



Accredited by the Local Government Sector Education and Training Authority

LGSETA QUALIFICATION*

Municipal Finance Management Programme

21 Unit Standards | Credit value: 166 | SAQA ID: 48965

The **Municipal Finance Management Programme** is presented in support of all requirements of the National Treasury regulations (as stipulated in the *Government Gazette*) on the minimum competency levels for municipal officials, specifically targeting *interns* in the Local Government sector. A learning-programme approach has been adopted in the programme's development and design in order to ensure that delegates are able to learn and apply acquired skills in relation to earning credits towards the full certificate qualification.

The full programme comprises six learning programmes with the prescribed Unit Standards for NQF Levels 5 and 6:

LEARNING PROGRAMME 1 Strategic Management, Budgeting Implementation and Performance Management	LEARNING PROGRAMME 4 Cost and Capital Planning
LEARNING PROGRAMME 2 Municipal Accounting and Risk Management	LEARNING PROGRAMME 5 Municipal IT Support and Project Management
LEARNING PROGRAMME 3 Governance and Legislation	LEARNING PROGRAMME 6 Supply Chain Management and Public-Private Partnerships

*Enterprises University of Pretoria is an LGSETA-accredited service provider.

NEXT PAGE

Shifting knowledge to insight

Municipal Finance Management Programme

Accredited by the Local Government Sector Education and Training Authority

LGSETA QUALIFICATION

Programme outcomes

The specific outcomes of this programme are linked to the following Unit Standards:

- **116361:** Interpret South African legislation and policy affecting municipal financial management
- **116344:** Apply the Intergovernmental Fiscal Act to municipal management
- **116348:** Conduct stakeholder consultation around municipal finance programmes
- **116343:** Apply the principles of ethics in a municipal environment
- **116345:** Apply the principles of budgeting within a municipality
- **116364:** Plan a municipal budgeting and reporting cycle
- **116363:** Prepare and analyse municipal financial reports
- **116358:** Contribute to the strategic planning process in a South African municipality
- **116347:** Contribute to capital planning and financing
- **116340:** Apply costing principles to municipal operational and service-based costing
- **119341:** Apply cost management information systems in the preparation of management reports
- **116360:** Manage information technology resources in a municipal finance environment
- **119352:** Apply principles of information systems to public finance and administration
- **116346:** Apply techniques and South African statutes to cash and investment management in a municipality environment
- **116362:** Manage a municipality's assets and liabilities
- **116339:** Apply risk management in South African municipalities
- **116357:** Design of internal control and internal control evaluations framework in a municipal environment
- **116351:** Conduct audit planning and implementation in a South African municipality
- **116342:** Apply approaches to managing municipal income and expenditure within a multiyear framework
- **116353:** Participate in the design and implementation of municipal supply chain management
- **119353:** Plan and implement public-private partnerships for municipal service delivery

Who should enrol?

This programme is ideal for you if you are currently appointed as an intern in a municipality or other Local Government institution.

Programme fees

Pretoria intake (21 US) - R44 500.00 per delegate (VAT incl.)

Programme fees include all course material, training venue and catering during contact days, certification fees and uploading of delegate results on the LGSETA database.

Programme fees must be paid in full 14 days prior to course start dates. Proof of payment can be submitted to enrolments@enterprises.up.ac.za.

Admission requirements

Prospective delegates should at least have a National Senior Certificate (Grade 12) and/or relevant work experience.

Accreditation and certification

Enterprises University of Pretoria (Pty) Ltd is wholly owned by the University of Pretoria. As a public higher education institution, the University of Pretoria functions in accordance with the Higher Education Act 101 of 1997. Enterprises University of Pretoria offers short courses on behalf of the University and these short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

Accreditation number: LGRS-808-111109 | **SAQA ID:** 48965

Registration and enquiries

Client Information Centre

Tel: +27 (0)12 434 2500
Fax: +27 (0)12 434 2505
Email: info@enterprises.up.ac.za

Shifting knowledge to insight

 www.enterprises.up.ac.za

 +27 (0)12 434 2500  +27 (0)12 434 2505  info@enterprises.up.ac.za  Private Bag X41, Hatfield, 0028

For quotations on in-house training, email quote@enterprises.up.ac.za