



**treasury**

Department  
Treasury  
**PROVINCE OF KWAZULU-NATAL**

Treasury House  
145 Chief Albert Luthuli Road  
Pietermaritzburg 3201  
P O Box 3613  
Pietermaritzburg 3200  
Tel: +27 (0) 33 897 4200  
Fax: +27 (0) 33 342 4316  
Internet: [www.kzntreasury.gov.za](http://www.kzntreasury.gov.za)

## **KZN PROVINCIAL TREASURY**

**Our Reference: 11/6/13/8**

**Enquiries: Mr F. Cassimjee**

**Date: 08 June 2018**

**To: MAYOR  
MUNICIPAL MANAGERS  
CHIEF FINANCIAL OFFICERS  
KWAZULU-NATAL MUNICIPALITIES**

### **PROVINCIAL TREASURY CIRCULAR PT/MF 12 OF 2017/18**

#### **UPDATE OF THE PROVINCIAL TREASURY DATABASE REGARDING THE STATUS OF MUNICIPAL ENTITY INFORMATION**

In the course of KwaZulu Natal Provincial Treasury executing its monitoring and oversight responsibilities, we are accordingly establishing a database of information regarding Municipal Entities in KwaZulu Natal.

In terms of section 74 of the Municipal Finance Management Act (MFMA), the accounting officer of a municipality must submit to the Provincial Treasury information as may be prescribed or as may be required.

The purpose of this circular is to obtain the latest information from municipalities on their entities in order to update the database regarding:

- I. Newly established entities/entities yet to be formed;
- II. Municipal entities that have been disestablished;
- III. Contact details for entities;
- IV. The number of existing municipal entities in the province.

Below is a list of some of the entities we are aware of.

- ICC Durban (Pty) Ltd
- Durban Marine Theme Park (Pty) Ltd
- Hibiscus Coast Development Agency
- Ugu South Coast Tourism (Pty) Ltd
- uThukela Water (Pty) Ltd
- uMhloosinga Development Agency
- iLembe Management Development Enterprise
- Safe City Msunduzi (Pty) Ltd
- uThungulu Financing Partnership
- uThungulu Housing Development Trust
- Sisonke Development Agency

- uThungulu Fresh Produce
- Amajuba Development Agency
- uMzinyathi Economic Development Agency

You are required to provide Provincial Treasury with the latest information as well as information on any entities not listed above that are operational or have been disestablished.

Municipalities are requested to populate the required information as listed on Annexure 1 and Annexure 2 for all entities established or are in the process of being established.

In the event that your municipality has established an entity, you are required to:

1. Prepare an annual budget in terms of Section 87 of the MFMA
2. Prepare and submit Annual Financial Statements to the Auditor General by the 31 August as per Section 122 of the MFMA.

Annexure 1 (including the required documents to be submitted) and Annexure 2 must be forwarded to Darryl Pandaram via email at [darryl.pandaram@kzntreasury.gov.za](mailto:darryl.pandaram@kzntreasury.gov.za). Municipalities are required to submit this information by close of business, Tuesday, 26 June 2018.

Yours faithfully



Mr F. Cassimjee  
Chief Director: Municipal Finance

cc: Ms B.F Scott: MEC for Finance KZN  
Mr L.S Magagula: Head of Department: KZN Provincial Treasury

**KWAZULU NATAL PROVINCIAL TREASURY**



**ANNEXURE 1**

**NAME OF MUNICIPALITY:**

**NAME OF MUNICIPAL ENTITY:**

Name of Entity

Type of Entity

Registration Number

Date of Establishment

Function of the Entity

Ownership of the Entity (Names of owners and percentage shareholding)

Number of Shares in the Respective Entity

Number of Directors (Names of directors on the board)

Details Pertaining to the Change of Name or Objectives of the Entity

Any Other Relevant Information and/or Proposed Changes

**Please attached the following documents**

Code of Conduct for Board Members (if available)

Service Level Agreements between the Municipality and the Entity (if applicable)

CIPC Documents

Special Resolutions

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**Name and Signature of Municipal Manager**

**Date**

KWAZULU NATAL PROVINCIAL TREASURY  
**ANNEXURE 2**  
**CONTACT INFORMATION FOR MUNICIPAL ENTITY**



**A. GENERAL INFORMATION**

Municipality	
Municipal Entity	
Web Address	
E-mail Address	

**B. CONTACT INFORMATION**

**Postal Address**

P O Box	
City / Town	
Postal Code	

**Street Address**

Building	
Street No / Name	
City / Town	
Postal Code	

**General Contacts**

Telephone Number	
Fax Number	

**C. MANAGEMENT LEADERSHIP**

**Chief Executive Officer**

**Secretary/PA to the Chief Executive Officer**

ID Number		ID Number	
Title		Title	
Name		Name	
Telephone Number		Telephone Number	
Cell Number		Cell Number	
Fax Number		Fax Number	
E-mail Address		E-mail Address	
<b>Chief Financial Officer</b>		<b>Secretary/PA to the Chief Financial Officer</b>	
ID Number		ID Number	
Title		Title	
Name		Name	
Telephone Number		Telephone Number	
Cell Number		Cell Number	
Fax Number		Fax Number	
E-mail Address		E-mail Address	

\_\_\_\_\_  
 Name and Signature of Municipal Manager

\_\_\_\_\_  
 Date