Notice is hereby given that a SPECIAL MEETING of the MUNICIPAL COUNCIL of Knysna Municipality will be held in the COUNCIL CHAMBER, Clyde Street, Knysna on TUESDAY, 30 AUGUST 2016 at 09:00 to consider the business set forth in the attached agenda.

Kennis geskied hiermee dat ’n SPESIALE VERGADERING van die MUNISIPALE RAAD van Knysna Munisipaliteit in die RAADSAAL, Clydestraat, Knysna op DINS DAG, 30 AUGUSTUS 2016 om 09:00 gehou sal word ten einde sake soos uiteengesit in die aangehegte agenda te oorweeg.

Isaziso ESIBALULEKILEYO SENTLANGANISO yeBHUNGA likaMASIPALA waseKnysna eyakubanjelwa K WIGUMBI LEKHANSILE kwisitalato iClyde, Knysna lentlanganiso iyakuba NGOLWESIBINI, NGE 30 k uAUGUSTI 2016 ngentsimibi ye 09:00 umba iyakuba lushishino oluchazwekwi agenda.

CLLR G R WOLMARANS
The Speaker
Usomlomo

MR G EASTON
Municipal Manager
uManejala KaMasipala

Date: 16 August 2016
1. OPENING AND WELCOMING 3
2. SILENT PRAYER 3
3. ATTENDANCE OF MEMBERS 3
   3.1 COUNCILLORS PRESENT 3
   3.2 COUNCILLORS ABSENT WITH LEAVE 3
   3.3 COUNCILLORS ABSENT WITHOUT LEAVE 3
4. NOTING OF THE PROVISIONS OF CODE OF CONDUCT FOR COUNCILLORS 3
5. DISCLOSURE OF INTEREST 3
6. CONFIRMATION AND ADOPTION OF THE MINUTES (NONE) 3
7. MATTERS SUBMITTED BY THE MUNICIPAL MANAGER 4
   7.1 APPOINTMENT OF AN ACTING DIRECTOR: PLANNING AND DEVELOPMENT FOR ANOTHER THREE MONTHS 4
   7.2 APPOINTMENT OF AN ACTING CHIEF FINANCIAL OFFICER (CFO) 6
   7.3 CONFIDENTIAL ITEM (SEE SEPARATE AGENDA) 7

8. Consideration of Motions 25
9. Consideration of Questions 25
10. Consideration of Motions of Exigency 25
11. Adjournment 25
AGENDA

1. OPENING AND WELCOMING
2. SILENT PRAYER
3. ATTENDANCE OF MEMBERS
   3.1 COUNCILLORS PRESENT
   3.2 COUNCILLOR WITH LEAVE
   3.3 COUNCILLORS WITHOUT LEAVE
5. DISCLOSURE OF INTERESTS BY COUNCILLORS
6. CONFIRMATION AND ADOPTION OF THE MINUTES

None
7. MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

7.1

SC01/08/16 APPOINTMENT OF AN ACTING DIRECTOR: PLANNING AND DEVELOPMENT FOR ANOTHER THREE MONTHS

REPORT FROM THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

The purpose of the report is to request Council to appoint an Acting Director: Planning and Development for the period 31 August 2016 to 30 November 2016.

BACKGROUND

The previous Director: Planning and Development left the Municipal service on 20 May 2016. On 31 May 2016 Council resolved to appoint Ms Marlene Boyce as the Acting Director: Planning and Development from 31 May 2016 for not more than three months or until the vacant post is filled.

DISCUSSION

In terms of the Local Government: Municipal Systems Act, 2000, Section 56(1)(a)(ii), a Municipal Council must appoint, after consultation with the Municipal Manager, an Acting Manager (Director) directly accountable to the Municipal Manager. Section 56(1)(c) of the abovementioned Act states that an Acting Manager may not be appointed for a period exceeding three months without the MEC for Local Government’s approval to extend the period of appointment to a further period that does not exceed three months. Unfortunately to date, the vacant position of Acting Director: Planning and Development has not yet been advertised and the three month term of the current Acting Director: Planning and Development will terminate on 31 August 2016. It is thus necessary for Council to appoint an Acting Director: Planning and Development for a further three month period, as contemplated in the Act.

FINANCIAL IMPLICATIONS

N/A

RELEVANT LEGISLATION

As above

RECOMMENDATION OF THE MUNICIPAL MANAGER

[a] That the Appointment of an Acting Director: Planning and Development for another three months, be noted;
[b] That Ms Marlene Boyce be appointed as Acting Director: Planning and Development for a further three month period terminating on 30 November 2016;

[c] That the MEC for Local Government be requested to extend the period of the current Acting Director: Planning and Development for a further three months ending at 30 November 2016 or until the vacant post is filled, whichever period is sooner.

APPENDIX / ADDENDUM

None

File number: 9/1/2/14
Execution: Municipal Manager
7.2

SC02/06/16  APPOINTMENT OF AN ACTING CHIEF FINANCIAL OFFICER (CFO)

REPORT FROM THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

The purpose of the report is to consider this report and to appoint an Acting Chief Financial Officer (CFO).

BACKGROUND

The CFO, Mrs Pariksha Gobrie resigned from the employ of Knysna Municipality and left the Municipal service on 24 July 2016.

DISCUSSION

The Local Government: Municipal Systems Act, 2000, states in Section 56(1)(a)(ii) that a Municipal Council must appoint, after consultation with the Municipal Manager, an Acting Manager (Director) directly accountable to the Municipal Manager.

Section 56(1)(c) of the abovementioned Act states that an Acting Manager may not be appointed for a period exceeding three months without the MEC for Local Government’s approval to extend the period of appointment to a further period that does not exceed three months.

Section 56(2) of the said Act determines the following regarding an Acting Manager (Director):

“(2) A decision to appoint a person referred to in Sub-Section (1)(a)(ii), and any contract concluded between the Municipal Council and that person in consequence of the decision, is null and void if -

a) The person appointed does not have the prescribed skills, expertise, competencies or qualifications; or

b) The appointment was otherwise made in contravention of this Act, unless the Minister, in terms of Sub-Section (6), has waived any of the requirements listed in Sub-Section (1)(b).”

The skills, expertise, competencies and qualifications for the CFO post is determined in the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014 (Annexure B, Regulation 5) to be as prescribed under the Local Government: Municipal Regulations on Minimum Competency Levels, 2007.

The latter mentioned Regulations determines in Regulation 5 the following as the Minimum Competency Level of a CFO for all Municipalities with Annual Budgets of a value equal to or above R 500 million:
HIGHER EDUCATION QUALIFICATION:
At least NQF Level 7 in fields of Accounting, Finance or Economics or Chartered Accountant (SA).

WORK-RELATED EXPERIENCE:
Minimum of 7 years at Senior and Middle Management levels, of which at least 2 years must be at Senior Management level.

CORE MANAGERIAL AND OCCUPATIONAL COMPETENCIES:
As described in the Performance Regulations.

Council can appoint an Acting CFO on a full time or a part time basis whilst it advertises the position.

The Municipal Manager contacted Provincial Treasury, Provincial Local Government, all Municipal Managers in the Western Cape as well as Mubesko (a Company which specialises, amongst other things, in sourcing Municipal Finance Officials) and the results were as follows:

Mubesko have supplied two CVs for consideration, being Messrs Kymdell and Van der Linde

Provincial Local Government suggested one possibility, being Mr Bruwer.

The Municipal Manager of George Municipality has suggested seconding his Head of Internal Audit, Mr Louis Fourie on a one and a half to two day a week if required and as circumstances dictate.

If Council advertises now an appointment is not likely to be made within the next three months. Council must therefore consider whether they wish to make a short-term appointment or a part-time appointment.

From the CVs it is suggested that none are fully competent to act as CFO at Knysna Municipality. The CVs are attached hereto as Annexure A.

Mr Van der Linde does not have MMC in terms of the Minimum Competency Regulations. Mr Kymdell does not have NQF 7 and Mr Bruwer does not appear, as yet, to have MMC exemption.

Mr Fourie is competent, qualified and has the necessary experience.

Two suggestions are mooted as possibilities, being:

(a) Appoint Mr Bruwer as the most experienced, non-competent CFO and request the MEC for MFMA exemption on a short term basis, assuming a suitable candidate applies for the vacant CFO post; or

(b) Appoint Mr Fourie on a part time (month-to-month) basis. This would require the formal approval of the MEC and the acceptance by the Municipal Manager of George Municipality.

It is recommended that for working purposes, suggestion (b) above be followed for the time being.
The Annual Financial Statements (AFS) are complete and a short term CFO for both budgeting and mSCOA purposes is not of much value. However, a part time CFO working with the Treasury Team and who knows the current Consulting Team - they also work in George on the same basis as Knysna - should be adequate in the short term.

**RECOMMENDATION OF THE MUNICIPAL MANAGER**

(a) That the report regarding the appointment of an Acting CFO be noted;

(b) That the appointment of Mr Fourie on a part-time basis be investigated further and the support of the MEC for Local Government and the George Municipality be obtained.

**APPENDIX / ADDENDUM**

Annexure A – CV of CJ Kymdell  
Annexure B – CV of JC van der Linde  
Annexure C – Email CV of K Bruwer  
Annexure D – LH Fourie

File number: 9/1/2/14  
Execution: Municipal Manager
ANNEXURE A

CURRICULUM VITAE

C J KYMDELL
Cornelis Johannes Kymdell

19 Garb Street, Beaufort West, 6970

**Telephone:** (023) 415 1434  \hspace{2cm} **Cell:** 082 562 7480  \hspace{2cm} **E-mail:** kimmie.kymdell@gmail.com

---

**Profile:** 27 Years Local Government experience, with qualifications in Local Government Finance. 3 Years’ experience at Mubesko Africa consulting firm as Senior Manager and 11 months as Technical Advisor at Government Technical Advisory Centre (GTAC) situated at Beaufort West Municipality. Strong background in finance (compiling of Financial Statements, budgets, debtors, creditors, assets, etc.), and office administration. Well-developed communication at all levels in the organisation, planning and organisation skills, with aptitude to motivate and train individuals in order to transfer skills. Versatile, adaptable, innovative, proactive, responsible, energetic and a person with integrity and strong code of ethics who is able to function in a group as well as independently. High level of interpersonal interaction combined with sound problem analysis and solving capacity.

---

**AREAS OF COMPETENCIES**

- Financial Management and Municipal Finance qualifications
- Drafting and Compiling of Policies
- Compiling and Drafting of Annual Financial Statements and Budgets for Municipalities
- Advising and Facilitating within Local Authorities
- Computer Literate (Microsoft Office Suite, Abakus, Sebata, Caseware)

**EDUCATION**

- Technikon of South Africa
  - National Diploma: Local Government Finance
- National Treasury/Stellenbosch University
  - CPMD Certificate: Municipal Finance Management (Completed)
  - Municipal Financial Planning, Accounting and Control. (NQF 6)
  - Municipal Strategic Planning, Budget Implementation & Performance Management. (NQF 6)
  - Municipal Financial Management. (NQF 6)
  - Municipal Governance & Legislation. (NQF 6)
  - Municipal Costing & Capital Planning. (NQF 6)

**PERSONAL INFORMATION**

- Name: Cornelis Johannes Kymdell
- Identity number: 6106135064086
- Citizenship: South African
- Marital Status: Married
- Languages: English, Afrikaans
- Driver’s License: Code EB
- Interests: Sport and Finance
WORK EXPERIENCE

- Central Karoo District Municipality - Chief Financial Officer
- Mubesko Africa (Municipal Business Consultants) – Senior Manager
- Government Technical Advisory Centre (GTAC) – Technical Advisor

CAREER EXPERIENCE:

1. 1 May 1985 – 30 April 1988 : Head Accountant at Setsotsa Municipality (Ficksburg Municipality)
2. 1 May – 28 February 1992 : Assistant Town Treasurer at Setsotsa Municipality (Ficksburg Municipality)
3. 1 March 1992 – 30 June 1996 : Deputy Town Treasurer at Setsotsa Municipality (Ficksburg Municipality)
6. 9 July 2012 – 20 September 2015 : Senior Manager at Mubesko (Municipal Business Consultants)
7. 21 September – Current : Technical Advisor at Government Technical Advisory Centre (GTAC)

ADDITIONAL EXPERIENCE:

- Responsible for all the duties of a CFO assigned by legislation, Regulations and Policies. (MFMA, MSA, MS etc.)
- Assist Prince Albert Municipality on a Shared Service basis i.r.o. their Finance Department.
- Does Consultant work i.r.o. Caseware for different Municipalities. (Mapping of Caseware, Prepare Monthly Quarterly Half Year and Year reports in Caseware for different Municipalities, Prepare the Budget according the new NT Regulations in Caseware for different Municipalities.
- Preparation of Budget according the new NT Regulations in deliberation with Municipal Manager and Departmental Heads, and submit to Council, National Treasurer and Provincial Government for approval.
- Independent preparation of Financial Statements according GRAP and submit to Council and Audit General for approval.
- Monthly completion of SDBIP on Ignite System - Performance Management i.r.o. the Finance Department.
- Attend Council and committee meetings.
- "Link" IDP to Budget and write Financial plan.
- Management and control of subsidies, reconcile and report to Provincial and National Government.
- IT Manager, manage and control computer systems, software and hardware.
- Supply financial statistical information and report to Provincial and National Government.
- Preparation of monthly Financial Reports to Council and Committees.
- Handle all financial queries from Audit General during auditing.
- Final preparations of Asset register at year end.
- Responsible for in service training of financial staff.
- Senior Manager at Emalahleni, Sakhisizwe, Tsolwana and Ubuntu Local Municipalities.
- Technical Advisor at Beaufort West Local Municipality.
PROFESSIONAL MEMBERSHIP

- Institute of Municipal Finance Officers (IMFO)
  Associate Member (Registration number: 1157)
- Was a Member of Executive Committee IMFO Western Cape
- Board for Municipal Accountants
  Certificate of Registration (No. A 473)

Certificates and further information available on request

REFERENCES

- Mr N W Nortje: Director Corporate Services
  Central Karoo District Municipality
  Cell: 082 336 3883

- Mr N de Kock: Director Mubesko Consultings
  Cell: 082 905 5399

- Mr C Ebersohn: Senior Advisor
  Government Technical Advisory Centre (GTAC)
  Cell: 083 298 1580

- Me L Strümpfer: Accountant
  Central Karoo District Municipality
  Cell: 073 217 9338
  Tel: (023) 449 1000

ADDITIONAL COURSES, WORKSHOPS AND SEMINARS

- Supply Chain Management: Western Cape Provincial Treasury
- Municipal Finance Management Act (MFMA): IMFO
- Municipal Budgeting and Budgetary Management: IMFO
- GRAP Implementation: IMFO
- Assets and Property Rates: IMFO
- Accounting Standards: Western Cape Provincial Treasury
- Risk Management Road show: Western Cape Provincial Treasury
- Practical GRAP training: Mubesko Africa
- Service Delivery Budget Implementation Plan and Performance Management System (PMS): Ignite Advisory Services
- MFMA IYM: Western Cape Provincial Treasury / National Treasury
- Municipal Budgeting and Reporting: National Treasury
- Accounting of Fixed Assets: IMFO
- Risk Management Training: IMFO
• Fraud and Risk Management Training : IMFO/Price Waterhouse Coopers
• Caseware : CQS
• mSCOA Training : National Treasury

I, Cornelis Johannes Kymdell, hereby certify that all the above mentioned information is correct.

Signature

Date: 1 July 2016
# ANNEXURE B

## CURRICULUM VITAE FOR J.C. VAN DER LINDE

<table>
<thead>
<tr>
<th>Name</th>
<th>Jan Christoffel van der Linde</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID Number</td>
<td>4907085037085</td>
</tr>
<tr>
<td>Nationality</td>
<td>South African</td>
</tr>
<tr>
<td>Education</td>
<td>Matric</td>
</tr>
<tr>
<td>Job Title</td>
<td>Senior Consultant</td>
</tr>
<tr>
<td>Competency</td>
<td>Sec 71 Reporting, GRAP AFS, Asset Register, Audit Queries, Accounting Support, Annual/revised Budget Preparation, Financial Management, SCOA Implementation</td>
</tr>
<tr>
<td>Industry</td>
<td>Public Sector</td>
</tr>
</tbody>
</table>

### Professional Experience

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Place of Employment</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Jan 1968 – December 1971</td>
<td>Provincial Audit Cape Province Division</td>
<td>Audit Assistant</td>
</tr>
</tbody>
</table>

#### Duties:
- Auditing Municipalities, Divisional Councils, Hospitals and School Boards
- Preparation if audit notes and general auditing of accounts

#### Exposure:
- Local Authority auditing

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Place of Employment</th>
<th>Position</th>
</tr>
</thead>
</table>

#### Duties:
- Book Keeping by hand and computer.
- Correspondence on financial matters.
- Agenda items for meetings.
- Managing of personnel.
- Compilation of Annual Budgets.
- Compilation of Annual Financial Statements IMFO, GAMAP format.
- Manage all financial activities of the municipality.

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Place of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2005 – February 2011</td>
<td>Business Owner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Place of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2011 – Present</td>
<td>Charters &amp; Barnes to February 2013</td>
</tr>
</tbody>
</table>

#### Duties:
- Drafting of Standard municipal operating procedures
- Compilation of GRAP Annual Financial Statements
- Compilation, management and reviewing of GRAP compliant Asset Registers
- MFMA implementation and compliance
- Handling of Audit Queries
CURRICULUM VITAE FOR J.C. VAN DER LINDE

- Preparation of Annual and Revised Budgets

Mubesko Africa Pty (Ltd) From March 2013

Senior Consultant

Duties:
- Drafting of Standard municipal operating procedures
- Compilation of GRAP Annual Financial Statements
- Compilation, management and reviewing of GRAP compliant Asset Registers
- MFMA implementation and compliance
- Handling of Audit Queries
- Preparation of Annual and Revised Budgets
- mSCOA implementation
- Various accounting support functions

Exposure:
- Kannaland Municipality
- Emalahleni Municipality
- Prince Albert Municipality
- Swellendam Municipality
- Elundini Municipality
- Nelson Mandela Bay Municipality
Grant Easton - FW: Munisipale Praktyse: Databasis

From: "Kobus Bruwer" <kobusbruwer90@gmail.com>
To: <geaston@knysna.gov.za>
Date: 25/08/2016 14:27
Subject: FW: Munisipale Praktyse: Databasis

Hallo Graham

Thanks for your text message. I am interested in the temporary CFO post.

Attached is a short "cv" of me in Afrikaans that I send a week ago to register on the database of the province.
If it is necessary I will translate it for you.

You can contact me on my cellphone number as I am not at home at present.

Thanks

Kobus Bruwer

From: Kobus Bruwer [kobusbruwer90@gmail.com]
Sent: 19 August 2016 11:09 AM
To: 'malika.ismail@westerncape.gov.za'
Subject: Munisipale Praktyse: Databasis

Goeiedag

Met verwysing na die advertensie in Die Burger van 13 Augustus 2016 insake bogenoemde stel ek belang om op die databasis geregistreer te word.
Ek is tans woonagtig te Hermanus en kon gister nie per telefoon deurkom om te bevestig na watter e-pos adresse ek my besonderhede kan stuur nie.

My werkservaring is as volg:
1 Desember 1971 tot 31 Desember 1975: Kaapse Provinciale Administrasie as 'n klerk in die Oudit-Departement.
1 Januarie 1976 tot 30 Junie 1978 : Belville Munisipaliteit as 'n klerk in die Dienste-afdeling.
1 Julie 1978 tot 31 Maart 1988 : Goodwood Munisipaliteit waar ek geeindig het as 'n senior rekenmeester.
1 April 1988 tot 31 Desember 1995 : Badenhorst Ouditeure waar ek my vak leeringskap as 'n Geoktroereede Rekenmeester voltooí het en as 'n ouditbestuurder geeindig het.
1 September 2001 tot 30 Junie 2012 : Matzikama Munisipaliteit as Hoof Finansiele Beampte.

Ek het nadat ek my Bcompt. graad ontvang het by 'n oudit praktik tyd begin te werk as 'n "intern". Nadat ek my honneurs graad en my toelatings eksamen as 'n geoktroereerde rekenmeester voltooí het kon ek ongelukkig nie my Raadsksamens saag nie en daarom is ek weer terug na die munisipale omgewing. Ek het by Matzikama Munisipaliteit met vervroegde pensioen afgetree om 'n geleentheid in eiendomontwikkeling na te volg en op die oomblik is ek nou afgetree.

My kwalifikasies is as volg:
Honneurs B.Compt plus Rekeningkunde 111 : Plaaslike Owerhede.
Ek het baie opleidings kursuse voltooí in my tyd by die munisipaliteit en was besig om aansoek te doen vir 'n

file:///C:/Users/geaston/AppData/Local/Temp/XPgrpwise/57BF005Ekmdom02kmipo0... 26/08/2016
algehele vrystelling van die "Minimum Competency Requirement Regulations" voordat ek besluit het om af te tree.

Ek het sedert 2001 totdat ek afgetree het ook 'n gereelde basis waargeneem as Munisipale Bestuurder.

My persoonlike en kontak besonderhede is as volg:

Naam: Lodewicus Jacobus Bruwer
ID: 5312305097085
Adres: 5 Cape Willow, Hemel & Aarde Estate, Hermanus, 7200.
Posadres: Postbus 1864, Hermanus, 7200.
Telefoon: 0213162142.
Selfoon: 0763975918.

Ek is onminnelik beskikbaar en ek hoop dat my aansoek om op die databasis geplaas te word suksevol sal wees.

Groete

Kobus Bruwer.
CURRICULUM VITAE

LOUIS HOSIA FOURIE

2016
CURRICULUM VITAE
LOUIS HOSIA FOURIE

PERSONAL INFORMATION

NAMES : Louis Hosia
SURNAME : Fourie
IDENTITY NUMBER : 530710 5062 081
DATE OF BIRTH : 10 July 1953
SEX : Male
NATIONALITY : S A Citizen
HOME LANGUAGE : Afrikaans
MARITAL STATUS : Married
Two daughters
OTHER LANGUAGES : English
HOME ADDRESS : 25 Bloekom Avenue
Heatherlands
GEORGE
6529
CELLULAR : 083 644 1288
WORK ADDRESS : George Municipality
Yorkstreet
GEORGE
TELEPHONE NUMBER : (044) 801 9079
EMAIL : LHFOURIE@GEORGE.ORG.ZA
EDUCATIONAL QUALIFICATIONS

HIGH SCHOOL : Bergsig High School
              RUSTENBURG

HIGHEST STANDARD PASSED : Matric 1971

SUBJECTS PASSED : Afrikaans
                 English
                 Biology
                 Mathematics
                 Science
                 Metalwork

DEGREE OBTAINED : B Com
                  University of Pretoria
                  1977

SUBJECTS PASSED : Economics 1,2 and 3
                  Business Economics 1,2 and 3
                  Economic Analysis 3
                  Accounting
                  Statistics
                  Marketing
                  Agricultural Economics

DIPLOMA OBTAINED : Associate Membership IMFO - 1983
                   (Institute of Municipal Financial Officers)

SUBJECTS PASSED : Local Government Accounting 3
                  Auditing 1 and 2
                  (Subjects passed through UNISA)

MINIMUM COMPETENCY REQUIREMENTS

ALL MODULES COMPLETED
WORK EXPERIENCE

CURRENT:

GEORGE MUNICIPALITY

PERIOD : From 1 August 2011 to date
POSITION : Deputy Director: Internal Audit (CAE/CRO)
RESPONSIBILITIES : Responsible for the management of the Internal Audit and Risk Management Units

PREVIOUS:

GEORGE MUNICIPALITY

Section 57 appointment in the position of Director Financial Services / Chief Financial Officer

PERIOD : From 1 July 2003 to 30 July 2011
POSITION HELD : Director Financial Services / Chief Financial Officer
RESPONSIBILITIES : Responsible for the management of the Financial Directorate of the Local Authority which, inter alia, consist of the following focus areas:

- Revenue
- Expenditure
- Budget Office
- Financial Statements
- Supply Chain Management
- Asset Management
- Valuations
- Investments etc.

LOCAL GOVERNMENT CONSULTANT

Previously involved as a independent contractor on the following projects for Messrs Deloitte & Touche:
Management Support Team in Tshwane Metropolitan Municipality which consists of the following tasks:
- Gap analysis on budgeting process for 2002/2003
- Service Level Agreements.
- Procedure Manuals for budgeting

Management Support Team in the West Rand District Municipality and respective Local Municipalities of Randfontein, Westonaria, Merafong City and Mogale City which consists of the following tasks:
- Tariff structures

Management Support Team in Moghaka Municipality which consists of the following tasks:
- Amending the VAT parameters on the financial system for the period July 2001 up to March 2002.
- Assistance with the preparation of the 2002/2003 Budget.

LOCAL GOVERNMENT CONSULTANT

Operated independently as consultant on the following projects:
- Preparation of financial statements for the following municipalities:
  Barrydale / Swellendam (May and July 2001)
- Assistance with budget preparation at Molemole Municipality
- Through QDC (LARA) I was appointed as consultant and serviced Councils in the Northern Province on the Venus Municipal Financial System.
- Advised various Local Authorities on Municipal financial matters
- Project viability training through Northern Province and Local Government Training Board

MUNICIPAL EXPERIENCE

TOWN COUNCIL OF TZANEEN

ADDRESS : P. O. Box 24
            TZANEEN
            0850
PERIOD : From April 1987 to June 1995
POSITION HELD : Town Treasurer
RESPONSIBILITIES : Responsible for the management of the Financial Department of a Local Government which, inter alia, consist of the following aspects:
  - Management of budgeting procedure
  - Management of financial statements
  - Managing / maintaining general ledger system
  - Managing / maintaining income and expenditure
  - Managing / maintaining and obtaining capital loans
  - Managing insurance portfolio of Council
  - Funds management including bridging finance etc.

TOWN COUNCIL OF SANDTON

PERIOD : 1981 to April 1987
POSITION HELD : Promoted from senior accountant to deputy town treasurer
RESPONSIBILITIES : All aspects of a treasury department revenue, estimates, transport, stores, personnel, financial statements

TOWN COUNCIL OF ROODEPOORT

PERIOD : 1978 to 1981
POSITION HELD : Accountant
RESPONSIBILITIES : Statistics, salaries, creditors, stock

INSTITUTE PARTICIPATION

WESTERN CAPE IMFO
<table>
<thead>
<tr>
<th>BRANCH EXECUTIVE</th>
<th>Represent Eden District</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSTITUTE COUNCIL IMFO</td>
<td>Represented Limpopo Province</td>
</tr>
<tr>
<td>LIMPOPO PROVINCE BRANCH OF IMFO</td>
<td>Chairman until resignation in 1995</td>
</tr>
<tr>
<td>LIMPOPO PROVINCE TREASURERS ASSOCIATION</td>
<td>Chairman 1991 to 1995</td>
</tr>
<tr>
<td>TRANSVAAL TREASURERS ASSOCIATION</td>
<td>Chairman 1993/94</td>
</tr>
</tbody>
</table>
7.3 In Committee Reports (SEE SEPARATE AGENDA)
8. Consideration of Motions
9. Consideration of Questions
10. Consideration of Motions of Exigency
11. Adjournment

-oOo-