



Reference number: RCS/C.5

Private Bag X9165
CAPE TOWN
8000

TREASURY CIRCULAR MUN NO. 18/2022

THE MAYOR, CITY OF CAPE TOWN: MR G HILL-LEWIS
THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: MR R STRYDOM
THE MAYOR, MATZIKAMA MUNICIPALITY: MR J VAN DER HOVEN
THE MAYOR, CEDERBERG MUNICIPALITY: MR W FARMER
THE MAYOR, BERGRIVIER MUNICIPALITY: MR R VAN ROOY
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR A TRUTER
THE MAYOR, SWARTLAND MUNICIPALITY: MR H CLEOPHAS
THE MAYOR, CAPE WINELANDS DISTRICT MUNICIPALITY: DR H VON SCHLICHT
THE MAYOR, WITZENBERG MUNICIPALITY: MR H SMIT
THE MAYOR, DRAKENSTEIN MUNICIPALITY: MR C POOLE
THE MAYOR, STELLENBOSCH MUNICIPALITY: ADV. G VAN DEVENTER
THE MAYOR, BREEDE VALLEY MUNICIPALITY: MS A STEYN
THE MAYOR, LANGEBOEG MUNICIPALITY: MR S VAN EEDEN
THE MAYOR, OVERBERG DISTRICT MUNICIPALITY: MR A FRANKEN
THE MAYOR, THEEWATERSKLOOF MUNICIPALITY: MR K PAPIER
THE MAYOR, OVERSTRAND MUNICIPALITY: DR A RABIE
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR P SWART
THE MAYOR, SWELLENBAM MUNICIPALITY: MR F DU RAND
THE MAYOR, GARDEN ROUTE DISTRICT MUNICIPALITY: MR M BOOYSEN
THE MAYOR, KANNALAND MUNICIPALITY: MR N VALENTYN
THE MAYOR, HESSEQUA MUNICIPALITY: MR G RIDDLES
THE MAYOR, MOSSEL BAY MUNICIPALITY: MR D KOTZE
THE MAYOR, GEORGE MUNICIPALITY: MR L VAN WYK
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR C MACPHERSON
THE MAYOR, BITOU MUNICIPALITY: MR D SWART
THE MAYOR, KNYSNA MUNICIPALITY: MR A TSENGWA
THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: MR G MCKENZIE
THE MAYOR, LAINGSBURG MUNICIPALITY: MS J BOTHA
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MS L JAQUET (ACTING)
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MS T PRINCE

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: ADV. L MBANDAZAYO
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR D JOUBERT
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR G SEAS
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR C SHELDON (ACTING)
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: ADV. H LINDE
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR H METTLER
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT MUNICIPALITY: MR H PRINS
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: DR J LEIBBRANDT
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS G METTLER
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS
THE MUNICIPAL MANAGER, LANGEBOEG MUNICIPALITY: MR M MGAJO (ACTING)
THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR R BOSMAN
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR B NGUBO (ACTING)
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR D O'NEILL
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR E PHILLIPS
THE MUNICIPAL MANAGER, SWELLENBAM MUNICIPALITY: MS A VORSTER (ACTING)
THE MUNICIPAL MANAGER, GARDEN ROUTE DISTRICT MUNICIPALITY: MR M STRATU
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR I AVONTUUR (ACTING)
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR A DE KLERK
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MR C PUREN
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: DR M GRATZ
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR G DE JAGER (ACTING)

THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR M MEMANI
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR J JONKERS (ACTING)
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: DR R LINK (ACTING)
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR J BOOYSEN
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR A HENDRICKS (ACTING)
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR G NYATHI (ACTING)

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR K JACOBY
THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICT MUNICIPALITY: DR J TESSELAAR
THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR E ALFRED
THE CHIEF FINANCIAL OFFICER, CEDERBERG MUNICIPALITY: MR C APPEL (ACTING)
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MS N BOTHMA (ACTING)
THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR S VORSTER
THE CHIEF FINANCIAL OFFICER, SWARTLAND MUNICIPALITY: MR M BOLTON
THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICT MUNICIPALITY: MS F DU RAAN-GROENEWALD
THE CHIEF FINANCIAL OFFICER, WITZENBERG MUNICIPALITY: MR C KRITZINGER
THE CHIEF FINANCIAL OFFICER, DRAKENSTEIN MUNICIPALITY: MR B BROWN
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR K CAROLUS
THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR R ONTONG
THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR M SHUDE
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT MUNICIPALITY: MR N KRUGER
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR A RIDDLES (ACTING)
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MS S REYNEKE-NAUDÉ
THE CHIEF FINANCIAL OFFICER, CAPE AGULHAS MUNICIPALITY: MR H VAN BILJON
THE CHIEF FINANCIAL OFFICER, SWELLENDAM MUNICIPALITY: MS E WASSERMANN
THE CHIEF FINANCIAL OFFICER, GARDEN ROUTE DISTRICT MUNICIPALITY: MR J DE JAGER
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR G GROENEWALD (ACTING)
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS H VILJOEN
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR O FREDERICKS
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: MR R DU PLESSIS
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR B METEMBO (ACTING)
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR F LÖTTER (ACTING)
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MS L SOTSHEDA (ACTING)
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR R BUTLER (ACTING)
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR P ERASMUS
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR N MABHENA (ACTING)

THE HEAD OFFICIAL: PROVINCIAL TREASURY (MR D SAVAGE)
THE DEPUTY DIRECTOR-GENERAL: FISCAL AND ECONOMIC SERVICES (DR R HAVEMANN)
THE DEPUTY DIRECTOR-GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MS J GANTANA)
THE CHIEF DIRECTOR: PUBLIC POLICY SERVICES (MS S ROBINSON)
THE CHIEF DIRECTOR: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS A PICK)
THE CHIEF DIRECTOR: LOCAL GOVERNMENT PUBLIC FINANCE (MR S KENYON)
THE CHIEF DIRECTOR: ASSET MANAGEMENT (MR I SMITH)
THE CHIEF DIRECTOR: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
THE CHIEF FINANCIAL OFFICER (MS A SMIT)
THE HEAD: OFFICE OF THE FINANCE MINISTRY (MR R BRUETON)
THE DIRECTOR: BUSINESS INFORMATION AND DATA MANAGEMENT (MR P PIENAAR)
THE DIRECTOR: FINANCIAL GOVERNANCE (MS M VAN NIEKERK)
THE DIRECTOR: FISCAL POLICY (MR M BOOYSEN) (PRO TEM)
THE DIRECTOR: INFRASTRUCTURE (MR K LANGENHOVEN)
THE DIRECTOR: LOCAL GOVERNMENT ACCOUNTING (MR F SALIE)
THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR M BOOYSEN)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR T NTSHINGILA)
THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR I TSIE)
THE DIRECTOR: LOCAL GOVERNMENT MFMA COORDINATION (MR D CRONJE)
THE DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN)
THE DIRECTOR: PROVINCIAL GOVERNMENT ACCOUNTING (MS A ABOO)
THE DIRECTOR: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS T VAN DE RHEEDE)
THE DIRECTOR: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS M NICHOLAS)
THE DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS N EBRAHIM)
THE DIRECTOR: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS N ISMAIL)
THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A MAZOMBA)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA 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)

THE MUNICIPAL FINANCE MANAGEMENT INTERNSHIP PROGRAMME WORKSHOP

1. PURPOSE

To invite municipal finance management interns and internship champions from Western Cape Municipalities to the municipal internship workshop arranged by the Provincial Treasury, that will be held on **27 September 2022** in Worcester. The theme of the workshop is, **“Strengthening the Development of Young Finance Professionals within Local Government.”**

2. BACKGROUND

Sections 5(3) and 34 of the MFMA mandates Provincial Treasuries to monitor, assist and support municipalities in building their financial management capacity to comply with the MFMA and its related regulations.

The National Treasury (NT) Municipal Finance Management Internship Programme (MFMIP) was initiated in 2004 to assist municipalities to build their financial management capacity. The MFMIP is an organised professional and work experience programme with the goal of providing high quality training and practical exposure to interns in all aspects of municipal finance.

The Western Cape Provincial Treasury has monitored, supported, and assisted Western Cape municipalities towards the effective implementation of the MFMIP and the achievement of its intended objectives.

3. OBJECTIVE OF THE WORKSHOP

The objective of the workshop is as follows:

- a. To provide a platform to communicate the strategic direction of the MFMIP programme, addressing challenges and sharing of good practices through interactive discussion and agreement on innovative, efficient, and effective solutions.
- b. To conduct a scheduled verification process on municipal finance interns within the Western Cape. The verification in compliance with the Guideline for implementation of Municipal Finance Management Internship Programme (2014), will cover the following areas:
 - i. Validity of contracts.
 - ii. Validity of formal qualifications of appointed interns.
 - iii. Documented work rotation plans.
 - iv. Formal training opportunities in line with the minimum competency levels.
 - v. Availability of mentors to support interns' development.
 - vi. Stipends payable to interns; and others

It is imperative for National Treasury to receive the correct data on all interns as the transferring department of the DoRA Financial Management Grant framework. The correct data and performance information on interns will assist National Treasury to plan, motivate and allocate for further disbursements of this grant in the Medium-Term Expenditure Framework period.

Municipal Intern Champions are requested to ensure that interns bring along all the required documentation to enable successful verification process. The list of required documentation will be timeously requested prior to the workshop.

4. LOGISTICAL ARRANGEMENTS

The logistical arrangements are as follows:

Date of workshop: 27 September 2022

Venue: Nekkies Resort Conference, Rawsonville Road, Worcester

Attendees: NT MFMIP interns and municipal internship champions

Agenda: The final Agenda will be distributed timeously prior to the workshop.

5. CONFIRMATION OF ATTENDANCE

Municipalities are requested **to submit the names and email addresses of the municipal interns and internship champions that will be attending the workshop by the 19 September 2022.**

Kindly submit to the respective PT officials allocated for your Municipality as listed in the Table 1 below. Once the online invitation has been sent, attendees are requested to accept the online invitation to confirm attendance.

Table 1 PT Contact person - Allocated municipalities

<p>Deon Arends Tel No.: 021 483 4379 Email: Deon.Arends@westerncape.gov.za Knysna Local Municipality Mossel Bay Local Municipality Oudtshoorn Local Municipality Bitou Local Municipality City of Cape Town West Coast District Municipality</p>	<p>Zandile Cwane Tel No.: 021 483 8202 Email: Zandile.Mbatani@westerncape.gov.za Garden Route District Municipality George Local Municipality Hessequa Local Municipality Kannaland Local Municipality Langeberg Local Municipality Saldanha Bay Local Municipality</p>
<p>Hayleen April Tel No.: 021 483 4485 Email: Hayleen.April@westerncape.gov.za Central Karoo District Municipality Prince Albert Local Municipality Beaufort West Local Municipality Laingsburg Local Municipality Swartland Local Municipality Matzikama Local Municipality</p>	<p>Tracy Bowers Tel No: 021 483 6694 Email: Tracy.Bowers@westerncape.gov.za Cape Winelands District Municipality Breede Valley Local Municipality Drakenstein Local Municipality Stellenbosch Local Municipality Witzenberg Local Municipality Bergrivier Local Municipality</p>
<p>Wendy Arendse Tel No: 021 483 4289 Email: Wendy.Arendse2@westerncape.gov.za Overberg District Municipality Cape Agulhas Local Municipality Overstrand Local Municipality Swellendam Local Municipality Theewaterskloof Local Municipality Cederberg Local Municipality</p>	

6. CONCLUSION

Municipalities are requested to ensure the attendance of all finance interns and municipal intern champions to the workshop. Your continued dedication to establishing a sustainable municipal finance skills pipeline for local government is appreciated.

MS M VAN NIEKERK
DIRECTOR: FINANCIAL GOVERNANCE