

Reference: RCS/C.5

TREASURY CIRCULAR MUN NO. 34/2017

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THE MAYOR, BITOU MUNICIPALITY: MR MP LOBESE
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TRAINING INITIATIVE ON THE MANAGEMENT OF INTEGRATED PERFORMANCE INFORMATION SCHEDULED FOR NOVEMBER 2017

1. PURPOSE

- 1.1 This circular is to invite municipal officials responsible for planning, performance management as well as monitoring and evaluation of service delivery implementation to a three-day training workshop on the subject of integrated performance management to be hosted by Provincial Treasury and the University of Stellenbosch – School of Public Leadership in November 2017.

2. BACKGROUND

- 2.1 In terms of section 5(3) of the Municipal Finance Management Act (Act 56 of 2003), the Provincial Treasury is mandated to guide and assist, monitor and enforce compliance to the said Act.
- 2.2 Performance information within the public service environment essentially measures how well a government institution/entity is performing. Accurate and reliable performance information is therefore a prerequisite for effective public service management, including planning, budgeting, implementation, monitoring and reporting. More importantly, performance information compares planned and actual achievements to assess the extent to which public institutions deliver quality services within the limits of its financial means (budget).
- 2.3 The Auditor-General annually assesses reported municipal performance information to provide assurance to public oversight bodies and members of the public that the reported information is useful, reliable and a true and accurate reflection of municipal performance for the period under review.
- 2.4 To this extent, the Western Cape Provincial Treasury, in partnership with the University of Stellenbosch School of Public Leadership will host this interactive workshop to strengthen financial and non-financial performance management capacity within municipalities.

3. 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 the management of performance information, including:
 - 3.1.1 Strategic performance planning
 - 3.1.2 Integrated financial and non-financial performance management

- 3.1.3 Integrating performance management systems, structures and processes
- 3.1.4 Institutionalised culture of performance excellence
- 3.1.5 Pursuing value-for-money outcomes
- 3.1.6 Measuring the impact of effective and efficient service delivery
- 3.1.7 Improved predetermined objective audit outcomes
- 3.1.8 Performance information as tool to promote accountability and transparency
- 3.2 The training initiative will empower municipal officials with invaluable tacit and explicit knowledge on the subject which will strengthen a municipality's performance management capacity to ultimately improve service delivery, achieve better audit opinions and to pursue value-added outcomes.
- 3.3 A certificate will be issued to officials who attend the full duration of the training and who successfully completes a practical in-class assignment.

4. LOGISTICAL ARRANGEMENTS

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

GROUP 1 22 – 24 November 2017			
Time	Location	Venue	Municipalities
08:30 – 16:00	Durbanville	Kolping Guest House	City of Cape Town West Coast municipalities Cape Winelands municipalities Overberg municipalities

GROUP 2 27 – 29 November 2017			
Time	Location	Venue	Municipalities
08:30 – 16:00	George	Pine Lodge Guest House	Eden municipalities Central Karoo municipalities

- 4.2 Municipal managers are requested to nominate **one official per municipality** to attend the training. To register for the course, nominees are to utilise the following website:

www.splshortcourses.co.za/

Available courses / Transversal Capacity Building 2017 – 2020

- 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: 20 October 2017