

Reference number: RCS/C.5

Private Bag X9165
CAPE TOWN
8000

TREASURY CIRCULAR MUN NO 19/2021

THE MAYOR, CITY OF CAPE TOWN: MR G HILL-LEWIS
THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: VACANT
THE MAYOR, MATZIKAMA MUNICIPALITY: MR J VAN DER HOVEN
THE MAYOR, CEDERBERG MUNICIPALITY: MR 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 B KLAASEN
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: MS C VOSLOO
THE MAYOR, OVERSTRAND MUNICIPALITY: DR A RABIE
THE MAYOR, CAPE AGULHAS MUNICIPALITY: MR P SWART
THE MAYOR, SWELLEN DAM MUNICIPALITY: MR F DU RAND
THE MAYOR, GARDEN ROUTE DISTRICT MUNICIPALITY: MR M BOOYSEN
THE DEPUTY MAYOR, KANNALAND MUNICIPALITY: MS M BARRY (ACTING)
THE MAYOR, HESSEQUA MUNICIPALITY: MR G RIDDLES
THE DEPUTY MAYOR, MOSSEL BAY MUNICIPALITY: MR D KOTZE
THE MAYOR, GEORGE MUNICIPALITY: ALD. L VAN WYK
THE MAYOR, OUDTSHOORN MUNICIPALITY: MR C LOUW
THE MAYOR, BITOU MUNICIPALITY: MR S GCABAYI (ACTING)
THE MAYOR, KNYSNA MUNICIPALITY: MR E VAN ASWEGEN
THE MAYOR, CENTRAL KAROO DISTRICT MUNICIPALITY: MR I WINDVOGEL
THE MAYOR, LAINGSBURG MUNICIPALITY: MR R LOUW
THE MAYOR, PRINCE ALBERT MUNICIPALITY: MR G LOTTERING
THE MAYOR, BEAUFORT WEST MUNICIPALITY: MR Q LOUW

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR L MBANDAZAYO
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR D JOUBERT
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR R SAULS (ACTING)
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR A TIITUS (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 LEIBRANDT
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 N KRUGER (ACTING)
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR D LUBBE
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR D O'NEILL
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR E PHILLIPS
THE MUNICIPAL MANAGER, SWELLEN DAM MUNICIPALITY: MR A GROENEWALD
THE MUNICIPAL MANAGER, GARDEN ROUTE DISTRICT MUNICIPALITY: MR M STRATU
THE MUNICIPAL MANAGER, KANNALAND MUNICIPALITY: MR M HOOGBAARD (ACTING)
THE MUNICIPAL MANAGER, HESSEQUA MUNICIPALITY: MR J JACOBS
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: MS 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: ADV. L NGOQO
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MR D ADONIS (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: MS A VORSTER
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 JCP 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 FA 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 P HOFFMANN (ACTING)
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, SWELLENDAM MUNICIPALITY: MS E WASSERMANN
THE CHIEF FINANCIAL OFFICER, GARDEN ROUTE DISTRICT MUNICIPALITY: MR JW DE JAGER
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR R BUTLER
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS HJ 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: MR J CARSTENS (ACTING)
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT MUNICIPALITY: MS U BAARTMAN
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MS A VORSTER
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)
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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)

PROVINCIAL TREASURY LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT FORUM MEETING: 3 DECEMBER 2021 VIA MS TEAMS.

1. PURPOSE

- 1.1 To inform municipalities of the next scheduled Local Government SCM Forum Meeting to be held on the **3 December 2021, streamed via Microsoft Teams (MS Teams)**.
- 1.2 All Municipal Managers and Chief Financial Officers are requested to avail the Managers of the Supply Chain Management units to attend the meeting.
- 1.3 Where the senior official is unable to attend the forum meeting, the Municipality may nominate a representative, preferably an official of the Municipality's Supply Chain Management unit to attend.

2. BACKGROUND

- 2.1 In terms of section 5(3) of the MFMA (Act 56 of 2003), a Provincial Treasury may assist municipalities and municipal entities in building their capacity for efficient, effective and transparent financial management.
- 2.2 Given the pessimistic economic outlook, the supply chain environment has come under severe strain as all spheres of government aim to effectively respond to the COVID-19 pandemic, while also managing existing procurement pressures. This new context affects our daily operations in every way, from how we plan, to how we execute and implement, to ultimately how we report.
- 2.3 The aim of the SCM forum is to assist on issues such as managing transformation within SCM, developing coherent policy and setting norms and standards for service delivery and to enhance interdepartmental SCM relations and the exchange of information, while taking a long-term perspective on spending and policy from an SCM perspective. The SCM forum meeting further seeks to be a co-operative communication between the Provincial Treasury and municipalities, with the view to share experiences and best practices.
- 2.4 Considering recent developments within the Provincial Treasury's strategy, specifically with COVID-19, the district forums become crucial, considering the last two years of municipal audit outcomes and the possible focus of the Auditor-General going forward.
- 2.5 It is imperative that each municipality in the Province is adequately represented, given the importance of the SCM Forum Meetings and the topics to be covered at the sessions.

3. AGENDA ITEMS TO BE DISCUSSED

- 3.1 The Provincial Treasury will afford the municipalities the opportunity to forward their proposed agenda items or issues to be addressed at the forum meeting.
- 3.2 Should a Municipality wish to forward any proposed agenda items for discussions, they can do so via email no later than **Monday, 29 November 2021**.
- 3.3 The agenda items include the following but will not be limited to:

3.3.1 SCM Governance

- Status update and Feedback on the SCM Governance Workstream;
- Update on NT SCM Reforms; and
- Feedback on SCM Interpretation Challenges and SCM Matrix.

3.3.2 Strategic Procurement

- Assessment on Municipal Procurement Plans and Municipal Procurement Planning Toolkit;
- Updates on the Asset Management Project; and

3.3.3 SCM Capacitation and Training Programme

- Current Training Project for 2021/20 Financial Year; and
- New Training Project for the 2021/22 financial year.

3.3.4 SCM Technology

- Roll-out of the Western Cape Technology Project to Municipalities; and
- Feedback on Central Supplier Database and SAGOV Tender Portal.

4. CONFIRMATIONS

- 4.1 Municipalities are requested to forward the name, designation and contact details of the representative, who will be attending the Supply Chain Management Forum meeting.
- 4.2 Confirmation of attendance or apologies should reach Provincial Treasury by no later than **Monday, 29 November 2021**.
- 4.3 Please direct your communication to:
- Attention : Mr. Sancho Nomdo
Tel. Nr : 076 587 8529
Email: : Sancho.Nomdo@westerncape.gov.za
- 4.4 Any enquiries in this regard may be directed to **Ms. Letitia Sallies on (021) 483 3180**.
- 4.5 Please consider this as the direction given by Provincial Treasury in confirming the way forward of this essential forum.

RODNEY MOOLMAN
DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT
DATE: 30 November 2021