



Reference: T5/13/1

Enquiries: Ms. J. Jafftha

TREASURY CIRCULAR MUN NO.4 of 2012

THE MAYOR, CITY OF CAPE TOWN: MS P DE LILLE
THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: MR JH CLEOPHAS
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: MS R JAGER
THE MAYOR, SWARTLAND MUNICIPALITY: MR T VAN ESSEN
THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: MR N DE BRUYN
THE MAYOR, WITZENBERG MUNICIPALITY: MR S LOUW
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MS G VAN DEVENTER
THE MAYOR, STELLENBOSCH MUNICIPALITY: MR C SIDEGO
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MR BD KIVEDO
THE MAYOR, LANGEBERG MUNICIPALITY: MS D GAGIANO
THE MAYOR, OVERBERG DISTRICT MUNICIPALITY: 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: COUNCILLOR N MYBURGH
THE MAYOR, EDEN DISTRICT MUNICIPALITY: MR V VAN DER WESTHUISEN
THE MAYOR, KANNALAND MUNICIPALITY: MR J DONSON
THE MAYOR, HESSEQUA MUNICIPALITY: MS E NEL
THE MAYOR, MOSSEL BAY MUNICIPALITY: MR M FERREIRA
THE MAYOR, GEORGE MUNICIPALITY: MR C STANDERS
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 MUNICIPALITY: 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 MUNICIPALITY: MR H PRINS
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR DG O'NEILL
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR G MATTHYSE
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 MUNICIPALITY: MR M MGAJO
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: MR D SMIT (Acting)
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MR D DANIELS
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR A PAULSE
THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI
THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR VP RABBETS (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 STEPHENS
THE MUNICIPAL MANAGER, SWELLENDAM MUNICIPALITY: MR N NEL
THE MUNICIPAL MANAGER, EDEN DISTRICT MUNICIPALITY: MR GW LOUW
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR M HOOGBAARD
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: REV MN PIETERSEN
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR D DU PLESSIS (Acting)
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MS L WARING (Acting)
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR S JOOSTE (Acting)
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLIAMS
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR H METTLER (Acting)
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN

FILE
Jafftha
15/01/2012

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR M RICHARDSON
 THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICTMUNICIPALITY: MR J KOEKEMOER
 THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR K BRUWER
 THE CHIEF FINANCIAL OFFICER, CEDERBERGMUNICIPALITY: MR F LÖTTER
 THE CHIEF FINANCIAL OFFICER, BERGRIVIERMUNICIPALITY: MR JA VAN NIEKERK
 THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR J VAN COLLER (Acting)
 THE CHIEF FINANCIAL OFFICER, SWARTLANDMUNICIPALITY: MR K COOPER
 THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICTMUNICIPALITY: MR JG MARAIS
 THE CHIEF FINANCIAL OFFICER, WITZENBERGMUNICIPALITY: MR R ESAU
 THE CHIEF FINANCIAL OFFICER, DRAKENSTEINMUNICIPALITY: MR CM PETERSEN
 THE CHIEF FINANCIAL OFFICER, STELLENBOSCHMUNICIPALITY: MR M BOLTON
 THE CHIEF FINANCIAL OFFICER, BREEDEVALLEYMUNICIPALITY: MR D McTHOMAS
 THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR CF HOFFMANN
 THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICTMUNICIPALITY: MR J SNYMAN
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 THE CHIEF FINANCIAL OFFICER, EDEN DISTRICTMUNICIPALITY: MS L HOEK (Acting)
 THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR N DELO
 THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS HJ VILJOEN
 THE CHIEF FINANCIAL OFFICER, MOSSELBAYMUNICIPALITY: 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, BITOUMUNICIPALITY: MR D LOTT
 THE CHIEF FINANCIAL OFFICER, KNYSNAMUNICIPALITY: MR G EASTON
 THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICTMUNICIPALITY: MR CJ KYMDELL
 THE CHIEF FINANCIAL OFFICER, LAINGSBURGMUNICIPALITY: MS A GROENEWALD
 THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR J NEETHLING (Acting)
 THE CHIEF FINANCIAL OFFICER, BEAUFORTWESTMUNICIPALITY: 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 HARDIEN)
 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-KORSTEN)
 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 MODÉLLING (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)

NOMINATION FOR A MUNICIPAL RISK MANAGEMENT FORUM MEMBER 2012/13

1. PURPOSE

Municipal Managers are hereby requested to nominate an official within the municipality to represent their respective municipality at the quarterly Municipal Risk Management forums.

2. BACKGROUND

The Western Cape Municipal Risk Management Forum was established on 24 February 2010. The forum was established to facilitate peer interaction, establish professional networking and developing best practices.

It was during the first forum that members collectively agreed that forums should be hosted quarterly on a rotational basis at volunteering municipalities.

3. NOMINATION CRITERIA FOR NOMINATED OFFICIAL

The following criteria should be taken into consideration when nominating an official as a member to the forum. Officials nominated should be:

- responsible for driving risk management within the municipality;
- available to attend 3 of the 4 forums;
- able to provide feedback with regard to risk management implementation within the municipality; and
- able to gather valuable information at each forum that can be communicated back to the Municipal Manager.

4. NOMINATION CRITERIA FOR SECUNDA

- In an instance where the nominated official (member) is unable to attend a forum, the nominated secunda will have to represent the municipality at the forum. The secunda should be able to gather valuable information at the forum that can be communicated back to the member and the Municipal Manager.

A nominee for the position of member and secunda of the Municipal Risk Management Forum **must** accept the nomination by signing the acceptance clause on the nomination form. Nomination forms must reach the secretary of the Municipal Risk Management Forum by no later than Monday, 13 February 2012. Please complete Annexure A and B attached.

Nominations can be forwarded to any of the below listed officials either via e-mail or fax.

Contact Persons	Position Held	Contact Details
Ms. Janine Jaftha	Assistant Director & Secretariat	Tel: (021) 483 8045 Fax: (021) 483 3707 E-mail: Janine.Jaftha@pgwc.gov.za
Mr. Brendan Brown	Assistant Director & Secretariat	Tel: (021) 483 2947 Fax: (021) 483 3707 E-mail: Brendan.Brown@pgwc.gov.za
Mr. Ashley Thomas	Deputy Director & Chairperson	Tel: (021) 483 4169 Fax: (021) 483 3707 E-mail: Ashley.Thomas@pgwc.gov.za

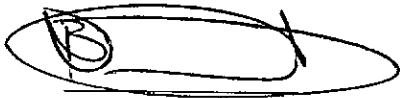
5. APPROVAL

A handwritten signature in black ink, appearing to be 'A. Thomas', written over a horizontal line.

A. Thomas

MANAGER: PFMA AND MFMA ASSURANCE

DATE: 20120130

A handwritten signature in black ink, appearing to be 'B. Vink', enclosed within an oval shape.

B. Vink

SENIOR MANAGER: CORPORATE GOVERNANCE

DATE: 30/1/2012



Reference: T5/13/1

Enquiries: Ms. J. Jaffha

NOMINATION FORM 2012/13

Name of Municipality:

Nomination By: (Full Name in Print)	
Designation/Rank:	
Tel Number:	
Fax Number:	
E-mail Address:	
Motivation for Nomination:	

MUNICIPAL RISK MANAGEMENT FORUM MEMBER

Nominee: (Full Name in Print)	
Designation/Rank:	
Tel Number:	
Fax Number:	
E-mail Address:	

Acceptance Clause

Signature of Municipal Manager:

DATE:.....

Signature of Nominee:.....

DATE:.....



Reference:T5/13/1

Enquiries: Ms. J. Jaftha

NOMINATION FORM 2012/13

Name of Municipality:

Nomination By: (Full Name in Print)	
Designation/Rank:	
Tel Number:	
Fax Number:	
E-mail Address:	
Motivation for Nomination:	

SECUNDA

Nominee: (Full Name in Print)	
Designation/Rank:	
Tel Number:	
Fax Number:	
E-mail Address:	

Acceptance Clause

Signature of Municipal Manager:

DATE:.....

Signature of Secunda:.....

DATE:.....