



**Department Local
Government and Housing**
Local Government Branch
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TO: Municipal Managers
In the Free State Province
and SALGA Free State

LOCAL GOVERNMENT CIRCULAR: 4 OF 2006

REGULATORY SERVICES AND SUPPORT: DECLARATION OF FINANCIAL INTERESTS AND GIFTS RECEIVED BY COUNCILLORS

1. In terms of Item 7 of the Code of Conduct for Councillors, each councillor within 60 days of her/his election or appointment must in writing to the municipal manager declare specific financial interests held by the councillor, and also declare any gift received to the amount of R350.00 or above.
2. Attached herewith pro forma documents that you may utilise for this purpose.
3. Each councillor must within 60 days of election or appointment declare his/her financial interests and thereafter annually declare any change in his or her financial interests in writing to the municipal manager.
4. The council must determine which of the financial interests declared by councillors must be made public having regard to the need for confidentiality and the public interest for disclosure.
5. Kindly confirm that all councillors declared their financial interests, if any, within 60 days of their election and that the records of such declarations as well as declarations of gifts received, are being kept in your office for reference purposes.

6. The attached documents may be adapted to suit your specific needs, but the financial interests listed in the document cannot be altered as it is derived directly from the Code of Conduct for Councillors.

With kind regards

KF Ralikontsane
Head of Deapartment
Local Government

Date:

Circular 3 of 2006 dated 8 March 2006 dealt with the termination of office of councillors after the local government elections held on 1 March 2006 and was sent to Municipal Managers in the Free State and SALGA Free State.

District/Local Municipality of:

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COUNCILLOR DECLARATION OF FINANCIAL INTEREST

(Item 7(1), (2) and (4) of the Code of Conduct for Councillors – Schedule 1 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000))

Full Names:

ID Number:

Type of interest	Body in or from which the interest is derived or accrued	Value of interest
Shares and securities in any company		
Membership of any close corporation		
Interest in any trust		
Directorships		
Partnerships		
Other financial interests in any business undertaking		
Employment and remuneration		
Interest in property		
Pension		
Subsidies, grants and sponsorship by any organisation		

I hereby declare that:

- 1) the information supplied in this form is to the best of my knowledge correct and current and that I do not have any other financial interests than those declared herewith, and
- 2) I understand that I must annually declare any change in my above declared financial interests to the municipal manger by the completion of this form.

.....
Signature

.....
Date

District/Local Municipality of:

.....

COUNCILLOR DECLARATION OF GIFT RECEIVED

(Item 7(3) of the Code of Conduct for Councillors – Schedule 1 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000))

Note: A councillor must complete and submit this form to the municipal manager each time she or he receives a gift with a value of R350.00 or more

Full Names:

ID Number:

Person or body making the gift	
Estimated value of gift	
Description of gift	
Date gift received	

.....
Signature

.....
Date