

Reference: RCS/C.5

TREASURY CIRCULAR MUN NO 25 of 2015

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THE MAYOR, CEDERBERG MUNICIPALITY: MS L SCHEEPERS
THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR F SCHIPPERS
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: MR N DE BRUYN
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THE MAYOR, LANGEBERG MUNICIPALITY: MS D GAGIANO
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THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MR CB PUNT
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THE MAYOR, MOSSEL BAY MUNICIPALITY: MS M FERREIRA
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THE MAYOR, OUDTSHOORN MUNICIPALITY: MR G APRIL
THE MAYOR, BITOU MUNICIPALITY: MR M BOOYSEN
THE MAYOR, KNYSNA MUNICIPALITY: MS J WOLMARANS
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THE MAYOR, LAINGSBURG MUNICIPALITY: MR W THERON
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR HT PRINCE

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THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR A PAULSE
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THE HEAD OF SCM, LANGEBERG MUNICIPALITY: MR C HOFFMANN
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THE HEAD OF SCM, HESSEQUA MUNICIPALITY: MR R BENT
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THE HEAD OF SCM, GEORGE MUNICIPALITY: MR B GERICKE
THE HEAD OF SCM, OUDTSHOORN MUNICIPALITY: MR JC LADOUCE
THE HEAD OF SCM, BITOU MUNICIPALITY: MR P PETERS
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 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MS L MCCARTNEY)
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 MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT
 THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT
 THE HEAD OF DEPARTMENT: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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 THE CHIEF DIRECTOR: MFMA IMPLEMENTATION – NATIONAL TREASURY (MR TV PILLAY)

**RE: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT FORUM MEETING 14 AUGUST 2015:
CAPE WINELANDS DISTRICT MUNICIPALITY – MUNICIPAL COUNCIL CHAMBERS**

1. PURPOSE

- 1.1 To inform municipalities of the next Local Government Supply Chain Management Forum meeting that is scheduled to take place on **Friday, 14 August 2015**.
- 1.2 To request all municipalities to submit one (1) name of a representative, preferably the SCM Manager or CFO, who will attend the Supply Chain Management Forum.
- 1.3 Where the senior official is unable to attend the forum meeting, the Municipality may nominate a representative, preferably an official of the Municipality's Supply Chain Management unit.

2. BACKGROUND

- 2.1 To date, the Supply Chain Management forums have taken place on a quarterly basis with the aim of providing additional support to municipalities in the implementation of the provisions of the Municipal Finance Management Act No. 56 of 2003 and other applicable legislations relating to Supply Chain Management.

- 2.2 The forum further seeks to be a co-operative endeavor between the Provincial Treasury and municipalities with the view to share experiences and best practices. The forum meetings have been a success and have been supported by all 30 municipalities within the Western Cape.
- 2.3 The Local Government Supply Chain Management (LG:SCM) Directorate of the Provincial Treasury has scheduled the next SCM Forum meeting to take place on **Friday, 14 August 2015, in Worcester at the Municipal Council Chambers of the Cape Winelands District Municipality**. The Supply Chain Management Forum meeting will commence at 08:00 am ending at 14:00 pm.

3. AGENDA ITEMS TO BE DISCUSSED

- 3.1 The Provincial Treasury will afford the municipalities the opportunity to forward their proposed agenda items or issues to be addressed at the forum meeting.
- 3.2 Should a Municipality wish to forward any proposed agenda items for discussions, they can do so via email or fax no later than **Tuesday, 30 July 2015**.
- 3.3 The agenda items includes but will not be limited to the following:
- 3.3.1 **Feedback on items of previous SCM Forum Meeting: 15 May 2015**
- Minutes of the previous SCM Forum Meeting
- 3.3.2 **SCM GOVERNANCE**
- BBBEE Codes of Good Practice
- 3.3.3 **SCM GOVERNANCE**
- SIU's role, mandate i.t.o Municipal SCM Governance
- 3.3.4 **STRATEGIC PROCUREMENT**
- Application of Procurement Plans
- 3.3.5 **SCM CAPACITATION**
- Asset Management: IDMS
- 3.3.6 **SCM TECHNOLOGY**
- Western Cape Supplier Database Project - Business Intelligence Reports

3.3.7 Feedback and Way Forward

- National Treasury's Centralise Database / E – Portal System; and
- ETD Programme

4. REQUEST

- 4.1 Municipalities are requested to forward the name, designation and contact details of the representative, who will be attending the Supply Chain Management Forum meeting.
- 4.2 It will be highly appreciated if these details are submitted not later than **Monday, 3 August 2015**, via e-mail to Letitia.Sallies@westerncape.gov.za.
- 4.3 Any enquiries in this regard may be directed to **Ms Letitia Sallies and or Mr Dalleel Jacobs on (021) 483 3180 and 021 483 4149**, respectively.

Your co-operation will be highly appreciated.



MR RODNEY MOOLMAN

DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT

DATE: 9 July 2015