

# How Money Flows

## Bank Accounts

### South Africa - Investec

Account	Entity	Used For
Operating Account	James La Porta Inc	Patient revenue, medical supplier payments, SARS payments
Operating Account	Saint Raphael	Staff salaries, non-medical supplier payments, management expenses

**Your access:** None currently. You can view via Xero bank feeds, but you cannot load or release payments in Investec.

### United Kingdom - Barclays

Account	Entity	Used For
Debit Account	Sanctura Ltd	Operations, salaries, patient receipts
Credit Card (Amanda)	Sanctura Ltd	Purchases, 600 GBP limit
Credit Card (Maria)	Sanctura Ltd	Purchases, 600 GBP limit

**Your access:** Kinari manages UK banking. You monitor via Xero.

### United Kingdom - Revolut

Account	Entity	Status
Operations	Sanctura Ltd	KYC pending, managed by Kinari

## Payment Controls

This is critical to understand. There is a strict dual-control system:

### SA Supplier Payments (Non-SARS)

1. You receive and reconcile supplier invoice
2. You prepare a payment schedule (amounts, bank details, references)
3. You give the schedule to Grant
4. Grant loads the payment into Investec
5. Grant or Yaseen releases the payment

### SARS Payments (VAT, Income Tax)

1. Inaura calculates VAT/PAYE
2. You review the calculation
3. You give the go-ahead and prepare the payment details

4. Grant loads the payment into Investec
5. Only James can release SARS payments - follow up with him

**Why this matters:** James has Level 4 banking access - no one else can release tax payments. If James is unavailable, SARS payments are stuck. Flag any upcoming SARS payments to Grant early so we can coordinate James's availability.

## UK Payments

1. Invoice received
2. Kinari processes through Barclays
3. You monitor via Xero

UK payments are handled by Kinari - you don't need to process them directly.

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## Revenue Flow

### South Africa

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Patients pay for services
--> Revenue into Inc (Investec)
--> Inc pays medical suppliers
--> Saint Raphael invoices Inc for management services
--> Saint Raphael pays staff, operations, non-medical suppliers
```

### United Kingdom

```
Patients pay for services
--> Revenue into Sanctura Ltd (Barclays)
--> Sanctura Ltd pays UK suppliers, staff
--> Sanctura Ltd receives invoices from Saint Raphael for management services
```

## Inter-Company

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Saint Raphael --> invoices Inc (management services)
Saint Raphael --> invoices Sanctura Holdings (management services)
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These inter-company invoices are important for the correct distribution of costs and revenue across entities.

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## Cash Flow Monitoring

**Your responsibility:** Monitor SA bank balances and flag any concerns.

Key things to watch:

- **Sufficient funds for payroll** - salaries must always be paid on time
  - **SARS payment timing** - advise when there's enough in the account, then coordinate release with James
  - **Supplier payment timing** - batch payments weekly, don't let suppliers fall too far behind
  - **UK balance** - monitor via Xero, flag any concerns to Grant who will coordinate with Kinari
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**Supplier Payment Rhythm**

Activity	Frequency	Detail
Receive supplier invoices	Ongoing	Log them as they arrive
Reconcile to PO/delivery	Before payment	Ensure goods/services were received
Prepare payment schedule	Weekly	Batch all approved invoices
Grant loads payments	Weekly	You hand the schedule to Grant
Exco releases	Weekly	Grant or Yaseen releases
Monthly supplier review	Monthly	Review aged payables, flag issues