



# PROVINCIAL TREASURY

Provincial Government of the Western Cape

**DIRECTORATE: CORPORATE GOVERNANCE**

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**REFERENCE:** T8/2/31

**ENQUIRIES:** Ms. T. Bowers

## **TREASURY CIRCULAR MUN 31 of 2011**

THE MAYOR, CITY OF CAPE TOWN: MS P DE LILLE  
THE MAYOR, WEST COAST DISTRICT: MR JH CLOEPHAS (Acting)  
THE MAYOR, MATZIKAMA MUNICIPALITY: MS D GOEDEMAN  
THE MAYOR, CEDERBERG MUNICIPALITY: MR B ZASS  
THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL  
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR R JAGER  
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN  
THE MAYOR, CAPE WINELANDS DISTRICT: MR M DE BRYN  
THE MAYOR, WITZENBERG MUNICIPALITY: MR S LOUW  
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MS G VAN DEVENTER  
THE MAYOR, STELLENBOSCH MUNICIPALITY: ALDERMAN CP JOOSTE  
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MR BD KIVEDO  
THE MAYOR, BREEDE RIVER/WINELANDS MUNICIPALITY: MS D GAGIANO  
THE MAYOR, OVERBERG DISTRICT: MR L DE BRUYN  
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MR CB PUNT  
THE MAYOR, OVERSTRAND MUNICIPALITY: MS N BOTHA-GUTHRIE  
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR R MITCHELL  
THE MAYOR, SWELLENDAM MUNICIPALITY: CLLR MYBURGH  
THE MAYOR, EDEN DISTRICT: MR V VAN DER WESTHUIZEN  
THE MAYOR, KANNALAND MUNICIPALITY: MR J DONSON  
THE MAYOR, HESSEQUA MUNICIPALITY: MR CP TAUTE  
THE MAYOR, MOSSEL BAY MUNICIPALITY: ALDERLADY M FERREIRA  
THE MAYOR, GEORGE MUNICIPALITY: MR C STANDER  
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR G APRIL  
THE MAYOR, BITOU MUNICIPALITY: MR M BOOYSEN  
THE MAYOR, KNYSNA MUNICIPALITY: MS J WOLMARANS  
THE MAYOR, CENTRAL KAROO DISTRICT: MR E NJADU  
THE MAYOR, LAINGSBURG MUNICIPALITY: MR W THERON  
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING  
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR HD PRINCE

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR A EBRAHIM  
THE MUNICIPAL MANAGER, WEST COAST DISTRICT: MR H PRINS  
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DG O'NEILL  
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR G MATHYSE  
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: MS C LIEBENBERG  
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR J FORTUIN  
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ  
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT: MR M MGAJO  
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON  
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR S KABANYANE  
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MR D DANIELS  
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR A PAULSE  
THE MUNICIPAL MANAGER, BREEDE RIVER/WINELANDS: MR SA MOKWENI  
THE MUNICIPAL MANAGER, OVERBERG DISTRICT: MR R BUTLER (ACTING)  
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR HD WALLACE  
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: ADV W ZYBRANDT  
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR R STEVENS  
THE MUNICIPAL MANAGER, SWELLENDAM MUNICIPALITY: MR N NEL  
THE MUNICIPAL MANAGER, EDEN DISTRICT: MR G LOUW  
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR M HOOGBAARD (Acting)  
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS  
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: DR M GRATZ  
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA (ACTING)  
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR C GREEF (ACTING)  
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR D DU PLESSIS  
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MS L WARING (Acting)  
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT: MR S JOOSTE (Acting)  
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 M RICHARDSON  
THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICT: MR J KOEKEMOER  
THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR LJ BRUWER  
THE CHIEF FINANCIAL OFFICER, CEDERBERG MUNICIPALITY: MR F LÖTTER  
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MR JA VAN NIEKERK  
THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR J VAN COLLER (ACTING)

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 R ESAU  
THE CHIEF FINANCIAL OFFICER, DRAKENSTEIN MUNICIPALITY: MR CM PETERSEN  
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR M BOLTON  
THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS  
THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR CF HOFFMANN  
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT: MR J SNYMAN  
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR S JACOBS  
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MR H KLEINLOOG  
THE CHIEF FINANCIAL OFFICER, CAPE AGULHAS MUNICIPALITY: MR H SCHLEBUSCH  
THE CHIEF FINANCIAL OFFICER, SWELLENBAM MUNICIPALITY: MR H KRAPOHL  
THE CHIEF FINANCIAL OFFICER, EDEN DISTRICT: MR NB DELO  
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR NB DELO (ACTING)  
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS HJ VILJOEN  
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR HF BOTHA  
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: DR C KAPP (ACTING)  
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR K JORDAAN  
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR D LOTT  
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MR G EASTON  
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 J NEETHLING (ACTING)  
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR D LOUW

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)  
THE HEAD: BRANCH FISCAL AND ECONOMIC SERVICES (MR H MALILA)  
THE HEAD: BRANCH GOVERNANCE AND ASSET MANAGEMENT (MR TC ARENDSE)  
THE HEAD: PUBLIC POLICY SERVICES (MR A PHILLIPS)  
THE HEAD: PUBLIC FINANCE (MR H MALILA) (PRO TEM)  
THE HEAD: FINANCIAL GOVERNANCE (MR A REDDY) (ACTING)  
THE HEAD: ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)  
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)  
THE SENIOR MANAGER: ACCOUNTING SERVICES: PROVINCIAL GOVERNMENT MR A REDDY  
THE SENIOR MANAGER: ACCOUNTING SERVICES: LOCAL GOVERNMENT (MS L NGXONONO)  
THE SENIOR MANAGER: CORPORATE GOVERNANCE (MR B VINK)

THE SENIOR MANAGER: BUDGET MANAGEMENT: PROVINCIAL GOVERNMENT (MS M SHERATON)

THE SENIOR MANAGER: BUDGET MANAGEMENT: LOCAL GOVERNMENT (MR ML BOOYSEN)

THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MS A PICK)

THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP ONE) (MR F SABBAT)

THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP TWO) (MR M SIGABI)

THE SENIOR MANAGER: PUBLIC FINANCE POLICY RESEARCH AND MODELLING (MS C HORTON)

THE SENIOR MANAGER: IMMOVEABLE ASSET MANAGEMENT (MR NB LANGENHOVEN)

THE SENIOR MANAGER: MOVEABLE ASSET MANAGEMENT (MS N EBRAHIM)

THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)

THE HEAD: OFFICE OF THE FINANCE MINISTRY (MS A SMIT)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: FINANCIAL 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)

## **REQUEST IN RESPECT OF WORKSHOP RESOLUTION ON CPMD TRAINING PROGRAMME**

### **1. Purpose**

To formally request Municipalities to submit the names of officials who attended the CPMD training programme at WITS University prior to 2009.

### **2. Background**

On 31 August 2011 the Provincial Treasury hosted a Minimum Competency Regulations workshop where progress towards complying with the regulation was discussed. Concerns were raised by municipalities with regards to the non certification of officials who attended the CPMD programme offered by WITS University as result of outstanding unit standards. In response to this, a resolution was taken that WITS University will provide the outstanding unit standards at no

further cost to those affected officials who participated in the training programme prior to 2009. The following unit standards will be made available to Municipalities as stated above:

<b>MODULE</b>	<b>US ID NUMBER</b>
Municipal Legislative Environment and Policy	119334
Municipal Financial Reporting and Performance Management	119350 ;119348
Cost Management and Capital Planning	119341;119351; 119352
PPP in Municipal Service Delivery and Project Management	119343; 119331

### **3. Request**

- 3.1 Municipalities are requested to submit a full list of officials affected by the WITS CPMD training programme to Provincial Treasury by 16 September 2011 since the offer from the University has been limited to a timeframe. Please be advised that providing this information timeously will ensure that WITS is able to assist those affected officials thereby ensuring that they receive the required training starting in October 2011.
- 3.2 Submission of this information should be addressed to Ms M. Van Niekerk, Provincial Treasury via Fax: (021) 483 3707 or email: [mfvnieke@pgwc.gov.za](mailto:mfvnieke@pgwc.gov.za).

### **4. Conclusion**

- 4.1 Provincial Treasury will submit the consolidated information in respect of the affected officials to WITS University and will communicate directly with Municipalities regarding progress.
- 4.2 For any queries regarding the above please contact the relevant officials:

<b>Responsible Official</b>	<b>Municipality</b>
Tracy Bowers	City of Cape Town Theewaterskloof

<b>Responsible Official</b>	<b>Municipality</b>
Tel No: 021 483 6294 Email: <a href="mailto:tbowers@pgwc.gov.za">tbowers@pgwc.gov.za</a>	Overstrand Saldahna Bay Swartland
Hayleen April Tel No: 021 483 4485 Email: <a href="mailto:hacarste@pgwc.gov.za">hacarste@pgwc.gov.za</a>	Overberg Matzikama Cederberg West Coast Berg River
Zandile Mbatani Tel No: 021 483 9393 Email: <a href="mailto:zmbatani@pgwc.gov.za">zmbatani@pgwc.gov.za</a>	Cape Agulhas Drakenstein Stellenbosch Overberg Mossel Bay
Wendy Arendse Tel no: 021 483 4289 Email: <a href="mailto:wjarendse@pgwc.goc.za">wjarendse@pgwc.goc.za</a>	Knysna George Bitou Eden Hessequa
Kagisho Motsikoe Tel No: 021 483 5831 Email: <a href="mailto:kwgmotsi@pgwc.gov.za">kwgmotsi@pgwc.gov.za</a>	Prince Albert Laingsburg Beaufort West Central Karoo Kannaland
Babalwa Tyholweni Tel No: 021 483 3669	Oudtshoorn Breede Valley Witzenberg Cape Winelands Breede River



**MR BAZIL VINK**

**SENIOR MANAGER: CORPORATE GOVERNANCE**

DATE: 9/9/2011