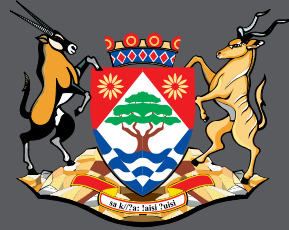
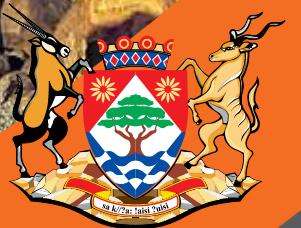
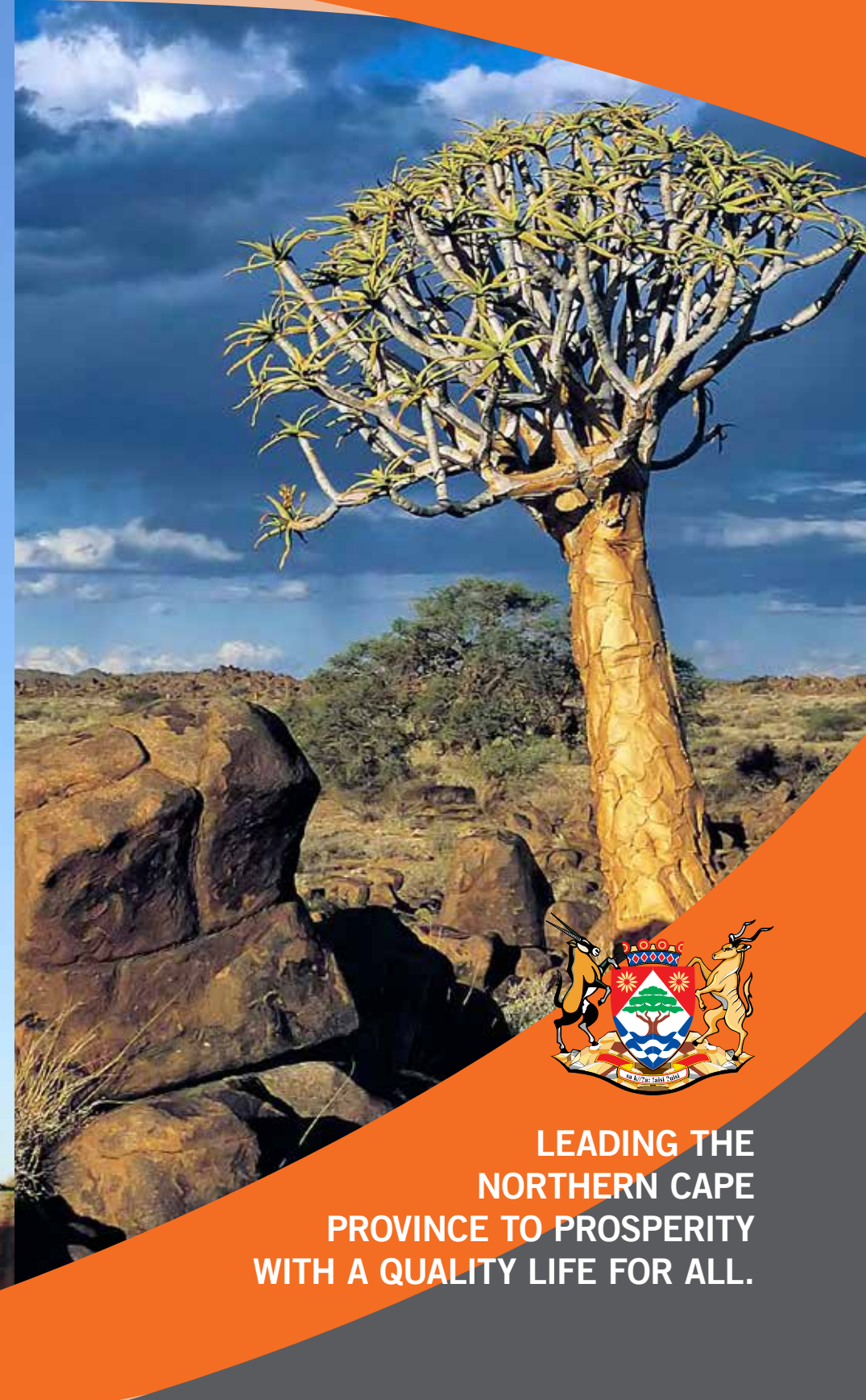


Tel: 053 838-2600,
Fax: 053 838-2767
JW Sauer Building,
Cnr Roper & Quinn Road,
Kimberley, 8301



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OFFICE OF THE PREMIER ANNUAL REPORT 2015/2016



**LEADING THE
NORTHERN CAPE
PROVINCE TO PROSPERITY
WITH A QUALITY LIFE FOR ALL.**

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PART A: GENERAL INFORMATION



A.1 DEPARTMENT'S GENERAL INFORMATION

Full name of the department:

Northern Cape Office of the Premier

Physical address of Head Office:

JW Sauer Building
Corner of Roper and Quinn Streets
Kimberley

Postal Address of Head Office:

Private Bag x5016
Kimberley
8300

Contact telephone numbers:

053 838 2950

Email address:

ZLangeveldt@ncpg.gov.za
cynthiaJoseph@ncpg.gov.za

Website address

www.northern-cape.gov.za

A.2 LIST OF ABBREVIATIONS /ACRONYMS

AFS	Annual Financial Statements
AGSA	Auditor-General of South Africa
AIDS	Acquired Immune Deficiency Syndrome
AO	Accounting Officer
APAP	Agricultural Policy Action Plan
BBBEE	Broad Based Black Economic Empowerment
CFO	Chief Financial Officer
CJS	Criminal Justice Systems
DORA	Division of Revenue Act
DPSA	Department of Public Service Administration
EH&W	Employee Health and Wellness
GEMS	Government Employee Medical Scheme
GIAMA	Government Immovable Asset Management Act
HOD	Head of Department
HR	Human Resources
IGR	Intergovernmental Relations
IPAP	Industrial Policy Action Plan
IPP	Independent Power Producers
MDG	Millennium Development Goal
MEC	Member of Executive Council
MPSA	Minister for the Public Service and Administration
MTEF	Medium Term Expenditure Framework
MTSF	Medium Term Strategic Framework
MTS	Provincial Maths, Science and Technology
NC	Northern Cape
NC DoE	Northern Cape Department of Education
NDP	National Development Plan
NGP	National Growth Plan
NSDS	National Skills Development Strategy
NSP	National Skills Plan
OPCA	Operation Clean Audit
ORC	Office of the Rights of a Child
OSPD	Office on the Status of Persons with Disabilities
PCA	Provincial Council on Aids
PFMA	Public Finance Management Act
PPP	Public Private Partnerships
PSP	Provincial Skills Plan
QPR	Quarterly Performance Report
REIPP	Renewable Energy Independent Power Producers
RWOPS	Remuneration for work performed outside Public Service
SCM	Supply Chain Management
SCOPA	Standing Committee on Public Accounts
SDIP	Service Delivery Improvement Plan
SITA	State Information Technology Agency
SMME	Small Medium and Micro Enterprises
SMT	Senior Management Team
SPLUMA	Spatial Planning and Land Use Management Act
STI	Sexually Transmitted Infection
TB	Tuberculosis
TR	Treasury Regulations

A.3 FOREWORD BY THE PREMIER



This annual report reflects and accounts for the work delivered during the 2015/16 financial year. As we present this report we acknowledge the commemoration of a number of significant anniversaries that form the bedrock of our democracy. Therefore we take stock of progress made since 1994 in a year that signifies a crucial point in our democratic history as we celebrate twenty years since the enactment of the Constitution (Act 108 of 1996). The Office of the Premier is clear about its role as mandated by the Constitution. As a whole the, Office of the Premier has played a crucial role in promoting and making practical the key requirements of co-operative governance. The main task of the office is to provide strategic leadership and support to the Provincial Government as well as to co-ordinate cross-cutting issues and ensuring that this is done within the confines of the good governance framework.

This report thus encapsulates the key milestones achieved by the Office of the Premier in its quest to improve the lives of the citizenry through ensuring that government fulfils its mandate of being accessible, delivering quality services and most importantly also being cognisant of the limitations and constraints that we have encountered during the reporting period.

Moreover, a great impact has been made in intensifying joint planning for seamless delivery of services and development across all three spheres of government, as well as between provincial departments and public entities and agencies that are operating within the province. The focus will therefore continue to be on strengthening governance, leadership and management in order to steer the province on a developmental path.

As we proceed it is critical that we draw equal lessons from both our achievements, as well as from our deficiencies and limitations.

We are mindful that we have been met with some challenges and these are being dealt with so as to continuously ensure that we do all in our power to create a better life for the people of this province. To this end more emphasis will be placed on strengthening government's relations with the citizens and to constantly be aware of their needs, expectations and experiences of government.

In presenting this report, I wish to thank the Director-General, the management team as well as the broader staff in the Office of the Premier for their collective efforts in discharging their respective roles in a responsible manner. Your efforts have borne fruit in allowing the Office to obtain a financially unqualified audit opinion. I am convinced that you will take the lessons learnt and apply them so as to continuously report on progress as you execute your duties.

Finally, let me thank both the internal and external stakeholders for their various levels of support and cooperation to the Office of the Premier during the 2015/16 financial year.

A handwritten signature in black ink, appearing to be 'Sylvia Lucas', written over a circular stamp or seal.

Ms Sylvia Lucas

MPL – Premier of the Northern Cape

A.4 REPORT OF THE ACCOUNTING OFFICER

OVERVIEW OF THE OPERATIONS OF THE DEPARTMENT:

The Office of the Premier is responsible for coordination, monitoring and evaluation of national government policies in the province. The department derives its mandate from the Constitution of the Republic of South Africa, Act 108 of 1996. Furthermore the Director General, in his capacity as Accounting Officer for Vote 1 and Administrative Head of the Provincial Government, derives his mandate from section 7 of the Public Service Act of 1994.

Mr Justice Bekebeke was the Director-General for the Northern Cape Provincial Administration (as well as the Accounting Officer: Officer of the Premier) for the entire 2015/16 financial year.



OVERVIEW OF THE FINANCIAL RESULTS OF THE DEPARTMENT:

Table 1: Departmental receipts

Departmental receipts	2015/16			2014/15		
	Estimate (R'000)	Actual amount collected (R'000)	(Over)/ Under Collection (R'000)	Estimate (R'000)	Actual amount col- lected (R'000)	(Over)/ Under Collection (R'000)
Sales of goods and services other than capital assets	62	101	(39)	72	87	(15)
Sale of capital assets	90	162	(72)	-	125	(125)
Transactions in financial assets and liabilities	-	2,222	(2,222)	90	989	(899)
Total	162	2,485	(2,333)	162	1,201	(1,039)

Table 2: Programme Expenditure

Programme Name	2015/16			2014/15		
	Final appropriation	Actual expenditure	(Over)/Under Expenditure	Final appropriation	Actual expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	93,154	93,154	-	87,471	87,210	261
Institutional Development	76,979	75,721	1,258	71,700	71,700	-
Policy and Governance	41,389	39,223	2,166	35,628	35,628	-
Total	211,522	208,098	3,424	194,799	194,538	261

ACKNOWLEDGEMENT/S OR APPRECIATION

As the Accounting Officer, I hereby extend my deep appreciation to the Executive Authority and Premier of the Northern Cape, Mrs Sylvia Lucas for her steadfast support and counsel throughout the financial year.

I also express my gratitude to the management team and the dedicated staff for their unparalleled commitment in contributing to the Office of the Premier successfully achieving its aims and objectives for the 2015/2016 financial year.

Approval and sign off



Mr Justice Bekebeke
Accounting Officer
Office of the Premier
Date: 31 May 2016

A.5 STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF THE ACCURACY OF THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the annual report are consistent, complete, accurate and free from any omissions.

The annual report has been prepared in accordance with the guidelines as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standards and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the annual financial statements and for the judgements made in this information.

The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The external auditors are engaged to express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the department for the financial year ended 31 March 2016.

Yours faithfully



Accounting Officer

Mr. Justice Bekebeke

Date: 31 May 2016

A.6 STRATEGIC OVERVIEW

6.1. VISION

A prosperous province with quality of life for all.

Slogan: "leading through excellence towards radical socio-economic transformation"

6.2. MISSION

Improving government's performance through coordination, strategic leadership, and integrated planning and monitoring and evaluation.

6.3. VALUES

Underpinned by the Constitution of the Republic of South Africa and the Batho Pele Principles; in order to realise its vision and mission, the Office of the Premier has adopted the following values

Values and descriptions

VALUES	DESCRIPTION
Transparency	We will be transparent in all our service delivery process and foster a culture of fairness and honesty
Inclusivity	We shall embrace the diversity of our citizenry within the principle of Ubuntu
Integrity	We shall conduct our business with integrity
Equity	We will improve access to services and treat our people equitably, with a specific bias towards vulnerable groups
Professionalism	We will be responsible, ethical and team oriented, and possess strong communication, interpersonal, and problem solving skills We will pursue quality management practices – value for money, efficiency and effectiveness
Patriotism	We will be devoted to love, support and defend our province and country at all times
Accountability	We shall account for all activities, accept responsibility for them, and to disclose the results in a transparent manner
Responsiveness	We shall respond with compassion to people and events
Respect	We shall be polite and kind in delivering service to our people

A.7 LEGISLATIVE AND OTHER MANDATES

The Office of the Premier is centrally positioned within the provincial government and derives its mandates from the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996); however, we are also obligated to align our functions and perform our work, services and tasks in term of the following:

- Basic Conditions of Employment Act, 1997 (Act No. 75 of 1997);
- Broad Based Black Economic Empowerment Act, 2003; (Act No. 53 of 2003)
- Child Care Act, 1983 (Act No. 74 of 1983);
- Commission of Enquiry Act, 1952 (Act no. 60 of 1952);
- Division of Revenue Act, 2015 (Act no. 1 of 2015);
- Electronic Communication and Transaction Act, 2002 (Act No. 25 of 2002);
- Employment Equity Act, 1998 (Act No. 55 of 1998); as amended (Act No 47 of 2013)
- Government Immovable Asset Management Act, 2007(Act No. 19 of 2007);
- Income Tax Act, 1962 (Act No 58 of 1962); as amended 1997
- Infrastructure Development Act, 2014 (Act No. 23 of 2014);
- Labour Relations Act, 1995 (Act No. 66 of 1995); as amended (Act No 6 of 2014)
- National Archives and Records Service Act, 1996 (Act no. 43 of 1996);
- Northern Cape Land Administration Act, 2002, (Act no. 6 of 2002);
- Northern Cape Planning and Development Act, 1998 (Act no. 7 of 1998);
- Occupational Health and Safety Act, 1993 (Act No. 85 of 1993);
- Pension Fund Act, 1956 (Act no. 24 of 1956);
- Preferential Procurement Policy Framework Act, 2000 (Act No. 2 of 2000);
- Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004)
- Promotion of Access to Information Act, 2000 (Act No. 2 of 2000);
- Promotion of Administrative of Justice Act, 2000 (Act No. 3 of 2000);
- Protection of Personal Information Act, 2013 (Act No. 4 of 2013)
- Public Administration Management Act, 2014 (Act No. 11 of 2014)
- Public Audit Act 2004; (Act No. 25 of 2004);
- Skills Development Act, 1998 (Act No. 97 of 1998);
- Skills Development Levy Act, 1999 (Act No. 9 of 1999);
- Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013);
- Special Economic Zone Act, 2014 (Act No. 16 of 2014)
- State Information Technology Agency Act, 1998 (Act No. 88 of 1998);
- The Public Finance Management Act, (Act No. 1 of 1999);as amended, Act No 29 of 1999
- The Public Service Act 1994 as amended by (Act No. 30 of 2007);
- Traditional Leadership, Governance and House of Traditional Leaders Act, 2007 (Act no. 2 of 2007)
- State Liability Amended Act, 2011 (Act No. 14 of 2011);

CONSTITUTIONAL MANDATES, POWERS AND FUNCTIONS

The Premier exercises the executive authority, together with the other members of the Executive Council, by-

- implementing provincial legislation in the province;
- implementing all national legislation within the functional areas listed in Schedule 4 or 5 except where the Constitution or an Act of Parliament provides otherwise;
- administering in the province, national legislation outside the functional areas listed in Schedule 4 and 5, the administration of which has been assigned to the provincial executive in terms of an Act of Parliament;
- developing and implementing provincial policy;
- co-ordinating the functions of the provincial administration and its departments;
- preparing and initiating provincial legislation; and
- performing any other function assigned to the provincial executive in terms of the Constitution or an Act of Parliament;

The following powers and functions are assigned specifically to the Premier: in accordance with the Constitution of the Republic of South Africa Act No. 108 of 1996, Chapter 6 (Sec 127) (Sec 132)

- assenting to and signing Bills;
- referring a Bill back to the provincial legislature for reconsideration of the Bill's constitutionality;
- referring a Bill to the Constitutional Court for a decision on the Bill's constitutionality;
- summoning the legislature to an extraordinary sitting to conduct special business;
- appointing commissions of inquiry; and
- calling a referendum in the province in accordance with national legislation;
- appoint members of the Executive Council, assigns their powers and functions, and may dismiss them;
- transferring to a member of the Executive Council –
- the administration of any legislation entrusted to another member; or
- any power or function entrusted by legislation to another member;

POLICY MANDATES

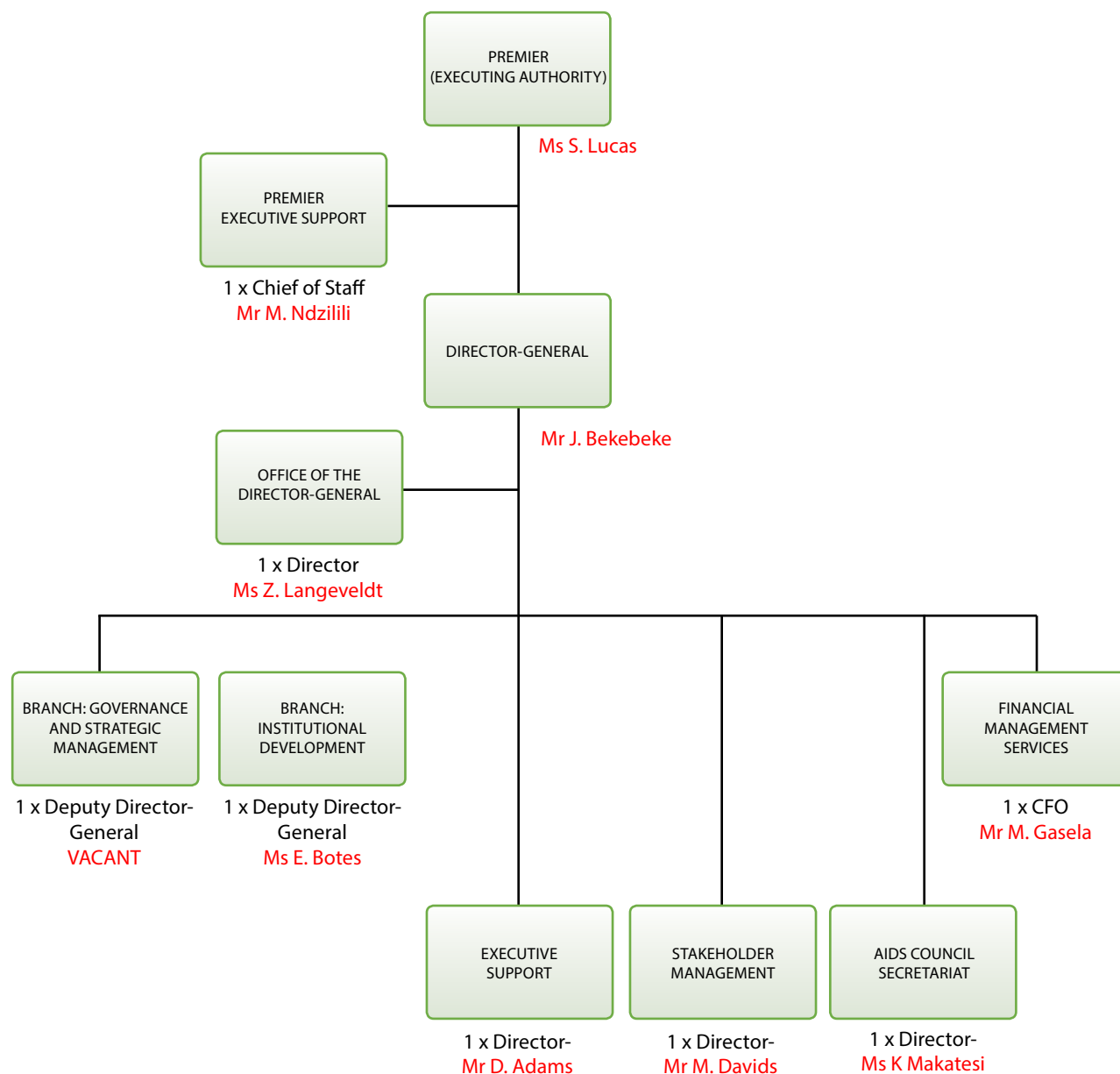
- New Growth Path, 2010
- National Planning Commission White Paper of October 2009
- National Monitoring and Evaluation Framework White Paper of October 2009
- National Strategic Planning Green Paper of September 2009
- Framework for Managing Programme Performance Information, Published by National Treasury, May 2007;
- Framework for Strategic Plans and Annual Performance Plans, Published by National Treasury August 2010;
- Framework for the National Skills Development Strategy 2011/12 – 2015/16;
- Human Resource Development South Africa Strategy 2010 – 2030;
- Medium Term Strategic Framework, 2015 – 2019;
- Municipal Integrated Development Plans;
- Municipal Spatial Development Frameworks;

- National Development Plan – Vision 2030
- National Policy Framework for Women’s Empowerment and Gender Equality, 2011;
- National Skills Development Strategy III, 2011;
- National Strategic Plan of Human Immune Deficiency Virus (HIV), Sexually Transmitted Infections (STI’s) & Tuberculosis (TB) 2012 – 2016 and Provincial Strategic Plan for HIV, STI’s & TB 2012 – 2016;
- Performance Information Handbook, Published by National Treasury, April 2011;
- Policy Framework for the Government – wide Monitoring and Evaluation System, Published by the Presidency, November 2007;
- Provincial Growth and Development Strategy 2014;
- Provincial Spatial Development Framework, 2012;
- The Integrated National Disability Strategy of 1997;
- The Role of Premier’s Office in Government – wide Monitoring and Evaluation: A good Practice Guide: Published by the Presidency, July 2008;
- Youth Enterprise Development Strategy – 2023

RELEVANT COURT RULINGS

- Dingaon Hendrick Nyathi case against Member of the Executive Council for the Department of Health, Gauteng and Minister of Justice and Constitutional Development with Centre for Constitutional rights 2008 (9) BCLR 865 (CC);
- Matatiele Municipality and Others vs President of the Republic of South Africa CCT37/05 – The principle in this case is the importance of consultation with 3rd parties in particular communities by Government when certain decisions that will affect them; are taken
- President of the RSA and Others vs South Africa Rugby Football Union and Others (1999) – In this case the President of South Africa was summoned by the court to come and give evidence in a civil matter and he did appear. Which means that members of the Executive Council may be summoned to appear in court;
- Government of RSA vs Gootboom (2000) – The principle of the right to housing in terms of section 2 of the Constitution of the Republic of South Africa, 1996;
- Hoffman vs South Africa Airways – employment discrimination against an HIV-positive person was found to be in contravention of the provisions of Promotion of Equality and Prevention of Unfair Discrimination Act 4 of 2000;
- Kirkland Investments (Pty) Ltd T/A Exe Lazer Institute vs MEC, Health Eastern Cape no (870 [2011] zaecghc75 (15 December 2011);
- South Africa Litigation Centre vs Minister of Justice and Constitutional Development and Others 2015(5) SA 1 (GP) – The State has a constitutional duty to adhere to a court order;
- Democratic Alliance vs SABC 2015 (1) SA 551(WC) – The findings or remedial action by the Public Protector is binding on Organs of State;
- All Pay Consolidated Investment Holdings (Pty) Ltd and Others v Chief Executive Officer of the South African Social Security Agency and Others (CCT 48/13) [2015] ZACC 7; 2015 (6) BCLR 653 (CC) (24 March 2015).

A.8 ORGANISATIONAL STRUCTURE



A.9 ENTITIES REPORTING TO THE PREMIER

Name of Entity	Legislative Mandate	Financial Relationship	Nature of Operations
Premier's Bursary Trust Fund	Trust Deed	Premier is the patron of the fund. OTP makes annual transfers to the trust fund.	Study loans for students
Mme Re Ka Thusa Trust Fund	Trust Deed	Premier is the patron of the fund. OTP makes annual transfers to the trust fund.	Financial assistance for previously disadvantaged women to empower them to become economically active

PART B: PERFORMANCE INFORMATION



B.1 AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

Refer to Section E.1. to inspect the report of the Auditor-General on Performance Information.

B.2 OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1. SERVICE DELIVERY ENVIRONMENT

With the world grappling with the aftermath of the global economic crisis, South Africa and the Northern Cape Province is not insulated against its impact.

The Province's heavy reliance on mining and agriculture is especially susceptible to the global financial turmoil and is in the middle of the storm with the mining industry being severely affected by a decline in commodity prices. In addition, the agricultural sector is confronted by severe drought and as a result large number of jobs are under threat.

The Provincial Administration is currently implementing strategies and programmes to mitigate the worst economic impact of the minerals price crash and severe drought. Approximately 2000 smallholder farmers across the province have benefitted from the drought relief programme and the country as a whole. Food security remains one of the key priorities of the Northern Cape Administration and the Province continues strive to ensure that its fields produce quality and enough food for consumption. In an attempt to address the food security challenges in the Province the following initiatives have been supported:

- The Vaalharts / Taung Revitalisation Scheme and Onseepkans River Valley Catalytic project will continue to support the smallholder farmers through irrigation infrastructure development.
- The Farmer Training and programme continues to support smallholder farmers to improve their productivity by enhancing their skills; and
- Conditional grant funding in the form of Comprehensive Agricultural Support Programme (CASP) and Ilima/Letsema are accorded to deserving farmers.

In terms of employment creation the construction, utilities and transport sector were the most notable employment creating sectors with growth rates of 42.0%, 41.6% and 40.6% percent respectively. These increases are attributed to the burgeoning energy sector in the province and the construction of the Sol Plaatje University.

Today, over 60% of South Africa's Independent Power Producers have been allocated to the Northern Cape. The Province attracted 66% of the total Renewable Energy Independent Power Producers investments to date and has secured a substantial share of the equity for local communities with benefits materialising over the project life. Eskom Northern Cape has spent R348 million in the 2015/16 financial year to respond to the growth and development challenges in the Province.

Clean energy production, supported by the procurement strategy of the Renewable Energy Independent Power Producers Programme, is also contributing to the NC provincial objective of achieving accelerated sustainable economic growth and development

The Office of the Premier, within the context of the prevailing economic challenges, has prioritised the implementation of the National Development Plan and over the Medium Term will focus on ensuring effective co-ordination of investments and priority projects specific to the Northern Cape. These investments are to serve as catalyst projects.

The Office of the Premier has established institutional mechanisms within the administration relating to the co-ordination, monitoring and reporting of the implementation of the National Development Plan and provided strategic guidance by ensuring that plans of departments are aligned to the deliverables of the Medium Term Strategic Framework. The finalisation of the Provincial Programme of Action amended to get reports on disaggregated data for the period under review, as well as the performance monitoring hereof has been concluded through the various cluster reporting structures, thereby ensuring that the priority catalytic projects and implementation of the NDP is monitored.

The Office of the Premier is also responsible for coordinating the implementation of Outcome 12 across the provincial administration, for the Medium Term 2014 – 2019. In order to strengthen its coordination role, the department has established an Outcome 12 Implementation Forum, which includes all departments as its service delivery partners. Furthermore, terms of reference for a Joint Coordination Forum has been developed. The Forum envisages to focus on improving governance and accountability in all provincial departments and improving the capacity of the provincial administration.

2.2. SERVICE DELIVERY IMPROVEMENT PLAN

Main services and standards

Main services	Beneficiaries	Current/actual standard of service 14/15	Desired standard of service 15/16	Actual achievement
Co-ordinate Outcome 12 monitoring	Provincial Departments	Outcome 12 Implementation forum not in place	Terms of Reference for Outcome 12 Implementation Forum adopted and Forum functioning.	Terms of Reference of the Provincial Joint Co-ordination Forum developed and Forum established.
Monitor the Implementation the Provincial Programme of Action	Provincial Departments. Cluster Reporting structures, Executive Council	Programme of Action not finalised relating to the 12 provincial Departments	Finalise the Programme of Action for 12 Outcomes in relation to the 12 Provincial Departments	Programme of Action for 2015/16 finalised and approved by EXCO.

Batho Pele arrangements with beneficiaries (Consultation access etc.)

The Office of the Premier has established a Batho Pele and Service Delivery Unit which co-ordinates and monitors the implementation of the Service Delivery Improvement Plans.

Service delivery information tool

As the Office of the Premier renders services to other departments, there is no need for an information tool. The information is shared in various forums in meetings that we convened at least once over a quarter.

Complaints mechanism

All complaints are dealt with in the various forums such as the Presidential Hotline and the Outreach Programme. Departmental Complaints and Compliments Management Systems are discussed in an attempt to identify best practice to be assimilated by other sister departments.

2.3. ORGANISATIONAL ENVIRONMENT

The Department rolled out a focused review of the organisational structure during this reporting period, which included the application of the organisational functionality assessment diagnostic tool, the development of a service delivery model, the alignment of the functional structure, work measurement and the development of a business case, which was supported by the Human Resources Planning process and a baseline skills survey.

The review process informed the development of the appropriate functional architecture for the Department to operationalise its strategic objectives, as well as provide the vehicle for the proper placement of functions and personnel, and optimal utilization of existing resources.

Implementation of the reviewed organisational structure will commence upon approval, i.e. within the upcoming financial year (2016-17), and will be guided by the departmental Service Delivery Model, as well as findings and recommendations from the diagnostic report (organisational functionality assessment). An implementation plan will therefore unfold during the course of the 2016-17 financial year, which will include the migration of the organisational structure on the PERSAL system, the review of job design and grading levels, ensuring the optimal placement of personnel, et cetera.

The impact of the said process will be to attain clarity between the core provincially focused functions of the Office of the Premier, as opposed to its internally focused support functions, thereby achieving the key objective of strengthening the provincial co-ordination and monitoring capabilities of the Department. The latter will serve to address challenges identified during the organisational functionality assessment process, as well as the development of the departmental service delivery model, in optimally executing the co-ordination and monitoring functions.

There have also been significant changes in the top management echelons of the Office of the Premier during this reporting period. The resignation of three officials in key strategic positions within the Governance and Strategic Management Branch had an impact on the internal capacity of the Office of the Premier to provide strategic leadership and direction. The appointment of an Acting Deputy Director-General for Governance and Strategic Management, however ensured the continuity of service delivery within this Branch.

The Department furthermore managed to transfer one official from Department of Social Development, to fill the critical position of Deputy Director-General: Institutional Development, thereby strengthening the provincial coordination, monitoring and evaluation role of the Office of the Premier.

2.4. KEY POLICY DEVELOPMENTS AND LEGISLATIVE CHANGES

There were no key policy and legislative changes during the period under review.

B.3 STRATEGIC OUTCOME ORIENTED GOALS

Being at the helm of the Provincial Administration, the Office of the Premier subscribes to the relevant policy mandates at national and provincial level as outlined in the National Development Plan and the Medium Term Strategic Framework. The goals identified addresses the direct role of the Department in building an efficient, effective and development oriented public service in the Province capable of responding to the needs of the citizens. These goals are also in sync with the constitutional and other legislative mandates of the Office of the Premier.

Outcome Orientated Goal 1	Empowered citizenry
Goal Statement:	Promote equality, empowerment of the vulnerable sectors of society and drive children’s rights, rights of the elderly and persons with disability through inclusive government programmes and interventions.
Linkages	Constitution, NDP, SPLUMA, MTSF 2014-19, NSP and PSP 2012-2016
Impact/Outcome:	To improve the quality of life

Outcome Orientated Goal 2	Inclusive growing economy
Goal Statement:	Create a coordinated, collaborative, diversified, economic partnership in an enabled environment through: <ul style="list-style-type: none"> • Beneficial strategic partnerships to advance the provincial growth and development in realising the NDP vision 2030. • Effective Intergovernmental Relations and International Relations to promote the Northern Cape’s competitive advantage. • Pursuing programmes that enhance/promote a common national identity within a diverse society to enhance social cohesion.
Linkages	Constitution, NDP(Radical/ Socio Economic Transformation), SPLUMA, MTSF 2014-19, NSP and PSP, PGDS
Impact/Outcome:	Decrease in unemployment and specifically the youth, Increase provincial GDP growth

Outcome Orientated Goal 3	Collaborative Planning:
Goal Statement:	To provide effective leadership to the province and society by: <ul style="list-style-type: none"> • driving the provincial vision and strategic, life-changing government priorities which include the fight against and response to HIV & TB; • coordinate, integrate and mainstream planning across all spheres of government in partnership with all stakeholders, effectively improving Provincial Intergovernmental Relations; and • Building government’s research capacity, data management and analysis to inform policy development, monitoring and evaluation of the outcomes based priorities in unblocking service delivery.
Linkages	Legislative framework, policies, directives, NDP, MTSF, IGR framework and New Growth Path, and PGDS
Impact/Outcome:	Accelerated and integrated service delivery

Outcome Orientated Goal 4	Efficient, effective and developmental public service
Goal Statement:	<p>To enhance the performance of government by making the public service and local government a career of choice through:</p> <ul style="list-style-type: none"> • process reengineering, • strengthening of delegations and accountability, • improving intergovernmental coordination and improving relations between provincial and local government <p>Building a capable and developmental public service through service delivery innovation and capacity building to drive change and social transformation</p> <p>To improve our financial capability through lobbying for funding, mobilisation of donor funding, studying the utilisation of resources, investment and tapping into existing natural resources.</p>
Linkages	MDG, NDP, Outcome 12, PFMA, Treasury Regulation and OPCA, SPLUMA)
Impact/Outcome:	Increased productivity by all departments as measured through productivity measurement tools. Increased departments with unqualified audit opinions.

Outcome Orientated Goal 5	An empowered and influential work force
Goal Statement:	Improved performance through strategic and co-ordinated skills development for improved service delivery and economic growth in the Province
Linkages	NDP, Outcome 5, Outcome 12, NGP, IPAP, HRD SA, SMS Handbook, APAP, NSDIII, Ministerial directive
Impact/Outcome:	A multi-skilled, high performing and professional, service delivery oriented workforce.

PROGRAMME 1: ADMINISTRATION

B.4 PERFORMANCE INFORMATION BY PROGRAMME

PROGRAMME 1: ADMINISTRATION

Purpose:

The objective of the programme is to render administrative and financial support to the Premier, Executive Council, Director General and other Internal Programmes within the Office of the Premier in fulfilling their legislative and governance responsibilities.

It is made up of the following sub-programmes:

- 1.1 Premier support
- 1.2 Director-General Support
 - 1.2.1 DG Support
 - 1.2.2 Security and Records Management
 - 1.2.3 Provincial Council on AIDS-Secretariat
- 1.3 Executive Council Support
- 1.4 Financial Management

Strategic Objective:

To provide strategic leadership, good governance and support to the Provincial Administration.

Programme Name: Administration					
Strategic Objective Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Implementation of sound financial management within department evidenced by annual unqualified audit outcomes	-	Unqualified audit report	Financially unqualified audit opinion with no findings / "clean audit".		

1.1 PREMIER SUPPORT

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from Planned target to Actual Achievement for 2015/2016	Comment on deviations
Percentage of Premier’s statutory and political obligations	98% (96 of 98)	98% (56/57 engagement met)	98% (56/57 engagement met)	None	None

NC OFFICE OF THE PREMIER VOTE 1

To fulfil her constitutional mandate, statutory and political obligations, the Premier honours certain obligations such as attending meetings of the National Government Lekgotla and the Presidential Coordinating Council, and convenes Provincial Inter-Governmental Forum, Consultative Executive Council Outreach, and Provincial and Sectoral Civil Society engagements and Executive Council.

Furthermore, emanating from the 2015 SOPA (State of the Province Address) and Vote 1 2015 budget speech, the Premier's Support provided guidance and leadership in its central coordinating role, throughout the financial year on various issues affecting the entire provincial administration on key projects and initiatives around the following policy priority areas:

- Creating decent jobs
- Education
- The fight against crime
- Women and youth development issues
- Infrastructure development
- Health
- Rural development and agrarian reform

1.2 DIRECTOR GENERAL SUPPORT

1.2.1 DG Support

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Compliance with the planning framework through timeous crafting & submission of the Strategic plan, Annual Performance Plan, Budget and anti – corruption strategy.	All 4 Planning documents (Strategic Plan, APP, Budget and Anti – corruption strategy/ plans) signed and submitted on due date	3 Planning documents (Strategic Plan, APP, Budget and Anti – corruption strategy/ plans) signed and submitted on due date	3 Planning documents (Strategic Plan, APP, Budget and Anti – corruption strategy/ plans) signed and submitted on due date	None	None
Number of Strategic Management Team reports where organisational performance and Provincial Assessments are discussed (including Presidential Hotline, Anti-Fraud and Corruption cases)	5 Reports	4 Reports	4 Reports	None	None

The Sub-programme was pivotal in providing assistance and logistical support to the Director General and the achievements that were recorded amongst others are as follows:

- All scheduled strategic management fora in the form of Heads of Department, Top Management and Senior Management were convened.
- All quarterly Assessment: Performance Information Reports were timeously submitted to Provincial Planning Functions; the Provincial Legislature and DPME
- Both the APPs for 2015/16 and 2016/17 were submitted to the Provincial Legislature
- The Anti-Corruption & Whistle-Blowing Policy and Anti-Corruption Capacity (MACC) were approved and implemented
- The National Anti-Corruption Hotline Cases for the Office of the Premier have been fully finalised and reported as closed cases.
- The DG's office successfully coordinated the Financial Disclosures: 2014/15 and achieved a 100% compliance rate at the end of 31 May 2015.

To ensure compliance with good corporate governance, risk assessment was performed by the Risk Management Unit within the Office of the Director General. The Risk Register and Risk Management Strategy were compiled and presented to the Risk Committee for endorsement and approval by the Accounting Officer. A mitigation plan was developed in consultation with the risk owners in various sub-programmes to manage the risks that may possibly prevent the department from achieving its strategic objectives. The progress on the mitigation plans was monitored and presented to the Risk and Audit Committees on a quarterly basis. An Auditor General Plan was developed and monitored on a quarterly basis to improve the audit outcomes.

To stimulate province-wide economic development, the Director General engaged with stakeholders at the Zinc Project in Aggeney; Mercedes Benz South Africa; Inauguration Ceremony of Bokpoort Concentrated Solar Power Project and the recent Eskom and Public Enterprises Engagement. The Director General also formed part of the Northern Cape Provincial Governments delegations on outbound missions to the United Kingdom that were aimed at exploiting trade and investment opportunities for the benefit of the province.

1.2.2 Security & Records Management

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports on Units monitored to check compliance with the Minimum information security standard (MISS)	5 Reports	4 Reports	3 Reports	(-1)	April to June was consolidated into one report
Reports on number of Departments that are provided with Security Services	5 Reports	4 Reports	3 Reports	(-1)	April to June was consolidated into one report
Number of reports on staff screened/ vetted/ signing of Declaration of Secrecy	5 Reports	4 Reports	3 Reports	(-1)	April to June was consolidated into one report

NC OFFICE OF THE PREMIER VOTE 1

The primary purpose of the sub-programme is to preserve the corporate memory of the Office of the Premier and provide for a safe working environment. In our endeavour to ensure compliance with the Minimum Information Security Standard (MISS), we have introduced new quality control systems that seek to improve the standard of care when handling all types of information. We have conducted awareness sessions on archive disposal; physical inspections of files and conducted security inspections on all units. Security screening and vetting were conducted during the year under review.

In respect of our Security component we have introduced systems that have improved productivity and ensured all visitors and employees enjoy a safe and secure environment. We have engaged the South African Police Services (SAPS) and the Government sector Security Regulator which conducted a security assessment of the Office of the Premier with the main aim of ensuring that we continue to improve on our current safety standards. Security support services were provided at public events, official visits, departmental functions and ad hoc special programmes.

1.2.3 Provincial Council of Aids Secretariat

Performance Indicator	Actual Achievement 2014/2015	Planned Target 22015/2016	Actual Achievement 2015/2016	Deviation from planned target to actual achievement for 2015/2016	Comment on deviations
Mainstreaming (incorporate) HIV and TB into the Annual Performance Plan (APP) and Integrated Development Plan (IDP) of all PCA sectors (Provincial Departments and Local Government respectively)	New Indicator	4 Reports	4 Reports	None	None
Ensure functionality of Provincial Council of AIDS which coordinates and monitor progress towards the achievements of the PSP targets	5 Reports	4 Reports	4 Reports	None	None
Monitor and Evaluate the Provincial response to HIV and TB through the collection and analysis of sector reports	5 Reports	4 Reports	4 Reports	None	None

The main purpose of the sub-programme is to provide administrative support, monitor and evaluate the implementation of the multi-sector PSP for HIV, STI's and TB 2012-2016 (external and internal mainstreaming through the secretariat). The Provincial Council on AIDS (PCA) comprises the Provincial Executive Council led by the Premier who chairs the PCA, Civil Society Chairperson, Sector Departments, Local Government, Traditional Leaders and Private Sector. For the period under review the PCA's quarterly meetings were convened and an Inter-Departmental Committee (IDC) was established as a mechanism to facilitate and strengthen the response to HIV and AIDS by stakeholders at all levels.

The unit participated in the Civil Society Sector Leaders meetings as per the annual schedule. The District AIDS Council (DAC) provided leadership, coordination and strategic guidance to a number of municipalities in the implementation of the Multi-sectoral Provincial Strategic Plan for HIV, STIs and TB 2012-2016.

NC OFFICE OF THE PREMIER VOTE 1

In an effort to strengthen its sector and district representation, a Provincial Faith Based Organisations and Traditional Health Practitioners summit was held. The Northern Cape PCA embraced a community outreach strategy to commemorate World AIDS-Day whereby targeted families were adopted and visited.

1.3 EXECUTIVE COUNCIL SUPPORT

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to actual Achievement for 2015/2016	Comment on deviations
Report on Executive Council and the Clusters engagement where support was rendered.	5 Reports	4 Reports	4 Reports	None	None

The sub-programme provided coordination, support and assisted with the activities and programmes of the Executive Council.

To ensure improvement of coordination, reporting, monitoring and evaluation of the administration, Executive Council, meetings were concluded and Executive Council Cluster Committee meetings were convened. The Executive Council conducted outreach programmes to Pixley ka Seme Region: Namakwa District Municipality and ZF Mgcawu: District Municipality and issues that were raised and followed through were unemployment; education, health and housing. The unit also successfully coordinated the Executive Council Lekgotla and ensured that issues raised were referred for follow through to relevant departments during the year under review.

1.4 FINANCIAL MANAGEMENT

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on Deviations
Compliance with financial accounting, management accounting and supply chain reporting requirements and relevant accounting legislation/ prescripts resulting in financially unqualified opinion on annual financial statements.	5 Reports	1 Annual Financial Statement (AFS) 4 Interim Financial Statements (IFS)	1 Annual Financial Statement (AFS) 3 Interim Financial Statements (IFS)	(-1)	The Provincial Accountant General (PAG) issued instruction note no.1 of 2015/16 instructing all provincial departments not to compile the 4th quarter IFS. Hence the negative variance of 1

1. Supply Chain Management (SCM)

- Eleven(11) monthly reports were submitted to Provincial Treasury regarding the expenditure above R30 000
- Two quarterly stock counts for inventory were completed
- Total number of orders processed – 1938
- Compiled and implemented the Annual Procurement Plan (Tender Plan)
- Performed a departmental audit in all transactions to ensure completeness of irregular expenditure in the annual financial statements
- Compiled a demand and sourcing strategy
- Conducted a customer satisfaction surveys
- Supply Chain Management related business was reviewed as follows: Purchases/Acquisition business process; store management business process; and Logistics management process; and
- Six supply chain management related policies were reviewed

2. Asset Management

- Twelve(12) monthly Asset Management reports were compiled and submitted to Provincial Treasury.
- Updated the asset register with additions and disposals after physical asset verifications
- Implemented the asset strategy to be evidenced with the compilation and submission of the departmental asset management report
- Asset management and library policies were reviewed

3. Financial Accounting

- Twelve(12) monthly Instruction Note 34 pertaining to payment of invoices were submitted on time to Provincial Treasury;
- 100% of supplier invoices received and paid;
- Submitted the twelve monthly compliance certificate to Provincial Treasury
- Submitted Annual Financial Statements for the 2014/15 financial year end;
- Submitted three Interim Financial Statements for 2015/16 financial year,
- Total of 3437 invoices were processed for 2015/2016 Financial year;
- Submitted the tax reconciliation certificate for the period ending March 2015 and February 2016;
- 1445 Subsistence and travels claims were processed during 2015/16 financial year;
- The following financial accounting related business processes were reviewed during the 3rd quarter:
 - Bank & Cash business process
 - Employee costs business process
 - Payment business process
 - Revenue & Receivable process
 - Accruals
- Nine Financial accounting related policies were reviewed

4. Management Accounting

- Twelve(12) monthly reports (budget/expenditure) were compiled and distributed to cost centre managers as part of budget monitoring
- Captured the integrated departmental budget on BAS (Basic Accounting System);
- Prepared and submitted Adjustment budget for 2015/2016 Financial year to Provincial Treasury
- Captured the Adjustments budget on BAS
- Fourteen In Year Monitoring (IYM) reports have been compiled, consolidated and submitted to Provincial Treasury;
- Fourteen revenue reports were compiled, consolidated and submitted to Provincial Treasury;
- Twelve monthly cash flow requisition have been submitted to Provincial Treasury as part of cash flow management;
- Coordinated the compilation of quarterly performance information reports within the finance unit;
- All management Accounting related policies were reviewed during the 3rd quarter;
- Reviewed management Accounting business processes;
- Prepared and submitted budget submissions to Provincial Treasury;
- Prepared and submitted section 40 for 2016/2017 financial year to Provincial Treasury;
- Performed year end processes such as virements, shifting and appropriation statements;
- Supported external audit process through providing the requested audit evidence and responding to specific findings.

**PROGRAMME 2:
INSTITUTIONAL
DEVELOPMENT**

PROGRAMME 2: INSTITUTIONAL DEVELOPMENT

Purpose

The purpose of this programme is to strategically lead the province towards long term planning for human capital and a development orientated public service and provision of advisory legal services.

2.1. Strategic Human Resources Management

- 2.1.1. Human Resource Administration
- 2.1.2. Efficiency Services
- 2.1.3. Labour Relations
- 2.1.4. Employee Health and Wellness

2.2. Strategic Human Capital Development

- 2.2.1. Human Resources Development Strategy and Transversal Coordination
- 2.2.2. Performance Management and Capacity Development

2.3. Information Communications Services

- 2.3.1. Information Technology and Infrastructure
- 2.3.2. Communications

2.4. Legal Services

2.5. Programme Support

Strategic Objective:

To ensure an effective, efficient and development orientated Provincial Administration

Programme Name: Institutional Development					
Strategic Objective Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Reviewed Human Resource Development Strategy and Reports on its implementation	-	Review HRD Strategy and its implementation	Reviewed HRD Strategy and implementation not concluded.	The framework for the review has been developed	The review of the National Strategy has not been finalised and the Province is expected to align to national processes.

2.1 STRATEGIC HUMAN RESOURCES MANAGEMENT

2.1.1 Human Resource Administration

Performance Indicators	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports highlighting compliance with recruitment and selection practices	5 reports	4 Reports	4 Reports	None	None
Number of reports indicating the development of transversal policies	New Indicator	2 Reports	2 Reports	None	None

During the financial year 2015/2016, the Office of the Premier filled eleven (11) positions, while two (2) officials were transferred into the Department. In order to contribute towards addressing the huge challenge of youth unemployment, the Office of the Premier appointed 7 Interns. These young people are provided with valuable on-the-job experience within various Units of the Office of the Premier.

The department has enhanced its capacity to conduct criminal checks on candidates recommended for appointment. This was done through providing training to staff members on the Biometric Fingerprint System. Unlike the previous long delays, the results of these checks are now available within five (5) days, therefore improving the turnaround time to fill vacant positions.

The vacancy rate of the Office of the Premier was reduced significantly from 9.03% in the first quarter to 5.53% as at the end of the fourth quarter. This is well within Government’s Medium Term Strategic Framework target of a 10% and below vacancy rate set to be achieved by 2019. The average percentage of the vacancy rate across the Provincial administration stood at 11.3% as at 30 March 2016 compared to 16.3% in the first quarter (30 June 2015). 58% (7) of provincial departments managed their vacancy rate to under 10%. The significant progress in reducing the vacancy rate across the provincial administration, can in part be attributed to the ongoing process of PERSAL Clean-up, which is aimed at improving the functionality of the PERSAL System.

In an effort to ensure efficient, effective and professional recruitment practices, the Department has finalised the first phase of a project to develop an electronic recruitment system. At this stage, the System allows for the capturing of information of advertised posts, applicants’ details, the generation of long lists of all applicants and acknowledgement letters. The system when fully developed, should allow the department to capture applications electronically, generate acknowledgement letters, employment equity reports, short list submissions, invitation letters for interviews; appointment submissions; appointment letters and letters of regret.

The Provincial Human Resource Forum, coordinated by the Office of the Premier, has developed draft Provincial Policies on Recruitment and Selection, Special Leave and Dress Code. These Policies will be presented at the next GPSCBC which is scheduled for June 2016.

2.1.2: Efficiency Services

Performance Indicators	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports detailing projects around Provincial Operations Management Frameworks	New indicator	4 Reports	4 Reports	None	None
Number of reports outlining the Provincial status in terms of HR Planning and Organisational Design	5 Reports	4 Reports	4 Reports	None	None

The Relocation project, which entailed the movement of departmental personnel from Templar building to the J.W. Sauer building was successfully concluded.

The Office of the Premier, in collaboration with the Department of Public Service and Administration, facilitated a Provincial capacity-building session on the implementation of the Operations Management Framework with a specific focus on the following areas:

- Development of a Service Delivery Model;
- Identification and Mapping of Business processes; and
- Development of Standard Operating Procedures

Public Administration Management Delegation Registers (D1 – D4), were developed for all provincial departments to ensure compliance with the National Directives on Public Service Delegations.

In terms of organisational design the structural review process of the Office of the Premier has been facilitated internally. Support on organisational design was also provided to the Department of Roads and Public Works, the Department of Sport, Arts and Culture as well as the Department of Health. The analysis of the proposed organisational structure of the Department of Health is currently work in progress, which will culminate in written feedback. This will then be reported on during the first quarter of the 2016/2017 reporting cycle, with supporting evidence,

The monitoring of post advertisements placed by provincial departments was instituted to assist in identifying inconsistencies in job grading and job content.

2.1.3: Labour Relations

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports submitted to DPSA and PSC on misconducts and Grievances	Misconducts: 2 (DPSA) Grievances: 2 (PSC)	Misconducts: 2 (DPSA) Grievances: 2 (PSC)	Misconducts: 6 (DPSA) Grievances: 3 (PSC)	Misconducts: 4 (DPSA) Grievances: 1 (PSC)	Due to the nature of this indicator as it is demand driven. Four (4) more misconduct cases were dealt with as initially planned. Furthermore, one (1) more grievance occurred over above what was planned.
Number of reports on improved turnaround times for Prosecuting & Presiding over Misconduct, Dispute and grievance in Months	4 Reports	4 Reports	4 Reports	None	None
Number of reports on the implementation and level of compliance with National/Provincial Labour Relations Strategy	4 reports	4 reports	4 Reports	None	None
Implementation of resolutions/ agreements from GPSSBC, SSBC, ELRC, PHSDSBC, PSCBC and Labour Relation forum monitored through monthly reports	12 Reports	12 Reports	12 Reports	None	None

The Department achieved its target of reporting to the Department of Public Service and Administration during the period under review. All registered misconduct cases in the Office of the Premier were resolved within the stipulated period of 90 days. Provincial departments (Health, Education, Roads and Public Works and Sport, Arts and Culture) were also supported with the investigation of grievances and misconduct, as well as presiding over disciplinary cases. The Department of Education was supported with an opinion on a grievance case.

In order to ensure consistency and certainty across the provincial administration with regards to the suspension of employees, a Provincial Precautionary Suspension Policy was developed and approved.

The Office of the Premier coordinated and supported all departments in the identification of lists of qualifications in compliance with Resolution 5 of 2014. All 12 departments have implemented Resolutions 3 of 1999.

2.1.4: Employee Health and Wellness

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of compliance reports on the implementation of the Employee Health and Wellness Framework	5 Reports	4 Reports	4 Reports	None	None

All Employee Wellness Units of the Northern Cape Provincial Administration submitted departmental gender-sensitive, rights –based mainstreamed operational plans, annual departmental Systems Monitoring Tools (SMT’s) to the DPSA. All EH&W units also submitted their 4 workplace policies to the Office of the Premier. The EHW Unit in the OTP provides technical support to department. The reports were collected, analysed for accuracy and completeness before they were submitted to DPSA.

Health promoting activities have a strong information Communication and Education (IEC) basis. Interventions are focussed on behaviour change communication that make individuals aware that certain attitudes and behaviours place them at risk of getting infected with the HI-Virus and other diseases of lifestyle. A number of Health screening sessions were conducted with ongoing disease management programmes which culminate in an annual wellness day where we collaborate with GEMS.

In contributing towards preventative health interventions, we have screened 23 males and 32 females for cancer. 2 male employees have been found to be possible high risk cases. These colleagues have been referred to specialised care for further investigations.

2.2. STRATEGIC HUMAN CAPITAL DEVELOPMENT

2.2.1: Human Resource Development and Transversal Coordination

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
No. of quarterly reports indicating compliance with HRD Policy Framework, strategies and programmes within Provincial departments	5 Reports	4 Reports	4 Reports	None	None

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
No of quarterly reports indicating Transversal Human Resource Development initiatives for a skilled and capable workforce to support economic growth.	5 Reports	4 Reports	4 Reports	None	None

The Directorate is responsible to coordinate the implementation of and compliance to Skills Development Legislation as well as Human Resource Development Strategies, policies and programmes in the province. In order to achieve this, the Directorate’s mandate includes the coordination and management of the Human Resource Development Council (HRDC) as well as the Provincial Skills Development Forum (PSDF) and its activities.

The unit planned and coordinated the annual National Public Sector Trainers Forums Conference in partnership with the NSG. The conference was attended by approximately 540 delegates which represented all provinces. The conference program included presentations by national as well as international speakers and was graced by the Minister of Public Service and Administration (MPSA).

The unit coordinated the Indian Technical Economic Cooperation (ITEC) and Special Commonwealth Assistance for African Programmes (SCAAP) initiated by the Indian government. Northern Cape government officials were invited to participate in this programme to improve their skills and academic qualifications. In particular an administrative officer from the Department of Sport, Arts and Culture capitalised on the opportunity and successfully completed her Master’s Degree in Planning and Development in January 2016.

The office in partnership with National Treasury requested funding for a learnership programme through the Public Service Education Training Authority (PSETA) which was approved in the 2015 financial year. It made provision for the enrolment of fifty (50) unemployed youth in the Public Sector Accounting Learnership of which thirty five (35) learners from Kimberley and fifteen (15) from Upington are participating in this programme. Twenty (20) Officials from host departments were trained as mentors to support and mentor the learners on the programme.

The unit coordinated a SMS Leadership Development Workshop through Department of Public Service Administration which was attended by 87 Senior Managers from various departments. A total number of 298 new entrants to the Public Service were inducted through the Compulsory Induction Programme (CIP). The majority of these officials were employed by the Department of Health. The unit strengthened relations with key stakeholders and this culminated in improved reporting on outcome 5 (Program of Action).

2.2.2: Performance Management and Capacity Development

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
No. of quarterly PMDS monitoring reports indicating compliance with policy prescripts	5 Reports	4 Reports	4 Reports	None	None

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of training and development reports outlining capacity development initiatives for employees within OTP for improved performance.	5 Reports	4 Reports	4 Reports	None	None

The unit took over the new role of coordinating the Head of Department’s assessment which was previously the role of the Public Service Commission and managed to conclude all outstanding HOD assessments for the previous three performance cycles e.g. 2012/2013, 2013/14 and 2014/2015 financial years respectively.

The Provincial Employee Performance Management Development Service and the departmental Bursary Policies were reviewed and approved during the period under review.

The unit managed to maintain a MPAT level 4 score for Human Resource Development Planning, Implementation and Reporting. The department is fully compliant with regulatory and legislative requirements in this regard.

Thirty two (32) officials were awarded bursaries to further their studies and improve their qualifications. Six (6) of the 32 bursars successfully obtained their qualifications, whilst the remainder of the bursars progressed to the next level of their studies.

2.3 INFORMATION COMMUNICATION SERVICES

2.3.1: Information Technology and Infrastructure

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of departmental ICT governance plans reviewed	4 Reports	4 Reports	4 Reports	None	None
Review and modernisation of Intranet and Internet Websites	Annual review of Internet and Intranet Websites	Annual Review of Internet and Intranet Websites	Annual Review of Internet and Intranet Websites	None	None
Number of e-Government initiatives developed and implemented	One (1) e – Government systems developed and implemented	One (1) e – Government systems developed and implemented	One (1) e – Government systems developed and implemented	None	None

NC OFFICE OF THE PREMIER VOTE 1

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of IT policies, strategies and plans reviewed.	Four (4) IT documents (Policies, Strategies and Plans) Reviewed annually	Four (4) IT documents (Policies, Strategies and Plans) Reviewed annually	Four (4) IT documents (Policies, Strategies and Plans) Reviewed annually	None	None
Number of departmental workshop to educate officials about their information security and privacy protection responsibilities.	One (1) departmental workshop to educate officials about their information security and privacy protection responsibilities	One (1) departmental workshop to educate officials about their information security and privacy protection responsibilities	One (1) departmental workshop to educate officials about their information security and privacy protection responsibilities	None	None
Reports on Average turnaround time in days for resolving Helpdesk calls received	4 Reports on 98% LAN uptime	4 Reports on 98% LAN uptime	4 Reports on 98% LAN uptime	None	None
Reports on number of Departments provided with technical support services	New indicator	4 Reports	4 Reports	None	None
Average percentage network uptime and availability as per SITA SLA	New indicator	4 Reports on 95% WAN uptime	4 Reports on 95% WAN uptime	None	None
Four (4) quarterly Departmental IT Steering Committee Meeting and Provincial GITO Minutes	New indicator	4 Quarterly Minutes 4 Provincial GITO Minutes	4 Quarterly Minutes 4 Provincial GITO Minutes	None	None

In the year under review, the IT unit provided support to all twelve departments related to e-mailed (Groupwise), antivirus updates, patch management, Novell Server commissioning, desktop support, hardware and peripheral technology support resolving 2076 faults. Both the WAN and LAN (Wide Area Network and Local Area Network) uptime was at 100%. Added to that, was also the installation and commissioning of 195 data and 120 voice points for the relocation of staff from Templar Building to JW Sauer Building.

In terms of IT Governance (MPAT 1.5) the province has met compliance requirements with 5 Departments scoring 4 and seven scoring 3. The Office of the Premier attained a score of 4.

A provincial Broadband Steering Committee was established. The Unit developed a Broadband proposal to lobby funds for broadband infrastructure for citizens. A Technology Study Tour to Germany (funded by Telkom) as well as the GovTech 2015 Conference was attended to understand technology trends and best practices. Reports were compiled accordingly.

To implement an effective and efficient automated solution for the "Public Service Trainer Forum" Conference, the Unit developed a website and an online registration system with functionality to verify payments and produce automated responses, amongst others.

The Departmental Intranet website was reviewed and aligned to the Minimum content required for all departmental websites as prescribed by the POLICY GUIDELINES FOR SOUTH AFRICAN GOVERNMENT WEBSITES.

Finally the year under review, the unit managed and supported five Thusong Service Centers in the Province.

2.3.2. Communication Services

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
A provincial communications framework and communications system developed and approved.	Develop 5 year Communications Framework	Develop 5 year Communications Framework	Developed 5 year Provincial Communication Strategy Framework	None	None
Reports on Communicating Government initiatives informing the public on critical decisions that affect the people on a monthly basis.	5 reports	4 reports	4 Reports	None	None

The Provincial Communications Framework was developed in collaboration with all provincial departments and approved by the Executive Council. The "2016 Local Government Communication Strategy" was presented to and endorsed by Executive Council (EXCO) and Premier's Inter-Governmental Relations Forum (PIGF).

Some of the Provincial Government's decisions, activities and events supported through Communications include:

- State of the Province Address
- 2015 China/RSA Friendship week
- Handing over of computer lab in Grobelaarshoop
- Renaming of department of Roads and Public Works Provincial Head Office
- 16 Days of No Violence against women and children
- Men's Summit
- World Aids Day

The Northern Cape Province consistently attained an average of 95% resolution rate of cases registered with the Presidential Hotline, a rating regarded as one of the best in the country.

2.4 LEGAL SERVICES

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports on Premier, Executive Council and Heads of Departments with Regards to the status of Provincial Legal Services	5 Reports	4 Reports	4 Reports	None	None

The Provincial Legal Service Policy have been approved subsequent to the necessary consultation processes.

The Office of the Premier provided legal support in terms of contracts related to, amongst others, the following:

- Bloodhound Programme Limited;
- Mme Re Ka Thusa;
- Premier’s Bursary Trust Fund; and
- UNAIDS and the Northern Cape Provincial Government

The unit responded to requests for legal opinion from various departments, in particular from the Department of Environment and Nature Conservation. Environmental appeals featured prominently in a number of opinions.

During the period under review, a proclamation on determination of salaries of Public Office Bearers was drafted. The Proclamation was duly signed by the Premier and gazetted accordingly.

2.5 PROGRAMME SUPPORT

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of Outcome 12 Implementation Reports	4	4 reports	4 Reports	None	

The Office of the Premier, as the lead department for the coordination of Outcome 12, has developed progress reports over the period under review, to support the implementation of Government’s Medium Term Strategic Framework (MTSF) 2014-2019.

The Executive through the Governance and Administration Cluster, was supported in monitoring the implementation of the MTSF 2014-2019 through the processing of reports through the Governance and Administration Technical Cluster. The Technical Cluster further provided technical support with regards to the processing of the Programme of Action of Government for the period under review.

The coordination of the implementation of Outcome 12 was further enhanced through the establishment of the Outcome 12 Implementation Forum that brings together all delivery partners of Outcome 12.

**PROGRAMME 3:
POLICY AND
GOVERNANCE**

PROGRAMME 3: POLICY AND GOVERNANCE

PURPOSE

The purpose of this program is to strategically manage policies and strategies throughout the province towards the achievement of sustainable provincial growth and development and monitoring and evaluation of Government Programme of Action and PGDS.

SUB-PROGRAMMES

- 3.1 Intergovernmental Relations
- 3.2 Monitoring & Evaluation
- 3.3 Provincial Policy Management
 - 3.3.1 Special Programmes
 - 3.3.2 Policy Coordination, Research and Development
 - 3.3.3 Development Planning
- 3.4. Programme support

Strategic Objective:

Facilitate the implementation of the Government Programme of Action aligned to the NDP vision 2030 and the MTSF 2014-19

Programme Name: Policy and Governance					
Strategic Objective Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Reviewed Provincial Growth and Development Strategy (PGDS)	-	Implementation of PGDS	PGDS not reviewed	Progress report on the development of the Provincial Growth and Development Plan.	Review not concluded due to finalisation of processes relating to role clarification.
Reviewed Provincial Spatial Development Framework (PSDF)	-	Implementation plan developed	PSDF not reviewed	Progress report on the review of the Provincial Spatial Development Framework.	Review not concluded due to finalisation of processes relating to role clarification.
Approved Programme of Action	-	Implementation	Implementation of approved Programme of Action monitored.		
Provincial Monitoring and Evaluation framework	-	Implementation	M&E Framework not finalised	A draft Provincial Monitoring and Evaluation Framework has been completed	Not finalised due to capacity constraints.

Programme Name: Policy and Governance					
Strategic Objective Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Provincial Evaluation Plan	-	Implementation	Not Finalised	A draft Provincial Monitoring and Evaluation Framework has been completed.	Dependent on the finalisation of the framework.

3.1 INTERGOVERNMENTAL RELATIONS

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
No. of reports on Premier's Intergovernmental Forum (PIGF) and Premiers Intergovernmental Technical structure engagements. Administrative support for Technical PIGF and Premier's Intergovernmental Forum Report	5 reports	4 reports	4 Reports	None	None
Number of reports on international activities (both out/inbound)	5 reports	4 reports	4 Reports	None	None
Number of reports on engagements to facilitate Officials Donor Assistance (ODA) funding	5 reports	4 reports	4 Reports	None	None
Number of reports on Protocol activities and ceremonial events	5 reports	4 reports	4 Reports	None	None

The Intergovernmental Relation Unit (IGR) is entrusted with the responsibility to promote and manage intergovernmental relations, facilitate sound and effective International relations, render Professional Protocol services as well as solicit and sourcing development assistance (ODA).

More specifically, it must coordinate the work of the three spheres of government in a coherent and integrated manner to enhance service delivery towards our communities.

The Key highlights for the year were the following:

- The hosting of the South African Ambassadors Designate in the Province;
- Providing Professional Protocol services during the State of the Province Address (SOPA);
- The South Africa and China Friendship Week (Hunan Chinese Delegation);
- Public Sector – Trainers Forum Conference;
- Annual trip to Cuba which is part of the Mandela/Castro Medical Programme Agreement;
- Official visit to Cuba for the recruitment of Cuban Technical Advisors;
- Attendance of the 21st session of the COP21 Conference in Paris; and
- Delegates from the Provincial AIDS Council to attend the 18th International Conference in Harare.

3.2 MONITORING & EVALUATION

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of advisory services provided and supported on the implementation of Monitoring and Evaluation Frameworks and plans in all departments and municipalities.	5 Reports	4 Reports	4 Reports	None	None
Number of coordinated, executed and monitored Performance Evaluations and Impact Studies on Service Delivery, Programme Performance and Policy implementation	5 Reports	4 Reports	4 Reports	None	None
Number of coordinated and monitored reports on the implementation of Management Performance Assessment Tool (MPAT).	5 Reports	4 Reports	4 Reports	None	None

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of Reports on frontline service delivery monitoring as well as follow up reports on the implementation of recommendations.	13 Reports	13 Reports	13 Reports	None	None
Report(s) on the Implementation of the Citizen Based Monitoring	5 Reports	4 Reports	4 Reports	None	None
Number of reports on the War on Poverty referrals monitoring	5 Reports	4 Reports	4 Reports	None	None

For the year under review, the unit achieved the following:

- To improve the co-ordination of Monitoring and Evaluation within the Province. A Draft Provincial Monitoring and Evaluation Framework has been completed and is being consulted on for finalisation.
- Performance Evaluations and Impact Studies on Service Delivery were performed in consultation with the Department of Planning, Monitoring and Evaluation (DPME). This included:
 - Liaison with provincial departments to establish their plans, programmes and policies as it relates to evaluations and impact studies.
 - A Quality Assessment of the Evaluation report for Child and Maternal Health was concluded by an independent assessor through DPME and was submitted to the Department of Health.
 - Introductory meetings were held with stakeholder departments to discuss the concept for the second Provincial Evaluation on the relationship between the Premier's Bursary Trust Fund and Employment Growth. Thereafter, numerous engagements were held with the Premier's Bursary Trust Fund.
 - A series of workshops conducted by the DPME were held with regards to the methodology of evaluations and the development of departmental Evaluation Plans.
 - A draft Departmental Evaluation Plan was developed based on the guidelines from the DPME
- The Department of Planning, Monitoring and Evaluation (DPME) in the Presidency in conjunction with Office of the Premier piloted a Citizen Based Monitoring Programme in Batlharos where sector Departments were invited to a community engagement session where they assessed the level of services they received from Sector Departments, their satisfaction on how services are rendered and possible solutions were drawn from these engagements.

3.3 SPECIAL PROGRAMMES

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Quarterly reports on the implementation of the integrated mainstreaming strategy of Special Programmes	5 Reports	4 Reports	4 Reports	None	None
Quarterly reports on the implementation of the Provincial Programme of Action for Special Programmes	5 Reports	4 Reports	4 Reports	None	None
Quarterly reports on desktop studies completed based on the M&E results	5 Reports	4 Reports	4 Reports	None	None
Quarterly reports on the partnership agreement	5 Reports	4 Reports	4 Reports	None	None
Quarterly reports on inter and intra governmental forums held on target groups	5 Reports	4 Reports	4 Reports	None	None
Quarterly reports on the annual capacity building schedule	5 Reports	4 Reports	4 Reports	None	None

Implementation of the Provincial Plan of Action

As a working document, the following is achieved in terms of Provincial Plan of Action:

- The Provincial Plan of Action for Children is in its final draft stage and has been submitted for approval. The Office on the Status for Persons with Disabilities is about to finalise the Provincial Programme of Action.
- OSPD and ORC successfully conducted a Roundtable Discussion on Access to Justice for Persons with Disabilities – the resolutions of the Roundtable discussions will be rolled out from 2016/17 as part of OSPD Programme of Action.
- Successful child participation programmes were conducted which provided children with public speaking skills, produced Provincial Child Ambassador who was trained in development of a strategy and an annual plan to implement with regards to Nation Building and Social Cohesion.
- Consultation were undertaken with the Disabled People’s Organisations to monitor progress made on the resolution of the Parliament conducted in 2014 as well to prepare for the disability rights months of 2015.
- Through the mainstreaming efforts of ORC, for the first time the office had access to the Provincial Programme of Action reports to analyse for children’s rights delivery progress in line with the 14 Outcomes.
- ORC successfully mainstreamed CR monitoring, most of the CR indicators which are contained in the Provincial Plan of Action for Children are reflected in the Social Protection, Community development and Crime Prevention technical cluster section of the Provincial Programme of Action for 2016/17.

- The Office on the Status of Persons with Disabilities and the Office on the Rights of the Child mainstreamed rights delivery of the said targeted groups into the IDP's of JTG District Municipality and that resulted into strengthening of the District Forum during the Launch of the Disability Month and the establishment of the District Children's Rights Machinery.
- In terms of transforming the Society and Uniting the Country, which is outcome 14, ORC and OSPD conducted and facilitated successful child participation programmes through the Nelson Mandela Children's Parliament and celebrated the National Disability Rights Day by means of a disability parade respectively.
- In terms of partnership agreements, OSPD and ORC identified NGO's to partner with, although there is no formal MOU, the offices partnered with AUTISM SA and Debating South Africa respectively. Programmes were conducted by both offices with the identified partners.

3.4 PROVINCIAL POLICY MANAGEMENT

3.4.1 Policy Coordination, Research and Development

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports on coordination of policies and ensuring compliance	5 Reports	4 Reports	4 Reports	None	None

The unit coordinated and submitted the Annual Performance Plan 2016/17 on time. Submitted Quarterly Performance Information reports as per the prescribed framework and guidelines.

3.4.2 Development Planning

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports on the implementation of Spatial Planning Land Use Management Act (2013)	5 Reports	4 Reports	4 Reports	None	None
Number of reports on the Implementation of National development Plan and Provincial Growth and Development Strategy	5 Reports	4 Reports	4 Reports	None	None

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of reports on the implementation and Development of the Renewable Energy Sector in the Northern Cape	5 Reports	4 Reports	4 Reports	None	None
Number of research reports completed to improve Growth and Development in the Province	5 Reports	4 Reports	4 Reports	None	None

The Unit provided leadership and support to all structures to contribute towards the achievement of the development targets set out in the National Development Plan. The unit also played an essential role in coordinating different strategic Programmes such as renewable energy and the implementation of Spatial Planning Land Use Management Act of 2013.

Development of Provincial Growth and Development Plan – Vision 2030

The Provincial Planning Forum was established in 2015 and was mandated to act as the custodian of the crafting of the Northern Cape Growth and Development Agenda, and to act in the interests of achieving the objectives as set out by the Provincial Growth and Development Plan – Vision 2030.

A comprehensive Project plan for the development of the Provincial Growth and Development Plan – Vision 2030, to see how the plan could be developed internally, utilising dedicated expertise across government to finalise a Vision 2030 for the Province. It is anticipated that the project would take 2 years to complete.

Public consultation was also identified as one of the critical success factors, in ensuring ownership of a shared Vision 2030 for the Province. Therefore the Office of the Premier took the Project plan through a thorough public consultation process in the 2015-2016 financial year whereby the project plan was presented for comments and inputs at the three technical clusters. The Office of the Premier with the support of the Department of Economic Development and Tourism also went on District engagements from 1 March 2016-15 March 2016.

Renewable Energy

Executive Council prioritised the energy sector because more than 60% of REIPP Programme projects were approved in the Province and it is critical to ensure that the people of the Northern Cape benefit in terms of localisation opportunities.

- Employment for SA Citizens including people from Local communities where IPPs are benefitted from jobs opportunities in the Northern Cape estimated to be 12 803 jobs as at the end of September 2015.
- Estimated 8 751 or 37% of these new employment opportunities have been retained within local communities (in the province) associated with the respective IPP plants.
- To date, the opportunities for people from local communities (NC) have significantly exceeded expectations, achieving 83.6% of what is planned across all 5 BWs.

3.5. PROGRAMME SUPPORT

Performance Indicator	Actual Achievement 2014/2015	Planned Target 2015/2016	Actual Achievement 2015/2016	Deviation from planned target to Actual Achievement for 2015/2016	Comment on deviations
Number of quarterly reports on Outcomes Performance Management	5 Reports	5 Reports	5 Reports	None	None
Number of quarterly nerve centre reports	5 Reports	4 Reports	4 Reports	None	None
Number of Programme support reports	5 Reports	4 Reports	4 Reports	None	None
Number of Batho Pele institutionalised and Service Delivery Reports	5 Reports	4 Reports	4 Reports	None	None
Number of reports on the submission of strategic documents and credible monitoring process thereof	New indicator	4 Reports	4 Reports	None	None

Co-ordination of the Programme of Action

- Provided support and guidance to all Outcomes lead departments / Outcomes co-ordinators on the development of the Programme of Action for 2015/16 through consultation sessions.
- Programme of Action for the 2015/16 financial year was developed and approved by EXCO.
- A Reporting guideline for the Programme of Action was developed to improve co-ordination of quarterly reporting on the Programme of Action.
- Quarterly reporting tool and template developed for application and use by all departments, thus improving uniformity and co-ordination of reporting.
- Performance monitoring concluded for Quarters 1-3 of the 2015/16 financial year for the Programme of Action highlighting the overall performance rating for an outcome for each quarter as well as challenges and areas that require improvement in performance.
- Quarter 1-3 Programme of Action progress reports were consolidated and presented to the provincial cluster reporting structures for further consideration and approval.
- Began the process of the review of the Programme of Action for the 2016/17 financial year.

Co-ordination of Strategic Plans, Annual Performance Plans and QPR

- Concluded the seamless transfer of the function of Performance Information from Provincial Treasury to the Office of the Premier.
- Ensured provincial co-ordination of the Performance Information processes and provided support and guidance to provincial departments on the development of the 2016/17 Annual Performance Plans ensuring adherence to planning guidelines and frameworks through:
 - A provincial QPR workshop held on 3rd June 2015 to prepare for the 2015/16 QPR in accordance with DPME guidelines on quarterly performance reporting requirements.
 - A provincial workshop was held on the 17-18 August 2015 to prepare for the 2016/17 Annual Performance Plan review and considerations of Audit findings for 2014/15.
 - Provincial workshop was held for Public Entities on 30 November 2015.
 - Finalisation of provincial guidelines and circulars.
- Concluded the assessment of the 1st and 2nd draft of the 2016/17 Annual Performance Plans for all provincial departments and formal feedback provided.
- Consultative feedback sessions held with all provincial departments on the assessment of the 1st and 2nd draft Annual Performance Plans of 2016/17.
- Verification of QPR preliminary and final data sets concluded for all provincial departments before submission to the Department of Planning, Monitoring and Evaluation.
- Co-ordinated the submission of the quarters 1-3 QPR model reports and submission of data files for all provincial departments to the Department of Planning, Monitoring and Evaluation in accordance with the QPR guidelines/schedules issued by DPME.
- Verification of tables for publication by DPME of performance information for three sectors: Agriculture, Social Development and Health was facilitated for quarters 1-3 and further published on the Office of the Premier website.

Provide feedback to departments on the quality of their Service Delivery Improvement Plans. Coordinated the Service Delivery Improvement Plan process through the following activities:

- Meetings; and
- Workshops

4.1 STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

The Office of The Premier has an approved Planning and Performance Management Policy that guides the process of compiling quarterly performance reports which are compiled at Sub-Programme and Programme levels. The verification thereof as first level verification is coordinated at a Programme level before submission to Policy and Planning for second level verification and consolidation of the quarterly performance. Through these processes of verification, any areas of underperformance are monitored and managed through the application of remedial measures.

4.2 CHANGES TO PLANNED TARGETS

Targets have not been changed during this reporting period.

4.3 LINKING PERFORMANCE WITH BUDGETS

Sub-Programme Name	2015/2016			2014/2015		
	Final Ap-propriation (R'000)	Actual Ex-penditure (R'000)	(Over)/ Under Ex-penditure (R'000)	Final Ap-propriation (R'000)	Actual Ex-penditure (R'000)	(Over)/ Under Ex-penditure (R'000)
Premier Support	21,709	21,709	-	17,290	17,290	-
Executive Council	6,214	6,214	-	7,081	7,081	-
Director General Support	24,174	24,174	-	30,668	30,407	261
Financial Management	41,147	41,147	-	32,432	32,432	-
Programme 1	93,154	93,154	-	87,471	87,210	261
Strategic Human Resources	47,445	47,445	-	42,406	42,406	-
ICT	11,668	10,410	1,258	10,926	10,926	-
Legal Services	5,963	5,963	-	5,448	5,448	-
Communications	9,608	9,608	-	10,419	10,419	-
Programme Support	2,295	2,295	-	2,502	2,502	-
Programme 2	76,979	75,721	1,258	71,701	71,701	-
Special Programmes	13,798	13,798	-	13,625	13,625	-
IGR	2,671	2,671	-	1,746	1,746	-
Provincial Policy Management	18,920	18,920	-	17,075	17,705	-
Programme Support	6,000	3,834	2,166	3,181	3,181	-
Programme 3	41,389	39,223	2,166	35,627	35,627	-

B.5 TRANSFER PAYMENTS

5.1. TRANSFER PAYMENTS TO PUBLIC ENTITIES

SABC – R3 000

5.2. TRANSFER PAYMENTS TO ALL ORGANISATIONS OTHER THAN PUBLIC ENTITIES

The table below reflects the transfer payments made for the period 1 April 2015 to 31 March 2016

Name of Transferee	Type of organisation	Purpose for which the funds were used	Did dept. comply with section 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reason for the funds unspent by the entity
Premier's Bursary Trust Fund	Trust	Study loans for students	Yes	14,440	14,440	-
Mme Re Ka Thusa	Trust	Financial assistance for previously disadvantaged women to empower them to become economically active	Yes	4,222	4,222	

B.6 CONDITIONAL GRANTS

6.1. CONDITIONAL GRANTS AND EARMARKED FUNDS PAID

The Office of the Premier did not pay any conditional grants and earmarked funds for the 2015/2016 financial year.

6.2. CONDITIONAL GRANTS AND EARMARKED FUNDS RECEIVED

The Office of the Premier did not receive conditional grants nor earmarked funds for the 2015/2016 financial year.

B.7 DONOR FUNDS

7.1. DONOR FUNDS RECEIVED

The Office of the Premier did not receive any donor funds and earmarked funds for the 2015/2016 financial year.

B.8 CAPITAL INVESTMENT

Capital investment, maintenance and asset management plan

Refer to Note 4.5 under Notes to the annual financial statements for maintenance appropriated and expended during the financial year. The user asset management plan was compiled and approved for 2015/16 financial year.

Infrastructure projects	2015/2016			2014/2015		
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
New and replacement assets		-	-			
Existing infrastructure assets		-	-			
Upgrades and additions		-	-			
Rehabilitation, renovations and refurbishments		-	-			
Maintenance and repairs	106	106	-	160	160	-
Infrastructure transfer	-	-	-	-	-	-
Current	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Total	106	106	-	160	160	-

PART C: GOVERNANCE



C.1 INTRODUCTION

The office of the Premier has committed itself to maintain the highest standards of governance. This includes the prudent management of public finances and resources, as it would give the necessary assurance that the Office of the Premier has good governance structures in place to effectively, efficiently and economically utilize the state resources, which is funded by the tax payer.

C.2 RISK MANAGEMENT

The Office of the Premier has a risk management committee in place that was appointed by the Accounting Officer in writing. The committee consists of Executive Managers of the department, Provincial Treasury Risk Management Support, Internal Auditors and is chaired by an external independent chairperson, as required by the Public Sector Risk Management Framework.

A risk assessment was performed during the 2015/16 financial period. The risk register was updated with the new and emerging risks, where after it was endorsed by the risk management committee and approved by the Accounting Officer. All the risks within the risk register were properly mitigated, upon which the risk manager reported progress on the mitigation plan to the risk management committee and audit committee. This reporting occurred on a quarterly basis.

A total of 4 risk management committee meetings convened during the financial period under review as required by the risk management committee charter on the following dates:-

Date

14 July 2015

10 December 2015

4 February 2016

29 March 2016

C.3 FRAUD AND CORRUPTION

The Office of the Premier has an approved Anti-Corruption Strategy; an Anti-Corruption & Whistle-Blowing Policy; and an Anti-Corruption & Fraud Management Plan. The aim of the plan is to give effect to the Anti-Corruption and Whistle-Blowing policy and strategy and to provide for best practice in an endeavour to eliminate the occurrence of fraud and corruption.

The Anti-Corruption & Whistle-Blowing Policy outlines the channels for reporting allegations of fraud and potential corruption. The department encourages all public servants to report suspected fraud and corruption anonymously through awareness sessions and provincial workshops. The department protects all employees who blow the whistle on fraud and potential corruption. Suspected fraud or corruption are reported directly to the office of the Accounting Officer and such cases are recorded in a register and immediately referred to the Anti-Corruption Officer for investigation.

The Office of the Premier has no reported cases of fraud or corruption for the year under review.

C.4 MINIMISING CONFLICT OF INTEREST

Bid committee members declare their interest for each bid committee meeting.

Senior managers and supply chain management officials disclose their business interests on an annual basis and this is noted by the Executing Authority. Noted declarations are forwarded to the Public Service Commission for compliance.

C.5 CODE OF CONDUCT

CODE OF CONDUCT IN THE WORKPLACE

The Department has adopted and adheres to the Public Service Code of Conduct including the Public Service Charter. This is part of ensuring that all employees adhere to the principles enshrined in both documents and commit to delivering quality public service.

BRIEF DESCRIPTION AND NATURE OF CODE OF CONDUCT/ETHICS

The Public Service Code of Conduct and the Public Service Charter act as a guideline to employees as to what is expected of them from an ethical point.

THE EFFECT IT HAS ON THE DEPARTMENT

Both the Public Service Code of Conduct and the Public Service Charter act as a guideline to employees as to what is expected of them from an ethical point of view, both in their individual conduct and their relationship with the public.

As a result of continuous awareness promotion, a significant reduction in incidents of misconduct has been observed.

ADHERING TO THE PUBLIC SERVICE CODE OF CONDUCT AND SERVICE CHARTER

Information sessions are conducted on a quarterly basis as part of promoting a high standard of professional ethics in the workplace and to encourage public servants to think and behave ethically.

THE PROCESS FOLLOWED FOR THE BREACH OF CODE OF CONDUCT

An employee shall be guilty of misconduct in terms of Section 20 (t) of the Public Service Act, 1994, and may be dealt with in accordance with the relevant sections of the Act if he/she contravenes any provision of the code of conduct or fails to comply with any provision thereof.

C.6 HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The Office of the Premier has a Safety, Health, Environment, Risk and Quality (SHERQ) Management Policy in place. The policy commits the office to the safety of employees, that of citizens and the sustainability of a healthy and safe work environment. It further highlights the importance of SHERQ in enhancing governance in general and the improvement of public servants health and wellness in particular. The office further conducts its affairs in an accountable, responsible, transparent and sustainable manner as decent citizens to promote the health and wellness of employees and the quality of services delivered to clients guided by a human rights culture. Implementation of the governance of the health, safety and environmental issues is managed through the departmental health and safety committee guided by the occupational health and safety standards setting organizations. The Office of the Premier has further approved a Smoke-free Workplace Policy to create a smoke free environment in order to protect employees and citizens entering the premises.

C.7 PORTFOLIO COMMITTEES

The department appeared before the Standing Committee on the Premier's Affairs during the financial year to present the 2014/15 annual report, 2015/2016 annual performance plan, and the quarterly performance reports for the 2015/16 financial year.

The department submitted detailed reports on the implementation of recommendations of the Standing Committee on the Premier's Affairs during the financial year under review.

C.8 SCOPA RESOLUTIONS

Resolution No.	Subject	Response by the department	Resolved (Yes/No)
Resolution 1	Management should defer irregular expenditure by ensuring that goods and services procured comply with supply chain management laws and regulations	<p>In previous financial years, irregular expenditure was mainly attributed to the unique nature of our business operating environment such as impracticalities, emergencies, services in remote areas e.t.c. The Office of the Premier (OTP) experienced challenges during the audit process in that Supplier Chain Management (SCM) deviations were not always admissible by the external auditors resulting adjustments to the financial statements.</p> <p>To rectify the aforementioned challenge, an agreement was reached between OTP and Auditor-General South Africa (AGSA) in August 2015 for quarterly audits to be performed by AG on transactions where it was impractical or there was an emergency that gave hindrance to OTP conforming to SCM due processes. The Accounting Officer (Director General) made a commitment to compile and submit a lead schedule of all documented approved SCM deviations per the affected transaction to the AGSA for quarterly audits on SCM deviations. On receipt of the notification and lead schedule from OTP, AGSA committed to conduct the aforesaid quarterly audits and report to the Premier as well as the Director General on a quarterly basis on the outcomes of those quarterly audits.</p> <p>Emanating from the aforementioned plans, three quarterly special audits relating to 2015/16 financial year had already been conducted by AGSA to audit the adequacy and admissibility of the SCM deviations. AGSA was satisfied with the adequacy of deviations for the first, second and third quarter audits.</p>	Yes

C.9 PRIOR MODIFICATIONS TO AUDIT REPORTS

None

C.10 INTERNAL CONTROL UNIT

The Office of the Premier does not have a separate Internal control Unit. However, preventative, detective and management controls are embedded in Office of the Premier's organization-wide business processes for execution by the line function officials.

There was no material breakdown of internal controls during the year under review. The internal control environment was sound.

C.11 INTERNAL AUDIT AND AUDIT COMMITTEES

INTERNAL AUDIT

Key activities and objectives of the internal audit

The Executive Council of the Northern Cape Provincial Government has established a Shared Provincial Internal Audit Unit (PIAU) to provide internal audit services to all 12 departments within the province. The shared PIAU is divided into 4 clusters, Office of the Premier being serviced by the PIAU - Health Cluster. The PIAU is an independent, objective assurance and consulting activity designed to add value and improve the client's operations.

The following internal audit work was completed during the year under review:

- Annual Financial Statements review
- Asset management
- Audit of Performance Information
- Fleet management and rented vehicle controls
- Fraud Risk evaluation
- Governance structures, Ethics and Code of Conduct
- Information Technology Governance review
- Interim Financial Statements review
- Management Performance Assessment Tool certification
- Quarterly follow up on audit rectification plans
- Records management
- Supply Chain Management
- Transfer payment controls
- Verification of delegations

The internal audit unit also attended and contributed to the departmental risk management committee meetings and ad hoc management meetings as and when requested.

AUDIT COMMITTEE

Key activities and objectives of the audit committee:

The Executive Council of the Northern Cape Provincial Government has established Cluster Audit Committees for the 12 Provincial Departments. The Health Cluster Audit Committee deals with 3 departments including the Office of the Premier. The Audit Committee assists the department by providing advice relating to the reporting process, the system of internal control, the risk management processes, the internal and external audit process and the departments processes for monitoring compliance with laws and regulations and the code of conduct.

The Audit Committee consists of the members listed below. It meets as frequent as mandated by the approved Audit Committee charter and as often as it deems necessary.

During the financial year under review, 4 meetings were convened as per its charter with an additional meeting convened to discuss rectification plan status of implementation.

The table below discloses relevant information on the audit committee members up to 31 March 2016:

Name	Qualifications	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Bongani Ngqola	Post Graduate Diploma in Business Management, Certified Information Systems Auditor (CISA), Higher Diploma in Computer Auditing, Bachelor of Commerce (Information Systems)	External	n/a	2 Dec 2014	n/a	4
Frans van Der Westhuizen	LLB, B Iuris, Dip Iuris	External	n/a	2 Dec 2014	n/a	5
Charles Motau	B Com (Accounting and Economics), Higher Diploma in Computer auditing, Masters Degree in Business Leadership and Masters Degree in Information Technology	External	n/a	12 Dec 2014	n/a	5
Bafedile Lenkoe	Magister in public administration (MPA)	Internal	Chief Director	12 Dec 2014	n/a	1
Phemelo Kegakilwe	Bachelor of Veterinary Medicine and Surgery	Internal	Acting Chief Director	12 Dec 2014	n/a	2

C.12 AUDIT COMMITTEE REPORT

Report of the Audit Committee

We are pleased to present our report for the financial year ended 31 March 2016. The Audit Committee wants to recognize and comment the Premier, Director General for the department and Office of the Premier staff for attaining the unqualified audit opinion with no findings audit outcome.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from Section 38 (1) (a) (ii) of the Public Finance Management Act and Treasury Regulation 3.1.13. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

The Department maintained the good system of internal control during the year under review resulting in them improving their external audit outcome to an unqualified opinion with no findings.

Internal Audit

The internal audit function carries its mandate according to the Internal Audit charter approved by the Audit Committee and in line with the Standards of Professional Practice in Internal Auditing. Internal Audit function is responsible for an independent and objective evaluation of the system of internal control.

The Audit Committee notes with satisfaction the independence and objectivity of Internal Audit function. Internal Audit function performed, completed and reported all audit projects as per the internal audit operational plan approved by the Audit Committee. To the satisfaction of the Audit Committee, the Internal audit function has provided assurance on the adequacy and effectiveness of controls, advisory services to management and management committees, and consulting services, in the form of special and ad-hoc assignments to the Audit Committee.

Risk management

The departmental has an established risk management process, the process is still being improved in order to be reliable, adequate and effective. The Department has successfully implemented Audit Committee recommendations.

In-Year Management and Monthly/Quarterly Report

The Audit Committee has considered and reviewed the quarterly management reports including performance information throughout the year as part of reviewing internal controls. The Audit Committee noted that the Department has been achieving its quarterly targets. The department has been reporting monthly and quarterly to the relevant Treasury as is required by the PFMA.

Evaluation of Financial Statements

Audit Committee has reviewed the annual financial statements prepared and has accepted the explanations provided by the department.

Auditor-General's Report

We have reviewed the department's implementation plan for audit issues raised in the previous year and we are satisfied that the matters have been adequately resolved.

The Audit Committee concurs and accepts the conclusions of the Auditor-General on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

The Audit Committee is satisfied with the independence of the External Auditor from the department and the commitment to keep Audit Committee informed on the audit affairs of the Department.



Bongani Ngqola

Chairperson of the Audit Committee

Office of the Premier

8 August 2016

PART D: HUMAN RESOURCE MANAGEMENT



D.1 LEGISLATION THAT GOVERN HUMAN RESOURCES MANAGEMENT

The information provided in this part is prescribed by the Public Service Regulation (Chapter 1, Part III J.3 and J.4).

In addition to the Public Service Regulations, 2001 (as amended on 30 July 2012), the following prescripts directs Human Resource Management within the Public Service:

- Public Service Act 1994, as amended by Act 30 of 2007;
- Occupational Health and Safety Act 85 of 1993;
- Labour Relations Act 6 of 1995;
- Basic Conditions of Employment Act 75 of 1997;
- Skills Development Act 97 of 1998;
- Employment Equity Act 55 of 1998;
- Public Finance Management Act 1 of 1999;
- Skills Development Levy Act 9 of 1999;
- Promotion of Access to Information Act 2 of 2000 and;
- Promotion of Administrative Justice Act 3 of 2000

D.2 INTRODUCTION

Human Capital is a valued asset and human resources are a key element to the success of the Northern Cape Government Administration. The main HR priorities included the following:

- Employment Equity;
- Training and Development;
- Employee Health and Wellness; and
- Organisational Design

The highlighted priorities were aimed at building a workforce geared to deliver on the strategic objectives of the department, which have been progressively expanding and placing new demands in terms of performance and requisite skills.

D.3 HUMAN RESOURCES OVERSIGHT STATISTICS

3.1. PERSONNEL RELATED EXPENDITURE

The following tables summarises the final audited personnel related expenditure by programme and by salary bands. In particular, it provides an indication of the following:

- amount spent on personnel
- amount spent on salaries, overtime, homeowner's allowances and medical aid

Table 3.1.1 Personnel expenditure by programme for the period 1 April 2015 and 31 March 2016

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Professional and special services expenditure (R'000)	Personnel expenditure as a % of total expenditure	Average personnel Cost per Employee (R'000)
Administration	93,154	44,764	2	-	48.1%	175
Institutional Development	75,721	46,400	675	-	61.3%	181
Policy and Governance	39,223	24,466	47	-	62.4%	96
TOTAL	208,098	115,630	724	-	55.6%	452

Table 3.1.2 Personnel costs by salary band for the period 1 April 2015 and 31 March 2016

Salary Bands	Personnel expenditure (R'000)	% of total personnel cost	No. of employees	Average personnel cost per employee (R'000)
Skilled (Level 3-5)	12,692	11%	66	192
Highly Skilled Production (Level 6-8)	18,794	16%	63	298
Highly Skilled Supervision (Level 9-12)	47,090	41%	97	485
Senior Management (level 13-16)	36,857	32%	31	1,189
Periodical Remuneration	95	0%	1	95
Abnormal Appointment (Interns)	102	0%	4	26
TOTAL	115,630	-	262	-

Table 3.1.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by programme for the period 1 April 2015 and 31 March 2016

Programme	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as % of personnel costs	Amount (R'000)	Overtime as % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as % of personnel costs
Administration	30,432	68%	280	0.6%	1,358	3%	1,740	3.9%
Institutional Development	32,622	70%	114	0.2%	939	2%	1,629	3.5%
Policy and Governance	17,044	70%	13	0.1%	437	1.8%	1,023	4.2%
TOTAL	80,098	69%	407	0.4%	2,734	2.4%	4,392	3.8%

Table 3.1.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by salary band for the period 1 April 2015 and 31 March 2016

Salary bands	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as % of personnel costs	Amount (R'000)	Overtime as % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as % of personnel costs
Skilled (Level 3-5)	8,010	6.9%	61	0.1%	749	0.7%	1,001	0.9%
Highly Skilled Production (Level 6-8)	12,015	10.4%	128	0.1%	734	0.6%	919	0.8%
Highly Skilled Supervision (Level 9-12)	32,840	28.4%	218	0.2%	847	0.7%	2,074	1.8%
Senior Management (level 13-16)	27,131	23.5%	-	-	404	0.4%	398	0.3%
Periodical Remuneration	-	-	-	-	-	-	-	-
Abnormal Appointment	102	0.1%	-	-	-	-	-	-
TOTAL	80,098	69%	407	0.4%	2,734	2.4%	4,392	3.8%

3.2. EMPLOYMENT AND VACANCIES

The table in this section summarises the positions with regards to employment and vacancies, the following table summarises the number of posts on the establishment, the number of employees, the vacancy rate, and whether there are any staff that are additional to the establishment. This information is presented in terms of three key variables:

- Programme;
- Salary band; and
- Critical occupations (see definition in notes below)

Departments have identified critical occupations that need to be monitored. In terms of current relations, it is possible to create a post on the establishment that can be occupied by more than one employee. Therefore, the vacancy rate reflects the percentage of posts that are not filled.

Table 3.2.1 Employment and vacancies by programme as on 31 March 2016

Programme	Number of posts	Number of posts filled	Vacancy rate	Number of posts filled additional to the establishment
Administration	112	106	5%	-
Institutional Development	100	98	2%	-
Policy and Governance	62	53	15%	-
TOTAL	274	257	6%	-

Table 3.2.2 Employment and vacancies by salary band as on 31 March 2016

Salary band	Number of posts on Approved Establishment	Number of posts filled	Vacancy rate	Number of employees additional to the establishment
Skilled (Level 3-5)	71	66	7%	-
Highly Skilled Production (Level 6-8)	65	63	3%	-
Highly Skilled Supervision (Level 9-12)	103	97	6%	-
Senior Management (level 13-16)	35	31	12%	-
TOTAL	274	257	6%	-

Table 3.2.3 Employment and vacancies by critical occupations as on 31 March 2016

Critical occupations	Number of posts	Number of posts filled	Vacancy Rate	No of posts filled additional to the establishment
Administrative related	86	81	6%	-
Client and information clerks/ switchboard/reception	3	3	0%	-
Communication and information related	2	2	0%	-
General Assistant and related	4	4	0%	-
Executive Authority	1	1	0%	-
Financial and Economics related	12	10	17%	-
Financial Clerks and credit conditions	15	15	0%	-
Food Services aids and waiters	9	9	0%	-
HR & Organisational Development & relate professionals	41	41	0%	-
HR Clerks and related	4	4	0%	-
Information Technology related	7	7	0%	-
Language practitioner	1	1	0%	-
Legal Admin and related professionals related	5	4	20%	-
Library mail and related clerks	14	13	7%	-
Messengers, porters and deliverers	6	4	33%	-
Psychologist and related	1	1	0%	-
Risk Management and security	2	2	0%	-
Secretaries and other keyboard operating clerks	19	18	5%	-
Security and related	10	9	10%	-
Senior Managers	26	23	12%	-
Technicians and associate professionals	1	1	0%	-
Top Manager	5	4	20%	-
TOTAL	274	257	6%	-

3.3. FILLING OF SMS POSTS

The tables in this section provide information on employment and vacancies as it relates to members of the Senior Management Services by salary level. It also provide information on advertising and filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

Table 3.3.1 SMS post information as on 31 March 2016

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director General/Head of Department	1	1	100%	-	0%
Salary Level 16	1	1	100%	-	0%
Salary Level 15	4	3	75%	1	25%
Salary Level 14	7	6	86%	1	14%
Salary Level 13	22	20	91%	2	9%
TOTAL	35	31	89%	4	11%

Table 3.3.2 SMS post information as on 30 September 2015

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director General/Head of Department	1	1	100%	-	0%
Salary Level 16	1	1	100%	-	0%
Salary Level 15	4	3	75%	1	25%
Salary Level 14	7	7	100%	-	0%
Salary Level 13	22	20	91%	2	9%
TOTAL	35	32	89%	3	11%

Table 3.3.3 Advertising and filling of SMS posts for the period 1 April 2015 and 31 March 2016

SMS Level	Vacant Posts	Advertised
Director General/ Head of Department	-	-
Salary Level 16	-	-
Salary Level 15	1	1
Salary Level 14	1	-
Salary Level 13	2	-
TOTAL	4	1

Table 3.3.4 Reasons for not having complied with the filling of funded vacant SMS – Advertised within 6 months and filled within 12 months after becoming vacant for the period 1 April 2015 to 31 March 2016

Reasons for vacancies not advertised within six months
The post as identified were advertised but due to the change to the DPSA Executive Protocol which came into effect 01 April 2015, this post had to be re-advertised

Reasons for vacancies not filled within twelve months
Due to the re-advertisement of positions the recruitment process is still in progress

Table 3.3.5 Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months for the period 1 April 2015 to 31 March 2016

Reasons for vacancies not advertised within six months
The post as identified were advertised but due to the change to the DPSA Executive Protocol which came into effect 01 April 2015, this post had to be re-advertised

Reasons for vacancies not filled within twelve months
Due to the re-advertisement of positions the recruitment process is still in progress

3.4 JOB EVALUATION

Within a nationally determined framework, executing authorities may re-evaluate any job in his or her organisation. In terms of the Regulations all vacancies on salary level 9 and higher must be evaluated before they are filled. The following table summarises the number of jobs that were evaluated during the year under review. The table also provided statistics on the number of posts that were upgraded or downgraded.

Table 3.4.1 Job Evaluation by Salary band for the period 1 April 2015 and 31 March 2016

Salary Band	Number of Posts on approved establishment	Number of Jobs Evaluated	% of Posts Evaluated	Posts Upgraded		Posts Downgraded	
				Number	% of Posts Evaluated	Number	% of Posts Evaluated
Skilled (Levels 3-5), Permanent	71	-	0%	-	-	-	-
Highly skilled production (Levels 6-8), Permanent	65	-	0%	-	-	-	-
Highly skilled supervision (Levels 9-12), Permanent	103	1	0.36%	-	-	-	-
Senior management (Levels 13-16), Permanent	35	-	0%	-	-	-	-
TOTAL	274	1	0.36%	-	-	-	-

Only one 1 job was evaluated during the reporting period, since the organisational structure of the Department was under review, with the result that a review of job profiles and job grading will still follow pending the outcome of this process. The one (1) job indicated was, however, evaluated to inform the appropriate grading level of the newly created posts of Deputy Director: Provincial Performance Information Management, as per the transfer of the function from the Provincial Treasury to the Office of the Premier.

The following table provides a summary of the number of employees whose positions were upgraded due to their post being upgraded. The number employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

Table 3.4.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2015 and 31 March 2016

Beneficiaries	African	Asian	Coloured	White	Total
Female	-	-	-	-	-
Male	-	-	-	-	-
TOTAL	-	-	-	-	-

Employees with a Disability					
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The following table summarises the number of cases where remuneration bands exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

Table 3.4.3 Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2015 and 31 March 2016

Occupation	Number of employees	Job evaluation level	Remuneration level	Reasons for deviation
None	-	N/A	N/A	N/A
Total	-	N/A	N/A	N/A
Total Number of Employees whose salaries exceeded the level determined by job evaluation in 2010/2011				
Percentage of Total Employment				0%

The following table summarises the beneficiaries of the above in terms of race, gender, and disability.

Table 3.4.4 Profile of employees who have salary levels higher than those determined by job evaluation for the period 1 April 2015 and 31 March 2016

Beneficiaries	African	Asian	Coloured	White	Total
Female	-	-	-	-	-
Male	-	-	-	-	-
TOTAL	-	-	-	-	-

Employees with a Disability					
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3.5. EMPLOYMENT CHANGES

This section provided information on changes in employment over the financial year. Turnover rates provided an indication of trends in the employment profile of the department. The following tables provide a summary of turnover rates by salary band and critical occupations.

Table 3.5.1 Annual turnover rates by salary band for the period 1 April 2015 and 31 March 2016

Salary Band	Number Of employees per band as on 01 April 2015	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Skilled (Level 3-5), Permanent	67	3	4	6%
Highly Skilled Production (Level 6-8) Permanent	63	4	2	3.2%
Highly Skilled Supervision (Level 9-12) Permanent	86	10	2	2.3%

NC OFFICE OF THE PREMIER VOTE 1

Salary Band	Number Of employees per band as on 01 April 2015	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Senior Management service Band A, Permanent	22	1	2	9.1%
Senior Management service Band B, Permanent	7	-	1	14.3%
Senior Management service Band C, Permanent	2	1	-	0%
Senior Management service Band D, Permanent	2	-	-	0%
TOTAL	249	19	11	4.4%

Table 3.5.2 Annual turnover rates by critical occupation for the period 1 April 2015 and 31 March 2016

Critical occupation	Number of employees per occupation as on 1 April 2015	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Administrative related	72	8	1	1.4%
General Assistant and related	4	-	-	-
Client and information clerks/switchboard/reception	3	-	-	-
Communication and information related	2	-	-	-
Executive Authority	1	-	-	-
Financial and Economics related	11	-	-	-
Financial Clerks and credit conditions	16	-	1	6.3%
Food Services aids and waiters	8	-	-	-
HR & Organisational Development & relate professionals	39	3	2	5.1%
HR Clerks and related	4	-	-	-
Information Technology related	4	3	-	-
Language practitioner	1	-	-	-
Legal Admin and related professionals related	5	-	1	20%
Library mail and related clerks	14	-	1	7.1%
Messengers, porters and deliverers	6	-	1	16.7%
Psychologist and related	1	-	-	-
Risk Management and security	2	-	-	-
Secretaries and other keyboard operating clerks	17	2	-	-
Security and related	9	1	1	11.1%
Senior Managers	26	1	3	11.5%
Technicians and associate professionals	1	-	-	-
Top Manager	3	1	-	-
TOTAL	249	19	11	4.4%

Table 3.5.3 Reasons why staff left the department for the period 1 April 2015 and 31 March 2016

Termination Type	Number	% of total Resignations
Resignation	8	73%
Retirement	2	18%
Transfers to other public Service Departments	1	9%
Total	11	100%
Total number of employees who left as a % of the total Employment.	11 of 257	4%

Table 3.5.4 Promotions by critical occupation for the period 1 April 2015 and 31 March 2016

Occupations	Employees as on 1 April 2015	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progression to another notch within salary level	Notch progression as a % of employees by occupation
Administrative related	72	4	6%	43	60%
General Assistant and related	4	-	-	-	-
Client and information clerks/ switchboard/reception	3	-	-	-	-
Communication and information related	2	-	-	2	100%
Executive Authority	1	-	-	-	-
Financial and Economics related	11	1	9%	9	82%
Financial Clerks and credit conditions	16	-	-	15	94%
Food Services aids and waiters	8	-	-	1	13%
HR & Organisational Development & relate professionals	39	1	3%	25	64%
HR Clerks and related	4	-	-	3	75%
Information Technology related	4	-	-	3	75%
Language practitioner	1	-	-	1	100%
Legal Admin and related professionals related	5	-	-	4	80%
Library mail and related clerks	14	1	7%	9	64%
Messengers, porters and deliverers	6	-	-	3	50%
Psychologist and related	1	-	-	-	-
Risk Management and security	2	-	-	1	50%
Secretaries and other keyboard operating clerks	17	-	-	12	71%
Security and related	9	-	-	7	78%
Senior Managers	26	-	-	17	65%

NC OFFICE OF THE PREMIER VOTE 1

Occupations	Employees as on 1 April 2015	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progression to another notch within salary level	Notch progression as a % of employees by occupation
Technicians and associate professionals	1	-	-	-	-
Top Manager	3	-	-	2	67%
TOTAL	249	7	3%	157	63%

Table 3.5.5 Promotions by salary band for the period 1 April 2015 and 31 March 2016

Salary Band	Employees as at 1 April 2015	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Skilled (Level 3-5), Permanent	67	1	1%	37	55%
Highly skilled production (Level 6-8), Permanent	63	-	-	46	73%
Highly skilled production (Level 9-12)	86	6	7%	50	58%
Senior Management (Level 13-16), Permanent	33	-	-	24	73%
TOTAL	249	7	3%	157	63%

3.6. EMPLOYMENT EQUITY

Table 3.6.1 Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2016

Occupational categories (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislator, Senior Officials and Managers	42	13	2	1	36	17	1	6	118
Professionals	3	1	-	-	1	1	-	-	6
Technicians and Associate professionals	-	4	-	1	2	-	-	-	7
Clerks	25	12	-	1	41	18	-	6	103
Services and sales Workers	-	-	-	-	-	-	-	-	-
Skilled agriculture and fishery workers	-	-	-	-	-	-	-	-	-

Occupational categories (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Craft and related trades workers	-	-	-	-	-	-	-	-	-
Plant and machine operators and assemblers	-	-	-	-	-	-	-	-	-
Elementary occupations	10	-	-	-	9	3	1	-	23
TOTAL	80	30	2	3	89	39	2	12	257
Employees with disabilities	2	1	-	-	-	-	-	-	3

Table 3.6.2 Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2016

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	3	-	-	-	-	2	-	-	5
Senior Management	6	3	2	1	3	4	1	3	23
Professionally qualified and experienced specialists and mid-management	19	6	-	1	10	4	-	2	42
Skilled technical and academically qualified workers, Junior Management, Supervisors, foreman and superintendents	33	14	-	-	41	20	-	5	113
Semi-skilled and discretionary decision making	10	6	-	1	27	6	-	2	52
Unskilled and defined decision making	9	1	-	-	8	3	1	-	22
TOTAL	80	30	2	3	89	39	2	12	257

Table 3.6.3 Recruitment for the period 1 April 2015 to 31 March 2016

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	-	-	-	-	-	1	-	-	1
Senior Management	-	1	-	-	-	-	-	-	1
Professionally qualified and experienced specialists and mid-management	1	2	-	-	2	1	-	-	6
Skilled technical and academically qualified workers, Junior Management, Supervisors, foreman and superintendents	1	1	-	-	3	2	-	-	7
Semi-skilled and discretionary decision making	-	-	-	-	4	-	-	-	4
Unskilled and defined decision making	-	-	-	-	-	-	-	-	-
TOTAL	2	4	-	-	9	4	-	-	19
Employees with Disabilities	-	-	-	-	-	-	-	-	-

Table 3.6.4 Promotions for the period 1 April 2015 to 31 March 2016

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	-	-	-	-	-	-	-	-	-
Senior Management	-	-	-	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid-management	1	-	-	-	1	-	-	2	4
Skilled technical and academically qualified workers, Junior Management, Supervisors, foreman and superintendents	-	-	-	-	2	-	-	-	2
Semi-skilled and discretionary decision making	-	1	-	-	-	-	-	-	1
Unskilled and defined decision making	-	-	-	-	-	-	-	-	-
TOTAL	1	1	-	-	3	-	-	2	7
Employees with Disabilities	-	-	-	-	-	-	-	-	-

Table 3.6.5 Terminations for the period 1 April 2015 to 31 March 2016

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	-	-	-	-	-	-	-	-	-
Senior Management	-	-	-	1	2	-	-	-	3
Professionally qualified and experienced specialists and mid-management	-	-	-	-	-	-	-	-	-
Skilled technical and academically qualified workers, Junior Management, Supervisors, foreman and superintendents	4	-	-	-	-	-	-	-	4
Semi-skilled and discretionary decision making	1	-	-	-	1	-	-	-	2
Unskilled and defined decision making	2	-	-	-	-	-	-	-	2
TOTAL	7	-	-	1	3	-	-	-	11
Employees with Disabilities	-	-	-	-	-	-	-	-	-

Table 3.6.6 Disciplinary action for the period 1 April 2015 to 31 March 2016

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Total	-	-	-	-	-	-	-	-	-

Table 3.6.7 Skills development for the period 1 April 2015 to 31 March 2016

Occupational Categories	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislator, Senior Officials and Managers	9	2	-	1	22	8	1	2	45
Professionals	1	1	-	-	1	1	-	-	4
Technicians and Associate professionals	-	-	-	-	-	-	-	-	-
Clerks	11	1	-	-	36	13	-	-	61
Services and sales Workers	-	-	-	-	-	-	-	-	-
Skilled agriculture and fishery workers	-	-	-	-	-	-	-	-	-
Craft and related trades workers	-	-	-	-	-	-	-	-	-

Occupational Categories	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Plant and machine operators and assemblers	-	-	-	-	-	-	-	-	-
Elementary occupations	-	-	-	-	-	-	-	-	-
TOTAL	21	4	-	1	59	22	1	2	110
Employees with Disabilities	1	-	-	-	-	-	-	-	1

3.7. SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

All members of the SMS must conclude and sign performance agreements within specific timeframes. Information regarding the signing of performance agreements by SMS members, the reasons for not complying within the prescribed timeframes and disciplinary steps taken is presented here.

Table 3.7.1 Signing of Performance Agreements by SMS members as on 31 July 2015

SMS Level	Total number of funded SMS posts	Total number of SMS members	Total number of signed performance agreements	Signed performance agreements as % of total number of SMS members
Salary level 13	22	20	20	67
Salary level 14	7	6	6	20
Salary level 15	4	3	2	7
Director General / Head of Department	1	1	1	3
Total	34	30	29	97%

Notes

In the event of a National or Provincial election occurring within the first three months of a financial year all members of the SMS must conclude and sign their performance agreements for that financial year within three months following the month in which the elections took place. For example if elections took place in April, the reporting date in the heading of the table above should change to 31 July.

Table 3.7.2 Reasons for not having concluded Performance agreements for all SMS members as on 31 March 2016

Reasons
There was uncertainty about the requirement for the position of Special Advisor to conclude a performance agreement. This matter has been clarified and performance agreement will finalised for 2016/17.

Table 3.7.3 Disciplinary steps taken against SMS members for not having concluded Performance agreements as on 31 March 2016

Reasons
A warning letter was issued in terms the non-compliance.

3.8. PERFORMANCE REWARDS

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary bands and critical occupations (see definition in notes below).

Table 3.8.1 Performance Rewards by race, gender and disability for the period 1 April 2015 to 31 March 2016

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within group	Cost (R'000)	Average cost per employee (R'000)
African, Female	9	86	10%	81	9
African, Male	7	80	9%	75	11
Asian, Female	3	39	8%	85	28
Asian, Male	1	30	3%	9	9
Coloured, Female	-	2	0%	-	-
Coloured, Male	-	2	0%	-	-
White Female,	2	12	17%	23	12
White Male	-	3	0%	-	-
Employees with disability	-	3	0%	-	-
TOTAL	22	257	9%	273	12

Table 3.8.2 Performance Rewards by salary band for personnel below Senior Management Service for the period 1 April 2015 to 31 March 2016

Salary Bands	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of actual within salary bands	Total cost (R'000)	Average cost per employee	
Skilled (levels 3 – 5)	3	66	5%	28	7	0.42%
Highly skilled production (levels 6 – 8)	10	63	16%	98	10	1.87%
Highly skilled supervision (levels 9 – 12)	9	97	9%	147	16	2.8%
TOTAL	22	226	10%	273	12	5%

Table 3.8.3 Performance Rewards by critical occupation for the period 1 April 2015 to 31 March 2016

Critical Occupations	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within occupation	Total Cost (R'000)	Average cost per employee
Administrative related	10	81	12%	145	15
General Assistant and Related	-	3	0%	-	-
Client and information clerks/ switchboard/Reception	-	2	0%	-	-
Communication and information related	-	4	0%	--	-
Executive Authority	-	1	0%	-	-
Financial and Economics related	-	10	0%	-	-
Financial clerks and credit controllers	-	15	0%	-	-
Food services aids and waiters	-	9	0%	-	-
Hr & org development & relate professionals	5	41	12%	57	11
HR Clerks and related	-	4	0%	-	-
Information technology related	-	7	0%	-	-
Language Practitioners	-	1	0%	-	-
Legal and Admin and Related professions	-	4	0%	-	-
Library mail and related clerks	-	13	0%	-	-
Messengers porters and deliverers	1	4	25%	9	9
Psychologist	-	1	0%	-	-
Risk management and Security	-	2	0%	-	-
Secretaries & other keyboard operating clerks	5	18	28%	53	9
Security Officers and Related	1	9	11%	9	9
Senior managers	-	23	0%	-	-
Technician and Associate Professionals	-	1	0%	-	-
Top Management	-	4	0%	-	-
TOTAL	22	257	9%	273	12

Table 3.8.4 Performance related rewards (cash bonus), by salary band for Senior Management Service for the period 1 April 2015 to 31 March 2016

Salary Band	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within band	Total Cost (R'000)	Average cost per employee (R'000)	
Band A	-	20	0%	-	-	-
Band B	-	6	0%	-	-	-
Band C	-	3	0%	-	-	-
Band D	-	2	0%	-	-	-
TOTAL	-	31	0%	-	-	-

3.9. FOREIGN WORKERS

The tables below summarise the employment of foreign nationals in the department in terms of salary band and major occupation.

Table 3.9.1 Foreign workers by salary band for the period 1 April 2015 and 31 March 2016

Salary Band	01-Apr-15		31-Mar-16		Change	
	Number	% of total	Number	% of total	Number	% change
Lower Skilled (Level 1-2)	-	-	-	-	-	-
Skilled (Level 3-5)	-	-	-	-	-	-
Highly Skilled Production (Level 6-8)	1	-	1	-	-	-
Highly Skilled Supervision (Level 9-12)	-	-	-	-	-	-
Senior Management (Level 13-16)	-	-	-	-	-	-
TOTAL	1	0%	1	0%	0	0%

Table 3.9.2 Foreign workers by major occupation for the period 1 April 2015 and 31 March 2016

Major Occupation	01-Apr-15		31-Mar-16		Change	
	Number	% of total	Number	% of total	Number	% change
Administrative Office workers	1	-	1	-	-	-
Professionals and managers	-	-	-	-	-	-
TOTAL	1	-	1	-	-	-

3.10. LEAVE UTILISATION

The Public Service Commission identified the need for careful monitoring of sick leave within the public service. The following tables provide an indication of the use of sick leave and disability leave. In both cases, the estimated cost of the leave is also provided.

Table 3.10.1 Sick leave for the period 1 January 2015 to 31 December 2015

Salary Band	Total days	% Days with Medical Certification	Number of employees using Sick Leave	% of Total employees using Sick Leave	Average days per employee	Estimated Cost (R'000)
Skilled (Level 3-5)	331	74.3%	52	26.4%	6	216
Highly Skilled Production (Level 6-8)	306	74.5%	49	24.9%	6	347
Highly Skilled Supervision (Level 9-12)	554	76%	71	36%	8	1,062
Senior Management (Level 13-16)	169	87.6%	19	9.6%	9	618
TOTAL	1,360	312.4%	191	96.9%	29	2,243

Table 3.10.2 Disability leave (temporary and permanent) for the period 1 January 2015 to 31 December 2015

Salary Band	Total days	% Days with Medical Certification	Number of employees using Disability Leave	% of Total employees using Disability Leave	Average days per employee	Estimated Cost (R'000)
Highly Skilled Production (Level 6-8)	143	100%	9	37.5%	16	236
Highly Skilled Supervision (Level 9-12)	55	100%	6	25%	9	60
Skilled (Level 3-5)	303	100%	9	37.5%	34	227
TOTAL	501	100%	24	100%	59	523

The table below summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the PSCBC in 2000 requires management of annual leave to prevent high levels of accrued leave being paid at the time of termination of service.

Table 3.10.3 Annual Leave for the period 1 January 2015 to 31 December 2015

Salary Band	Total Days Taken	Number of Employees using annual leave	Average days per Employee
Skilled (Level 3-5)	1,661	67	24
Highly Skilled Production (Level 6-8)	1,636	63	26
Highly Skilled Supervision (Level 9-12)	2,396	96	25
Senior Management (Level 13-16)	774	31	25
TOTAL	6,467	257	25

Table 3.10.4 Capped leave for the period 1 January 2015 to 31 December 2015

Salary Band	Total days of capped leave taken	Number Employees using capped leave	Average number of days taken per employee	Average capped leave per employee as at 31 December 2015
Skilled (Level 3-5)	25	5	6	9
Highly Skilled Production (Level 6-8)	5	3	2	16
Highly Skilled Supervision (Level 9-12)	41	6	7	43
TOTAL	71	14	5	25

The following table summarise payments made to employees as a result of leave that was not taken.

Table 3.10.5 Leave pay-outs for the period 1 April 2015 and 31 March 2016

Reason	Total Amount (R'000)	Number of Employees	Average Payment per Employee (R)
on termination of service	26	2	13,073
Current leave payouts on termination of service	104	6	17,477
TOTAL	130	8	30,550

3.11. HIV/AIDS & HEALTH PROMOTION PROGRAMMES

Table 3.11.1 Steps taken to reduce the risk of occupational exposure

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
All employees at the OTP are equally at risk. There is no discernable category with a higher inherent risk.	The department has invested in establishing a workplace health facility The Unit implements health promotion programmes

Table 3.11.2 Details of Health Promotion and HIV/AIDS Programmes

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2001? If so, provide her/his name and position.	√		Bonnie Thekisho. Director – Employee Health and Wellness
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	√		Three line function employees. Two support staff personnel. One senior manager R170 000
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this Programme.	√		Health and Wellness Screening Chronic Disease Management Psycho - social intervention Behaviour Change Communication
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	√		Cheslan America - Senior Manager William Ntumela - Employee Rep. Jacobus van Wyk - Employee Rep. Ms Kedibone Neo - Employee Rep. Nombulelo Mashibini - Employee Rep. Derrick Leburu - Labour Rep.
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	√		Workplace HIV/AIDS, TB and STI Management Policy
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	√		Statement of Commitment to zero tolerance on any form discrimination
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	√		7 HIV-positive employees enrolled on the GEMS HIV Management programme.

Question	Yes	No	Details, if yes
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.		√	

3.12. LABOUR RELATIONS

Table 3.12.1 Collective agreements for the period 1 April 2015 and 31 March 2016

Total number Collective agreements	None
---	------

The following table summarises the outcome of disciplinary hearings conducted within the department for the year under review.

Table 3.12.2 Misconduct and disciplinary hearings finalised for the period 1 April 2015 and 31 March 2016

Outcomes of disciplinary hearings	Number	% of total
Warning	1	50%
Final Written Warning	1	50%
TOTAL	2	100%

Table 3.12.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2015 and 31 March 2016

Type of misconduct	Total	% of total
Failure to submit a leave form	1	11%
Non-compliance with an official instruction	1	11%
Abscondment	1	11%
Poor work performance	1	11%
Insubordination	1	11%
Unbecoming behaviour	3	33%
Unbecoming conduct	1	11%
TOTAL	9	100%

Table 3.12.4 Grievances logged for the period 1 April 2015 and 31 March 2016

Grievances	Number	% of Total
Number of grievances resolved	4	100%
TOTAL	4	100%

Table 3.12.5 Disputes logged with Councils for the period 1 April 2015 and 31 March 2016

Disputes	Number	% of Total
Number of disputes upheld	-	-
Number of disputes dismissed	-	-
Total number of disputes lodged	-	-

Table 3.12.6 Strike actions for the period 1 April 2015 and 31 March 2016

Total number of person working days lost	-
Total cost of working days lost	-
Amount recovered as a result of no work no pay (R'000)	-

Table 3.12.7 Precautionary suspensions for the period 1 April 2015 and 31 March 2016

Number of people suspended	-
Number of people whose suspension exceeded 30 days	-
Average number of days suspended	-
Cost of suspensions (R'000)	-

3.13. SKILLS DEVELOPMENT

This section highlights the efforts of the department with regard to skills development.

Table 3.13.1 Training needs identified for the period 1 April 2015 and 31 March 2016

Occupational Categories	Gender	Employment	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislator, Senior Officials and Managers	Female	60	-	63	4	67
	Male	59	-	64	3	67
Professionals	Female	2	-	2	0	2
	Male	4	-	4	0	4
Technicians and Associate professionals	Female	4	-	7	0	7
	Male	5	-	9	0	9
Clerks	Female	68	-	86	22	108
	Male	33	-	66	5	71
Services and sales Workers	Female	0	-	0	0	0
	Male	0	-	0	0	0
Elementary occupations	Female	12	-	4	0	4
	Male	10	-	3	0	3
Gender Sub-totals	Female	146	-	162	26	188
	Male	111	-	146	8	154
TOTAL		257	-	308	34	342

Table 3.13.2 Training provided for the period 1 April 2015 and 31 March 2016

Occupational Categories	Gender	Employment	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislator, Senior Officials and Managers	Female	6	-	22	4	26
	Male	13	-	20	3	23
Professionals	Female	25	-	0	0	0
	Male	30	-	2	0	2
Technicians and Associate professionals	Female	54	-	0	0	0
	Male	34	-	0	0	0
Clerks	Female	45	-	32	22	54
	Male	21	-	17	5	22
Services and sales Workers	Female	4	-	2	0	2
	Male	10	-	3	0	3
Elementary occupations	Female	7	3	0	0	0
	Male	8	1	0	0	0
Gender Sub-totals	Female	141	3	72	26	82
	Male	116	1	37	8	50
TOTAL		257	4	109	34	132

3.14. INJURY ON DUTY

The following tables provide basic information on injury on duty.

Table 3.14.1 Injury on duty for the period 1 April 2015 and 31 March 2016

Nature of injury on duty	Number	% of total
Required basic medical attention only	-	0%
Temporary Total Disablement	-	0%
Permanent Disablement	-	0%
Fatal	-	0%
TOTAL	-	0%

3.16. GRANTING OF EMPLOYEE INITIATED SEVERANCE PACKAGES

Salary Band	Number of applications received	Number of applications referred to the MPSA	Number of Applications supported by MPSA	Number of packages approved by Department
Lower Skilled (Level 1-2)	-	-	-	-
Skilled (Level 3-5)	-	-	-	-
Highly Skilled Production (Level 6-8)	-	-	-	-
Highly Skilled Supervision (Level 9-12)	-	-	-	-
Senior Management (Level 13-16)	-	-	-	-

PART E: FINANCIAL INFORMATION



E.1. REPORT OF THE AUDITOR GENERAL

Report of the auditor-general to the Northern Cape Provincial Legislature on vote no.1: Office of the Premier

Report on the financial statements

Introduction

1. I have audited the financial statements of the Office of the Premier set out on pages 89 to 174, which comprise the appropriation statement, the statement of financial position as at 31 March 2016, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting Officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the Modified Cash Standard prescribed by National Treasury and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor-general's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Office Of the Premier as at 31 March 2016 and its financial performance and cash flows for the year then ended, in accordance with the Modified Cash Standard prescribed by National Treasury and the requirements of the PFMA.

Emphasis of matters

7. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Significant uncertainties

8. With reference to note 18 to the financial statements, the department is the defendant in a damages claim lawsuit. The ultimate outcome of the matter cannot presently be determined and no provision for any liability that may result has been made in the financial statements.

Restatement of corresponding figures

9. As disclosed in note 30 to the financial statements, the corresponding figures for 31 March 2015 have been restated as a result of an error discovered during the year ended 31 March 2016 in the financial statements of the Office of the Premier at, and for the year ended, 31 March 2015.

Additional matter

10. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited supplementary schedules

11. The supplementary information set out on pages 61 to 83 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

Report on other legal and regulatory requirements

12. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) and the general notice issued in terms thereof, I have a responsibility to report findings on the reported performance information against predetermined objectives of selected programmes presented in the annual performance report, compliance with legislation and internal control. The objective of my tests was to identify reportable findings as

described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

Predetermined objectives

13. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information of the following selected programmes presented in the annual performance report of the department for the year ended 31 March 2016:
 - Programme 02: Institutional Development
 - Programme 03: Policy and Governance
14. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned programmes. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's Framework for managing programme performance information (FMPPI).
15. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
16. I did not identify any material findings on the usefulness and reliability of the reported performance information for the following programmes:
 - Programme 02: Institutional Development
 - Programme 03: Policy and Governance

Additional matter

17. Although I identified no material findings on the usefulness and reliability of the reported performance information for the selected programmes, I draw attention to the following matters:

Achievement of planned targets

18. Refer to the annual performance report on page(s) 15 to 52 for information on the achievement of planned targets for the year.

Compliance with legislation

19. I performed procedures to obtain evidence that the department had complied with applicable legislation regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA.

Internal control

20. I considered internal control relevant to my audit of the financial statements, the annual performance report and compliance with legislation. I did not identify any significant deficiencies in internal control.

Auditor-General

Auditor-General

Kimberley

31 July 2016



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

ANNUAL FINANCIAL STATEMENTS FOR NC OFFICE OF THE PREMIER

**FOR THE YEAR ENDED
31 MARCH 2016**

E.2. ANNUAL FINANCIAL STATEMENTS

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APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Appropriation per programme									
2015/16	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	2014/15	
								R'000	R'000
Programme	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Administration	94,157	-	(1,003)	93,154	93,154	-	100%	87,471	87,210
2. Institutional Development	74,044	-	2,935	76,979	75,721	1,258	98.4%	71,700	71,700
3. Policy and Governance	43,321	-	(1,932)	41,389	39,223	2,166	94.8%	35,628	35,628
Subtotal	211,522	-	-	211,522	208,098	3,424	98.4%	194,799	194,538
TOTAL	211,522	-	-	211,522	208,098	3,424	98.4%	194,799	194,538

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

	2015/16		2014/15	
	Final Appropriation	Actual Expenditure	Final Appropriation	Actual Expenditure
TOTAL (brought forward)	211,522		194,799	194,538
Reconciliation with statement of financial performance				
ADD				
Departmental receipts	161		1039	
NRF Receipts			-	
Aid assistance			-	
Actual amounts per statement of financial performance (total revenue)	211,683		195,838	
ADD				
Aid assistance			-	
Prior year unauthorised expenditure approved without funding			-	
Actual amounts per statement of financial performance (total expenditure)		208,098		194,538

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Appropriation per economic classification											
2015/16											2014/15
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure		
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000		R'000
Economic classification											
Current payments	183,742	(282)	(193)	183,267	180,263	3,004	98.4%	172,459	172,198		
Compensation of employees	119,152	(2,831)	(691)	115,630	115,630	-	100.0%	107,339	107,078		
Salaries and wages	99,889	(199)	1,232	100,922	100,922	-	100.0%	95,009	94,748		
Social contributions	19,263	(2,632)	(1,923)	14,708	14,708	-	100.0%	12,330	12,330		
Goods and services	64,590	2,549	498	67,637	64,633	3,004	95.6%	65,120	65,120		
Administrative fees	978	(291)	438	1,125	1,125	-	100.0%	65	65		
Advertising	1,082	34	(122)	994	994	-	100.0%	2,540	2,540		
Minor assets	151	53	14	218	218	-	100.0%	1,025	1,025		
Audit costs: External	3,559	-	(22)	3,537	3,537	-	100.0%	2,846	2,846		
Bursaries: Employees	-	-	-	-	-	-	-	-	-		
Catering: Departmental activities	3,633	570	483	4,686	4,686	-	100.0%	4,246	4,246		
Communication	4,041	(508)	205	3,738	3,738	-	100.0%	3,437	3,437		
Computer services	1,418	(269)	107	1,256	1,256	-	100.0%	1,579	1,579		
Consultants: Business and advisory services	2	-	-	2	2	-	100.0%	-	-		
Legal services	19	(5)	243	257	257	-	100.0%	700	700		
Contractors	1,576	723	202	2,501	1,663	838	66.5%	1,719	1,719		
Agency and support / outsourced services	7,272	(1,606)	(512)	5,154	5,154	-	100.0%	8,383	8,383		

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Appropriation per economic classification											
	2015/16						2014/15				
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual expenditure R'000		
Fleet services	1,220	(104)	201	1,317	1,317	-	100.0%	1,606	1,606		
Inventory: Food and food supplies	6	(6)	-	-	-	-	-	-	-		
Inventory: Fuel, oil and gas	139	(63)	(76)	-	-	-	-	-	-		
Consumable supplies	1,129	127	(72)	1,184	1,184	-	100.0%	1,683	1,683		
Consumable: Stationery, printing and office supplies	7,625	(747)	(112)	6,766	6,766	-	100.0%	6,125	6,125		
Operating leases	10,873	5,065	(1,476)	14,462	12,296	2,166	85.0%	8,124	8,124		
Property payments	6,082	(47)	(1,209)	4,826	4,826	-	100.0%	4,826	4,826		
Transport provided: Departmental activity	1,063	4	(1)	1,066	1,066	-	100.0%	654	654		
Travel and subsistence	9,388	(272)	1,891	11,007	11,007	-	100.0%	12,422	12,422		
Training and development	649	(40)	115	724	724	-	100.0%	1,089	1,089		
Operating payments	916	(50)	181	1,047	1,047	-	100.0%	1,354	1,354		
Venues and facilities	1,542	11	23	1,576	1,576	-	100.0%	460	460		
Rental and hiring	227	(30)	(3)	194	194	-	100.0%	237	237		

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Appropriation per economic classification									
2015/16					2014/15				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	24,150	-	(324)	23,826	23,826	-	100.0%	18,558	18,558
Departmental agencies and accounts	366	-	(363)	3	3	-	100.0%	330	330
Departmental agencies and accounts	366	-	(363)	3	3	-	100.0%	330	330
Public corporations and private enterprises	5,000	-	-	5,000	5,000	-	100.0%	-	-
Private enterprises	5,000	-	-	5,000	5,000	-	100.0%	-	-
Other transfers to private enterprises	5,000	-	-	5,000	5,000	-	100.0%	-	-
Non-profit institutions	18,662	-	-	18,662	18,662	-	100.0%	17,841	17,841
Households	122	-	39	161	161	-	100.0%	387	387
Social benefits	122	-	39	161	161	-	100.0%	387	387
Payments for capital assets	3,630	249	517	4,396	3,976	420	90.4%	3,632	3,632
Machinery and equipment	3,002	310	397	3,709	3,709	-	100.0%	3,602	3,602
Transport equipment	-	-	-	-	-	-	-	1,131	1,131
Other machinery and equipment	3,002	310	397	3,709	3,709	-	100.0%	2,471	2,471
Intangible assets	628	(61)	120	687	267	420	38.9%	30	30
Payments for financial assets	-	33	-	33	33	-	100.0%	150	150
	211,522	-	-	211,522	208,098	3,424	98.4%	194,799	194,538

APPROPRIATION STATEMENT
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Programme 1: Administration											
	2015/16						2014/15				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure		
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000		R'000
Sub programme											
1.1 Premier Support	22,036	(327)	-	21,709	21,709	-	100.0%	17,290	17,290		17,290
1.2 Executive Council	5,770	354	-	6,124	6,124	-	100.0%	7,081	7,081		7,081
1.3 Director General Support	24,117	273	(216)	24,174	24,174	-	100.0%	30,668	30,668		30,407
1.4 Financial Management	42,234	(300)	(787)	41,147	41,147	-	100.0%	32,432	32,432		32,432
Total for sub programmes	94,157	-	(1,003)	93,154	93,154	-	100.0%	87,471	87,471		87,210
Economic classification											
Current payments	92,098	(343)	(1,618)	90,137	90,137	-	100.0%	85,683	85,683		85,422
Compensation of employees	46,309	(103)	(1,442)	44,764	44,764	-	100.0%	40,789	40,789		40,528
Salaries and wages	38,314	627	130	39,071	39,071	-	100.0%	35,946	35,946		35,685
Social contributions	7,995	(730)	(1,572)	5,693	5,693	-	100.0%	4,843	4,843		4,843
Goods and services	45,789	(240)	(176)	45,373	45,373	-	100.0%	44,894	44,894		44,894
Administrative fees	352	79	40	471	471	-	100.0%	49	49		49
Advertising	477	118	64	659	659	-	100.0%	1,167	1,167		1,167
Minor assets	72	-	(10)	62	62	-	100.0%	972	972		972
Audit costs: External	3,559	-	(22)	3,537	3,537	-	100.0%	2,845	2,845		2,845
Bursaries: Employees	-	-	-	-	-	-	100.0%	-	-		-
Catering: Departmental activities	3,082	312	(13)	3,381	3,381	-	100.0%	2,408	2,408		2,408
Communication	3,217	(179)	170	3,208	3,208	-	100.0%	2,757	2,757		2,757

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Programme 1: Administration										
	2015/16					2014/15				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure	
Computer services	616	-	104	720	720	-	100.0%	388	388	
Consultants: Business and advisory services	2	-	-	2	2	-	100.0%	-	-	
Legal services	-	-	-	-	-	-	100.0%	495	495	
Contractors	954	172	(123)	1,003	1,003	-	100.0%	1,035	1,035	
Agency and support / outsourced services	5,833	(777)	46	5,102	5,102	-	100.0%	7,466	7,466	
Fleet services	1,220	(104)	201	1,317	1,317	-	100.0%	1,591	1,591	
Inventory: Fuel, oil and gas	139	(63)	(76)	-	-	-	100.0%	-	-	
Consumable supplies	884	189	(15)	1,058	1,058	-	100.0%	1,226	1,226	
Consumable: Stationery, printing and office supplies	404	9	(45)	368	368	-	100.0%	847	847	
Operating leases	10,824	(299)	(1,476)	9,049	9,049	-	100.0%	7,133	7,133	
Property payments	5,802	3	(1,209)	4,596	4,596	-	100.0%	4,510	4,510	
Transport provided: Departmental activity	1,027	14	(1)	1,040	1,040	-	100.0%	563	563	
Travel and subsistence	6,501	297	1,919	8,717	8,717	-	100.0%	7,659	7,659	
Training and development	-	-	2	2	2	-	100.0%	326	326	
Operating payments	641	(46)	267	862	862	-	100.0%	1,222	1,222	
Venues and facilities	18	35	1	54	54	-	100.0%	125	125	
Rental and hiring	165	-	-	165	165	-	100.0%	110	110	

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Programme 1: Administration									
2015/16									
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Transfers and subsidies	11	-	28	39	39	-	100.0%	119	119
Departmental agencies and accounts	3	-	-	3	3	-	100.0%	3	3
Departmental agencies	3	-	-	3	3	-	100.0%	3	3
Non-profit institutions	8	-	28	36	36	-	100.0%	116	116
Households	8	-	28	36	36	-	100.0%	116	116
Social benefits									
Payments for capital assets	2,048	310	587	2,945	2,945	-	100.0%	1,519	1,519
Machinery and equipment	2,048	310	587	2,945	2,945	-	100.0%	1,519	1,519
Transport equipment	-	-	-	-	-	-	-	-	-
Other machinery and equipment	2,048	310	587	2,945	2,945	-	100.0%	1,519	1,519
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	33	-	33	33	-	100.0%	150	150
	94,157	-	(1,003)	93,154	93,154	-	100.0%	87,471	87,210

APPROPRIATION STATEMENT
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1.1 Premier Support	2015/16						2014/15		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	20,755	(637)	-	20,118	20,118	-	100.0%	17,203	17,203
Compensation of employees	9,592	(611)	-	8,981	8,981	-	100.0%	8,366	8,366
Goods and services	11,163	(26)	-	11,137	11,137	-	100.0%	8,837	8,837
Transfers and subsidies	-	-	-	-	-	-	100.0%	76	76
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	100.0%	76	76
Payments for capital assets	1,281	310	-	1,591	1,591	-	100.0%	11	11
Machinery and equipment	1,281	310	-	1,591	1,591	-	100.0%	11	11
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	22,036	(327)	-	21,709	21,709	-	100.0%	17,290	17,290

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

1.2 Executive Council Support		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification		R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments		5,762	354	-	6,116	6,116	-	100.0%	7,081	7,081
Compensation of employees		4,509	339	-	4,848	4,848	-	100.0%	4,345	4,345
Goods and services		1,253	15	-	1,268	1,268	-	100.0%	2,736	2,736
Transfers and subsidies		8	-	-	8	8	-	100.0%	-	-
Departmental agencies and accounts		-	-	-	-	-	-	-	-	-
Non-profit institutions		-	-	-	-	-	-	-	-	-
Households		8	-	-	8	8	-	100.0%	-	-
Payments for capital assets		-	-	-	-	-	-	-	-	-
Machinery and equipment		-	-	-	-	-	-	-	-	-
Intangible assets		-	-	-	-	-	-	-	-	-
Payments for financial assets		-	-	-	-	-	-	-	-	-
		5,770	354	-	6,124	6,124	-	100.0%	7,081	7,081

**APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016**

		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification		R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments		24,114	240	(230)	24,124	24,124	-	100.0%	29,762	29,501
Compensation of employees		18,742	170	(198)	18,714	18,714	-	100.0%	16,439	16,178
Goods and services		5,372	70	(32)	5,410	5,410	-	100.0%	13,323	13,323
Transfers and subsidies		3	-	14	17	17	-	100.0%	26	26
Departmental agencies and accounts		3	-	-	3	3	-	100.0%	3	3
Non-profit institutions		-	-	-	-	-	-	-	-	-
Households		-	-	14	14	14	-	100.0%	23	23
Payments for capital assets		-	-	-	-	-	-	-	730	730
Machinery and equipment		-	-	-	-	-	-	-	730	730
Intangible assets		-	-	-	-	-	-	-	-	-
Payments for financial assets		-	33	-	33	33	-	100.0%	150	150
		24,117	273	(216)	24,174	24,174	-	100.0%	30,668	30,407

APPROPRIATION STATEMENT
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1.4 Financial Management		2015/16										2014/15	
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure	R'000	R'000	
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000		R'000	
Current payments	41,467	(300)	(1,388)	39,779	-	100.0%	31,637	31,637	31,637	31,637		31,637	
Compensation of employees	13,466	(1)	(1,244)	12,221	-	100.0%	11,639	11,639	11,639	11,639		11,639	
Goods and services	28,001	(299)	(144)	27,558	-	100.0%	19,998	19,998	19,998	19,998		19,998	
Transfers and subsidies	-	-	14	14	-	100.0%	17	17	17	17		17	
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-	-		-	
Non-profit institutions	-	-	-	-	-	-	-	-	-	-		-	
Households	-	-	14	14	-	100.0%	17	17	17	17		17	
Payments for capital assets	767	-	587	1,354	-	100.0%	778	778	778	778		778	
Machinery and equipment	767	-	587	1,354	-	100.0%	778	778	778	778		778	
Intangible assets	-	-	-	-	-	-	-	-	-	-		-	
Payments for financial assets	-	-	-	-	-	-	-	-	-	-		-	
	42,234	(300)	(787)	41,147	-	100.0%	32,432	32,432	32,432	32,432		32,432	

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

	2015/16						2014/15		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Programme 2: Institutional Development									
Sub programme									
2.1 Strategic Human Resources	43,290	1,371	2,784	47,445	47,445	-	100.0%	42,406	42,406
2.2 Information Communication Technology	11,708	13	(53)	11,668	10,410	1,258	89.2%	10,926	10,926
2.3 Legal Services	5,789	(30)	204	5,963	5,963	-	100.0%	5,448	5,448
2.4 Communication Services	9,882	(274)	-	9,608	9,608	-	100.0%	10,418	10,418
2.5 Programme Support	3,375	(1,080)	-	2,295	2,295	-	100.0%	2,502	2,502
Total for sub programmes	74,044	-	2,935	76,979	75,721	1,258	98.4%	71,700	71,700
Economic classification									
Current payments									
Compensation of employees	57,841	61	3,352	61,254	60,416	838	98.6%	56,375	56,375
Salaries and wages	43,171	551	2,678	46,400	46,400	-	100.0%	40,699	40,699
Social contributions	36,361	1,563	2,678	40,602	40,602	-	100.0%	35,879	35,879
Goods and services	6,810	(1,012)	-	5,798	5,798	-	100.0%	4,820	4,820
Administrative fees	14,670	(490)	674	14,854	14,016	838	94.4%	15,676	15,676
Advertising	105	9	398	512	512	-	100.0%	-	-
Minor assets	527	(30)	(186)	311	311	-	100.0%	1,329	1,329
Audit costs: External	27	53	24	104	104	-	100.0%	14	14
Bursaries: Employees	-	-	-	-	-	-	100.0%	1	1
	-	-	-	-	-	-	100.0%	-	-

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	Programme 2: Institutional Development									
	2015/16					2014/15				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure	
R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000	
Catering: Departmental activities	167	374	496	1,037	1,037	-	100.0%	810	810	
Communication	646	(275)	35	406	406	-	100.0%	557	557	
Computer services	802	(269)	3	536	536	-	100.0%	1,142	1,142	
Legal services	14	-	243	257	257	-	100.0%	205	205	
Contractors	246	835	325	1,406	568	838	40.4%	369	369	
Agency and support / outsourced services	825	(229)	(558)	38	38	-	100.0%	426	426	
Fleet services	-	-	-	-	-	-	100.0%	8	8	
Consumable supplies	149	(15)	(57)	77	77	-	100.0%	263	263	
Consumable: Stationery, printing and office supplies	7,131	(745)	(67)	6,319	6,319	-	100.0%	5,175	5,175	
Operating leases	49	(49)	-	-	-	-	100.0%	991	991	
Property payments	280	(51)	-	229	229	-	100.0%	285	285	
Transport provided: Departmental activity	-	-	-	-	-	-	100.0%	48	48	
Travel and subsistence	1,366	(74)	(28)	1,264	1,264	-	100.0%	2,845	2,845	
Training and development	583	(21)	113	675	675	-	100.0%	752	752	
Operating payments	261	(2)	(86)	173	173	-	100.0%	110	110	
Venues and facilities	1,470	-	22	1,492	1,492	-	100.0%	282	282	
Rental and hiring	22	(1)	(3)	18	18	-	100.0%	64	64	

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FOR THE YEAR ENDED 31 MARCH 2016

		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
		R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies		14,886	-	(364)	14,522	14,522	-	100.0%	14,343	14,343
Departmental agencies and accounts		363	-	(363)	-	-	-	100.0%	327	327
Departmental agencies		363	-	(363)	-	-	-	100.0%	327	327
Non-profit institutions		14,440	-	-	14,440	-	-	100.0%	13,805	13,805
Households		83	-	(1)	82	82	-	100.0%	211	211
Social benefits		83	-	(1)	82	82	-	100.0%	211	211
Payments for capital assets		1,317	(61)	(53)	1,203	783	420	65.1%	982	982
Machinery and equipment		689	-	(173)	516	516	-	100.0%	952	952
Transport equipment		689	-	(173)	516	516	-	100.0%	952	952
Other machinery and equipment		628	(61)	120	687	267	420	38.9%	30	30
Intangible assets		-	-	-	-	-	-	-	-	-
Payments for financial assets		-	-	-	-	-	-	-	-	-
Total		74,044	-	2,935	76,979	75,721	1,258	98.4%	71,700	71,700

APPROPRIATION STATEMENT
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2.1 Strategic Human Resources	2015/16							2014/15	
	Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000
Current payments	28,431	1,371	3,148	32,950	32,950	-	100.0%	28,254	28,254
Compensation of employees	23,894	1,478	2,678	28,050	28,050	-	100.0%	24,119	24,119
Goods and services	4,537	(107)	470	4,900	4,900	-	100.0%	4,135	4,135
Transfers and subsidies	14,859	-	(364)	14,495	14,495	-	100.0%	14,132	14,132
Departmental agencies and accounts	363	-	(363)	-	-	-	-	327	327
Non-profit institutions	14,440	-	-	14,440	14,440	-	100.0%	13,805	13,805
Households	56	-	(1)	55	55	-	100.0%	-	-
Payments for capital assets	-	-	-	-	-	-	-	20	20
Machinery and equipment	-	-	-	-	-	-	-	20	20
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	43,290	1,371	2,784	47,445	47,445	-	100.0%	42,406	42,406

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FOR THE YEAR ENDED 31 MARCH 2016

2.2 Information Communication Technology		2015/16						2014/15		
		Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual expenditure R'000
Economic classification										
Current payments	10,379	74	-	10,453	9,615	838	92.0%	9,949	9,949	
Compensation of employees	8,006	62	-	8,068	8,068	-	100.0%	6,321	6,321	
Goods and services	2,373	12	-	2,385	1,547	838	64.9%	3,628	3,628	
Transfers and subsidies	12	-	-	12	12	-	100.0%	15	15	
Departmental agencies and accounts										
Non-profit institutions	-	-	-	-	-	-	-	-	-	
Households	12	-	-	12	12	-	100.0%	15	15	
Payments for capital assets	1,317	(61)	(53)	1,203	783	420	65.1%	962	962	
Machinery and equipment	689	-	(173)	516	516	-	100.0%	932	932	
Intangible assets	628	(61)	120	687	267	420	38.9%	30	30	
Payments for financial assets	11,708	13	(53)	11,668	10,410	1,258	89.2%	10,926	10,926	

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FOR THE YEAR ENDED 31 MARCH 2016

2.3 Legal Services	2015/16						2014/15		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	5,774	(30)	204	5,948	5,948	-	100.0%	5,448	5,448
Compensation of employees	5,522	(30)	-	5,492	5,492	-	100.0%	5,034	5,034
Goods and services	252	-	204	456	456	-	100.0%	414	414
Transfers and subsidies	15	-	-	15	15	-	100.0%	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	15	-	-	15	15	-	100.0%	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	5,789	(30)	204	5,963	5,963	-	100.0%	5,448	5,448

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FOR THE YEAR ENDED 31 MARCH 2016

2.4 Communication Services		2015/16						2014/15	
		Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000
Economic classification	9,882								
Current payments	9,882	(274)	-	9,608	9,608	-	100.0%	10,418	10,418
Compensation of employees	2,607	(2)	-	2,605	2,605	-	100.0%	3,460	3,460
Goods and services	7,275	(272)	-	7,003	7,003	-	100.0%	6,958	6,958
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	9,882	(274)	-	9,608	9,608	-	100.0%	10,418	10,418

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

2.5 Programme Support	2015/16							2014/15	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3,375	(1,080)	-	2,295	2,295	-	100.0%	2,306	2,306
Compensation of employees	3,142	(957)	-	2,185	2,185	-	100.0%	1,765	1,765
Goods and services	233	(123)	-	110	110	-	100.0%	541	541
Transfers and subsidies	-	-	-	-	-	-	-	196	196
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	196	196
Payments for capital assets	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Heritage assets	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	3,375	(1,080)	-	2,295	2,295	-	100.0%	2,502	2,502

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

Programme 3: Policy and Governance		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Sub programme										
3.1 Special Programmes	14,901	(355)	(748)	13,798	13,798	-	13,625	100.0%	13,625	13,625
3.2 Intergovernmental Relations	2,067	604	-	2,671	2,671	-	1,747	100.0%	1,747	1,747
3.3 Provincial Policy Management	20,356	(1,099)	(337)	18,920	18,920	-	17,075	100.0%	17,075	17,075
3.4 Programme Support	5,997	850	(847)	6,000	3,834	2,166	3,181	63.9%	3,181	3,181
Total for sub programmes	43,321	-	(1,932)	41,389	39,223	2,166	35,628	94.8%	35,628	35,628
Economic classification										
Current payments	33,803	-	(1,927)	31,876	29,710	2,166	30,401	93.2%	30,401	30,401
Compensation of employees	29,672	(3,279)	(1,927)	24,466	24,466	-	25,851	100.0%	25,851	25,851
Salaries and wages	25,214	(2,389)	(1,576)	21,249	21,249	-	23,184	100.0%	23,184	23,184
Social contributions	4,458	(890)	(351)	3,217	3,217	-	2,667	100.0%	2,667	2,667
Goods and services	4,131	3,279	-	7,410	5,244	2,166	4,550	70.8%	4,550	4,550
Administrative fees	521	(379)	-	142	142	-	16	100.0%	16	16
Advertising	78	(54)	-	24	24	-	44	100.0%	44	44
Minor assets	52	-	-	52	52	-	39	100.0%	39	39
Audit costs: External	-	-	-	-	-	-	-	100.0%	-	-
Bursaries: Employees	-	-	-	-	-	-	-	100.0%	-	-
Catering: Departmental activities	384	(116)	-	268	268	-	1,028	100.0%	1,028	1,028

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

	Programme 3: Policy and Governance									
	2015/16					2014/15				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure	
R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000		
Communication	178	(54)	-	124	124	-	100.0%	123	123	
Computer services	-	-	-	-	-	-	100.0%	49	49	
Legal services	5	(5)	-	-	-	-	100.0%	-	-	
Contractors	376	(284)	-	92	92	-	100.0%	315	315	
Agency and support / outsourced services	614	(600)	-	14	14	-	100.0%	491	491	
Fleet services	-	-	-	-	-	-	100.0%	7	7	
Inventory: Food and food supplies	6	(6)	-	-	-	-	100.0%	-	-	
Consumable supplies	96	(47)	-	49	49	-	100.0%	194	194	
Consumable: Stationery, printing and office supplies	90	(11)	-	79	79	-	100.0%	103	103	
Operating leases	-	5,413	-	5,413	3,247	2,166	60.0%	-	-	
Property payments	-	1	-	1	1	-	100.0%	31	31	
Transport provided: Departmental activity	36	(10)	-	26	26	-	100.0%	43	43	
Travel and subsistence	1,521	(495)	-	1,026	1,026	-	100.0%	1,918	1,918	
Training and development	66	(19)	-	47	47	-	100.0%	11	11	
Operating payments	14	(2)	-	12	12	-	100.0%	22	22	
Venues and facilities	54	(24)	-	30	30	-	100.0%	53	53	
Rental and hiring	40	(29)	-	11	11	-	100.0%	63	63	

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
		R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies		9,253	-	12	9,265	9,265	-	100.0%	4,096	4,096
Departmental agencies and accounts		-	-	-	-	-	-	100.0%	-	-
Departmental agencies		-	-	-	-	-	-	100.0%	-	-
Public corporations and private enterprises		5,000	-	-	5,000	5,000	-	100.0%	-	-
Private enterprises		5,000	-	-	5,000	5,000	-	100.0%	-	-
Other transfers to private enterprises		5,000	-	-	5,000	5,000	-	100.0%	-	-
Non-profit institutions		4,222	-	-	4,222	4,222	-	100.0%	4,036	4,036
Households		31	-	12	43	43	-	100.0%	60	60
Social benefits		31	-	12	43	43	-	100.0%	60	60
Other transfers to households		-	-	-	-	-	-	-	-	-
Payments for capital assets		265	-	(17)	248	248	-	100.0%	1,131	1,131
Machinery and equipment		265	-	(17)	248	248	-	100.0%	1,131	1,131
Transport equipment		-	-	-	-	-	-	100.0%	1,131	1,131
Other machinery and equipment		265	-	(17)	248	248	-	100.0%	-	-
Intangible assets		-	-	-	-	-	-	-	-	-
Payments for financial assets		-	-	-	-	-	-	-	-	-
Total		43,321	-	(1,932)	41,389	39,223	2,166	94.8%	35,628	35,628

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

3.1 Special Programmes									
2015/16									
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	10,679	(355)	(748)	9,576	9,576	-	100.0%	9,575	9,575
Compensation of employees	9,578	-	(748)	8,830	8,830	-	100.0%	8,575	8,575
Goods and services	1,101	(355)	-	746	746	-	100.0%	1,000	1,000
Transfers and subsidies	4,222	-	-	4,222	4,222	-	100.0%	4,050	4,050
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	4,222	-	-	4,222	4,222	-	-	4,036	4,036
Households	-	-	-	-	-	-	-	14	14
Payments for capital assets	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	14,901	(355)	(748)	13,798	13,798	-	100.0%	13,625	13,625

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

3.2 Intergovernmental Relations	2015/16							2014/15	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual expenditure R'000
Economic classification	2,067	604	-	2,671	2,671	-	100.0%	1,701	1,701
Current payments	1,788	512	-	2,300	2,300	-	100.0%	1,375	1,375
Compensation of employees	279	92	-	371	371	-	100.0%	326	326
Goods and services									
Transfers and subsidies	-	-	-	-	-	-	-	46	46
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	46	46
Payments for capital assets	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	2,067	604	-	2,671	2,671	-	100.0%	1,747	1,747

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

3.3 Provincial Policy Management		2015/16						2014/15		
		Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification		R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments		15,325	(1,099)	(349)	13,877	13,877	-	100.0%	17,075	17,075
Compensation of employees		13,685	-	(349)	13,336	13,336	-	100.0%	14,777	14,777
Goods and services		1,640	(1,099)	-	541	541	-	100.0%	2,298	2,298
Transfers and subsidies		5,031	-	12	5,043	5,043	-	100.0%	-	-
Departmental agencies and accounts		-	-	-	-	-	-	-	-	-
Public corporations and private enterprises		5,000	-	-	5,000	5,000	-	100.0%	-	-
Non-profit institutions		-	-	-	-	-	-	-	-	-
Households		31	-	12	43	43	-	-	-	-
Payments for capital assets		-	-	-	-	-	-	-	-	-
Machinery and equipment		-	-	-	-	-	-	-	-	-
Intangible assets		-	-	-	-	-	-	-	-	-
Payments for financial assets		-	-	-	-	-	-	-	-	-
		20,356	(1,099)	(337)	18,920	18,920	-	100.0%	17,075	17,075

APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

3.4 Programme Support	2015/16						2014/15		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	5,732	850	(830)	5,752	3,586	2,166	62.3%	2,050	2,050
Compensation of employees	4,621	(3,791)	(830)	-	-	-	-	1,124	1,124
Goods and services	1,111	4,641	-	5,752	3,586	2,166	62.3%	926	926
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	265	-	(17)	248	248	-	100.0%	1,131	1,131
Machinery and equipment	265	-	(17)	248	248	-	100.0%	1,131	1,131
Intangible assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
	5,997	850	(847)	6,000	3,834	2,166	63.9%	3,181	3,181

NOTES TO THE APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in the note on Transfers and subsidies, disclosure notes and Annexure 1 (A-D) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on payments for financial assets

Detail of these transactions per programme can be viewed in the note on Payments for financial assets to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after Virement):

4.1 Per programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Administration	93,154	93,154	-	0.0%
Institutional Development	76,979	75,721	1,258	1.6%
Policy and Governance	41,389	39,223	2,166	5.2%

4.2 Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Current payments	183,577	180,573	3,004	1.6%
Compensation of employees	115,630	115,630	-	0.0%
Goods and services	67,947	64,943	3,004	4.4%
Transfers and subsidies	23,826	23,826	-	0.0%
Departmental agencies and accounts	3	3	-	0.0%
Public corporations and private enterprises	5,000	5,000	-	0.0%
Non-profit institutions	18,662	18,662	-	0.0%
Households	161	161	-	0.0%
Payments for capital assets	4,396	3,976	420	9.6%
Machinery and equipment	3,709	3,709	-	
Intangible assets	687	267	420	61.1%
Payments for financial assets	33	33	-	0.0%

STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 MARCH 2016

	<i>Note</i>	2015/16 R'000	2014/15 R'000
REVENUE			
Annual appropriation	1	211,522	194,799
Departmental revenue	2	161	1,039
TOTAL REVENUE		211,683	195,838
EXPENDITURE			
Current expenditure		180,263	172,198
Compensation of employees	3	115,630	107,078
Goods and services	4	64,633	65,120
Total current expenditure			
Transfers and subsidies		23,826	18,558
Transfers and subsidies	6	23,826	18,558
Total transfers and subsidies			
Expenditure for capital assets		3,976	3,632
Tangible assets	7	3,709	3,602
Intangible assets	7	267	30
Total expenditure for capital assets			
Payments for financial assets		33	150
Payments for financial assets	5	33	150
TOTAL EXPENDITURE		208,098	194,538
SURPLUS/(DEFICIT) FOR THE YEAR		3,585	1,300
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds		3,424	261
Annual appropriation		3,424	261
Departmental revenue and NRF Receipts	12	161	1,039
SURPLUS/(DEFICIT) FOR THE YEAR		3,585	1,300

STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2016

	Note	2015/16 R'000	2014/15 R'000
ASSETS			
Current assets		3,306	1,450
Cash and cash equivalents	8	5	5
Prepayments and advances	9	126	46
Receivables	10	3,175	1,399
Non-current assets		1,801	1,533
Receivables	10	1,801	1,533
TOTAL ASSETS		5,107	2,983
LIABILITIES			
Current liabilities		5,105	2,980
Voted funds to be surrendered to the Revenue Fund	11	3,424	261
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	12	524	497
Bank overdraft	13	1,157	2,221
Payables	14	-	1
Non-current liabilities		-	-
Payables	15	-	-
TOTAL LIABILITIES		5,105	2,980
NET ASSETS		2	3
	Note	2015/16 R'000	2014/15 R'000
Represented by:			
Recoverable revenue		2	3
TOTAL		2	3

STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED 31 MARCH 2016

	<i>Note</i>	2015/16 R'000	2014/15 R'000
Recoverable revenue			
Opening balance		3	203
Transfers:		(1)	(200)
Irrecoverable amounts written off	5.1	(1)	-
Debts revised			
Debts recovered (included in departmental receipts)			(200)
receipts) Debts raised			
Closing balance		<u>2</u>	<u>3</u>
TOTAL		<u>2</u>	<u>3</u>

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016**

	<i>Note</i>	2015/16 R'000	2014/15 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		213,845	195,160
Annual appropriated funds received	1	211,522	194,799
Departmental revenue received	2	2,323	361
Net (increase)/decrease in working capital		(2,125)	4,463
Surrendered to Revenue Fund		(2,719)	(7,556)
Current payments		(180,263)	(172,198)
Payments for financial assets		(33)	(150)
Transfers and subsidies paid		(23,826)	(18,558)
Net cash flow available from operating activities	16	4,879	1,161
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	7	(3,976)	(3,632)
Proceeds from sale of capital assets	2.2	162	125
Net cash flows from investing activities		(3,814)	3,507
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/(decrease) in net assets		(1)	(200)
Net cash flows from financing activities		(1)	(200)
Net increase/(decrease) in cash and cash equivalents		1,064	(2,546)
Cash and cash equivalents at beginning of period		(2,216)	330
Cash and cash equivalents at end of period	17	(1,152)	(2,216)

ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2016

Summary of significant accounting policies

The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.

Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1	<p>Basis of preparation</p> <p>The financial statements have been prepared in accordance with the Modified Cash Standard.</p>
2	<p>Going concern</p> <p>The financial statements have been prepared on a going concern basis.</p>
3	<p>Presentation currency</p> <p>Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.</p>
4	<p>Rounding</p> <p>Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).</p>
5	<p>Foreign currency translation</p> <p>Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment / receipt.</p>
6	<p>Comparative information</p>
6.1	<p>Prior period comparative information</p> <p>Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.</p>
6.2	<p>Current year comparison with budget</p> <p>A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.</p>
7	<p>Revenue</p>
7.1	<p>Appropriated funds</p> <p>Appropriated funds comprises of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation).</p> <p>Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective.</p> <p>The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.</p>

ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2016

7.2	Departmental revenue Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise. Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.
7.3	Accrued departmental revenue Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when: <ul style="list-style-type: none"> • it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and • the amount of revenue can be measured reliably. The accrued revenue is measured at the fair value of the consideration receivable. Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents.
8	Expenditure
8.1	Compensation of employees
8.1.1	Salaries and wages Salaries and wages are recognised in the statement of financial performance on the date of payment.
8.1.2	Social contributions Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment. Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.
8.2	Other expenditure Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.
8.3	Accrued expenditure payable Accrued expenditure payable is recorded in the notes to the financial statements when the goods are received or, in the case of services, when they are rendered to the department or in the case of transfers and subsidies when they are due and payable. Accrued expenditure payable is measured at cost.
8.4	Leases
8.4.1	Operating leases Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. The operating lease commitments are recorded in the notes to the financial statements.

ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2016

8.4.2	<p>Finance leases</p> <p>Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment.</p> <p>The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.</p> <p>Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:</p> <ul style="list-style-type: none"> • cost, being the fair value of the asset; or • the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.
9	<p>Aid Assistance</p>
9.1	<p>Aid assistance received</p> <p>Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value.</p> <p>Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.</p>
9.2	<p>Aid assistance paid</p> <p>Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.</p>
10	<p>Cash and cash equivalents</p> <p>Cash and cash equivalents are stated at cost in the statement of financial position.</p> <p>Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.</p> <p>For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.</p>
11	<p>Prepayments and advances</p> <p>Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash.</p> <p>Prepayments and advances are initially and subsequently measured at cost.</p> <p>Advances are expensed in the Statement of Financial Performance once employees have accounted for it.</p> <p>Prepayments are expensed when the project has been completed.</p>
12	<p>Loans and receivables</p> <p>Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.</p>
13	<p>Investments</p> <p>Investments are recognised in the statement of financial position at cost.</p>

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14	Financial assets
14.1	<p>Financial assets (not covered elsewhere)</p> <p>A financial asset is recognised initially at its cost plus transaction costs that are directly attributable to the acquisition or issue of the financial.</p> <p>At the reporting date, a department shall measure its financial assets at cost, less amounts already settled or written-off, except for recognised loans and receivables, which are measured at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.</p>
14.2	<p>Impairment of financial assets</p> <p>Where there is an indication of impairment of a financial asset, an estimation of the reduction in the recorded carrying value, to reflect the best estimate of the amount of the future economic benefits expected to be received from that asset, is recorded in the notes to the financial statements.</p>
15	<p>Payables</p> <p>Loans and payables are recognised in the statement of financial position at cost.</p>
16	Capital Assets
16.1	<p>Immovable capital assets</p> <p>Immovable capital assets are initially recorded in the notes to the financial statements at cost. Immovable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.</p> <p>Where the cost of immovable capital assets cannot be determined reliably, the immovable capital assets are measured at R1 unless the fair value of the asset has been reliably estimated, in which case the fair value is used.</p> <p>All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.</p> <p>Immovable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.</p> <p>Subsequent expenditure that is of a capital nature is added to the cost of the asset at the end of the capital project unless the immovable asset is recorded by another department in which case the completed project costs are transferred to that department. Paragraph 6 of the Northern Cape Land Administration Act, No. 6 of 2002 specifically delegates the Head of Department of Roads and Public Works to account and administer all fixed properties vested in the Province in its consolidated asset register. This means all fixed properties (included leased fixed properties) of the Province are in the asset register of the Department of Roads and Public Works, not the Office of the Premier, for the 2015/16 financial year. This is consistent to similar accounting treatment of prior financial years. Furthermore, all administrative processes associated with GIAMA (Government Immovable Asset Management Act) are performed by the Department of Roads and Public Works as the Member of the Executive Council (MEC) was assigned appropriate functions by the Premier.</p>
16.2	<p>Movable capital assets</p> <p>Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.</p> <p>Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1.</p> <p>All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.</p> <p>Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.</p> <p>Subsequent expenditure that is of a capital nature is added to the cost of the asset at the end of the capital project unless the movable asset is recorded by another department/entity in which case the completed project costs are transferred to that department.</p>

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16.3	<p>Intangible assets</p> <p>Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition.</p> <p>Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project.</p> <p>Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1.</p> <p>All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.</p> <p>Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment.</p> <p>Subsequent expenditure that is of a capital nature is added to the cost of the asset at the end of the capital project unless the intangible asset is recorded by another department/entity in which case the completed project costs are transferred to that department.</p>
17	<p>Provisions and Contingents</p>
17.1	<p>Provisions</p> <p>Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.</p>
17.2	<p>Contingent liabilities</p> <p>Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.</p>
17.3	<p>Contingent assets</p> <p>Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.</p>
17.4	<p>Commitments</p> <p>Commitments are recorded at cost in the notes to the financial statements when there is a contractual arrangement or an approval by management in a manner that raises a valid expectation that the department will discharge its responsibilities thereby incurring future expenditure that will result in the outflow of cash.</p>
18	<p>Unauthorised expenditure</p> <p>Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:</p> <ul style="list-style-type: none"> • approved by the Provincial Legislature with funding and the related funds are received; or • approved by the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or • transferred to receivables for recovery. <p>Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.</p>

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<p>19</p>	<p>Fruitless and wasteful expenditure</p> <p>Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.</p> <p>Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables for recovery.</p> <p>Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
<p>20</p>	<p>Irregular expenditure</p> <p>Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.</p> <p>Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery or not condoned and is not recoverable.</p> <p>Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
<p>21</p>	<p>Changes in accounting policies, accounting estimates and errors</p> <p>Changes in accounting policies that are effected by management have been applied retrospectively in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such instances the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p> <p>Changes in accounting estimates are applied prospectively in accordance with MCS requirements.</p> <p>Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p>
<p>22</p>	<p>Events after the reporting date</p> <p>Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.</p>
<p>23</p>	<p>Principal-Agent arrangements</p> <p>The department is party to a principal-agent arrangement for [include details here]. In terms of the arrangement the department is the [principal / agent] and is responsible for [include details here]. All related revenues, expenditures, assets and liabilities have been recognised or recorded in terms of the relevant policies listed herein. Additional disclosures have been provided in the notes to the financial statements where appropriate.</p>

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<p>24</p>	<p>Departures from the MCS requirements</p> <p>In case of Departures, the following will be inserted: that management has concluded that the financial statements present fairly the department's primary and secondary information; that the department complied with the Standard except that it has departed from a particular requirement to achieve fair presentation; and the requirement from which the department has departed, the nature of the departure and the reason for departure.</p>
<p>25</p>	<p>Capitalisation reserve</p> <p>The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are recognised in the capitalisation reserves when identified in the current period and are transferred to the Provincial Revenue Fund when the underlying asset is disposed and the related funds are received.</p>
<p>26</p>	<p>Recoverable revenue</p> <p>Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.</p>
<p>27</p>	<p>Related party transactions</p> <p>A related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party. Related party transactions within the Premier's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.</p> <p>Transfer payments are not regarded as arm's length due to their unique nature and due to the fact that there are no willing buyers of transfer payments in the market.</p> <p>Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department. The number of individuals and their full compensation is recorded in the notes to the financial statements.</p>
<p>28</p>	<p>Inventories</p> <p>At the date of acquisition, inventories are recorded at cost price in the notes to the financial statements</p> <p>Where inventories are acquired as part of a non-exchange transaction, the cost of inventory is its fair value at the date of acquisition.</p> <p>Inventories are subsequently measured at the lower of cost and net realisable value or the lower of cost and current replacement value.</p> <p>The department does not hold inventories due to its nature.</p>

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1. Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act (and the Adjustments Appropriation Act) for National Departments (Voted funds) and Provincial Departments:

	Final Appropriation	Actual Funds Received	2015/16 Funds not requested/ not received	Final Approp- riation	2014/15 Approp- riation received
	R'000	R'000	R'000	R'000	R'000
Administration	93,154	93,154		87,471	90,106
Institutional Development	76,979	76,979		71,700	70,752
Policy & Governance	41,389	41,389		35,628	33,941
Total	211,522	211,522		194,799	194,799

2. Departmental revenue

	Note	2015/16 R'000	2014/15 R'000
Sales of goods and services other than capital assets	2.1	101	87
Sales of capital assets	2.2	162	125
Transactions in financial assets and liabilities	2.3	2,222	989
Total revenue collected		2,485	1,201
Less: Own revenue included in appropriation	16	(2,324)	(162)
Departmental revenue collected		161	1,039

2014/15 Figures on departmental revenue have been restated. Refer to Note 30.1 for more information on the restatement.

2.1 Sales of goods and services other than capital assets

	Note	2015/16 R'000	2014/15 R'000
Sales of goods and services produced by the department	2	101	87
Other sales		101	87
Sales of scrap, waste and other used current goods		-	-
Total		101	87

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2.2 Sale of capital assets

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Tangible assets	2	162	125
Machinery and equipment	16	162	125
Total		162	125

2.3 Transactions in financial assets and liabilities

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Other Receipts including Recoverable Revenue	2	2,222	989
Total		2,222	989

3. Compensation of employees

3.1 Salaries and Wages

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Basic salary		80,098	71,987
Performance award		273	573
Service Based		79	105
Compensative/circumstantial		1,743	2,424
Periodic payments		95	2,401
Other non-pensionable allowances		18,634	17,258
Total		100,922	94,748

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3.2 Social contributions

	<i>Note</i>	2015/16 R'000	2014/15 R'000
Employer contributions			
Pension		10,298	8,833
Medical		4,392	3,481
Bargaining council		18	16
Total		14,708	12,330
Total compensation of employees		115,630	107,078
Average number of employees		257	253

4. Goods and services

	<i>Note</i>	2015/16 R'000	2014/15 R'000
Administrative fees		1,127	65
Advertising		994	2,540
Minor assets	4.1	218	1,025
Catering		4,686	4,251
Communication		3,739	3,437
Computer services	4.2	1,255	1,579
Legal services		257	700
Contractors		1,663	1,719
Agency and support / outsourced services		5,154	8,383
Audit cost – external	4.3	3,536	2,846
Fleet services		1,318	1,606
Consumables	4.4	7,951	7,803
Operating leases		12,296	8,124
Property payments	4.5	4,825	4,826
Rental and hiring		194	237
Transport provided as part of the departmental activities		1,066	654
Travel and subsistence	4.6	11,007	12,422
Venues and facilities		1,576	460
Training and development		724	1,089
Other operating expenditure	4.7	1,047	1,354
Total		64,633	65,120

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4.1 Minor assets

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Machinery and equipment		167	1,025
Software		51	-
Total		218	1,025

4.2 Computer services

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
SITA computer services		851	917
External computer service providers		404	662
Total		1,255	1,579

4.3 Audit cost – External

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Regularity audits		3,536	2,846
Total		3,536	2,846

4.4 Consumables

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Consumable supplies		1,185	1,678
Uniform and clothing		58	8
Household supplies		513	566
Building material and supplies		-	8
IT consumables		25	33
Other consumables		589	1,063
Stationery, printing and office supplies		6,766	6,125
Total		7,951	7,803

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4.5 Property payments

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Municipal services		2,628	2,321
Property maintenance and repairs		106	160
Other		2,091	2,345
Total		4,825	4,826

4.6 Travel and subsistence

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Local		10,216	11,774
Foreign		791	648
Total		11,007	12,422

4.7 Other operating expenditure

	<i>Note</i>	2015/16	2014/15
	4	R'000	R'000
Professional bodies, membership and subscription fees		21	30
Resettlement costs		36	64
Other		990	1,260
Total		1,047	1,354

5. Payments for financial assets

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Debts written off	5.1	33	150
		33	150

5.1 Debts written off

	<i>Note</i>	2015/16	2014/15
	5	R'000	R'000
Nature of debts written off			
Staff debt and third parties		33	150
Total		33	150
Total debt written off		33	150

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6. Transfers and subsidies

		2015/16 R'000	2014/15 R'000
	Note		
Departmental agencies and accounts	<i>Annex 1A</i>	3	330
Public corporations and private enterprises	<i>Annex 1B</i>	5,000	-
Non-profit institutions	<i>Annex 1C</i>	18,662	17,841
Households	<i>Annex 1D</i>	161	387
Total		23,826	18,558

7. Expenditure for capital assets

	Note	2015/16 R'000	2014/15 R'000
Tangible assets		3,709	3,602
Machinery and equipment	7.1	3,709	3,602
Intangible assets		267	30
Software	7.1	267	30
Total		3,976	3,632

7.1 Analysis of funds utilised to acquire capital assets – 2015/16

	Voted funds R'000	Total R'000
Tangible assets	3,709	3,709
Machinery and equipment	3,709	3,709
Intangible assets	267	267
Software	267	267
Total	3,976	3,976

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7.2 Analysis of funds utilised to acquire capital assets – 2014/15

	Voted funds	Total
	R'000	R'000
Tangible assets	3,602	3,602
Machinery and equipment	3,602	3,602
Intangible assets	30	30
Software	30	30
Total	3,632	3,632

7.3 Finance lease expenditure included in Expenditure for capital assets

	<i>Note</i>	2015/16
		R'000
Tangible assets		
Machinery and equipment		1,664
Total		1,664

8. Cash and cash equivalents

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Cash on hand		5	5
Total		5	5

9. Prepayments and advances

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Staff advances	9.1	126	46
Total		126	46

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9.1 Prepayments (Not expensed)

	<i>Note</i>	2015/16	2014/15
	9	R'000	R'000
Goods and services		126	46
Total		126	46

This is the MultiChoice payment as well as staff advances for S&T trips.

10 Receivables

	<i>Note</i>	2015/16			2014/15		
		Current	Non-current	Total	Current	Non-current	Total
		R'000	R'000	R'000	R'000	R'000	R'000
Claims recoverable	10.1	2,224	1,785	4,009	774	1,444	2,218
Staff debt	10.2	951	16	967	625	89	714
Total		3,175	1,801	4,976	1,399	1,533	2,932

10.1 Claims recoverable

	<i>Note</i>	2015/16	2014/15
	10 and Annex 3	R'000	R'000
National departments		340	340
Provincial departments		1,591	1,547
Public entities		2,016	262
Private enterprises		62	69
Total		4,009	2,218

10.2 Staff debt

	<i>Note</i>	2015/16	2014/15
	10	R'000	R'000
Ex-Officials		16	89
Current Officials		951	625
Total		967	714

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11. Voted funds to be surrendered to the Revenue Fund

	Note	2015/16 R'000	2014/15 R'000
Opening balance		261	7,052
Prior period error			-
As restated		261	7,052
Transfer from statement of financial performance (as restated)		3,424	261
Paid during the year		(261)	(7,052)
Closing balance		3,424	261

12. Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund

	Note	2015/16 R'000	2014/15 R'000
Opening balance		497	475
Prior period error			715
As restated	12.1	497	1,190
Transfer from Statement of Financial Performance (as restated)		161	486
Own revenue included in appropriation		2,324	-
Paid during the year		(2,458)	(1,179)
Closing balance		524	497

Departmental revenue for 2014/15 financial year was restated. Refer to Note 30.1.

12.1 Prior period error

	Note	2014/15 R'000
Nature of prior period error		
Relating to 2014/15	12	715
		715
Total prior period errors		715

Revenue for the 2014/15 financial year was restated. During the 2014/15 financial year, donations to the value of R715,000 was received, which was surrendered via the bank adjustment account to the Provincial Revenue Fund. Refer to Note 30.1.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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13. Bank Overdraft

	Note	2015/16	2014/15
		R'000	R'000
Consolidated Paymaster General Account		1,157	2,221
Total		1,157	2,221

14. Payables – current

	Note	2015/16	2014/15
		R'000	R'000
Clearing accounts	14.1	-	-
Other payables	14.2	-	1
Total		-	1

14.1 Clearing accounts

	Note	2015/16	2014/15
		R'000	R'000
Description (Identify major categories, but list material amounts)	14	-	-
Total		-	-

14.2 Other payables

	Note	2015/16	2014/15
		R'000	R'000
M Kritzinger Refund and deposits for Transport, Safety & Liaison	14	-	1
Total		-	1

Donations of R40,000 previously disclosed as payables was restated as revenue.

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15. Payables – non-current

	Note	2015/16			2014/14
		R'000	R'000	R'000	R'000
		One to two years	Two to three years	More than three years	Total
Amounts owing to other entities					-
Other payables	15				-
Total		-	-	-	-

15.1 Other payables

	Note	2015/16	2014/15
	22	R'000	R'000
Description (Identify major categories, but list material amounts)			
Total			

16. Net cash flow available from operating activities

	Note	2015/16	2014/15
		R'000	R'000
Net surplus/(deficit) as per Statement of Financial Performance	16	3,585	747
Add back non cash/cash movements not deemed operating activities		1,294	414
(Increase)/decrease in receivables – current		(2,044)	3,901
(Increase)/decrease in prepayments and advances		(80)	540
Increase/(decrease) in payables – current		(1)	22
Proceeds from sale of capital assets		(162)	(125)
Expenditure on capital assets		3,976	3,632
Surrenders to Revenue Fund		(2,719)	(7,556)
Own revenue included in appropriation		2,324	-
Net cash flow generated by operating activities		4,879	1,161

17. Reconciliation of cash and cash equivalents for cash flow purposes

	Note	2015/16	2014/15
		R'000	R'000
Consolidated Paymaster General account		(1,157)	(2,221)
Cash on hand		5	5
Total		(1,152)	(2,216)

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18. Contingent liabilities

		Note	2015/16 R'000	2014/15 R'000
Liable to	Nature			
Housing loan guarantees	Employees	Annex 2A	55	55
Claims against the department		Annex 2B	6,566	4,399
Intergovernmental payables (unconfirmed balances)		Annex 4	1,634	-
Total			8,255	4,454

The claims against the department are possible obligations that may lead to possible outflows of economic resources depending on the outcome of court processes.

There are dependencies on the court roll and finalisation thereto. There is no possibility of any reimbursement in the aforementioned contingent liabilities

The opening balance has been restated as a result of reclassification of legal fees associated with claims against the department to ensure better classification and understandability to the users. Refer to note 30.4.1 and Annexure 2 B. Furthermore the opening balance has been restated by a claim from a service provider. Refer to note 30.4.3.

19. Commitments

	Note	2015/16 R'000	2014/15 R'000
Current expenditure			
Approved and contracted		7,336	14,334
Capital expenditure			
Approved and contracted		-	-
Total Commitments		7,336	14,334

The opening balance of Commitments has been restated. Refer to notes 30.3.1 and 30.3.2

The following commitments (R 3,380,327) is for longer than 1 year:

SITA – R 1,128,138

C Tlhagale – R 121,938

Mokokong Trading – R 2,073,082

Pro-Active Health – R 57,170

Included in the commitments are contracts awarded to travel agents, car rental agency and also a qualifying vetting agency. The contract values of the three service providers are included at nil values.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

20. Accruals and payables not recognised

20.1 Accruals

	2015/16			2014/15
	R'000			R'000
Listed by economic classification	30 Days	30+ Days	Total	Total
Goods and services	3,981	-	3,981	12,388
Capital assets	191	-	191	205
Total	4,172	-	4,172	12,593

	Note	2015/16	2014/15
		R'000	R'000
Listed by programme level			
Administration		2,241	11,513
Institutional Development		1,649	895
Policy & Governance		282	185
Total		4,172	12,593

	Note	2015/16	2014/15
		R'000	R'000
Included in the above totals are the following:			
Confirmed balances with other departments	Annex 4	777	485
Total		777	485

Employee benefits accruals amounting R 120,332 is included in the confirmed balances with other departments.

20.2 Payables not recognised

	2015/16			2014/15
	R'000			R'000
Listed by economic classification	30 Days	30+ Days	Total	Total
Goods and services	3,651	-	3,651	-
Capital assets	29	-	29	-
Other				
Total	3,680	-	3,680	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Listed by programme level			
Administration		3,420	-
Institutional Development		189	-
Policy & Governance		71	-
Total		3,680	-

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Included in the above totals are the following:			
Confirmed balances with other departments	<i>Annex 4</i>	-	-
Confirmed balances with other government entities	<i>Annex 4</i>	-	-
Total		-	-

The opening balance of Accruals was restated. Refer to note 30.6.

21. Employee benefits

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Leave entitlement		2,737	3,441
Service bonus (Thirteenth cheque)		3,359	2,868
Performance awards		675	789
Capped leave commitments		2,824	2,148
Long Service Awards		158	98
Other		247	200
Total		10,000	9,544

Long service awards were reclassified from provisions in Note 26 to ensure better presentation and understandability to users. Refer to Notes 26 and 30.4.2.

Included in the amounts of leave entitlement and capped leave commitments are negative balances for both years due to normal leave management due processes. The negative balances are as follows:

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Leave entitlement		393	225
Capped leave commitments		74	68
Total		467	293

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

22. Lease commitments

22.1 Operating leases expenditure

	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
2015/16	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	5,414	1,618	7,032
Later than 1 year and not later than 5 years	-	-	-	91	91
Total lease commitments	-	-	5,414	1,709	7,123

	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
2014/15	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	4,331	2,001	6,332
Later than 1 year and not later than 5 years	-	-	-	-	-
Total lease commitments	-	-	4,331	2,001	6,332

22.2 Finance leases expenditure**

	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
2015/16	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	1,359	1,359
Later than 1 year and not later than 5 years	-	-	-	1,773	1,773
Total lease commitments	-	-	-	3,132	3,132

	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
2014/15	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	1,347	1,347
Later than 1 year and not later than 5 years	-	-	-	856	856
Total lease commitments	-	-	-	2,203	2,203

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

Operating lease:

The nature of the operating leases is for office accommodation/rental.

The finance lease:

There is a commitment for fleet management arrangement between the Office of the Premier and the Northern Cape Fleet Management Trade Entity. The finance lease arrangement with the Northern Cape Fleet Management Trade Entity also gives rise to related party relationship and related party transactions which are provided in detail. **Refer to Note 24.** Cell phones and photocopy machines also form part of finance leases.

No sub-lease arrangement pertaining to our existing leases.

No purchase/ renewal option exists with the Northern Cape Fleet Management Entity.

No reduction imposed by on the department through any lease arrangement (such as restrictions relating to enhancements, repairs and maintenance, sub-leasing and disposal).

23. Irregular expenditure

23.1 Reconciliation of irregular expenditure

	Note	2015/16	2014/15
		R'000	R'000
Opening balance		23,500	22,008
Prior period error		-	-
As restated		23,500	22,008
Add: Irregular expenditure – relating to current year		-	1,492
Less: Prior year amounts condoned		-	-
Closing balance		23,500	23,500

Analysis of awaiting condonation per age classification

Current year	-	1,492
Prior years	23,500	22,008
Total	23,500	23,500

Investigations were conducted and completed for the legacy R23,5 million irregular expenditure. The legacy irregular expenditure is attributable to the nature of the office. The state did not suffer any loss as a result of the expenditure. At reporting date, a process was work-in-progress to the relevant officials with competence to approve the derecognition of such legacy irregular expenditure. It is expected that the process will be finalised in 2016/17.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

23.2 Details of irregular expenditure – current year

Incident	Disciplinary steps taken/criminal proceedings	2015/16 R'000
None	N/A	-
Total		-

24. Related party transactions

24.1 Trusts under control of the department.

	Note	2015/16 R'000	2014/15 R'000
Related parties		18,662	17,841
Total		18,662	17,841

The opening balance of related parties was restated. Refer to Note 30.2.

24.1.1 Northern Cape Premier's Education Trust Fund

The primary objective of the Trust Fund is to make higher education opportunities accessible by providing bursary loans to academically and financially deserving students studying on a full time basis at institutions of higher-learning situated in the Republic of South Africa and are registered for the field of study as determined by the trustees.

In terms of the trust deed, the Board of trustees are subject to prior approval by the Premier of the Northern Cape Province, who is a patron to the Northern Cape Premier's Education Trust.

Payments made	Note	2015/16 R'000	2014/15 R'000
		14,440	13,805
Total		14,440	13,805

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

24.1.2 Mme Re Ka Thusa Trust Fund

The main objective of the fund is to promote the economic empowerment of women in the province through provision of grant allocations to the qualifying beneficiaries. The Premier appoints the Board of trustees

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Payments made		4,222	4,036
Total		4,222	4,036

24.2 Key Management Personnel

Key management personnel were identified as having related party relationship as they are having significant influence to the reporting entity (Office of the Premier). The aforesaid personnel are responsible for the strategic direction and operational management and is entrusted with fiduciary responsibility and significant authority over the reporting entity. Key personnel also include the Premier as an Executing Authority of Vote1.

Remuneration of key management is as follows:

	<i>Note</i>	2015/16	2014/15
		R'000	R'000
Payments made		16,237	14,604
Total		16,237	14,604

24.3 Northern Cape Fleet Management Trading Entity

In terms of the fleet arrangement with the Northern Cape Fleet Management Trading Entity, the trading entity acquires fleet on behalf of the Provincial Government which it then leases to provincial departments. At reporting date, eleven (11) cars were allocated to the Office of the Premier. Payments made to the entity amounts to R 1,105,749.32

24.4 Disclosure relating to other provincial government departments and entities.

Related party relationship

The Office of the Premier has related party relationships with the following provincial departments and provincial entities due to common control by the Provincial Legislature as follows:

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

24.4.1 Provincial Departments

Agriculture, Land Reform and Rural Development;
Co-operative Governance, Human Settlements and Traditional Affairs;
Economic Development;
Education;
Environment and Nature Conservation;
Health;
Northern Cape Provincial Legislature;
Northern Cape Provincial Treasury;
Roads and Public Works;
Social Development;
Sports, Arts and Culture; and
Transport, Safety and Liaison;

24.4.2 Provincial Entities

Housing Fund;
Kalahari Kid Corporation (KKC);
McGregor Museum;
Ngwao Boswa Kapa Bokone;
Northern Cape Arts and Culture Council;
Northern Cape Economic Development, Trade and Investment Promotion (NCEDA);
Northern Cape Gambling Board;
Northern Cape Liquor Board;
Northern Cape Political Party Fund; and
Northern Cape Tourism Authority

2.5. Key management personnel

	No. of Individuals	2015/16 R'000	2014/15 R'000
Political office bearers	1	2,174	2,082
Officials:			
Level 15 to 16	4	6,071	4,770
Level 14	7	7,992	7,752
Total		16,237	14,604

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

26. Provisions

	<i>Note</i>	2015/16 R'000	2014/15 R'000
Microsoft licences		-	239
Litigation		-	-
Long Service Awards		-	-
Total		-	239

26.1 Reconciliation of movement in provisions – 2015/16

	Microsoft Licences R'000	Total provisions R'000
Opening balance	239	239
Increase in provision	79	79
Settlement of provision	(318)	(318)
Unused amount reversed	-	-
Closing balance	-	-

Reconciliation of movement in provisions – 2014/15

	Microsoft Licences R'000	Total provisions R'000
Opening balance	214	214
Increase in provision	25	25
Settlement of provision	-	-
Unused amount reversed	-	-
Closing balance	239	239

Re-classification of Litigation Fees and Long Service Awards

Legal fees associated with claims against the department have been reclassified to contingent liabilities Note to be added to the carrying value of those contingencies. Refer to Note 18, Annexure 2B and Note 30.4.1.

Long service awards have also been re-classified to employee benefits note. Refer to Notes 21 and 30.4.2.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

27. Non-adjusting events after reporting date

2015/16

27.1 Case against the department:

R'000

On 10 April 2016, the General Public Service Sector Bargaining Council (GPSSBC) issued an award against the Office of the Premier pertaining to a legal matter between OTP and a former HOD. The award in favour of the former HOD is arear salaries valued at R 1,070,725.70. The award also orders the reinstatement of the former HOD.

The Premier appealed the arbitration award to the Labour Court (highest structure) for review on 25 May 2016. The Office is of the view that the arbitration decision by GPSSBC is incorrect. Hence the appeal to a higher structure.

Total

-

2015/16

27.2 Cancellation of the travel agent contract:

R'000

On 13 May 2016, a contract was cancelled with a travel agent based on poor performance. The cancellation was done after numerous non-performance conditions in terms of the contract not met by the vendor.

Total

-

28. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2016

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing Balance R'000
MACHINERY AND EQUIPMENT	18,736	-	2,045	(3,099)	17,682
Transport assets	3,115	-	1,281	(2,261)	2135
Computer equipment	8,177	-	386	(618)	7,945
Furniture and office equipment	6,832	-	378	(220)	6,990
Other machinery and equipment	612	-	-	-	612
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	18,736	-	2,045	(3,099)	17,682

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

Movable Tangible Capital Assets under investigation

	Number	Value R'000
Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:		
Furniture and office equipment	3	28
Computer equipment	10	146

Thirteen (13) assets could not be verified and was reported missing. The Asset Management section is currently investigating the circumstances around the missing equipment.
These assets are recorded in the Departmental loss control register while investigation is work in progress.

28.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2016

	Cash*	Non-cash**	(Capital Work in Progress current costs and finance lease payments)	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	3,709	-	(1,664)	-	2,045
Transport assets	1,897	-	(616)	-	1,281
Computer equipment	386	-	-	-	386
Furniture and office equipment	378	-	-	-	378
Other machinery and equipment	1,048	-	(1048)	-	-
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	3,709	-	(1,664)	-	2,045

The amount disclosed under Capital Work In Progress relates to finance leases. Refer to Note 7.3.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

28.2 Disposals

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2016

	Sold for cash	Non-cash disposal	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	2,261	838	3,099	1,059
Transport assets	2,261	-	2,261	1,059
Computer equipment	-	618	618	-
Furniture and office equipment	-	220	220	-
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	2,261	838	3,099	1,059

All cash proceeds received for disposal of assets, i.e. R 1,059,263.40 was surrendered to the Provincial Revenue Fund.

28.3 Movement for 2014/15

MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	18,224	-	1,352	(840)	18,736
Transport assets	3,540	-	-	(425)	3,115
Computer equipment	7,865	-	674	(362)	8,177
Furniture and office equipment	6,213	-	672	(53)	6,832
Other machinery and equipment	606	-	6	-	612
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	18,224	-	1,352	(840)	18,736

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

28.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2016

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	-	9,696	-	9,696
Additions	-	-	-	167	-	167
Disposals	-	-	-	(587)	-	(587)
TOTAL MINOR ASSETS	-	-	-	9,276	-	9,276

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets	-	-	-	-	-	-
Number of minor assets at cost	-	105	-	5,738	-	5,843
TOTAL NUMBER OF MINOR ASSETS	-	105	-	5,738	-	5,843

The opening balance of minor intangible assets was restated. Refer to Note 30.5.1

Minor Capital Assets under investigation

	Number	Value R'000
Included in the above total of the minor capital assets per the asset register are assets that are under investigation:		
Furniture and office equipment	27	41

Twenty seven (27) assets could not be verified and was reported missing. The Asset Management section is currently investigating the circumstances around the missing equipment.

These assets are recorded in the Departmental loss control register while investigation is work in progress.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2015

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	-	-	8,896	-	8,896
Prior period error	-	-	-	32	-	32
Additions	-	-	-	1,030	-	1,030
Disposals	-	-	-	(262)	-	(262)
TOTAL MINOR ASSETS	-	-	-	9,696	-	9,696

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
NUMBER OF R1 MINOR ASSETS	-	-	-	-	-	-
NUMBER OF MINOR ASSETS AT COST	-	105	-	5,636	-	5,741
TOTAL NUMBER OF MINOR ASSETS	-	105	-	5,636	-	5,741

	Note	2014/15 R'000
Nature of prior period error		
Library books		(19)
Software acquired in 2014/15, only paid in 2015/16		51
Total prior period errors		32

The opening balance of minor assets was restated. Refer to Note 30.5.2.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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28.5 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED AS AT 31 MARCH 2016

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	32	-	32
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	32	-	32

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED AS AT 31 MARCH 2015

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	-	-	-
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	-	-	-

28.6 S42 Movable capital assets

MAJOR ASSETS SUBJECTED TO TRANSFER IN TERMS OF S42 OF THE PFMA - 31 MARCH 31 MARCH 2016

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets	-	-	-	-	-	-
Value of the assets (R'000)						

MINOR ASSETS SUBJECTED TO TRANSFER IN TERMS OF S42 OF THE PFMA - 31 MARCH 31 MARCH 2016

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets						
Value of the assets (R'000)	-	-	-	-	-	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

MAJOR ASSETS SUBJECTED TO TRANSFER IN TERMS OF S42 OF THE PFMA - 31 MARCH 31 MARCH 2015

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
No. of Assets	-	-	-	-	-	-
Value of the assets (R'000)	-	-	-	-	-	-

MINOR ASSETS SUBJECTED TO TRANSFER IN TERMS OF S42 OF THE PFMA - 31 MARCH 31 MARCH 2015

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
No. of Assets	-	-	-	-	-	-
Value of the assets (R'000)	-	-	-	-	-	-

29. Intangible Capital Assets

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2016

	Opening balance	Value adjustments	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	6,893	-	-	-	6,893
TOTAL INTANGIBLE CAPITAL ASSETS	6,893	-	-	-	6,893

Intangible Capital Assets under investigation

	Number	Value R'000
Included in the above total of the intangible capital assets per the asset register are assets that are under investigation:		
Software	-	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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29.1 Additions

ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2016

	Cash	Non-Cash	(Develop- ment work in progress – current costs)	Received current year, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	-	-	-	-	-
TOTAL ADDITIONS TO INTANGIBLE CAPITAL ASSETS	-	-	-	-	-

29.2 Disposals

DISPOSALS OF INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH
2016

	Sold for cash	Non-cash disposal	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
SOFTWARE	-	-	-	-
TOTAL DISPOSALS OF INTANGIBLE CAPITAL ASSETS	-	-	-	-

29.3 Movement for 2014/15

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH
2015

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	15,531	267	30	(8,935)	6,893
TOTAL INTANGIBLE CAPITAL ASSETS	15,531	267	30	(8,935)	6,893

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

The opening balance of intangible assets was restated. **Refer to Note 30.5.1.**

30. Prior period errors

Correction of prior period errors

30.1 Revenue	Note	2014/15
	2	R'000
Nature of prior period error		
Relating to 2014/15 – Omission to pass the adjusting journal entry on donations received during 2014/15		715
Total		715

Departmental revenue for the 2014/15 financial year was restated. During the 2014/15 financial year, donations to the value of R715,000 were received. The received R715,000 was surrendered via the bank adjustment account, to the Provincial Revenue Fund as required by the Law. Provincial Treasury received all the aforementioned R715,000 through the bank adjustment due processes and re-allocated the funds back to the Office of the Premier through the budget adjustment process in subsequent financial years when funds were requested through the budget process. The department realised during 2015/16 that there was a very minor accounting defect in the bank adjustment pay-over treatment to Provincial Treasury that was used in the prior year, pertaining to revenue recognition issues. To rectify the aforesaid minor accounting defect retrospectively, an adjusting journal entry has been processed to align revenue recognition in the prior year. The ultimate net effect of the restatement is that own revenue is increased by this restated amount.

The users should note that R715,000 was accounted adequately and in detail in the 2014/15 statement of gifts, donation and sponsorships received contained in Annexure 1 D. The department reiterates that the R715,000 was accounted for properly through the bank operations/bank and cash and paid over to Provincial Treasury which in turn re-allocated the funds back to the department after requisite budget bidding processes and subsequent approvals by Provincial Legislature of budget adjustment estimate processes. The minor issue the department is rectifying retrospectively in this note is a minor hard core accounting issue as it pertains to revenue recognition. It must also be stated to the users that for the year under review all revenue recognition issues have been aligned and future periods will follow suit.

	Note	2014/15
	2	R'000
Revenue: Revenue		
Transactions in financial assets and liabilities		715
Net effect		715

The restatement has no impact on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	Note	2014/15
	24	R'000
30.2 Related party transactions		
Nature of prior period error		
Incorrect transcribe of the sub note extended total of related parties as it pertains to trusts under control of the department resulting into mathematical inaccuracy		717
Net effect		717

The total of the transfer payment in the related party note to the Premier's Bursary Fund and Mme Re ka Thusa Trust Fund was transcribed incorrectly when printing the 2014/15 annual report. The total was incorrectly transcribed as R 18,558,000. The correct total was R 17,841,000.

The R 17,841,000 correct total comprises of R 13,805,000 for Bursary Fund and R 4,036,000 for the Mme Re ka Thusa Trust Fund. The sub-totals as stated under each trust narration within the 2014/15 note were correct. The error was only at the level of the extended total.

The users should note that the correct figure of R 17,841,000 was disclosed correctly in related notes in the 2014/15 financial statements as follows: **Note 6** (Transfers and subsidies note to the statement of financial performance) and **Annexure 1B**.

	Note	2014/15
		R'000
Expenditure:		
Transfer to non-profit institutions		-
Net effect		-

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury

	Note	2014/15
	19	R'000
30.3 Commitments		
30.3.1 Security services		
Nature of prior period error		
Non-inclusion of the escalation effect in the valuation of the commitment during the 2014/15 financial year		31
Net effect		31

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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The department omitted to include the escalation effect of the commitment in its valuation for the 2014/15 financial year. The value of the 2014/15 commitment, after inclusion of the escalation effect for that particular year is R30,763. The escalation has been factored in for 2015/16 values and outer years over the commitment term.

	Note	2014/15 R'000
Expenditure:		-
A&S /O/S: Security services		-
Net effect		<u>-</u>

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury

	Note	2014/15 R'000
30.3.2 Commitments: Bursary commitment		
Nature of prior period error		
Erroneous non-inclusion of the 2014/15 bursary commitment.	19	526
Net effect		<u><u>526</u></u>

Based on new information which emerged during 2015/16, it transpired that the 2014/15 bursary commitment at reporting date was erroneously not included in the commitment note. Hence the restatement.

	Note	2014/15 R'000
Expenditure:		-
Train & Dev: Employees		-
Net effect		<u>-</u>

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	Note	2014/15
	18&26	R'000
30.4 Provisions		
30.4.1 Provision and contingent liabilities		
Nature of prior period error		
Legal fees to contingencies were incorrectly classified as provisions.		1,319
Net effect		1,319

Concomitant legal fees associated with claims against the department were separately classified in a different note under provisions in the prior financial year. To ensure better classification and understandability to the users, the concomitant legal fees associated with claims are reclassified from 2014/15 provisions note numbered as note 26 to contingent liabilities note 18. The value of 2014/15 concomitant legal fees being reclassified in the opening balance is R 1,319,000.

The user should be aware that the R 1,319,000 is not a new figure in the financial statements, it was disclosed somewhere in the statements. This note is just a mere reclassification.

	Note	2014/15
		R'000
Expenditure:		
L/PVT FIRM: Legal fees		-
Net effect		-

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

	Note	2014/15
	21	R'000
30.4.2 Provisions: Employee benefits		
Nature of prior period error		
Long service awards inappropriately disclosed under the provisions during 2014/15		98
Net effect		98

During 2014/15 the long service awards valued at R 98,000 were disclosed under provisions note in the financial statements. This type of award is a specific type of a provision that is better and fairer presented when it is disclosed within the family of employee benefits disclosures. Hence a reclassification of R 98,000 from provisions note to employee benefits note.

Once again, this is a classification issue to ensure better understandability to the users. The aforesaid figure was presented somewhere in the financial statements, it is not a new figure in the financial statements.

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

	Note	2014/15
	18	R'000
30.4.3 Contingent Liabilities		
Nature of prior period error		
Non-inclusion of travel agent accruals based on new information which emerged during 2015/16		266
Net effect		266

During the 2015/16 financial year, new information emerged that R 265,947 was due to a travel agent which was contracted by the Office of the Premier in prior years. The onus rests on the travel agent to provide collaborating evidence regarding the claim.

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

30.5 Assets

	Note	2014/15
	29.3	R'000
30.5.1 Intangible Assets		
Nature of prior period error		
Relating to 2014/15		
Software adjustment in opening balance of intangible assets		267
Total		267

The adjustment relates to over utilisation of volume licences that was deployed without licences and payment in prior years. In prior years we detected the shortfall when conducting the annual software stock counts. We disclosed the shortfall accordingly under Provisions note as it triggered a present legal obligation. When Microsoft conducted its own audit during 2015/16 financial year the audit outcome was that the Department should pay for the shortfall amounting to R 266,965

The prior period error does not have an effect on the expenditure because the payment was made in 2015/16.

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

Note	2014/15
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NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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30.5.2 Minor Assets	28.4	R'000
Nature of prior period error		
Library books adjustment.		(19)
Software adjustment as a result of over utilisation of volume licences.		51
Total prior period errors		32

The restatement of R19,000 relates to the valuation adjustment of forty-five (45) books between the accession register and the minor asset register. These 45 books were captured on both the accession register and BAUD. On the accession register it was captured with incorrect values, using the internet. Subsequently payment batches were found that were used to capture the books at the correct values. This resulted in the accession register being decreased with R19,000. The net effect of the addition of R51,000 and decrease of R19,000 is R32,000. This was an isolated incident.

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

30.6 Accruals

	Note	2014/15
	20	R'000
Accruals		
Non-inclusion of travel agent accruals based on new information which emerged during 2015/16		376
Net effect		376

During the 2015/16 financial year, new information emerged that R 376,415 was due to a travel agent which was contracted by the Office of the Premier in prior years.

The retrospective restatement has not impacted on the authorised expenditure and voted funds to be surrendered to Provincial Treasury.

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 1A
STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/ AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2014/15 Appropriation Act R'000
	Adjusted Appropriation	Roll Overs	Adjustments	Total Available	Actual Transfer	Available funds Transferred	
	R'000	R'000	R'000	R'000	R'000	%	
South African Broadcasting Corporation	3	-	-	3	3	100%	3
Public Sector Education and Training Authority	363	-	(363)	-	-	-	327
TOTAL	366	-	(363)	3	3	100%	330

The transfer made to Public Sector Education and Training Authority (PSETA) was discontinued during 2015/16 in conformance with National Treasury instruction note circular.

The R 3,000 paid to the South African Broadcasting Corporation (SABC) relates to licences pertaining to the 2015/16 financial year.

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 1B
STATEMENT OF TRANSFERS/SUBSIDIES TO PUBLIC CORPORATIONS AND PRIVATE ENTERPRISES

NAME OF PUBLIC CORPORATION/PRIVATE ENTERPRISE	TRANSFER ALLOCATION				EXPENDITURE			2014/15 Appropriation Act R'000	
	Adjusted Appropriation Act R'000	Roll Overs	Adjustments	Total Available	Actual Transfer R'000	% of Available funds Transferred	Capital R'000		Current R'000
	R'000	R'000	R'000	R'000	R'000	%	R'000		R'000
Private Enterprises Transfers									
Enterprise Factory	5,000	-	-	5,000	5,000	100.0%	-	5,000	-
TOTAL	5,000	-	-	5,000	5,000	100.0%	-	5,000	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
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ANNEXURE 1C
STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

	TRANSFER ALLOCATION				TRANSFER			2014/15 Appropriation Act R'000
	Adjusted Appropriation R'000	Roll Overs R'000	Adjust- ments R'000	Total Available R'000	Actual Transfer R'000	Amount not transferred R'000	% of Available funds Transferred %	
NONE PROFIT INSTITUTIONS								
Transfers								
Premiers Bursary Trust Fund	14,440	-	-	14,440	14,440	-	100%	13,805
Mme Re Ka Thusa Trust Fund	4,222	-	-	4,222	4,222	-	100%	4,036
Total	18,662	-	-	18,662	18,662	-	100%	17,841

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
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ANNEXURE 1D
STATEMENT OF TRANSFERS TO HOUSEHOLDS

	TRANSFER ALLOCATION			TRANSFER		2014/15 Appropriation Act R'000	
	Adjusted Appropriation R'000	Roll Overs	Adjustments R'000	Total Available R'000	Actual Transfer R'000		Amount not transferred R'000
HOUSEHOLDS							
Transfers							
Leave Payouts	161	-	-	161	161	-	100%
Total	161	-	-	161	161	-	100%

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 1E

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2015/16	2014/15
		R'000	R'000
Received in cash			
Black Mountain	State of the Province Address	-	125
De Beers	State of the Province Address	-	150
Assmang	State of the Province Address	-	50
De Beers	State of the Province Address	50	-
Assmang	Human Resource Development	-	250
Agriculture	Business Breakfast Table	10	20
Economic Development	Business Breakfast Table	10	20
Provincial Treasury	Business Breakfast Table	10	20
Sports Arts and Culture	Business Breakfast Table	10	20
Social Development	Business Breakfast Table	10	20
Roads and Public Works	Business Breakfast Table	10	20
Education	Business Breakfast Table	10	20
Transport Safety & Liaison	Business Breakfast Table	30	-
Environment & Nature Conservation	Business Breakfast Table	10	-
Health	Business Breakfast Table	10	-
CoGHSTA	Business Breakfast Table	10	-
Legislature	Business Breakfast Table	10	-
Sol Plaatje	Business Breakfast Table	20	-
SDPS	Business Breakfast Table	10	-
ABSA	Business Breakfast Table	10	-
ABSA	Cash donation	150	-
Khumani	Cash donation	45	-
Shoprite	Gifts for the elderly	45	-
Subtotal		470	715
Received in kind			
Assmang	Premiers Golf day	-	100
National Skills Authority	Public Sector Training Forum Conference	150	-
The New Age	State of the Province Address	770	-
Subtotal		920	100
TOTAL		1,390	815

A donation of R 50,000.00 received from De Beers was erroneously recorded during 2014/15. The actual cash was received during 205/16 only, hence the restatement. **Refer to Note 30.1**

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
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ANNEXURE 1F

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE

NATURE OF GIFT, DONATION OR SPONSORSHIP	2015/16	2014/15
(Group major categories but list material items including name of organisation)	R'000	R'000
Paid in cash		
Gifts, donations and sponsorships made from the Discretionary Fund	278	425
Financial Assistance	106	317
Subtotal	384	742
Made in kind		
Gifts, donations and sponsorships made from the Discretionary Fund	2,221	1,990
Corporate gifts	110	196
Social responsibility	316	258
Funeral assistance	10	177
Hospital hampers	11	5
Subtotal	2,668	2,626
TOTAL	3,052	3,368

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 2A
STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2016 – LOCAL

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2015	Guarantees draw downs during the year	Guarantees repayments/ cancelled/ reduced/ released during the year	Revaluations	Closing balance 31 March 2016	Guaranteed interest for year ended 31 March 2016	Realised losses not recoverable i.e. claims paid out
		R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
	Housing								
	Nedbank	-	55	-	-	-	55	-	-
	Subtotal	-	55	-	-	-	55	-	-
	TOTAL		55	-	-	-	55	-	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 2B

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2016

Nature of Liability	Opening Balance 1 April 2015 R'000	Liabilities incurred during the year R'000	Liabilities paid/ cancelled/ reduced during the year R'000	Liabilities recoverable (Provide details hereunder) R'000	Closing Balance 31 March 2016 R'000
Claims against the department					
Damages	4,399	2,322	(156)	-	6,566
Subtotal	4,399	2,322	(156)	-	6,566
TOTAL	4,399	2,322	(156)	-	6,566

The opening balance has been restated by reclassifying the legal fees from provisions to contingent liabilities. *Refer to Notes 30.4.3 and 18.*

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 3
CLAIMS RECOVERABLE

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2015/16*	
	31/03/2016	31/03/2015	31/03/2016	31/03/2015	31/03/2016	31/03/2015	Receipt date up to six (6) working days after year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
Department								
Agriculture	-	313	-	-	-	-	313	
Education	-	-	313	313	313	313	313	
Health	-	-	128	26	128	26	26	
Roads & Public Works	-	-	616	528	-	-	528	
Social Development	32	-	-	-	32	-	-	
Sports Arts & Culture	38	-	-	-	38	-	-	
Transport Safety & Liaison	312	367	-	-	312	367	367	
Treasury	152	-	-	-	152	-	-	
	534	680	1,057	867	1,591	1,547		

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
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Other Government Entities

Lefatshe	2	-	-	-	-	2
NCTA	-	-	107	-	-	107
NIHE	-	33	33	33	33	33
SAPS	-	340	340	340	340	340
GEPF	-	-	121	-	-	121
TNA Media	68	-	-	-	-	68
NCEDA	-	107	-	107	-	-
EWSETA	-	1,875	-	1,875	-	-
Infinite	-	10	-	10	-	-
Santam	-	53	-	53	-	-
	70	2,418	601	2,418	671	
TOTAL	534	750	3,475	1,468	4,009	2,218

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

ANNEXURE 4
INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL		Cash in transit at year end 2015/16 *	
	31/03/2016		31/03/2015		31/03/2016		31/03/2015	
	R'000	R'000	R'000	R'000	R'000	R'000	Payment date up to six (6) working days before year end	Amount R'000
DEPARTMENTS								
Current								
Health	74	-	-	-	74	-		
Legislature	-	7	-	-	-	7		
Justice	-	1	14	-	14	1		
Education	-	47	-	-	-	47		
SAPS	-	112	175	-	-	112		
Sports Arts & Culture	106	-	-	-	106	-		
NCEDA	-	-	1,017	-	1,017	-		
NCFMTE	193	-	-	-	193	-		
National School of Government	357	-	-	-	357	-		
Subtotal	730	167	1,206	-	1,936	167		
Non-current								
Roads & Public Works	-	141	141	-	141	141		
Legislature	-	2	-	-	-	2		
Justice	-	175	175	-	175	175		
Education	47	-	-	-	47	-		
SAPS	-	-	112	-	112	-		
Subtotal	47	318	428	-	475	318		
Total	777	485	1,634	-	2,411	485		

