



Reference number: RCS/C.5

Private Bag X9165
CAPE TOWN
8000

TREASURY CIRCULAR MUN NO. 03/2022

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: DR R RICHARDS
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, LANGEBERG 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 LOUW
THE MAYOR, BITOU MUNICIPALITY: MR D SWART
THE MAYOR, KNYSNA MUNICIPALITY: MR L DAVIS
THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: MS J BOTHA
THE MAYOR, LAINGSBURG MUNICIPALITY: MR M SMITH
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MS M JAFTHA
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR G PIETERSEN

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 (ACTING)
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR M MEIMANI (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, LANGEBERG MUNICIPALITY: MR A DE KLERK
THE MUNICIPAL MANAGER, OVERBERG DISTRICT MUNICIPALITY: MR P OLIVER (ACTING)
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR J JONKERS
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR D O'NEILL
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR E PHILLIPS
THE MUNICIPAL MANAGER, SWELLENBAM MUNICIPALITY: MR A GROENEWALD
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 H VISSER (ACTING)
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MR C PUREN (ACTING)
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: DR M GRATZ (ACTING)
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR W HENDRICKS (ACTING)
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR N MAREDI (ACTING)

THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR J JACOBS (ACTING)
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT MUNICIPALITY: DR S VATALA
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 J PENXA

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 M MEIMANI
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MR F LÖTTER
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 D LOUW
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, SWELLENBAM MUNICIPALITY: MS E WASSERMANN
THE CHIEF FINANCIAL OFFICER, GARDEN ROUTE DISTRICT MUNICIPALITY: MR J DE JAGER
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MS C CLAASEN (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 G DE JAGER
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR M DYUSHU
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MS A JAGAYSOR (ACTING)
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT MUNICIPALITY: MR M ABDULLAH
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR A HENDRICKS (ACTING)
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MS N NTSANGANI

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 (DR R HAVEMANN) (PRO TEM)
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 (MS C GREEN)
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 S KENYON) (PRO TEM)
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 A PICK) (PRO TEM)
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)

MUNICIPAL ACCOUNTANTS' FORUM (MAF): 10-11 March 2022 – MS Teams

PURPOSE

1. The circular serves to confirm that the next Municipal Accountants Forum (MAF) will be held on 10 & 11 March 2022, streamed virtually via Ms Teams from 08:30 until 13:00.
2. All Municipal Managers and Chief Financial Officers are requested to ensure that the Heads of Budget, Accounting and Treasury Offices and mSCOA champions (together with the relevant team members, i.e. accountants) attend the meeting.

BACKGROUND

3. The MAF's focus is to enhance the achievement of the Municipal Finance Management Act of 2003 (Act 56 of 2003) objectives, build institutional capacity and relationships, facilitate and encourage knowledge sharing, promote sound financial governance, and encourage the adoption of best practices, among other things. It is imperative that each municipality in the Province is adequately represented given the significance of the MAF and the topics to be covered at the session.

CONFIRMATION/CORRESPONDENCE

4. Confirmation of attendance or apologies should reach Provincial Treasury by no later than Monday, 7 March 2022.
5. Please direct your communication to:

Attention : Bulelwa Zweni

Tel. : 073 170 32 79

Email : Bulelwa.Zweni@westerncape.gov.za

AND/OR

Attention : Stephan Jantjies

Tel. : 082 229 6770

Email : Stephan.Jantjies@westerncape.gov.za

6. The draft Agenda is as follows:

MUNICIPAL ACCOUNTANTS' FORUM (DAY 1)

DATE: 10 MARCH 2022

TIME: 08h30 – 13h00

THEME: FOSTERING STABILITY WITH CREDIBLE AND SUSTAINABLE BUDGETS

	Time	Item	Facilitator
08:25		Officials join the MAF via MS Teams	
SESSION 1		OFFICIAL OPENING AND WELCOME	
1	08:30	Opening and Welcome	Chairperson (Provincial Treasury)
2	08:35	Approval of Agenda and New Items	Chairperson (Provincial Treasury)
3	08:40	Approval of Previous meeting minutes	Chairperson (Provincial Treasury)
4	08:45	Matters Arising from Previous Meeting	Chairperson (Provincial Treasury)
5	08:50	Secretariat feedback: MAF evaluation feedback	Micheline Fortuin (Provincial Treasury)
6	09:00	Secretariat feedback: MAF Terms of Reference	Kim Neethling (Provincial Treasury)
SESSION 2		PREPARING CREDIBLE AND SUSTAINABLE BUDGETS	
7	09:15	2021 Mid-year Municipal Budget Performance (IYM)	Wafeeqah Mohammed (Provincial Treasury)
8	09:45	<u>Budget Considerations:</u> Maximising capital investment vs. limited funding	Santie-Reyneke Naude & Cobus Kritzinger (Overstrand Municipality) (Witzenberg Municipality)
9	10:35	<u>Budget Considerations:</u> Budget Circulars (Provincial and National Treasuries)	Dian Cronje (Provincial Treasury)
11:15-11:30		TEA BREAK 15	
10	11:20	Budget Funding Tool Considerations	Eduard Le Roux (National Treasury)
11	12:25	Feedback: GRAP Training Accounting Working Committee	Deidre Manuel (Provincial Treasury)
12	12:55	Way forward and Closure	Chairperson (Provincial Treasury)

MUNICIPAL ACCOUNTANTS' FORUM (DAY 2)

DATE: 11 MARCH 2022

TIME: 08h30 – 12h30

THEME: FOSTERING STABILITY WITH CREDIBLE AND SUSTAINABLE BUDGETS

	Time	Item	Facilitator
08:25		Officials join the MAF via MS Teams	
SESSION 1		OFFICIAL OPENING AND WELCOME	
1	08:30	Reflection on MAF: Day 1	Chairperson (Provincial Treasury)
SESSION 2		mSCOA: IMPROVED CREDIBILITY DATA STRINGS	
2	08:35	Mid-year findings (Western Cape Overview)	Local Government Public Finance (Provincial Treasury)
3	09:00	Improved Credibility of data strings <ul style="list-style-type: none"> ● Segment use ● Cash Flow Budgeting and Transacting ● Balance Sheet Budgeting and movement accounting. ● Opening Balances in Budget submissions and transfer to current year . 	Ria van Ronge/ Vincent Pillay (National Treasury)
10:45-11:00		TEA BREAK 15	
4	11:00	<ul style="list-style-type: none"> ● Water Inventory Budget and Transacting (update) ● Value added Tax 	Micheline Fortuin (Provincial Treasury)
SESSION 2		mSCOA: NEW MATTERS	
5	11:40	Guidance on recording of conditional grants.	Ria van Ronge/ Vincent Pillay (National Treasury)
6	12:15	Costing guidelines for Budgeting and Transacting	Ria van Ronge/ Vincent Pillay (National Treasury)
7	12:55	Way forward and Closure	Chairperson (Provincial Treasury)

7. Heads of Budget and Treasury Offices, as well as any other senior municipal officials who are responsible for driving budget and reporting changes and are engaged in the development of the municipal budget, are encouraged to attend the MAF.
8. Municipal officials are also encouraged to provide additional relevant agenda items.
9. The heads or managers of budget and Treasury offices, as well as any other senior municipal officials who are responsible for budget and reporting reforms and are involved in the preparation of the municipal budget, must also take note of the following scheduled MAF meeting dates for the calendar year of 2022.

QUARTER	DATE
Quarter 2	Friday, 24 June 2022
Quarter 3	Friday, 23 September 2022
Quarter 4	Friday, 02 December 2022

Your co-operation in this regard will be appreciated.

MR T NTSHINGILA
DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE)
DATE: 28 February 2022

MR F SALIE
DIRECTOR: LOCAL GOVERNMENT ACCOUNTING
DATE: 28 February 2022