



PROVINCIAL TREASURY • PROVINSIALE TESOURIE
• UNONDYEBO WEPHONDO



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THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT AND HOUSING

MUNICIPAL MINIMUM COMPETENCY REQUIREMENTS

1. Purpose

To assist the municipalities Human Resources Department by informing them on the availability of accredited service providers in the Western Cape which will enable the municipalities to comply with the Municipal Minimum Competency Regulations, Gazette 29967 of June 2007.

2. Background

In 2007 the Municipal Minimum Competency Regulations, Gazette 29967 of June 2007 was issued by National Treasury with the intention to improve financial

management skills within municipalities. Municipalities are required to comply with this regulation by 2013.

Compliance with the regulations requires proper planning and resource allocation for officials to successfully complete the programme thereby improving financial management skills in all municipalities. However, the municipality should first assess the skills gaps within the municipality prior to approaching any service providers for training since training can only be applied once the need has been identified.

It has been highlighted by some municipalities that they have not been able to secure a place in a specific course due to the accredited service providers not being able to accommodate the numbers since they are already fully booked. This has resulted in much frustration since the courses required has been identified as well as officials selected for training however there is no training provider able to accommodate them.

3. Availability of training providers

Within the Western Cape a total of three service providers have been identified who offers the relevant modules in respect of the competencies required within a financial department. Two of the service providers have indicated availability of courses however a quotation will only be issued on the request of the municipal specific needs.

3.1 Afrec requires that municipalities come forward and indicate the course required and the amount of delegates will then be placed on a waiting list. The waiting list is merely a means of mitigating the risk of officials who indicated the need to attend the course not attending when the date unfolds thereby causing inconvenience to the service provider. Once they have the waiting list, they will issue the date for the training to take place. The cost can also be dramatically reduced if training is provided in-house. It should be of the courses noted that all officials will be accommodated once the dates have been set. The rate for courses offered on site (at the municipality) is much lower than when the provider uses its own facilities.

3.2 Zag Consultants provided quotations to a number of municipalities however they have indicated that not one of those municipalities have communicated with them thereafter. The course modules are all available and can be customized in accordance with the needs of the municipality. There is also the possibility of spreading the course over a long period in instances where municipalities are

concerned over the time officials need to be away from their place of work due to having to attend the course. As with Afrec, the courses can be offered on site resulting in a reduced cost.

In the table below is an updated list of training providers in the Western Cape who can currently accommodate delegates from the municipalities thereby enabling them to comply with the Municipal Minimum Competency Regulations within the prescribed timeframe. This list has been compiled and verified by Provincial Treasury as a means of assisting the municipalities with their training needs.

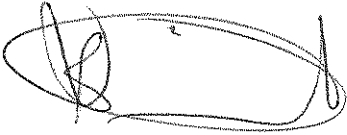
Institution	Learning programme	Unit std ID	Accreditation or programme approval status and expiry day	Contact person	Province (city/town)
ZAG Consultants	LP1:Strategic management; Budgeting implementation and Performance Management	116358	Provisional accreditation 31 Oct 2009	Ms Zalia Frosier zagconsultants@gmail.com 021 447 9155	Cape Town
		116342			
		116345			
		116363			
		116364			
	116341				
LP6:Supply Chain Management and Public Private Partnership	116353	119353			
Stellenbosch University	LP1:Strategic management; Budgeting implementation and Performance Management	116358 116342 116345 116363 116364 116341	Full programme	Ms Hanlie Coetzee Hanlie.Coetzee@soomp.sun.ac.za 021 9184130	Bellville
	LP2:Municipal Accounting and Risk Management	119350			
		119348			
		116346			
		116362			
		116339			
	116357				
	116351				
	LP3:Governance and Legislation	116348	30 Nov 2011		
		116343			
		116344			
		116361			
	LP4:cost and Capital Planning	116347			
		116340			
		119331			
	LP5:Municipal IT Support and Project	119341			
119351					
		119352			

	Management	119343 116360			
	LP6:Supply Chain Management and Public Private Partnership	116353 119353			
Afrec (Agency of UCT)	LP1:Strategic management; Budgeting implementation and Performance Management	116358 116342 116345 116363 116364 116341	Full programme approval	Ms Malika Hilderbrand mhildebrand@afrec.co.za 021 659 9316 / 9300 084 583 9725	Rondebosch
	LP2:Municipal Accounting and Risk Management	119350 119348 116346 116362 116339 116357 116351	30 Nov 2011		
	LP6:Supply Chain Management and Public Private Partnership	116353 119353			

4. Way forward

- The municipality must determine what the skills gaps are in order to identify the recipients and the courses to be attended.
- For those who have not yet completed the skills gaps analysis, Provincial Treasury will at a later stage provide a tool to further assist municipalities with the identification of skills gaps.
- Municipalities should contact the relevant service providers to reserve a place for the identified course modules.
- Provincial Treasury will monitor the municipalities' progress in respect of compliance with Municipal Minimum Competency Regulations on an ongoing basis via the annual reports; the MFMA municipal regulations on minimum competency levels return forms, municipal HR training reports and quarterly municipal visits.
- The appointment of new municipal officials will be monitored with regards to compliance with the minimum competency requirements as stipulated in the regulations for the relevant post.

- Provincial Treasury will be further engaging with National Treasury on the competency requirements during the month of July 2010 thereafter further information will be distributed to the municipalities.



B. Vink
Senior Manager: Corporate Governance
Provincial Treasury

10 June 2010