



Reference: RCS/C.5

TREASURY CIRCULAR MUN NO 31/2016

THE MAYOR, CITY OF CAPE TOWN: MS P DE LILLE
THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: MR JH CLEOPHAS
THE MAYOR, MATZIKAMA MUNICIPALITY: MS G STEPHAN
THE MAYOR, CEDERBERG MUNICIPALITY: MR J BARNARD
THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR M KOEN
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: MS H VON SCHLICHT
THE MAYOR, WITZENBERG MUNICIPALITY: MR BC KLAASEN
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MR CJ POOLE
THE MAYOR, STELLENBOSCH MUNICIPALITY: MS G VAN DEVENTER
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MS A STEYN
THE MAYOR, LANGEBERG MUNICIPALITY: MR HM JANSEN
THE MAYOR, OVERBERG DISTRICT MUNICIPALITY: MR S FRANKEN
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MS C.JM VOSLOO
THE MAYOR, OVERSTRAND MUNICIPALITY: MR RJ SMITH
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR PJ SWART
THE MAYOR, SWELLENBAM MUNICIPALITY: MR NG MYBURGH
THE MAYOR, EDEN DISTRICT MUNICIPALITY: MR M BOOYSEN
THE MAYOR, KANNALAND MUNICIPALITY: MS M BARRY
THE MAYOR, HESSEQUA MUNICIPALITY: MR G RIDDELS
THE MAYOR, MOSSEL BAY MUNICIPALITY: MR HJ LEVENDAL
THE MAYOR, GEORGE MUNICIPALITY: MR MG NAIK
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR CF SYLVESTER
THE MAYOR, BITOU MUNICIPALITY: MR MP LOBESE
THE MAYOR, KNYSNA MUNICIPALITY: MS E BOUW-SPIES
THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: MR N CONSTABLE
THE MAYOR, LAINGSBURG MUNICIPALITY: MR AA MARTHINUS
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR K MALOOI

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR A EBRAHIM
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR H PRINS
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR G PEKEUR (ACTING)
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR J FRANCE (ACTING)
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: ADV H LINDE
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR J MARAIS (ACTING)
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT MUNICIPALITY: MR M MGAJO
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: MR J CARSTENS (ACTING)
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MR R BOSMAN (ACTING)
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS (ACTING)
THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI
THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR D BERETTI
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR HSD WALLACE
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR C GROENEWALD
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR D O'NEILL
THE MUNICIPAL MANAGER, SWELLENBAM MUNICIPALITY: MR CM AFRICA
THE MUNICIPAL MANAGER, EDEN DISTRICT MUNICIPALITY: MR GW LOUW
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR R STEPHENS (ACTING)
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MR H HILL (ACTING)

THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR A PAULSE (ACTING)
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR M MEMANI (ACTING)
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR C MATTHEUS (ACTING)
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR S JOOSTE
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLIAMS
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR H METTLER
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR K JACOBY
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THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR R ONTONG (ACTING)
THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR B BROWN
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT MUNICIPALITY: MR J TESSELAAR
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR D LOUW
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MS S REYNEKE-NAUDE
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THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS HJ VILJOEN
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR MK BOTHA
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: MR K JORDAAN
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR F LÖTTER
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR M MEMANI (ACTING)
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MR L FOURIE (ACTING)
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR R DE BRUYN (ACTING)
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR J NEETHLING
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR F SABBAT

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THE DEPUTY DIRECTOR GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MR A HARDIEN)
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THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR ML BOOYSEN)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR E JOHANNES) (ACTING)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR Z ZONYANE) (ACTING)
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THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MS R ESACK) (ACTING)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT

THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT

THE CHIEF DIRECTOR: LOCAL GOVERNMENT BUDGET ANALYSIS – NATIONAL TREASURY (MR J HATTINGH)

THE CHIEF DIRECTOR: MFMA IMPLEMENTATION – NATIONAL TREASURY (MR TV PILLAY)

REVENUE MANAGEMENT MASTER CLASS: 7 AND 8 NOVEMBER 2016

1. PURPOSE

This circular is to invite Municipal Councillors, Municipal Managers, Chief Financial Officers and Senior Technical Financial Managers to the 2016 Revenue Management Master Class hosted by WC Provincial Treasury and facilitated by USB Executive Development (University of Stellenbosch) on 7 and 8 November 2016.

The Master Class will equip municipalities with the necessary methods; tools and advice to strengthen municipal revenue management and to best manage local government revenues given our constraint economic environment. The WC MEC for Finance, representatives from National Treasury, South African Local Government Association, National Department Public Works and Office of the Valuer General will be part of the presentations to highlight sustainable transformation to STRENGTHEN MUNICIPAL REVENUE MANAGEMENT.

Municipal Councillors, Municipal Managers, Chief Financial Officer/BTO Directors and Senior Technical financial managers are encouraged to accept this invitation, limited to three officials per municipality.

2. BACKGROUND

In terms of section 5(3) of the Municipal Finance Management Act (Act 56 of 2003), the Provincial Treasury is mandated to assist, guide and monitor and enforce compliance to the said Act.

As part of its mandate to capacitate municipalities the Western Cape Provincial Treasury, co-hosted a Revenue Management Master Class with USB Executive Development (USB-ED) and the School of Public Leadership (SPL) during November 2015 for Western Cape municipalities. Several leaders in the field congregated to analyse and discuss best practices in the industry. The Master Class provided a platform to debate, educate and share experiences that influenced revenue raising capabilities and management strategies in municipalities.

The success of the 2015 class and the continued economic pressures created the need for Provincial Treasury – Chief Directorate Local Government Public Finance to host a second Revenue Management Master Class. A delegation of 70 participants including councillors, municipal managers, chief financial officers and senior technical financial officials are the target audience.

The 2 days will primarily focus on:

- *Empowering municipalities with practical and operational information on how to best manage Local Government Revenues;*
- *A Customer Centricity approach embedding sound revenue management planning and responsible customers;*
- *Design and Innovative Revenue Business Models to strengthen the link between strategic long term planning, budgeting and financial viability; and*
- *The impact of recent case law and how municipalities can use this to benefit or to their advantage.*

3. GOALS AND OBJECTIVES

The goal of this master class is to achieve sound financial management capacity at municipalities within the Western Cape Province and in doing so to ensure that effective Revenue Management principles and controls are in place as prescribed by section 64 of the MFMA.

To realise this, the following objectives are set for this intervention:

- a) To provide accredited training via the Revenue Management Master Classes to empower municipalities with practical and operational information on how to STRENGTHEN MUNICIPAL REVENUE MANAGEMENT;
- b) Sound revenue management planning and making customers accountable and responsible to pay for municipal services; and
- c) Municipalities to develop multi-year action plans to strengthen the relationship between strategic long-term planning, budgeting and financial viability long term planning, budgeting and financial viability.

4. LOGISTICS

4.1 The details of the upcoming workshop are as follows:

Date: 7 and 8 November 2016 (Monday - Tuesday)

Venue: SANTE HOTEL AND SPA
La Bella Vita Wine Estate
Simonsvlei Road
Paarl
Contact: +27 (0)74 149 3388

Time: 08:00 – 16:00 (Daily)

4.2 The training costs are funded by the WC Provincial Treasury and do not include travel and accommodation costs of delegates. Hence, each attendee is required to co-ordinate their own travel and accommodation arrangements.

5. CONFIRMATION/CORRESPONDENCE

Confirmation of attendance should reach the Secretariat at the Provincial Treasury by no later than **21 October 2016**. Please direct your communication to:

Attention: Bulelwa Nyandeni

Tel: 021 483 9194/6299

Fax: 021 483 4411/7356

Email: Bulelwa.Nyandeni@westerncape.gov.za

Or

Attention: Ezra Paulse

Tel: 021 483 6073/6299

Fax: 021 483 4411/7356

Email: Ezra.Paulse@westerncape.gov.za

Your co-operation in this regard will be highly appreciated.



MR E JOHANNES

ACTING DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP 1)

DATE: 13 October 2016