



REFERENCE: T16/4/R

ENQUIRIES: LETITIA SALLIES

TREASURY CIRCULAR MUN NO 43 of 2013

THE MAYOR, CITY OF CAPE TOWN: MS P DE LILLE
THE MAYOR, WEST COAST DISTRICT MUNICIPALITY: MR JH CLEOPHAS
THE MAYOR, MATZIKAMA MUNICIPALITY: MR JOHN BOCK
THE MAYOR, CEDERBERG MUNICIPALITY: MR J WHITE
THE MAYOR, BERGRIVIER MUNICIPALITY: MR EB MANUEL
THE MAYOR, SALDANHA BAY MUNICIPALITY: MR F SCHIPPERS
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 T PRINCE

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR A EBRAHIM
THE MUNICIPAL MANAGER, WEST COAST DISTRICT: MR H PRINS
THE MUNICIPAL MANAGER, MATZIKAMA MUNICIPALITY: MR J PEKEUR (Acting)
THE MUNICIPAL MANAGER, CEDERBERG MUNICIPALITY: MR. I KENNEDY
THE MUNICIPAL MANAGER, BERGRIVIER MUNICIPALITY: MS H LINDE
THE MUNICIPAL MANAGER, SALDANHA BAY MUNICIPALITY: MR L SCHEEPERS
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT: MR M MGAJO
THE MUNICIPAL MANAGER, WITZENBERG MUNICIPALITY: MR D NASSON
THE MUNICIPAL MANAGER, DRAKENSTEIN MUNICIPALITY: MR J METTLER
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS C LIEBENBERG
THE MUNICIPAL MANAGER, BREEDE VALLEY MUNICIPALITY: MR G MATTHYSE
THE MUNICIPAL MANAGER, LANGEBERG MUNICIPALITY: MR SA MOKWENI
THE MUNICIPAL MANAGER, OVERBERG DISTRICT: MR R du Toit (Acting)
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR HSD WALLACE
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR C GROENEWALD
THE MUNICIPAL MANAGER, CAPE AGULHAS MUNICIPALITY: MR. DG 'o NEILL
THE MUNICIPAL MANAGER, SWELLENDAM MUNICIPALITY: MR C AFRICA (ACTING)
THE MUNICIPAL MANAGER, EDEN DISTRICT: MR G 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
THE MUNICIPAL MANAGER, OUDTSHOORN MUNICIPALITY: MR R LOTTERING (ACTING)
THE MUNICIPAL MANAGER, BITOU MUNICIPALITY: MR A PAULSE (ACTING)
THE MUNICIPAL MANAGER, KNYSNA MUNICIPALITY: MS L WARING
THE MUNICIPAL MANAGER, CENTRAL KAROO DISTRICT: MR S JOOSTE (ACTING)
THE MUNICIPAL MANAGER, LAINGSBURG MUNICIPALITY: MR P WILLIAMS
THE MUNICIPAL MANAGER, PRINCE ALBERT MUNICIPALITY: MR HF METTLER
THE MUNICIPAL MANAGER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR K JACOBY
THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICT: MR J KOEKEMOER
THE CHIEF FINANCIAL OFFICER, MATZIKAMA MUNICIPALITY: MR U BAARTMAN
THE CHIEF FINANCIAL OFFICER, CEDERBERG MUNICIPALITY: MR E ALFRED
THE CHIEF FINANCIAL OFFICER, BERGRIVIER MUNICIPALITY: MR JA VAN NIEKERK
THE CHIEF FINANCIAL OFFICER, SALDANHA BAY MUNICIPALITY: MR S VORSTER
THE CHIEF FINANCIAL OFFICER, SWARTLAND MUNICIPALITY: MR K COOPER
THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICT: MS. F GROENEWALD
THE CHIEF FINANCIAL OFFICER, WITZENBERG MUNICIPALITY: MR C KRITZINGER
THE CHIEF FINANCIAL OFFICER, DRAKENSTEIN MUNICIPALITY: MR J CARSTENS
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR M WUST
THE CHIEF FINANCIAL OFFICER, BREEDE VALLEY MUNICIPALITY: MR D McTHOMAS
THE CHIEF FINANCIAL OFFICER, LANGEBERG MUNICIPALITY: MR CF HOFFMANN
THE CHIEF FINANCIAL OFFICER, OVERBERG DISTRICT: MR K BURGER
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR D LOUW
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MRS S REYNEKE
THE CHIEF FINANCIAL OFFICER, CAPE AGULHAS MUNICIPALITY: MR H SCHLEBUSCH
THE CHIEF FINANCIAL OFFICER, SWELLENBOSCH MUNICIPALITY: MR H KRAPOHL
THE CHIEF FINANCIAL OFFICER, EDEN DISTRICT: MS L HOEK
THE CHIEF FINANCIAL OFFICER, KANNALAND MUNICIPALITY: MR N DELO
THE CHIEF FINANCIAL OFFICER, HESSEQUA MUNICIPALITY: MS L VILJOEN
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR H BOTHA
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: MR K JORDAAN
THE CHIEF FINANCIAL OFFICER, OUDTSHOORN MUNICIPALITY: MR F HUMAN
THE CHIEF FINANCIAL OFFICER, BITOU MUNICIPALITY: MR F LOTTER
THE CHIEF FINANCIAL OFFICER, KNYSNA MUNICIPALITY: MR G EASTON
THE CHIEF FINANCIAL OFFICER, CENTRAL KAROO DISTRICT: MR N NORTJE
THE CHIEF FINANCIAL OFFICER, LAINGSBURG MUNICIPALITY: MS A GROENEWALD
THE CHIEF FINANCIAL OFFICER, PRINCE ALBERT MUNICIPALITY: MR J NEETHLING
THE CHIEF FINANCIAL OFFICER, BEAUFORT WEST MUNICIPALITY: MR J BOOYSEN

THE HEAD OF SCM, CITY OF CAPE TOWN: MR L SHNAPS
THE HEAD OF SCM, WEST COAST DISTRICT: MR M MARKUS
THE HEAD OF SCM, MATZIKAMA MUNICIPALITY: MR C KOTZE
THE HEAD OF SCM, CEDERBERG MUNICIPALITY: MS J MAARMAN
THE HEAD OF SCM, BERGRIVIER MUNICIPALITY: MR J JONKER
THE HEAD OF SCM, SALDANHA BAY MUNICIPALITY: MS H MEEDING
THE HEAD OF SCM, SWARTLAND MUNICIPALITY: MR P SWART
THE HEAD OF SCM, CAPE WINELANDS DISTRICT: MR GJP FALCK
THE HEAD OF SCM, WITZENBERG MUNICIPALITY: MR H VERGOTINE
THE HEAD OF SCM, DRAKENSTEIN MUNICIPALITY: MR D JACOBS
THE HEAD OF SCM, STELLENBOSCH MUNICIPALITY: MR M BOLTON (ACTING)
THE HEAD OF SCM, BREEDE VALLEY MUNICIPALITY: MR M BOONZAAIER
THE HEAD OF SCM, LANGEBERG MUNICIPALITY: MR C HOFFMANN
THE HEAD OF SCM, OVERBERG DISTRICT: MR D LAMBRECHTS
THE HEAD OF SCM, THEEWATERSKLOOF MUNICIPALITY: MR A HENDRICKS
THE HEAD OF SCM, OVERSTRAND MUNICIPALITY: MS R LA COCK
THE HEAD OF SCM, CAPE AGULHAS MUNICIPALITY: MR R SEFOOR
THE HEAD OF SCM, SWELLENBOSCH MUNICIPALITY: MR B BEYERS
THE HEAD OF SCM, EDEN DISTRICT: MR T MPURU
THE HEAD OF SCM, KANNALAND MUNICIPALITY: MR D LINKS
THE HEAD OF SCM, HESSEQUA MUNICIPALITY: MR R BENT
THE HEAD OF SCM, MOSSEL BAY MUNICIPALITY: MS E NEL
THE HEAD OF SCM, GEORGE MUNICIPALITY: MR B GERICKE
THE HEAD OF SCM, OUDTSHOORN MUNICIPALITY: MR JC LADOUCE
THE HEAD OF SCM, BITOU MUNICIPALITY: MR P PETERS
THE HEAD OF SCM, KNYSNA MUNICIPALITY: MR W FILLIES
THE HEAD OF SCM, CENTRAL KAROO DISTRICT: MS L STRUMPHER
THE HEAD OF SCM, LAINGSBURG MUNICIPALITY: MR K GERTSE
THE HEAD OF SCM, PRINCE ALBERT MUNICIPALITY: MR D PLAATJES (ACTING)
THE HEAD OF SCM, BEAUFORT WEST MUNICIPALITY: MS SA POTHBURG

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 Z HOOSAIN)
THE HEAD: PUBLIC POLICY SERVICES (MR A PHILLIPS)
THE HEAD: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS JD GANTANA)
THE HEAD: LOCAL GOVERNMENT PUBLIC FINANCE (MR TC ARENDSE)
THE HEAD: ASSET MANAGEMENT (MR IG SMITH)
THE HEAD: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYSEN)
THE HEAD: OFFICE OF THE MINISTRY (MS T EVANS)

THE SENIOR MANAGER: BUSINESS INFORMATION AND DATA MANAGEMENT (MR PP PIENAAR)
THE SENIOR MANAGER: FINANCIAL GOVERNANCE (MR B VINK)
THE SENIOR MANAGER: FISCAL POLICY (MS C HORTON)
THE SENIOR MANAGER: INFRASTRUCTURE (MR M WUST)
THE SENIOR MANAGER: LOCAL GOVERNMENT ACCOUNTING (MS N OLIPHANT)
THE SENIOR MANAGER: LOCAL GOVERNMENT BUDGET OFFICE (MR ML BOOYSEN)
THE SENIOR MANAGER: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR F SABBAT)
THE SENIOR MANAGER: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR SIGABI)
THE SENIOR MANAGER: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN) (ACTING)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT ACCOUNTING (MR A REDDY)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS M SHERATON-KORSTEN)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS N EBRAHIM)
THE SENIOR MANAGER: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS A SMIT)
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)

THE PROVINCIAL AUDITOR
MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT
THE HEAD OF DEPARTMENT: LOCAL GOVERNMENT AND HOUSING

**RE: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT FORUM MEETING 15 NOVEMBER
2013: DRAKENSTEIN MUNICIPALITY'S COUNCIL CHAMBERS**

1. Purpose

- 1.1. To inform municipalities of the next Local Government Supply Chain Management Forum meeting that is scheduled to take place on **Friday, 15 November 2013**.
- 1.2. To request all municipalities to submit one (1) name of a representative, preferably the SCM Manager or CFO, who will attend the Supply Chain Management Forum.
- 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.

2. Background

- 2.1 To date, the Supply Chain Management forums have taken place on a quarterly basis with the aim of providing additional support to municipalities in the implementation of the provisions of the Municipal Finance Management Act No. 56 of 2003 and other applicable legislations relating to Supply Chain Management.
- 2.2 The forum further seeks to be a co-operative endeavor between the Provincial Treasury and municipalities with the view to share experiences and best practices. The forum meetings have been a success and have been supported by all 30 municipalities within the Western Cape.

- 2.3 The Local Government Supply Chain Management (LGSCM) Directorate of the Provincial Treasury has scheduled the next SCM Forum meeting to take place on **Friday, 15 November 2013, in Paarl at the Drakenstein Municipal Council Chambers.** The Supply Chain Management Forum meeting will commence at 09h00 ending at 13h00.

3. **Agenda Items to be discussed**

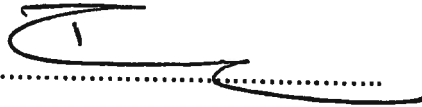
- 3.1 The Provincial Treasury will afford the municipalities the opportunity to forward their proposed agenda items or issues to be addressed at the forum meeting.
- 3.2 Should a Municipality wish to forward any proposed agenda items for discussions, they can do so via email or fax no later than **Friday, 1 November 2013.**
- 3.3 The agenda items includes but will not be limited to the following:
1. **Presentation by Provincial Government Supply Chain Management**
 - Update and feedback on the implementation of Local Content
 2. **Presentation by Local Government Supply Chain Management**
 - Update on the roll – out of the supply chain management training
 3. **Presentation by South African Revenue Services**
 - Presentation on Vendor Management enhancements
 4. **Presentation by Overstrand Municipality & SAMRAS System**
 - Presentation on the implementation of the SAMRAS Plus System
 5. **Presentation by Local Government Supply Chain Management**
 - Level 5 Criteria of the Financial Capability Model
 6. **SCM Reporting – CRA System**
 - Contracts awarded above R100 000.00 on the CRA System.

4. **Request**

- 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. It will be highly appreciated if these details are submitted not later than **Friday, 1 November 2013**, via e-mail to Leticia.Sallies@westerncape.gov.za or via fax to (021) 483 4671.

4.3. Any enquiries in this regard may be directed to **Ms. Letitia Salles on (021) 483 3180.**

Your co-operation will be highly appreciated.

A handwritten signature in black ink, consisting of a large, stylized 'R' followed by a horizontal line that tapers to the right. Below the signature is a dotted line.

MR RODNEY MOOLMAN

ACTING DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT

PROVINCIAL TREASURY

DATE: 11-10-2013