

**PROVINSIALE TESOURIE • PROVINCIAL TREASURY •  
UNONDYEBO WEPHONDO**



Verwysing  
Reference  
Isalathiso

PT/18/2/4

Navrae  
Enquiries  
Imibuzo

Ms Rosetta Mwanza

**TREASURY CIRCULAR MUN 02- 2007**

THE MAYOR, MATZIKAMA MUNICIPALITY: MR D JENNER  
THE MAYOR, CEDERBERG MUNICIPALITY: MS S NEWMAN  
THE MAYOR, BERGRIVIER MUNICIPALITY: MRS SIJ SMIT  
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR O DE BEER  
THE MAYOR, SWARTLAND MUNICIPALITY: MR AW BREDELL  
THE MAYOR, CAPE WINELANDS DISTRICT: MR NCW JOHNSON  
THE MAYOR, WITZENBERG MUNICIPALITY: MS K ROBYN  
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MS C MANUEL  
THE MAYOR, STELLENBOSCH MUNICIPALITY: MS EL MAREE  
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MS L SIBEKO  
THE MAYOR, BREEDE RIVER/WINELANDS MUNICIPALITY: MR SJ NGONYAMA  
THE MAYOR, OVERBERG DISTRICT: MR JJ JANUARY  
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MR C PUNT  
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MS E MARTHINUS  
THE MAYOR, SWELLENBOSCH MUNICIPALITY: MR J JANSEN  
THE MAYOR, EDEN DISTRICT: MR L DORFLING  
THE MAYOR, KANNALAND MUNICIPALITY: MS M BARRY  
THE MAYOR, HESSEQUA MUNICIPALITY: MR CP TAUTE  
THE MAYOR, MOSSEL BAY MUNICIPALITY: MS M FERREIRA  
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR J SWARTBOOI  
THE MAYOR, BITOU MUNICIPALITY: MR L ZENZI  
THE MAYOR, CENTRAL KAROO DISTRICT: MR SA PITI  
THE MAYOR, LAINGSBURG MUNICIPALITY: MR W THERON  
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR A CLAASEN  
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR P LONG

THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DG O'NEILL  
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR G MATHYSE  
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: MR A HENDRICKS (Acting)  
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR F DANIELS  
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR JT STEENKAMP  
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT: MR K CHETTY  
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D DU PLESSIS  
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: MR S KABANYANE  
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MR JJ FRANS  
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR A PAULSE  
THE MUNICIPAL MANAGER, BREEDE RIVER/WINELANDS: MR N NEL  
THE MUNICIPAL MANAGER, OVERBERG DISTRICT: DR J PRINCE (Acting)  
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR HDD WALLACE  
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR PJ BEZUIDENHOUT  
THE MUNICIPAL MANAGER, SWELLENBOSCH MUNICIPALITY: MR T BOTHA  
THE MUNICIPAL MANAGER, EDEN DISTRICT: MR MC BOTHA  
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR MG SEITISHO  
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS  
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MR E TYATYA  
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR MP MAY  
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR T NQOLO  
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT: MR NW NORTJÉ (Acting)  
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLIAMS  
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR N WICOMB  
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN (Acting)

THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR LJ BRUWER  
THE CHIEF FINANCIAL OFFICER, CEDERBERG MUNICIPALITY: MR B LALOR  
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MR JA VAN NIEKERK  
THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR J LUUS  
THE CHIEF FINANCIAL OFFICER, SWARTLAND MUNICIPALITY: MR K COOPER  
THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICT: MR JG MARAIS  
THE CHIEF FINANCIAL OFFICER, WITZENBERG MUNICIPALITY: MR S SHONGWE  
THE CHIEF FINANCIAL OFFICER, DRAKENSTEIN MUNICIPALITY: MR CM PETERSEN  
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR I KENNED  
THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR JM BOONZAAIER  
THE CHIEF FINANCIAL OFFICER, BREEDE RIVER/WINELANDS: MR JJ VAN DER WESTHUIZEN  
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT: DR J PRINCE (Acting)  
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR S JACOBS (Acting)

THE CHIEF FINANCIAL OFFICER, CAPE AGULHAS MUNICIPALITY: MR SW VISSER  
THE CHIEF FINANCIAL OFFICER, SWELLENHAM MUNICIPALITY: MR FW BULL  
THE CHIEF FINANCIAL OFFICER, EDEN DISTRICT: MR D LOTT  
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR J COETZEE  
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MR J JACOBS  
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR HF BOTHA  
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR E NIEWOUDT  
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR DCJ NEL  
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT: MR CJ KYMDELL  
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD  
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR GS BOTHMA  
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR D LOUW

THE HEAD OF SCM, SALDANHA BAY MUNICIPALITY: MR F DANIEL  
THE HEAD OF SCM, WEST COAST DISTRICT : MR M MARKUS  
THE HEAD OF SCM, SWARTLAND MUNICIPALITY: MR M BOLTON  
THE HEAD OF SCM, CAPE WINELANDS DISTRICT MUNICIPALITY: MR C JOOSTE  
THE HEAD OF SCM, DRAKENSTEIN MUNICIPALITY: MR D JACOBS  
THE HEAD OF SCM, STELLENBOSCH MUNICIPLAITY: MS B LETOMPA  
THE HEAD OF SCM, BREEDE RIVER WINELANDS: MR C HOFFMANN  
THE HEAD OF SCM, BREEDE VALLEY; MR C OOSTHUIZEN  
THE HEAD OF SCM, EDEN DISTRICT MUNICIPALITY: MR KOEN  
THE HEAD OF SCM, KANNALAND MUNICIPALITY: MR NIGEL  
THE HEAD OF SCM, HESSEQUA MUNICIPALITY: MR AP PAUL  
THE HEAD OF SCM, MOSSEL BAY: MOSSEL BAY: MR HC HILL  
THE HEAD OF SCM, THEWATERSKLOOF MUNICIPALITY: MR F VAN DER WESTHUIZEN  
THE HEAD OF SCM, OUDTSHOORN MUNICIPALITY: MR H KRAPHL  
THE HEAD OF SCM , BITOU MUNICIPALITY: MT T NQOLO

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)  
THE HEAD: RESOURCE MANAGEMENT (MS SMA ROBINSON)  
THE HEAD: ASSET MANAGEMENT (MR TD PILLAY)  
THE HEAD: FINANCIAL GOVERNANCE (MR TC ARENDSE)  
THE HEAD: PUBLIC FINANCE (MR H MALILA)  
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYNS)  
THE SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT (MS C PAUL)  
THE SENIOR MANAGER: ACCOUNTING (MR A REDDY)  
THE SENIOR MANAGER: NORMATIVE FINANCIAL MANAGEMENT (MR F JACOBS) (ACTING)  
THE SENIOR MANAGER: RISK MANAGEMENT AND GOVERNANCE SYSTEMS (MR L NENE)  
THE CHIEF AUDIT EXECUTIVE (MS R JAFTHA)  
THE SENIOR MANAGER: ECONOMIC ANALYSIS (MS B BOQWANA)  
THE SENIOR MANAGER: FISCAL POLICY (MR D CORNELISSEN) (ACTING)  
THE SENIOR MANAGER: BUDGET OFFICE (MS AJ HICKEY) (ACTING)  
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MR DG BASSON)  
THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (MR G PAULSE)  
THE SENIOR MANAGER: PHYSICAL (FIXED) ASSETS AND PPPs (MR NB LANGENHOVEN)  
THE SENIOR MANAGER: SUPPLY CHAIN MANAGEMENT (MR L MUNSAMY)  
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)  
THE HEAD: OFFICE OF THE MINISTRY (MR G GESWINDT)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT

[THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT AND HOUSING](#)

## **RE: SUPPLY CHAIN MANAGEMENT ROLL- OUT TRAINING TO MUNICIPALITIES**

### **1. Purpose**

- 1.1 To inform the municipalities that the Provincial Treasury will be rolling out the SCM training to municipal districts during the course of February 2007.
- 1.2 To request municipalities to submit the names of three (3) Senior Officials that will be attending the roll out training programme.

### **2. Background**

- 2.1 As per previous communication indicated in Circular 11 of 2006 , the Provincial Treasury plans to roll out the SCM to municipalities. As was envisaged on the above-mentioned circular, five( 5 ) phases of the roll out plan were completed and feedback on the findings has been provided to the municipalities.
- 2.2 The status of SCM components within municipalities was evaluated focusing on areas such as SCM Processes, Delegations, Organizational Structure of the SCM unit, Policy Framework, and other related matters. This evaluation was designed to identify areas on which the roll - out training needs to focus. To this end, a training manual was developed to address the critical area's identified in the evaluation. However this training should be read in conjunction with training already received from SAMDI.
- 2.3 Kindly note that the roll out training will run for two consecutive days in each of the five (5) districts. A minimum of 4-6 Officials from the Provincial Treasury will conduct the training programme. Training venues will be at municipal premises within each district. Municipalities are kindly requested to only attend session within their own districts and cannot attend at other districts. A training schedule containing dates, venue of training session within each district is hereunder attached for your attention.

<b>District</b>	<b>Venue</b>	<b>No of Officials</b>	<b>Training Dates</b>
West Coast	Saldanha Bay Municipality	20	19 & 20 Feb 2007
Cape Winelands	Breede Valley Municipality	24	21 & 22 Feb 2007
Central Karoo	Central Karoo District Municipality	18	26 & 27 Feb 2007
Eden	Oudtshoorn Municipality	24	28 Feb & 1 Mar 2007
Overberg	Overberg District Municipality	19	5 & 6 Mar 2007

### 3. Request

3.1 SCM heads and CFO's are requested to furnish Provincial Treasury with the details of Senior Officials who will be attending the roll out training programme. In the event where the municipality does not have a SCM Manager, a CFO and two Senior Officials directly involved in bid evaluation or adjudication committee should attend.

3.2 The nominees are kindly requested to bring along a copy of:

- (i) Municipal Finance Management Act no 56 of 2003;
- (ii) Supply Chain Management Regulations dated 30 May 2005;
- (iii) Local Government Municipal Systems Act 32 of 2000;
- (iv) Local Government Municipal Systems Amendment Act 44 of 2003;
- (v) MFMA Circular 29 - Supply Chain Management Issues – 31 January 2006 ;
- (vi) MFMA Circular 34 – Supply Chain Management Issues -28 June 2006.

The training will commence each day at 09h00 ending at 16h00 respectively. A training programme will be forwarded to the nominees in due course.

3.3 Kindly forward nominees by **12 February 2007** marked for attention of:

Ms R Mwanza: [Rmwanza@pgwc.gov.za](mailto:Rmwanza@pgwc.gov.za) Tel 021 483 6627

Mr R Moolman : [Rmoolman@pgwc.gov.za](mailto:Rmoolman@pgwc.gov.za) Tel 021 483 3437

**Or fax to 021 483 7217.**

Attached hereunder is a format to be used for submission of nominees.

Name of Official	Designation	Contact Number	Email address
1			
2.			
3.			

3.4 Please feel free to address any queries that you may have in this regard to the above - mentioned contact persons.

3.5 Your co-operation will be highly appreciated.

**MRS NADIA EBRAHIM**

**DEPUTY DIRECTOR: SUPPLY CHAIN MANAGEMENT**

**DATE:**

**MR TD PILLAY**

**CHIEF DIRECTOR: ASSET MANAGEMENT**

**DATE:**