



**Western Cape
Government**

Provincial Treasury

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Local Government Supply Chain Management

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TREASURY CIRCULAR MUN NO. 24/2017

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THE MAYOR, CEDERBERG MUNICIPALITY: MR J BARNARD
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THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
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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
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THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR J VAN DER LINDE

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THE MUNICIPAL MANAGER, SWELLENDAAM MUNICIPALITY: MR H SCHLEBUSCH (ACTING)
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THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: ADV MG GILIOEME
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA

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 THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR T NDLOVU
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 THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR J NEETHLING
 THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR CJ KYMDELL (ACTING)

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 THE HEAD OF SCM, DRAKENSTEIN MUNICIPALITY: MR H VERGOTINE
 THE HEAD OF SCM, STELLENBOSCH MUNICIPALITY: MR I SAUNDERS
 THE HEAD OF SCM, BREEDE VALLEY MUNICIPALITY: MR M POTGIETER
 THE HEAD OF SCM, LANGEBOEG MUNICIPALITY: MR S NGCONGOLO (ACTING)
 THE HEAD OF SCM, OVERBERG DISTRICT: MS D KAPOT-WITBOOI (ACTING)
 THE HEAD OF SCM, THEEWATERSKLOOF MUNICIPALITY: MR A HENDRICKS
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 THE CHIEF DIRECTOR: MFMA IMPLEMENTATION – NATIONAL TREASURY (MR TV PILLAY)

**RE: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT FORUM MEETING: 6 OCTOBER 2017:
CAPE WINELANDS DISTRICT MUNICIPALITY – MUNICIPAL COUNCIL CHAMBERS,
WORCESTER**

1. PURPOSE

- 1.1 To inform municipalities of the next Provincial Local Government Supply Chain Management Forum Meeting that is scheduled to take place on **Friday, 6 October 2017**.
- 1.2 To request all municipalities to submit at least one (1) representative per municipality, preferably the SCM Manager or CFO, who will attend the Provincial Supply Chain Management Forum Meeting.
- 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 Directorate Local Government: Supply Chain Management facilitates this mandate by providing assistance and guidance to municipalities and municipal entities on the regulatory framework that governs Supply Chain Management. The SCM Indaba is aimed at capacitating the SCM Unit on areas of deficiencies that have been identified with the aim of enabling the municipality to achieve the next level of financial capability maturity.
- 2.4 Emanating from the quarterly SCM Forums, the Local Government Supply Chain Management (LG: SCM) Directorate, realised that there is a need in the SCM fraternity to create a professional environment to build institutional capacity for efficient, effective and transparent financial management as well as the promotion of the professional development of SCM Practitioners.

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 **Friday, 22 September 2017**.

4. LOGISTICS

- 4.1 The Provincial SCM Forum Meeting is scheduled to take place as follows:

Date: Friday, 6 October 2017

Venue: Cape Winelands District Municipality - Council Chambers in Worcester (51 Trappes Street)

Time: 09:00 -15:00

5. REQUEST

- 5.1 Municipalities are requested to forward the name, designation and contact details of the representative, who will be attending the Supply Chain Management Forum Meeting.
- 5.2 Failures to submit the requested information on time often makes it difficult to co-ordinate and arrange the SCM Forum Meeting. To this effect we kindly request your cooperation.
- 5.3 A further request for the Municipality to take cognisance of is the fact that the traveling and accommodation arrangements is for the account of the Municipality.
- 5.4 It will be highly appreciated if these details are submitted not later than **Monday, 25 September 2017**, via e-mail to Letitia.Sallies@westerncape.gov.za.
- 5.5 Any enquiries in this regard may be directed to **Ms Letitia Sallies at 483 3180**.

Your co-operation will be highly appreciated.



MR RODNEY MOOLMAN
DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT
PROVINCIAL TREASURY
DATE: 15 September 2017