



Reference: RCS/C.5

TREASURY CIRCULAR MUN NO 35 of 2016

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THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR M KOEN
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
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THE MAYOR, GEORGE MUNICIPALITY: MR MG NAIK
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR CF SYLVESTER
THE MAYOR, BITOU MUNICIPALITY: MR MP LOBESE
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THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MR H HILL (ACTING)

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THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR A PAULSE (ACTING)
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR M STRATU (ACTING)
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR C MATTHEUS (ACTING)
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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 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)

TRAINING INITIATIVE ON INTEGRATED PERFORMANCE MANAGEMENT TO IMPROVE ORGANISATIONAL EFFECTIVENESS AND EFFICIENCY SCHEDULED FOR NOVEMBER 2016

1. PURPOSE

- 1.1 To invite municipal officials to a two-day training workshop on the subject of integrated performance management to be hosted by Provincial Treasury and the University of Stellenbosch – Executive Development in November 2016.

2. BACKGROUND

- 2.1 Provincial Treasury has in recent years collaborated closely with the University of Stellenbosch – Executive Development to develop educational and informative short-courses, workshops and training sessions with a specific focus of improving audit outcomes relating to predetermined objectives.
- 2.2 These training sessions has proven to have the desired effect, confirmed by the fact that several local municipalities in the Western Cape managed to achieve improved PDO audit outcomes in the last two/three years. There is however still a need for these successes to translate into improved basic service delivery. Although basic access to services has improved, the quality of these services has often been below standard, despite massive increases in expenditure on an annual basis.
- 2.3 Building on the work that has been done in terms of setting predetermined objectives, the focus therefore needs to shift to the management of outcomes towards improved service delivery.

3. TRAINING OUTCOMES

- 3.1 Upon the successful completion of this training, attendees will have gained intricate knowledge and an understanding of a wide range of subjects relating to integrated performance management, including:
 - 3.1.1 A strategic overview of the roles and functions of municipalities
 - 3.1.2 Municipalities as enablers of economic growth
 - 3.1.3 Setting social change priorities
 - 3.1.4 Developing the capability to deliver
 - 3.1.5 The role of integrated performance management
 - 3.1.6 Measuring the outcomes and impact of municipal services
 - 3.1.7 Paying attention to the organisational culture

- 3.2 Strengthening organisational culture.
- 3.3 The training initiative will empower municipal officials with invaluable tacit and explicit knowledge on the subject at hand which will strengthen a municipality's performance management capacity to ultimately improve service delivery, achieve better audit opinions and to pursue value-added outcomes.
- 3.4 A certificate will be issued to officials who attend both training days and who successfully completes a practical in-class assignment.

4. LOGISTICAL ARRANGEMENTS

- 4.1 The training will be presented over two days and municipalities are required to attend as follows:

GROUP 1 17 & 18 November 2016		
Time	Location and Venue	Municipalities
Day 1 08:30 – 16:00	Kolping Guest House, Durbanville	City of Cape Town West Coast Cape Winelands Overberg
Day 2 08:30 – 13:00		

GROUP 2 1 & 2 December 2016		
Time	Location and Venue	Municipalities
Day 1 08:30 – 16:00	Pine Lodge, George	Eden Central Karoo
Day 2 08:30 – 13:00		

- 4.2 Municipal managers are requested to nominate **no more than one official** per municipality to attend the training. Nominated officials are kindly requested to complete attached registration forms (separate forms for the two respective days) and to forward the form to Mr Roman (as per above specified details) by no later than **Friday, 11 November 2016**.

4.3 It is imperative that municipalities note the following:

- Provincial Treasury will cover costs associated with the venue and catering for the duration of the course.
- All other expenses associated with attending the training such as accommodation, transport, incidental expenses, meals (breakfast and dinner) is for the account of the respective municipalities in attendance.

4.4 Municipalities are kindly requested to commit officials to attend, and once nominated, ensure their attendance. Non-attendance will amount to fruitless and wasteful expenditure and municipalities will be held liable for any associated costs in this regard.

4.5 For any further queries, comments or concerns kindly contact Mr KC Roman as per above specified details.



MR M BOOYSEN

DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE

DATE: 14 October 2016