecting specific data with specific attributes, the templates should not be changed. If this is not found, problems will arise.
This return form must be submitted each quarter within 15 working days of the end of the quarter.
Ensure the file is saved in the correct format (Muncde_BM_ccyy_Qn.xls) by selecting the correct MunCode, Financial year, period and NO in the case of a NIL return from the drop-down lists.

You may use the inbuilt macro to automatically save using the correct file name. Simultaneously press Shift+Ctrl+S (With "Caps Lock" off) to invoke the macro.
Email the Excel (.xls) file to lgdatabase@treasury.gov.za with a subject heading of Financial Reporting Database Input.

Loans/ bonds worksheets

The loans worksheet requires each individual loan instrument to be listed and certain attributes for each completed. The columns are wide enough to display the full descriptions of the drop down lists. This worksheet has been protected.

- All figures are to be entered in whole Rands
- All figures are to be entered as positive (+)

The form is according to the municipal financial year

Column Heading	Instruction
Municipal Code	Select Municipal Code from dropdown list
Financial Year End	Select Financial Year from dropdown list.
Quarter	Select Quarter from dropdown list.
Loans	Select Yes for Loans and No if no loans exist.
Loan Instr No.	The loan instrument number is the system number. This is a unique number and should always remain the same for a particular borrowing instrument.
Muni loan ref No.	The municipality loan reference number is the number that the municipality and the lending institution use to identify the particular instrument.
Start Date (ccyy/mm/dd)	The start date of the loan must be completed in the format stated in the column heading.
Planned End Date (ccyy/mm/dd)	The end date of the loan must be completed in the format stated in the column heading.
Term Unit	This is the auto-generated column that indicated whether the loan is a short or long term. **Do not input data on this column.**
Term Value	This is the auto-generated column that indicated the tenure of the loan. **Do not input data on this column.**
Principal Debt raised at the inception	The amount of the loan (capital). The amount should be typed in full rand currency.
Council Resolution Date (ccyy/mm/dd)	The date of the council resolution for the particular loan.
Loan/General Fees	All the admin and other fees associated with the raising of the loan. This could be tender costs, advertising, consultant fees etc.
Commitment Fees	Fees that a lender charges a borrower to keep a line of credit open, or to guarantee a loan at a certain future date even though the credit is not being used at that particular time.
Debt Type	Select from the drop down list: ST - Bank Overdraft (01). Overdrafts payable within 12 months ST - Other Short-Term Loans (02). Short term loans maturing within 12 months ST - Other Securities (06). Any other instrument that is maturing within 12 months and is not included in the list LT - Long-Term Loans (07). Loans maturing over 12 months and used to acquire/build Property, Plant and Equipment LT - Instalment Credit (08). Higher Purchase Instalment. LT - Financial Leases (09). This is an agreement between a finance institution and a municipality whereby the municipality is given use of an asset for an agreed rental amount over a fixed period of time. The municipality must keep the asset for the full LT - Other Securities (14). Any other instrument not included in the list that that is used to finance capital assets and matures over 12 months.
Debt Raised for	Select from the drop down list.
Security	Select from the drop down list.
Loan Source	Select from the drop down list.
Institution	Select from the drop down list.
Loan Purpose	Select from the drop down list.
Amortization Structure	Select from the drop down list.
Type of Interest	Select from the drop down list.
Timing of Interest payment	Select from the drop down list.
Columns T – Y apply to Quarter and Financial year selected to report on.	
% Interest Rate (2 dec) Per Annum	Interest rate charged that Quarter
Interest Paid This Quarter	Amount of interest in Rand value that was paid that quarter
Balance at Begin of Quarter	Opening balance at the beginning of Quarter
Debt Repaid or Redeemed This Quarter	From the total amount that was paid to service the debt, how much of it has contributed into reducing the principal or capital that Quarter
Additional Principal Accrued This Quarter	Any **additional** drawdowns claimed that Quarter
Balance at End of Quarter	Closing balance at end of Quarter

Bond worksheet

This section describes the columns that are specific to bonds only.

Arranger Fees	Fees paid to the lead arranger of the bond
Bond Type	Select from the drop down list
Bond Raised for	Select from the drop down list.
Name of Lead Arranger	Name of the bank that arranged the bond
Bond Purpose	Select from the drop down list
% Coupon Rate (2 dec) Per Annum	Coupon rate fixed at date of issuing the bond

Reference No	Planned End Date	Start Date	Loan Term Year/Month	Term	Principal Debt raised at the Inception	Council Resolution Date	Loan Fees	Commitment Fees	Loan Type	Loan Raised for	Loan Source	Loan Institution	Loan Security	Loan Purpose	Amortisation Structure	Type of Interest	Timing of Interest	% Interest Rate Per Annum	Interest Paid This Quarter	Balance at Begin of Quarter	Debt Repaid or redeemed This Quarter	Additional Interest Accrued This Quarter	Balance at End of Quarter
1 2009	2009/09/30	2010/03/31	Y	10	24,231,000	29/02/96			LT - Long-Term Loans (07)	Convert Existing Borrowing (01)	Development Bank of SA (02)	DBSA	None (06)	Other (08)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	13.63			0	0	0
2	2010/12/31	1984/12/31	Y	20	145,000	1996/06/01			LT - Long-Term Loans (07)	Consolidation of Existing Borrowing (03)	Development Bank of SA (02)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	13.58			0	0	0
3 R 9	1977/06/01	2008/12/31	Y	30	200,000	1977/06/01			LT - Long-Term Loans (07)	Consolidation of Existing Borrowing (03)	Development Bank of SA (02)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	9.75			0	0	0
4 R 10	1977/06/01	2008/12/31	Y	30	72,261	1977/06/01			LT - Long-Term Loans (07)	Consolidation of Existing Borrowing (01)	Development Bank of SA (02)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	10.25			0	0	0
5 R 11	1977/06/30	2009/06/30	Y	28	485,000	1999/06/30			LT - Long-Term Loans (07)	Consolidation of Existing Borrowing (03)	Infrastructure Finance Corporation (94)	INCA	None (06)	Provision of Infrastructure (84)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	11.50			0	0	0
6 6100/0464R13	2008/06/30	2009/06/30	Y	15	3,000,000	1999/06/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (10)	DBSA	None (06)	Provision of Infrastructure (81)	Annuity/Compound (50)	Fixed (81)	Semi-annually (92)	9.45	9.48		571,376	11,835,106	0	11,217,108
7 6100/0745R14	2008/06/30	2008/06/30	Y	20	7,000,000	2008/06/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (10)	DBSA	None (06)	Provision of Infrastructure (81)	Annuity/Compound (50)	Fixed (81)	Semi-annually (92)	9.58	9.58	184,307	6,521,081	392,905	0	8,127,101
8 6100/0744R15	2008/06/30	2008/06/30	Y	20	5,000,000	2008/06/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (70)	DBSA	None (06)	Other (08)	Annuity/Compound (50)	Fixed (81)	Semi-annually (92)	5.00	14.24	289,827	4,038,600	119,370	0	3,823,000
9 6100/0045R16	2010/09/30	2030/09/30	Y	20	1,500,000	2030/09/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (70)	DBSA	None (06)	Provision of Infrastructure (81)	Annuity/Compound (51)	Fixed (81)	Semi-annually (92)	14.24	18.75	78,925	7,080,776	93,395	0	1,932,306
10 6100/0045R17	2010/09/30	2030/09/30	Y	20	4,500,000	2030/09/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (70)	DBSA	None (06)	Provision of Infrastructure (81)	Annuity/Compound (81)	Fixed (81)	Semi-annually (92)	18.75	11.67	34,448	575,699	209,347	0	1,095,306
11 6100/0045R18	2012/09/30	2022/09/30	Y	12	4,000,000	2009/09/30			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (00)	DBSA	None (08)	Acquisition of Specialised Vehicles (94)	Annuity/Constant (81)	Fixed (81)	Semi-annually (92)	11.67	12.00	390,340	6,195,455	148,848	0	5,905,001
12 6100/0045R19	2011/07/29	2031/07/29	Y	20	401,000	2011/06/29			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (03)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (01)	Fixed (01)	Semi-annually (92)	12.00	8.75	304,266	8,941,601	297,102	0	8,644,000
13 6100/0831R20	2031/07/29	2031/07/29	Y	20	488,000	2011/06/29			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (03)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (01)	Fixed (01)	Semi-annually (92)	8.75	11.89	100,523	1,716,749	354,632	0	1,611,001
14 6100/0600R21	2011/07/29	2023/12/29	Y	12	8,000,000	2011/06/29			LT - Long-Term Loans (07)	New Borrowing (04)	Development Bank of SA (03)	DBSA	None (06)	Provision of Infrastructure (01)	Annuity/Compound (01)	Fixed (01)	Semi-annually (92)	11.89	0.00		0		0	0
15 5-0000-0008	2014/06/31	2014/07/04	M	4		2014/07/04			ST - Bank Overdraft (01)	New Borrowing (04)	Banks (02)	ABSA	None (06)	Other (08)	Other (03)	Variable (02)	Monthly (04)	0.00						
TOTAL																		4.607851782	1,965,330	61,803,520	2,233,490	0	38,672,183

BM: EXTERNAL DEBT CREATED, REPAID OR REDEEMED AND EXPECTED BORROWING

Municipality	Year End	Quarter	Bonds														
GT423		2020 Q2 Oct-Dec	No														
Bond Instrument No	Bond Code	Start Date (ccyy/mm/dd)	Planned End Date (ccyy/mm/dd)	Bond Term Year/Month/Day	Term Value (no)	Issue (Total Principal Approval) (Rand)	Council Resolution Date (ccyy/mm/dd)	General Fees (Rand)	Arranger Fees (Rand)	Bond Type	Bond Security	Name of Lead Arranger	Bond Purpose	Amortization Structure	Type of coupon
1					0										
2					0										
3					0										
4					0										
5					0										
6					0										
7					0										
8					0										
9					0										
10					0										
11					0										
12					0										
13					0										
14					0										
15					0										
16					0										
17					0										
18					0										
19					0										
20					0										
21					0										
22					0										
23					0										
24					0										
25					0										
26					0										
27					0										
28					0										
29					0										
30					0										
31					0										
32					0										
33					0										
34					0										
35					0										
36					0										
37					0										
38					0										
39					0										
40					0										
41					0										
42					0										
43					0										
44					0										
45					0										
46					0										
47					0										
48					0										
49					0										
50					0										
51					0										
52					0										
53					0										
54					0										
55					0										
56					0										
57					0										
58					0										
59					0										
60					0										
61					0										
62					0										

BM: EXTERNAL DEBT CREATED, REPAID OR REDEEMED AND EXPECTED BORROWING

Municipality	Year End						
GT423	2020						
Bond		Timing of	% Coupon	Coupon Paid	Balance at Begin	Debt Repaid or redeemed	Balance at End
Instrument	Bond	coupon	Rate (2 dec)	This Quarter	of Quarter	This Quarter	of Quarter
No	Code	payment	Per Annum	(Rand)	(Rand)	(Rand)	(Rand)
1							0
2							0
3							0
4							0
5							0
6							0
7							0
8							0
9							0
10							0
11							0
12							0
13							0
14							0
15							0
16							0
17							0
18							0
19							0
20							0
21							0
22							0
23							0
24							0
25							0
26							0
27							0
28							0
29							0
30							0
31							0
32							0
33							0
34							0
35							0
36							0
37							0
38							0
39							0
40							0
41							0
42							0
43							0
44							0
45							0
46							0
47							0
48							0
49							0
50							0
51							0
52							0
53							0
54							0
55							0
56							0
57							0
58							0
59							0
60							0
61							0
62							0

BM: EXTERNAL DEBT CREATED, REPAID OR REDEEMED AND EXPECTED BORROWING

Municipality	Year End	Quarter	Bonds												
GT423	2020	Q2 Oct-Dec	No												
Bond Instrument No	Bond Code	Start Date (ccyy/mm/dd)	Planned End Date (ccyy/mm/dd)	Bond Term Year/Month/ Day	Term Value (no)	Issue (Total Principal Approval) (Rand)	Council Resolution Date (ccyy/mm/dd)	General Fees (Rand)	Arranger Fees (Rand)	Bond Type	Bond Security	Name of Lead Arranger	Bond Purpose	Amortization Structure	Type of coupon
63					0										
64					0										
65					0										
66					0										
67					0										
68					0										
69					0										
70					0										
71					0										
72					0										
73					0										
74					0										
75					0										
76					0										
77					0										
78					0										
79					0										
80					0										
81					0										
82					0										
83					0										
84					0										
85					0										
86					0										
87					0										
88					0										
89					0										
90					0										
91					0										
92					0										
93					0										
94					0										
95					0										
96					0										
97					0										
98					0										
99					0										
100					0										
TOTAL															

BM: EXTERNAL DEBT CREATED, REPAID OR REDEEMED AND EXPECTED BORROWING

Municipality	Year End							
GT423	2020							
Bond		Timing of	% Coupon	Coupon Paid	Balance at Begin	Debt Repaid or redeemed	Balance at End
Instrument	Bond	coupon	Rate (2 dec)	This Quarter	of Quarter	This Quarter	of Quarter
No	Code	payment	Per Annum	(Rand)	(Rand)	(Rand)	(Rand)
63							0
64							0
65							0
66							0
67							0
68							0
69							0
70							0
71							0
72							0
73							0
74							0
75							0
76							0
77							0
78							0
79							0
80							0
81							0
82							0
83							0
84							0
85							0
86							0
87							0
88							0
89							0
90							0
91							0
92							0
93							0
94							0
95							0
96							0
97							0
98							0
99							0
100							0
TOTAL			0	0	0	0	0