



Reference: T13/12/2 (2013/14)

TREASURY CIRCULAR MUN NO 44/2013

THE MUNICIPAL MANAGER, CITY OF CAPE TOWN: MR A EBRAHIM
THE MUNICIPAL MANAGER, WEST COAST DISTRICT MUNICIPALITY: MR H PRINS
THE MUNICIPAL MANAGER, SWARTLAND MUNICIPALITY: MR J SCHOLTZ
THE MUNICIPAL MANAGER, CAPE WINELANDS DISTRICT MUNICIPALITY: MR M MGAJO
THE MUNICIPAL MANAGER, STELLENBOSCH MUNICIPALITY: MS C LIEBENBERG
THE MUNICIPAL MANAGER, THEEWATERSKLOOF MUNICIPALITY: MR D LOUW
THE MUNICIPAL MANAGER, OVERSTRAND MUNICIPALITY: MR C GROENEWALD
THE MUNICIPAL MANAGER, MOSSEL BAY MUNICIPALITY: DR M GRATZ
THE MUNICIPAL MANAGER, GEORGE MUNICIPALITY: MR T BOTHA

THE CHIEF FINANCIAL OFFICER, CITY OF CAPE TOWN: MR K JACOBY
THE CHIEF FINANCIAL OFFICER, WEST COAST DISTRICT MUNICIPALITY: MR J KOEKEMOER
THE CHIEF FINANCIAL OFFICER, SWARTLAND MUNICIPALITY: MR K COOPER
THE CHIEF FINANCIAL OFFICER, CAPE WINELANDS DISTRICT MUNICIPALITY: MS FA DU RAAN-GROENEWALD
THE CHIEF FINANCIAL OFFICER, STELLENBOSCH MUNICIPALITY: MR M WÜST
THE CHIEF FINANCIAL OFFICER, THEEWATERSKLOOF MUNICIPALITY: MR D LOUW
THE CHIEF FINANCIAL OFFICER, OVERSTRAND MUNICIPALITY: MS S REYNEKE-NAUDE
THE CHIEF FINANCIAL OFFICER, MOSSEL BAY MUNICIPALITY: MR HF BOTHA
THE CHIEF FINANCIAL OFFICER, GEORGE MUNICIPALITY: MR K JORDAAN

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 F SABBAT) (ACTING)
THE HEAD: ASSET MANAGEMENT (MR IG SMITH)
THE HEAD: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)
THE HEAD: OFFICE OF THE FINANCE 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 (MR A PHILLIPS) (PRO TEM)
THE SENIOR MANAGER: INFRASTRUCTURE (MS JD GANTANA) (PRO TEM)
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 M 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 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: 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 CASH FLOW MANAGEMENT REFERENCE GROUP WORKSHOP: 6 - 7 NOVEMBER 2013

1. PURPOSE

- 1.1 The purpose of this circular is to notify municipalities that Provincial Treasury will be hosting an interactive workshop on cash flow management with selected municipalities to improve the current draft reference training material which will be rolled out to all municipalities in the Western Cape.
- 1.2 The goal of this workshop is to create an interactive platform between the service provider, Provincial Treasury and the municipalities to comment on the current draft Municipal Financial Cash Management training material. This workshop will facilitate the delivery of a quality product to be used as training material for all municipalities in the Western Cape.
- 1.3 The targeted group for this workshop therefore needs to understand all technical, operational and legislative requirements pertaining to cash flow, investment and borrowing management. This would require the Municipal Managers or Municipal Chief Financial Officers to avail at least two officials to attend these workshops.

2. BACKGROUND

- 2.1 In terms of section 5(3) of the Municipal Finance Management Act (Act 56 of 2003), Provincial Treasury is mandated to assist, guide and monitor compliance to the said Act. Therefore, In relation to the above, Provincial Treasury is mandated to provide support and training to the municipalities in the Western Cape.
- 2.2 In an attempt to foster the necessary skills, the workshop is aimed to achieve the following objectives:
 - a) To improve the current draft reference training material; and
 - b) To develop and implement training pertaining to cash flow management within the Western Cape.
- 2.3 The target group for these workshops has been identified as the municipal officials in the Budget and Treasury Office and specifically those officials that perform the annual cash flow budget, daily cash flow, management, investment management, borrowing management, cash management reporting and accounting transactions related to overall municipal financial cash management.

3. LOGISTICS

3.1 The details of the upcoming workshop are as follows:

Date: 6 – 7 November, 2013 (Wednesday – Thursday)

Venue: USB-Ed, Carl Cronje Drive, Bellville, 7530

Time: 09:00 – 16:00 daily

3.2 Each attendee is required to bring his/her own laptop to participate in the practical sessions and the training costs are funded by Provincial Treasury, but do not include the travel and accommodation costs of delegates.

4. CONFIRMATION/CORRESPONDENCE

Kindly confirm attendance via e-mail to the address listed below **before 29 October 2013**.

E-mail: Wesley.Baatjies@westerncape.gov.za (The City of Cape Town & Eden District)

Fabioh.Busby@westerncape.gov.za (West Coast District)

Ashley.Saaiers@westerncape.gov.za (Cape Winelands & Central Karoo Districts)

Anthea.Paries@westerncape.gov.za (Overberg District)

For any further enquiries regarding the above, please contact:

Ashley Saaiers

Tel No: (021) 483 3745

E-mail: Ashley.Saaiers@westerncape.gov.za

Your co-operation in this regard will be highly appreciated.



MR A PHILLIPS

HEAD: PUBLIC POLICY SERVICES

DATE: 18 October 2013