



**MPUMALANGA
PROVINCIAL
GOVERNMENT**

Office of the Premier

Annual Report 2007/08





**MPUMALANGA
PROVINCIAL
GOVERNMENT**

Office of the Premier

Annual Report 2007/08



VISION

Towards a strategic centre for co-operative and good governance in Mpumalanga Province.

MISSION

To ensure equitable transformation and enhancement of the image of the Mpumalanga Provincial Government through the provision of advice and information, co-ordination, monitoring and support services.

CORE VALUES AND PRINCIPLES

Collective Accountability
Integrity
Honesty
Efficiency and Effectiveness
Respect
Courtesy
Equity
Human Rights
Dignity
Accessibility
Transparency
Value for money

CONTENTS

Foreword by the Premier	4
Message from the Director-General	5
Section A	
Sectional Report	7
Section B	
Oversight Report	49
Section C	
Financial Report	71

Foreword *by the Premier*

The 2007/2008 Annual Report provides a detailed account of the progress we have made in discharging our responsibilities of overall macro-policy coordination, strategic leadership, as well as monitoring and evaluation of the implementation of the Government's Programme of Action. Essentially, it assesses the performance of our programmes against the output targets that we had set ourselves at the beginning of the 2007/2008 financial year.



On the whole, our endeavors to transform and reposition the Office of the Premier as a centre of excellence has resulted in our improved contribution to the work of the Provincial Administration. We have strengthened internal capabilities to provide strategic leadership and support to provincial macro-planning initiatives to advance programmes that purposefully address the challenges of poverty, unemployment and underdevelopment.

In the 2007/2008 financial year, we made significant contributions to give impetus to the implementation of the 'Big Five' flagship programmes. We have made progress in providing technical and project management support to complement capacities for the effective implementation of the Provincial flagship programmes. Working closely with cluster chairs and lead departments, we initiated processes for the establishment of Programme Management Units for flagship programmes as well as the appointment of Programme Coordinators. These processes will be concluded in the 2008/2009 financial year. Programme Coordinators will provide the necessary technical expertise and leadership to the project teams and lead departments to ensure the accelerated implementation of flagship projects, while Programme Management Units will enhance programme delivery capacities in various facets of the flagships' implementation.

We are satisfied with the progress we have made in the implementation of the Accelerated Capacity Building flagship programme as part of enhancing skills and competencies among our senior and middle managers to improve their job performance. Embedded in this flagship programme is targeted focus on improving organisational performance through rigorous recruitment and selection processes, effective governance systems and processes, as well as enhanced performance management practices in the Provincial Administration.

As part of the Accelerated Capacity Building initiative, we launched the Mpumalanga Public Management Centre in the 2007/2008 financial year to make provision for a permanent facility to coordinate management training and development interventions. This Centre serves as an in-service facility, where a range of programmes and courses are offered to both the Provincial and Local Government managers.

Critically, improved organisational performance requires the existence of a strong culture of institutional integrity to counteract the destructive tendencies of fraud, corruption and unethical behaviour. The work of the Integrity Management Unit in the Office of the Premier continues to impact positively on the whole Provincial Administration in fostering the need to improve systems and processes to detect instances of corruption, fraud and unethical conduct. During 2007/2008, we established performance and computer audit functions to enhance our capacities to detect instances of fraud and corruption. Through our shared internal audit services, we played a critical role in supporting departments to strengthen their internal controls and risk management strategies to minimise fraud and corruption.

In November last year, we launched the new Mpumalanga brand which content leverages aspects of our history, our natural assets, our attitudes and our capabilities as a Province. This new brand will be a key lever in driving investments and tourism into the Province. It will foster pride and citizenship, thereby enabling communities to contribute to the building of a 'Brand Mpumalanga'.

During the 2007/2008 financial year, we paid particular attention to the successful coordination of the 2010 FIFA World Cup preparations in collaboration with the host city, Mbombela. Despite challenges that we continually deal with as they emerge; the Province is on track to meet FIFA requirements of hosting a successful 2010 Soccer World Cup.

The establishment of an integrated 2010 Office created a central point of coordination for all 2010 World Cup programme activities, and is intended to improve coordination among the implementing institutions. Progress has been made in the implementation of the 24 FIFA World Cup Projects. In the coming year, we will ensure that we work with lead institutions to accelerate the implementation of sector plans, including areas such as hospitality and accommodation needs for the World Cup period and beyond.

I would like to believe that, over the last four years, the Office of the Premier has grown to the required level of strategic and leadership maturity to make significant contributions to the advancement of growth and development goals of Mpumalanga. I would like to thank the Director-General, his management team and staff for their commitment to achieving the goals that we set for ourselves during the period under review.

A handwritten signature in black ink, appearing to read 'TSP Makwetla'. The signature is stylized and fluid, with a long horizontal stroke extending to the right.

TSP Makwetla
PREMIER

Message *from the Director-General*

The year 2007/08 has realised the tremendous performance of Mpumalanga Provincial Administration. It is the year that the office of the Premier positioned itself as the centre of excellence through providing strategic and leadership support to the Provincial Administration.

The office has strengthened the internal collaboration through coordination of its strategic management meetings such as EMC, MANCOM and strategic Advisory meetings.

The following broad objectives have been achieved during the reporting period:

- Improvement of the organisation and capacity of the Provincial Administration including the roll-out of project management practices and systems. As a lead department, we have made strides in the implementation of the Accelerated Capacity Building flagship project by rolling out the Executive Development Programme to all the Departments under our Provincial Administration. Senior managers have been able to attend all three modules of the EDP. The office has also improved its turn-around time within the human resources management practices which include recruitment, selection and retention process.
- Effective monitoring and evaluation of Government Programmes, including early warning systems. The focus during the reporting period has been on strengthening of planning, monitoring and evaluation of the Government's Programme of Action. There has been consistent coordination of governmental fora such as Planners, Monitoring and Evaluation, GITO Council and other strategic forums.
- Positioning the Office of the Premier as a centre of excellence in terms of systems, values, processes and people. The objective has tremendously improved the internal programmes within the Office of the Premier as the office has now become a centre of good systems and processes. We have greatly improved the ethical conduct and organisational culture through conducting awareness campaigns on fraud and corruption practices.
- Further enhancement and effective Executive decision-making process. The office has made strides in improving the functioning of clusters and Provincial Management Committee as well as its MANCO to build quality support to the Executive Council which improved the implementation of Exco resolutions.
- Successful facilitation and coordination of government priority programmes, including the 2010 programme. This objective focused on strengthening the monitoring and evaluation of priority programmes such as 2010 activities and have also seen the finalisation of the integrated plans with municipalities.
- Branding and Marketing. The year under review reflected maximum publicity of the Province and the process was

initiated through the successful launch of the Mpumalanga Brand. Enormous work was also performed in the process of branding and communicating all flagship programmes as announced by the Premier.



The office of the Premier has also attained practical achievements which are highlighted as follows:

- The establishment of Computer and Performance audit within the office to be able to perform the auditing functions within the Provincial Administration.
- Established the Provincial 'One-Stop' office which will act as a central point of coordination of the 2010 World Cup Programmes and activities.
- Roll-out of modules 1, 2 and 3 of the Executive Development Programme which trained 487 Senior managers.
- Refined the Provincial Growth and Development Strategy that is aligned to the Integrated Spatial Framework and National Spatial Development Programme as a planning tool with a more focused economic development strategy.
- Health and Wellness programme was launched to improve the conducive working environment in the Province.
- Initiated the process of filling the posts of Flagship Programme Coordinators in order to drive the implementation of the Big Five Flagship projects as announced by the Premier.

I would like to present this Annual report for 2007/08 to the Honourable Premier and thank him for his outstanding and continuous support during the reporting period. The warm gratitude is also extended to the Senior Managers and all the staff of the Office of the Premier for the excellent effort they made during the reporting period.



Khaya Ngema
DIRECTOR-GENERAL

Acronyms and Abbreviations

ABET	Adult Based Education and Training
APRM	African Peer Review Mechanism
DG	Director-General
DPC	Departmental Planning Co-ordinators
EXCO	Executive Council
GDS	Growth and Development Summit
HOD	Head of Department
HRD	Human Resources Development
HTL	House of Traditional Leaders
IDP	Integrated Development Plan
IDPNC	Integrated Development Plan Nerve Centre
ISF	Integrated Spatial Framework
LED	Local Economic Development
MANCOM	Management Committee
MEC	Member of the Executive Council
M & E	Monitoring and Evaluation
MLO	Media Liaison Officer
MYC	Mpumalanga Youth Commission
MOU	Memorandum of Understanding
NCOP	National Council of Provinces
NEPAD	New Economic Partnership for Africa's Development
NGOs	Non Governmental Organizations
NSDP	National Spatial Development Plan
ODA	Official Development Assistance
OSW	Office of the Status of Women
PCC	Presidents Co-ordinating Council
PGDS	Provincial Growth and Development Strategy
PFMA	Public Finance and Management Act
PGITO	Provincial Government Information & Technology Officer
PIACC	Provincial International Affairs Co-ordinating Committee
PMC	Provincial Management Committee
SALGA	South African Local Government Association
SITA	State Information and Technology Agency

SECTION A Sectional Report

Programme 1 : Administration

The Programme consists of the following sub-programmes:

- Private Secretariat;
- Director-General Support;
- Executive Secretariat support;
- Financial Management;
- Internal Audit;
- Forensic Audit;
- 2010 World Cup™ Coordinating Programme

Aim

The programme is responsible to perform proper and effective coordinating and monitoring functions in respect of administrative and strategic matters, both within the Office of the Premier and the Provincial Administration.

Analytical review of Programme Performance

The programme has ensured that the Premier's programme has been effectively and efficiently co-ordinated and managed through the monthly Diary Forum meetings, support was provided to the 292 meetings held and other events.

Consistent daily monitoring of print and electronic media took place. Important events such as the Premier's State of the Province Address took place during the reporting period. Special Advisory services were also provided to the Executive Authority on a monthly basis and speech writing support was also provided.

The programme was also able to provide strategic leadership and support to the Provincial Macro-Planning and monitoring process in order to ensure that the Provincial Programme of Action is implemented. This was done through the successful co-ordination of Provincial Management Committee meetings with all the Heads of Department, Exco Makgotla as well as Premier's Coordinating Forum (PCF) where interaction with all Municipalities took place.

The Management Committee (MANCOM), Internal Operations, Quarterly business reviews and Budget committee meetings continued to be coordinated to strengthen policy direction and assessment of the performance of Office of the Premier.

During the reporting period the Annual report for 2006/07 was developed and tabled in the Mpumalanga Provincial Legislature as required by PMFA and all the quarterly reports were also submitted in time to both Provincial Treasury and the Portfolio Committee as required by the relevant legislation. The Annual Performance Plan and Implementation plans were also developed and submitted.

The programme also planned to establish the Computer and Performance Audit Unit in order to perform efficient auditing services within the Provincial Administration, for which the objective has been achieved.

The programme also strengthened co-operation on the preparation for the 2010 FIFA World Cup™ and good governance through the renewal of the Mou with the Province of North Rhine Westphalia.

Monitoring of the 24 FIFA guarantee projects has been strengthened through the establishment of a monitoring and Evaluation Dash Board System during the reporting period.

District and Municipal 2010 plans were developed to ensure integration of 2010 activities with all the Municipalities.

The Forensic Audit unit has been established and was able to investigate 54 cases out of the total of 111 which were received and 56 cases are still pending due to investigations being conducted.

Programme 1 : Administration

1.1 Sub-Programme: Private Secretariat

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Co-ordination and management of the Premier's programme	<p>Effective diary coordination through:</p> <p>Monthly Diary Forum meetings,</p> <p>Daily stakeholder liaison and ongoing facilitation of logistical arrangements through accommodation and travelling bookings;</p> <p>Liaison with PPS and Protocol</p> <p>Documentation preparation</p>	<p>25 diary meetings were held</p> <p>Travel and accommodation arranged according to the programme</p>	<p>Minimum of 12 diary forum meetings</p> <p>Arrange travel and accommodation as per Premier's programme</p>	<p>29 diary meetings took place</p> <p>All travel and accommodation arrangements successfully secured</p>	None
	<p>Support will be rendered in the coordination of an average of 10 meetings per month (30 for quarter) with social partners</p> <p>Support will be rendered for an average of three to five events/ functions per month that will be addressed by Premier</p> <p>Support will be rendered to 10-15 government-related engagements per month (Exco, PCF, Cabinet Lekgotla, meetings with MECs, one on ones with Departments etc)</p>	<p>Support was rendered for a total of:</p> <p>-89 political engagements;</p> <p>-47 meetings with external Stakeholders;</p> <p>-82 Government related meetings, including Exco, PCC,PCF, etc;</p> <p>-75 events ranging from National days, departmental functions, Private sector and NGO events which were attended by the Executive Authority</p>	Planned meetings held successfully as per programme	<p>Support was rendered for a total of:</p> <p>292 meetings and events</p>	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Accurate processing of correspondences to and from the Premier	<p>Incoming correspondence acknowledged within two days of receipt Incoming correspondence is processed and submitted to Premier within five days of receipt thereof</p> <p>Outgoing correspondence is processed and dispatched within seven days of receipt thereof</p> <p>Enquiries from the public are dealt with expeditiously and efficiently through referral and provision of information on an on-going basis</p>	<p>97% of the correspondence addressed to the Premier was submitted to him within five days of receipt</p> <p>A total of 1224 pieces of correspondence were received in the reporting period</p> <p>Complaints received 172</p> <ul style="list-style-type: none"> - Invitations 436; - Request for meetings 162; - Reports 81; - Business proposals 78; - Request for financial assistance 75; - Memos-General information mainly from government departments and MEC's 	<p>Submission of incoming correspondence within five days to Premier</p> <p>Forwarding of referrals within 24 hours after discussion with Premier</p> <p>80% of reports requested submitted within 21days</p> <p>Incoming correspondence responded to within three days of receipt</p>	<p>All incoming correspondence was submitted to Premier within five working days upon receipt</p> <p>The Unit processed a total of 2026 pieces of incoming correspondence</p> <p>Referrals or the attention of MECs, the DG and or relevant sections were done within 48 hours after receipt and/or directive of Premier</p>	None
Compliance with Legislature duties and responsibilities	Executive Authority (EA) is able to fulfill his responsibilities in the NCOP, Mpumalanga Provincial Legislature and Constituency Office	<p>The Premier attended 12 sittings of the Mpumalanga Provincial Legislature during which the EA responded twice to Questions of Oral Reply</p> <p>Five sittings of NCOP and National Assembly, with a total of 11 briefing documents submitted</p>	<p>100% compliance to Rules of Legislature and NCOP</p> <p>At least 12 visits to PCO</p>	<p>EA honoured all NCOP and Mpumalanga Provincial Legislature responsibilities, including relevant sittings, responses to questions for oral and written reply, NCOP provincial week.</p> <p>EA has met his Constituency Work obligations</p>	None

Programme 1 : Administration

1.1 Sub-Programme: Private Secretariat continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Positive image of the Premier as leader of Government and of the Private Office	Proactive media monitoring and liaison to provide positive information on service delivery and good governance, and timeous and strategic responses to negative media coverage	<p>A total of 11 formal Media interviews were conducted with the EA</p> <p>Insert in a national newspaper designed and published on the State of the Province Address and the "Big Five" Flagship Projects</p> <p>59 direct meetings/ interactions took place between the Media liaison officer and media related institutions</p> <p>Print and electronic media were monitored daily to alert EA timeously on issues requiring his attention, and to respond where necessary to media reports</p>	<p>Daily monitoring of media</p> <p>Monthly briefing to Premier on media trends</p> <p>At least 12 media interviews</p> <p>Weekly release of Premier's itinerary to media</p> <p>Media presence at all public functions addressed by Premier</p>	<p>Daily monitoring of print and electronic media took place</p> <p>Media covered events such as the State of the Province Address and Provincial events that were addressed by the EA</p> <p>Itineraries were released to the media on a weekly basis.</p> <p>MLO participated in strategic focus on the Branding Project through interaction with the Communications Unit and the service provider</p>	None
Timeous and accurate advice and information to the Premier	<p>To ensure on-going monitoring, research and analysis of emerging provincial, national and International trends and best practices by the Special Advisors</p> <p>Regular submission of advisories by Special Advisors as and when required</p> <p>Weekly meetings with DG</p>	<p>The two Special Advisors facilitated submission of a total of 49 speeches and seven briefing documents on important developments to the EA</p> <p>The Strategic Advisory Forum convened 5 out of 8 scheduled meetings. Meetings that did not sit were cancelled mainly due to other priorities that arose at short notice</p> <p>The EA met at least on a weekly basis with DG</p>	<p>Ensure the preparation of speeches/ briefing notes and provide advice to the Premier on economic and political issues and trends</p> <p>Quarterly EAC meetings speeches submitted to the Premier at least three days prior to events</p> <p>Coordinate and manage political and economic stakeholders</p> <p>Monthly briefing notes on analysis of emerging provincial, national and International trends and best practice</p> <p>Weekly meetings with the DG</p>	<p>Speech writing support was provided for the EA</p> <p>Regular meetings with DG and Special advisors were held</p> <p>Quarterly Political and Economic stakeholder meetings coordinated</p>	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Safe, secure and stress-managed environment around the Premier Compliance with public service legal framework	Daily liaison with and management of security personnel, official residence household staff and office staff	Four visits per month to the Premiers official residence to provide onsite support to the staff	Effective management of the Premiers household	15 meetings were held with the Household Manager, with additional daily visits to provide support	None
Compliance with Public Service Legal Framework	Administrative systems in place and compliant with legislation	All quarterly reports submitted on time	Submission of monthly reports within seven days after month end Quarterly staff assessments done within 14 days after quarter All new private secretariat staff vetted by NIA	All quarterly reports submitted on time	None
	Financial Management systems in place and compliant with legislation	All Financial monitoring meetings held	Continuous compliance with both financial and procurement procedures	Control over stock in the storeroom has been strengthened and the function has been centralized. Commitment register in place and updated regularly in compliance with financial and procurement procedures. Unit participated in the establishment of the EDMS for the Office	None

Programme 1 : Administration

1.2 Sub-Programme: Office of the Director-General

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To effectively manage the strategic process of the department	Weekly Executive Management Committee (EMC) meetings	All scheduled meetings were held and the implementation of resolutions monitored	To hold weekly Executive Management meetings	Weekly EMC meetings held however not often due to other engagements	None
	Monthly, Mancom and Internal OPS Meetings	All scheduled meetings were held and the implementation of resolutions monitored	To hold monthly Mancom and Internal OPS meetings	Nine MANCOM meetings held	25%
				10 Internal OPS meetings held	17%
		Agendas, minutes compiled and implementation of resolutions monitored			
	Coordinate and manage monthly PMC meetings	All monthly PMC meetings were successfully coordinated, and secretarial support provided	Monthly PMC meetings coordinated	13 Provincial Management Committee meetings held and three Makgotla held	None
	Approved and aligned 2007/08 operational plans and documents for the Office of the Director-General and Office of the Premier	Not achieved due to a delay in the appointment of the Planner	All Senior Managers' performance agreements aligned to the implementation plan	All Senior Managers' performance agreements aligned to the implementation plan	None
Co-ordination and compilation of monthly, quarterly and Annual Reports	Monthly and quarterly reports compiled 2006/07 Annual Report compiled and presented to the Portfolio Committee	Coordinate and manage the strategic planning process of the department. Monitor and track the implementation of the departmental programmes/ projects Coordinate and manage regular business reviews of programmes/ projects experiencing challenges, as and when necessary Compilation of monthly, quarterly and annual reports	Strategic planning session held. APP developed Monthly and quarterly reports compiled and submitted to Treasury and Legislature Four Sectional business reviews were held Departmental Implementation Plan 2008/09 finalized	None	

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Participate in the monthly Planners' Forum	Planner not appointed yet	Participation in the monthly planners forum meetings	Four National CFO/ Planners Fora were attended Two Provincial Planners forums attended	None
Co-ordination and management of the Director-Generals programme	Effective management of the DG's diary Management of the DG's logistical arrangements, including travel arrangements, accommodation – domestic & international.	DG's diary and logistical arrangements were managed successfully	Dairy to be updated regularly Logistical arrangements managed	DG's diary updated regularly DG's weekly standing meetings with the Premier were held regularly DG participated in Exco, PCF, EAC, SAC, FOSAD, G&A Cluster nationally, PCC meetings.	None

1.3 Sub-Programme: Executive Council Secretariat

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Provide effective and efficient secretarial support services to the Executive Council and the Director-General	Co-ordinate Executive Council meetings	17 Exco meetings (including Special Exco), and 10 Outreach visits were successfully coordinated	Co-ordinate 28 Executive Council meetings, EXCO	22 Executive Council meetings (that includes two Special EXCO meetings), were successfully co-ordinated	21
	Co-ordinate technical and Executive Council Committee meetings	16 technical and Exco Committee meetings were facilitated to develop Cluster Programmes of Action	Co-ordinate 20 Political and Technical Committee meetings	20 Technical and 18 Executive Council Committees meetings were coordinated.	None
	Co-ordinate Exco and PMC Makgotla	Exco and PMC Makgotla coordinated	Co-ordinate three Exco and three PMC Makgotla with Macro Policy.	Co-ordinated three Exco and three PMC Makgotla with Macro Policy.	None

Programme 1 : Administration

1.3 Sub-Programme: Executive Council Secretariat continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Coordinated PCF and PMC meetings	Four Premier's Coordinating Forums were facilitated and successfully held PMC meetings coordinated successfully	Co-ordinate six Premier's Coordinating Forum (PCF) meetings. Co-ordinate 12 PMC meetings	Three PCF Meetings and one technical 13 PMC meetings co-ordinated	50
	Record all proceedings at all Exco meetings	Minutes of all Exco meetings compiled and proper records kept	Prepare, package and provide documentation on a fortnightly basis. Record Exco proceedings and make the necessary logistical arrangements	Minutes of all Exco meeting compiled and proper records kept	None
	Security and safekeeping of Exco documents and information	EXCO documents and records have been secured and kept safely	Secure and safe-keeping of Exco documents and information	EXCO documents and records kept safe and secure	None
	Update and improve Exco management system.	EXCO database of resolutions and minutes regularly updated	Update the database on EXCO resolutions, decisions and discussions	Updated the Exco Management system Improved the formats for developing EXCO Reports and memoranda and minutes	None
	Strengthen internal systems and human resource capacity, to improve the quality of services to EXCO	Coordination of relevant training programmes for staff	No training took place	Co-ordinate relevant training for staff in the Unit, including a team building session	No training took place

1.4 Sub-Programme: Financial Management

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Entrench sound financial management in the Office of the Premier	Implement a proper program for the payment of goods and services to comply with the provision of the PFMA	All three tender committees appointed and functional	Implementation of a proper programme for the payment of goods and services to comply with the provisions of PFMA and Treasury Regulations	85% of invoices received paid within 30 days	15
	Provide an effective and efficient management of salaries	All monthly salary verifications conducted and all personnel were accounted for	Provide effective and efficient monthly management of salaries	Monthly salary reports distributed and collected from the respective units	None
	Effective and efficient utilization of government vehicles, subsidized vehicles, cell phones & telephones	Replaced the old fleet six new government vehicles and all fitted with tracking devices Subsidized vehicles were periodically monitored leading to a withdraw of two which did not meet the monthly kilometers required per month Cellphone policy was approved. Follow-ups were made with officials exceeding their limits	Ensure effective & efficient utilization of state assets	Strict use of logbooks and regular spot checks; Pre- and post inspection of government vehicles before issue done Balance adjustment of stock conducted	None
	Responding to audit management letters	Responded to the audit management letters. Obtained an unqualified audit report for 2005/06 without matters of emphasis	Respond to audit management letters	Management responded to audit management letters Unqualified audit report	None

Programme 1 : Administration

1.5 Sub-Programme: Internal Audit

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Strengthening of internal controls and good governance	To render audit assurance and consulting services to cluster departments	39 audits were conducted in the four cluster departments in accordance with the IIA standards	Value adding Internal Audit Reports in line with approved Audit plans	Audits for 2007/08 finalized in accordance with audit plans Special audits carried out on request – MACFEST and Marketing and branding – reports issued Special investigation by CAE – DG of Limpopo Province	None
	Facilitated risk assessments and ensured compliance with relevant regulations	Four Risk Assessment reports for the four cluster departments were facilitated and compiled	Four Risk Assessment reports compiled for the four cluster departments	Facilitated Risk Assessments for the four cluster departments	None
	Effective Audit Committee	Audit Committee's formal terms of reference adopted New Audit Committee appointed with effect from December 2006 Quarterly reports were submitted to the AC	Holding of three Audit Committee Meetings 16 Quarterly reports to the Audit Committee	Facilitated Audit Committee meetings and ensured submission of required information to the AC Assisted AC with relevant information to produce AC reports for annual reports Quarterly reports were submitted to the Audit Committee	None
	Assist departments in achieving strategic goals and objectives	Internal Audit plans designed to assist cluster departments to achieve their strategic goals and objectives	Assist departments in achieving strategic goals and objectives	Aligned Internal Audit plans to the strategic goals and objectives of the cluster departments Issued value adding reports to departments to strengthen the internal control environment.	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	To provide information technology Computer and Performance Audit services on an ongoing basis	Not achieved, however a proposal for the creation of Computer and Performance Audit units was completed and submitted to the Principals for approval	Creation of Computer and Performance audit units	Computer and Performance audit unit established	None

1.6 Sub-Programme: Forensic Audit

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Render Forensic Audit Services	To conduct special investigations on an ongoing basis.	Received 71 cases from the National Hotline	Conduct special investigations on an ongoing basis	Received a total of 111 cases 54-cases investigated 1- case referred to the relevant department; 56-cases pending due to investigations being conducted	None
	Provide education and training to government employees to raise levels of awareness on fraud, corruption and integrity	No employees trained	500 employees to be trained on fraud, corruption and integrity	53-employees trained through SAMDI and 366 attended a workshop on Fraud and ethics management Total= 419	16
	Reduction in the number of unethical conduct, fraud and corruption cases	Awareness on Fraud and corruption, integrity and unethical conduct coordinated	Training and raising awareness of officials in anti-corruption and fraud prevention	Awareness on ethics and anti-corruption done on both print and electronic media Information brochures disseminated to increase the level of awareness Report on reviewed policies circulated to all HODs	None

Programme 1 : Administration

1.7 Sub-Programme: 2010 World Cup Co-ordinating Programme

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Coordinate a successful 2010 Soccer World Cup (SWC) Programme for the Province	Hold 2010 Technical and Political Committee meetings with the respective stakeholders	Human Resource constraints	Political and Technical Committees functional	Nine Technical and Political committee meetings held	None
		No projects were monitored	Dash Board system to be acquired for the monitoring of 2010 projects.	Dash Board system was acquired	None
		Development of communication strategy not achieved	2010 WC communication strategy developed	Communications Strategy developed	None
	Regular meetings to be attended and roadshows coordinated	Human Resource constraints	Conduct road shows, workshops and seminars on 2010 SWC matters	Meetings with stakeholders held	None
				Three 2010 Business Opportunity workshops were held in Ehlanzeni and Gert Sibande and Nkangala respectively	
			The Provincial Business Summit was held		
			Developed the District and Municipal 2010 Plans		
	Hold 2010 SWC build up events	None	To hold the COSAFA Under 20 Championships	The event was held in November/ December 2007	None
	International Relations	Strengthened ties with NRW following the hosting of 2006 World Cup	To develop co-operation frameworks with NRW, Swaziland and Mozambique	Co-operation frameworks developed and are being implemented	None

Programme 2 : Institutional Development

The Programme consists of the following sub-programmes:

- Strategic Human Resource
- Communication Services
- Labour Relations
- Legal Advisory Services
- Protocol Services
- Information Communication Technology (OPIGITO)

Aim

The programme provides good corporate governance in the Province in ensuring that there is operational efficiency, alignment and compliance of policies especially Human Resources.

Analytical review of Programme Performance

As a lead department, the Office has been able to launch the Accelerated Capacity Building Programme as well as the Mpumalanga Public Management Centre as an important commitment to ensure that management training and development interventions are well co-ordinated.

During the reporting period, the Accelerated Capacity Building initiative has trained 80 SMS members in Module three, 266 completed core skills, 198 completed deployment and both as Module one, and 141 completed Module 2.

91 learners have been awarded bursaries in the Engineering field as part of the implementation of the National Skills Fund Strategic Project jointly with the Department of Labour. The Learnership programme has also been co-ordinated in the field of Project Management and Public Administration.

The process of rolling out the Middle Management Development Programme and Junior Management Programme has been initiated during this reporting period.

The programme managed to make 41 appointments and continued to coordinate interviews for filling the vacant positions in order to position the Office of the Premier as a centre of excellence in terms of its systems and people.

In implementing employment equity and ensuring gender mainstreaming, 18 female appointments and one person with disability were made during the reporting period.

In ensuring that the office improves the organization and capacity of the Provincial Administration, the programme successfully re-organized the proposed organizational structure of the Office of the Premier, conducted job evaluations and ad-hoc work study investigations in departments. In this case 161 posts on salary level 11 and 12 were evaluated and 239 posts on all other levels were also evaluated.

In order to enhance the Marketing and Branding of the Province, the programme has launched the new Mpumalanga brand. This new brand image gives depth and adds value to Mpumalanga's product offerings and value proposition beyond being the "land of the rising Sun". Media relations and communication have been strengthened through the production and distribution of 160 Newsletters in the Province.

The programme has continued its engagement and interaction with communities to ascertain their developmental needs by organizing 11 Outreach meetings and two Izimbizo Focus weeks.

Extensive labour relations and legal advisory services have been provided to all the departments through advisory services on request. Seven arbitration hearings were held, eleven grievances received and finalized and 46 misconduct cases received with 16 that were finalized.

Protocol Services were successfully rendered to stakeholders for the planned events and activities that took place. Planned Departmental activities (46) were successfully coordinated.

Programme 2 : Institutional Development

2.1 Sub-Programme: Strategic Human Resources

This sub-programme consists of the following units:

- Transversal Human Resource Development Services
- Internal Human Resources and Auxiliary Services
- Transversal Human Resource Policies and Guidelines
- Workstudy and Job Evaluation
- Public Service Transformation and Services Delivery Improvement

2.1.1 Sub-Programme: Transversal Human Resource Development

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Effective Management of Human Resource Development strategy	Facilitate integrated Human Resource Development planning for the implementation of the Human Resource Development Strategy (HRDS)	HRD Strategy updated, aligned to sector plans and marketed to the stakeholders	Provincial HRD strategy monitored and implemented Co-ordinate workshops	HR Strategy managed and monitored The Public Service HRD Strategy Workshop was successfully conducted	None
	Develop and submit skills plans and training reports by all Departments to PSETA and line SETAs	All 4 structures (Skills Development Fund Forum; Learnership Managers Forum; ABET Coordinators Forum and Departmental Training Committees) were maintained	Co-ordinate and maintain institutional arrangements in departments	All departments submitted skills plan training reports Three PSETA workshops were held.	None
Facilitate the implementation of the First Year programmes prioritized in the National Skills Fund Strategic Project	Administration of Bursaries in scarce and critical skills	No bursaries were awarded	Bursaries to be awarded for scarce and critical skills	91 engineering bursaries were awarded	None
Implementation of Accelerated Capacity Building Flagship Project and other transversal training	Co-ordinate the establishment and launch of the Mpumalanga Management Centre	Department of Public works tasked to find a suitable venue	MMC to be established and launched	MMC launched successfully and 400 delegates attended	None
Mpumalanga Management Centre to be established and launched	Co-ordinate Executive Development Programme (EDP) modules 1,2 and 3.	EDP not rolled out	Co-ordinate Executive Development Programme	EDP co-ordinated wherein 80 SMS members completed module three, 266 completed core skills, 198 completed deployments and both as module 1, 141 SMS completed module 2	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Executive Coaching Programme for senior managers levels 15 and 16 rolled-out	Programme not rolled out	Coordinate Executive Coaching Programme	Not achieved however tender was advertised to appoint a service provider	100
Implementation of Accelerated Capacity Building Flagship Project and other transversal training	Coordinate the Middle Management Development Programme (MMDP) and Junior Management Development Programme (JMDP)	Programme not rolled out	Middle Management Development Programme (MMDP) and Junior Management coordinated	Not achieved however tender was advertised to appoint a service provider	100
	Coordinate attendance of ADP by talented middle managers	Programme not rolled-out	Attendance of ADP by middle managers	Successfully facilitated the attendance of ADP by middle managers	None
Coordination of learnerships in the Provincial Administration	Monitor implementation of Provincial Learnerships	<p>204 (serving officials) participated in HRM Project Management; Public Admin; Public Sector Accounting</p> <p>227 officials in the three districts attended the workplace induction</p> <p>250 unemployed Youth attended the induction of IT Learnership, with 195 being assessed</p> <p>64 unemployed youth from three Districts attended Learnerships in Public Admin; Public Sector Accounting and Project Management</p>	Coordinate the Learnership programme and database for the Provincial Administration	<p>Learnership programme coordinated for Project Management and Public Administration</p> <p>Pass rate was 40% for Project Management and 100% for Public Administration</p> <p>Awarded certificates from Regenesys to competent learners</p>	None
Coordination of the ABET Programme for General Assistants in the Provincial Administration	Coordination of ABET programme in the Province	<p>1610 ABET learners received certificates</p> <p>Seven newly appointed ABET service providers inducted in the new method of assessment</p>	Coordinate and manage the ABET programme	<p>Workshop for formative assessments conducted and 29 officials attended</p> <p>55 ABET centres monitored and reports complied</p>	None

Programme 2 : Institutional Development

2.1.1 Sub-Programme: Transversal Human Resource Development continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
		Training of ABET facilitators on formative assessment conducted tuition for the new academic year in 33 ABET Centers across the Province commenced in October 2006	Coordinate and manage the ABET programme	Facilitated collection of assessment documents and results for ABET learners and distributed them to departments	None

2.1.2 Sub-Programme: Internal Human Resources and Auxiliary Services

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To ensure strategic HR planning, recruitment and selection processes	Updating of departmental organogram on the PERSAL system including Vulindlela	Managed and updated the departmental organogram	Maintain the organisational structure on PERSAL based changes made on the approved organogram	Updated the departmental organogram on the PERSAL and Vulindlela systems	None
	Co-ordinate all interview sessions	92 vacant funded posts were advertised, 60 appointments were effected	Manage the implementation of the Human Resource Plan	HR plan managed through the appointment of officials Interviews for 10 internships conducted 41 appointments made 20 transfers effected for officials coming and transferring to other departments	None
Ensure effective and efficient management of conditions of service	Processing of appointments and transfers of officials on the PERSAL system	Updated PERSAL records	To update and monitor the implementation of the Employment Equity Plan	Office appointed 18 females and one person with disability	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Regular capturing of leave, pension payouts, housing allowances, pay progression and PMDS incentives.	The unit processed 1726 annual, sick leave forms and 12 PILIR applications; 14 applications for pension payout submitted; 10 applications for housing allowance received	Regular maintenance and management of personnel information	1555 annual and sick leave forms processed Five pension applications received 22 housing allowance applications received and processed Implemented 87 PMDS performance incentives	None
Ensure effective and efficient management of service	Regular capturing of leave, pension payouts, housing allowances, pay progression and PMDS incentives	Implemented the 1% pay progression for 120 employees and performance bonuses for 53 officials	Daily capturing of conditions of services	Implemented a 1% percent pay progression for 138 qualifying officials	None
Ensure proper control, preservation and care of Office's correspondence, files and management of records	Develop and implement a registry procedure manual and implement a records management policy	Registry Manager appointed to lead the process Policy not in place	Maintenance and periodical review of the Records management policy	Proposal to revamp the registry was approved Registry procedure manual was finalized	None
	Effective and efficient filing	Electronic Document Management System not implemented	Monitor the implementation of the departmental filing system	Electronic Document Management System not implemented	100

2.1.3 Sub-Programme: Transversal Human Resource Policies and Guidelines

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Draft HR policies for the Province	To develop and review policies	The following policies were reviewed and are awaiting consultation and approval: Access control; Disability framework; Gender Focal Empowerment Asset Management	Regular maintenance and management of Human Resource Policies' database	Changes were effected to the following Financial Management Policies: -Cash Management; -Management of Debtors -Fraud Management -Transport -Cellphone and telephone	None

Programme 2 : Institutional Development

2.1.3 Sub-Programme: Transversal Human Resource Policies and Guidelines continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
		<p>Succession Planning; Learnership, Internship and Practical Experiential Training; Procurement;</p> <p>Occupational Health & Safety and Retention Strategy; PMDS; Selection and Recruitment</p>		<p>-Procurement; -Re-imburement of expenses incurred while working away from Head Office</p> <p>Developed drafts of the following policies and guidelines: -Job Evaluation -Acting Allowance and -Office of the Premier's HR Plan</p>	
	Provide capacity building and training on HR policies and their implementation	<p>12 HR forum meetings dealing with issues of PMDS implementation, monitoring and evaluation of HR policies, management of employee incapacity leave, incentive reward challenges,</p> <p>HR repositioning</p> <p>HR planning, were conducted</p>	Conduct awareness sessions, training workshops on approved HR policies in the department and other departments	Workshops on PMDS conducted in five Departments	None
Effective Employee Health and Wellness Programmes	Strengthen the Provincial Health and Wellness component	EHW not fully functional	Establish a functional Health and Wellness Programme throughout the Province	<p>Coordinated and hosted an Employee Health and Wellness Promotion Day with the theme "Indigenous Games"</p> <p>Coordinated and hosted World AIDS Day commemoration themed: "Stop Aids: Keep the Promise: Leadership"</p> <p>Assisted departments in planning, coordinating and facilitating EHWP Promotional Days</p>	None

2.1.4 Sub-Programme: Workstudy and Job Evaluation

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Align departmental organograms with their strategic plans	Align departmental organograms with their strategic plans within 20 working days after receipt	Developed and aligned organograms of five departments in line with their strategic plans : Economic Development & Planning; Local Government & Housing; Culture Sport & Recreation; Finance and the Office of the Premier	Develop five organograms for Provincial Departments	Conducted a full scale workstudy investigation in the Office of the Premier, Department of Safety and Security and the Department of Health and Social Services Re-organized the proposed organizational structure of the Office of the Premier	None
Conduct ad-hoc Work Study investigations in 11 Departments	Conduct ad hoc work-study investigations in 11 departments	Investigations for organizational structure amendments were conducted for two departments, i.e. Local Government and Housing (office of the CFO and Local Economic Development unit) and the Premiers Office	Conduct twenty ad-hoc Work study investigations in various departments	Ad hoc work study investigations conducted successfully	None
Facilitate the development of job descriptions	Facilitate the development and review of job descriptions	Facilitated and reviewed job descriptions of 383 MMS level posts and 75 other posts in seven departments	Facilitate the development of job descriptions in the different departments	Facilitated the development of job descriptions and 480 job descriptions revised in eight departments and the Legislature	None
To determine the correct grading of posts on a continuous basis through job evaluation	Evaluate posts on salary level 11 and 12 in compliance with the directive from the MPSA	299 MMS posts (SR 11 and 12) evaluated in all 11 departments	Assessment and review of job descriptions of 294 posts on salary level 11 and 12 and 85 posts on other salary levels	161 posts on salary level 11 and 12 posts were evaluated and 247 benchmarked in various departments	45
	Determine the correct grading of posts on other salary levels	324 posts evaluated	Evaluate 85 posts on other salary levels	239 posts were evaluated plus 196 (group of posts) 1430 were benchmarked	None
	Facilitate 22 sittings of the Provincial Job Evaluation Panel	10 Job Evaluation Panel sittings held	Facilitate 22 sittings of the Provincial Job Evaluation Panel	26 Panel sittings took place	None

Programme 2 : Institutional Development

2.1.4 Sub-Programme: Workstudy and Job Evaluation continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Participate in Inter-Provincial Job Evaluation Forum meetings	Four Inter-Provincial Job Evaluation Forums attended	Participate in four Inter-Provincial Job Evaluation Forum meetings	Three Inter-Provincial Job Evaluation meeting was attended	25
	Attend Co-ordinating Committees on upgrading the entire occupational categories of posts	Three Co-ordinating Committee meetings for: works inspector, Job Analyst; Clinical Psychologist; Secretary posts; Nursing Assistant; Staff Nurse and Emergency Medical Services held	Attended 18 Co-ordination Committee's meetings	Attended 19 Co-ordination Committee's meetings	None

2.1.5 Sub-Programme: Public Service Transformation and Service Delivery Improvement

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Provide strategic support to all social service departments and Government agencies in the Province for improving social service	Coordinate capacity building workshops on the establishment and functioning of DTUs.	Development of a policy guideline for the re-establishment of Departmental Transformation Units to resuscitate the transformation machinery	Establish fully functional Departmental Transformation Units	Conducted Capacity Building Programme for nine transformation structures to equip them with necessary skills, facilitated and rolled out	None
	Develop baseline Service Delivery Improvement Plans	Implementation plan for the rollout of the filling solution in the health sector	Coordinate and manage the process of developing Service Delivery Improvement Plans (SDIPs) for Provincial Departments	All departments submitted Service Delivery Improvement Plans	None
Facilitate and monitor access to services and information to rural communities	Conduct a survey on the impact of Thusong Service centres in the Province	Not achieved	Monitor the implementation of survey results or recommendations	Conducted Impact Assessment studies in seven, second generation Thusong centres and feedback was provided	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Coordinate, monitor, and evaluate all government agencies, private sector, and civil society aimed at accelerating provision of basic social services such as water, sanitation, electricity, and other public amenities	Conduct a customer satisfaction audit to analyze service delivery needs in communities	Not achieved	Implement the results of the customer satisfaction audit on the provision of basic services and compliance by stakeholders	Appointed a service provider to conduct a customer satisfaction audit in three departments	None
Coordinate and monitor Batho Pele programmes and projects	Successful implementation of Batho Pele programmes and projects.	Conducted a workshop on Batho Pele programmes in conjunction with DPSA	Finalization and implementation of Batho Pele Strategy	Consultative workshop held on the establishment of Batho Pele Provincial Forum Conducted a workshop for the general assistants in the Office of the Premier on customer care	None
	Coordination of the Premier's Service Excellence Awards (PSEA)	Postponed on the request of the principals	Coordination and management of annual events such as Premier's Excellence Awards and the Provincial SMS Conference	Premier's Service Excellence Awards held on 18 October 2007 SMS Conference held on 27 – 28 March 2008	None

Programme 2 : Institutional Development

2.2 Sub-Programme: Communication Services

The sub-programme consists of the following units:

- Corporate Communication Services
- Media, Departmental Liaison and Information Services
- Community and Outreach Services

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Branding and marketing of the Province	Develop the Province as a brand	Request for proposals issued Service provider identified and appointed at the end of March 2007 (work to commence during 2007/08) Provincial Branding and Marketing Strategy not in place.	Develop Mpumalanga as a brand (Branding Strategy) Marketing Mpumalanga as a brand Marketing of all Heritage project products (book, DVD and film) Host four symposiums	Service provider appointed: Global Interface Mpumalanga brand was launched during November 2007 Heritage book was published and launched at Botshabelo and Cape-Town International Book Fair in July 2007 Heritage sites were visited in Ermelo during the Heritage Symposium Workshop	None
	Maximise publicity on the Provincial Flagship programmes	Announcement of the Big Five Flagship projects	Develop a Communication Strategy for the flagship projects Brand and conduct mass communication of the flagship programmes Evaluation of the impact made through the communication of the flagship programmes	Draft Communication Strategy developed Accelerate Capacity Building has been launched	50
Promote communication as a strategic function of the Provincial Government	Sufficient buy-in from management	Media and departmental liaison and information services were coordinated successfully	Successful coordination of media, departmental liaison and information services	Workshops coordinated on the development of integrated communication system Media invitations and advisories were issued	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
			Generation of news briefings	160 newsbriefs were produced and media relations were analyzed	
			Manage the provincial website as well as the electronic newsletter	Website has been updated regularly	
Unmediated communication between government and the people	Coordinate community outreach meetings for the Executive Council	Community outreach meetings for the Executive Council coordinated successfully	Coordinate and manage Exco Outreach programmes	11 outreach meetings were coordinated	None
	Organise National/ Provincial Izimbizo for Government	National and Provincial Izimbizo organized successfully	Facilitate the hosting of National and Provincial Izimbizo	Two Izimbizo focus weeks were executed	None

2.3 Sub-Programme: Labour Relations

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To capacitate managers in all 11 departments in dealing with employment policies and practices	Conduct institutional visits to identified departments	10 sessions for two provincial departments (OTP and DCSR) were conducted and the areas covered included; Code of Conduct and Disciplinary Code	Conduct workshops and meetings to capacitate managers in dealing with employment policies and practices on a quarterly basis	Two institutional visits conducted wherein the Code of Conduct, and the Grievance Procedure were the main focal point	None
To coordinate the collective bargaining chamber meetings on a quarterly basis and represent the Province at the National Bargaining Council	Coordination of Provincial Collective Bargaining Chamber meetings and represent the Province at the National Bargaining Council	30 National Bargaining Council meetings held and attended by the unit	To attend meetings of the Bargaining Chamber as and when required Monitor and track the implementation of the Bargaining Chamber	29 PSCBC meetings were attended by this unit	None
To deal with disputes and maintenance of discipline	Maintain healthy and sound labour relations within the Province on an ongoing basis	Sound labour relations maintained	To deal with misconduct and disputes effectively and expeditiously	Seven arbitration hearings held, three are pending and four were finalized 11 grievances received and all were finalized	None

Programme 2 : Institutional Development

2.3 Sub-Programme: Labour Relations continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
				<p>46 Misconduct cases received, 16 were finalized and 30 are still pending</p> <p>64 final written warnings were issued for the SASSA misconduct cases</p>	
	Facilitate the resolution of strikes	No official strike actions, except for two incidents of protests and picketing at the Department of Health and Office of the Premier	To facilitate speedy and amicable resolution of strikes in the event as they take place	<p>A protest march, relating to the National Wage Negotiations, was reported and monitored on 25 May 2007</p> <p>The first Strike Committee meeting was held on 24 May 2007 wherein a Provincial Joint Operations Centre PROV JOC was established to monitor the impact of the strike in the province on a daily basis.</p> <p>The PROV JOC held daily meetings for the duration of the strike to manage the strike action</p>	None

2.4 Sub-Programme: Legal Advisory Services

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To provide legal advice, guidance and assistance to the Mpumalanga Provincial Government	Legally sound, written legal opinions, memoranda, contracts and other documents with a legal bearing.	33 formal written legal opinions were drafted and submitted in time to the requesters	To provide the client with a formal, written legal opinion within five working days after request	32 formal written legal opinions were drafted and furnished to requesters	None
		411 internal memoranda, reports, letters and other documents with a legal bearing were drafted, most of which were initiated by the Unit	To provide the client with legal advice, assistance and legal documents, including contracts within five working days after request	293 letters, reports, internal memoranda, contracts and other documents with a legal bearing were drafted 206 formal meetings were held with the Premier, MECs, Director-General, HODs, other officials as well as employees of the various Provincial Parastatals	None
	Co-ordination of litigation pertaining to the Provincial Government	Coordinated, dealt with and monitored more than 150 instances of litigation involving various Provincial Departments	To coordinate on a continuous basis, litigation in respect of the Provincial Government in order to safeguard Government's interests	120 instances pertaining to various aspects of litigation in various Departments were coordinated, dealt with and monitored	None
	Legally and Constitutionally sound Provincial legislation The repeal of all Provincial "old order" legislation Prompt and effective liaison and consultation by Departments with the State Attorney, in respect of pending litigation	Assisted departments in the repeal and/or drafting of 15 pieces of Provincial legislation	To draft, in consultation with the client department, legally sound draft Bills, within 35 working days after request	Various aspects pertaining to the formulation, drafting, certification or implementation of 14 Provincial Bills and Acts were attended to Prepared de novo, a complete set of Liquor Licensing regulations to be made by the MEC under the Mpumalanga Liquor Licensing Act, 2006	None

Programme 2 : Institutional Development

2.5 Sub-Programme: Protocol Services

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Enhance and strengthen good governance and service delivery by rendering protocol services to both internal and external clients	Render protocol services for all planned activities	90% of the planned activities were successfully executed	Maintain effective and efficient protocol services	Rendered Protocol services to clients for the planned activities that took place.	None
	Departmental coordination and events management	All departmental events coordinated and managed	Coordinate departmental activities	Coordinated 46 planned departmental activities	None
	Facilitate incoming and outgoing visits	Successfully coordinated the Premier's visit to Germany as well as the MECs' visit to Canada during July & August 2006	Facilitate and manage programmes for incoming dignitaries and outgoing visits	Facilitated and managed six activities that had National and International dignitaries	None
	Create awareness on protocol services and etiquette matters	Attended Advanced Protocol training and conducted three workshops for other stakeholders, including officials from municipalities	Provincial Protocol Policy developed and approved	Not achieved - Policy document awaiting to be presented to the Executive Council	100

2.6 Sub-Programme: Provincial Government Information Technology Office (PGITO)

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Alignment of Departmental IMIT strategy with their strategic plans	IMIT Policy developed and approved IMIT Plan in line with strategic plans of all units	Investigation of IMIT role in departmental strategy undertaken	Alignment of departmental IMIT strategies to the departmental strategic plans	New National ICT Handbook distributed to all departments for compliance and incorporation into strategic plans	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Development and alignment of Departmental IMIT policy and regulatory framework with National guidelines	Departmental IMIT Policy in line with National guidelines Departmental IMIT Policy developed and implemented	Policy development in process Comments have been received from three departments on the following policies: -E-mail -Internet Access -IT Asset Management Policy -Information Security Policy	All IT policies in place and adhered to across the Provincial Departments	Minimum Interoperability Standards (MIOS) distributed to departments for compliance	None
Management and coordination of the Provincial GITO Council, and representation of the Province at the National GITO Council	Functioning GITO Council	Eight scheduled Provincial GITOC meetings, one urgent Special Meeting	Functional Provincial GITO Council structure as well as Provincial representation at all National GITO Council and Standing Committee meetings	Eight GITOC meetings held Coordinated GITO functions across all eleven departments	None
	Provincial representation on the National GITO Council	Attended eight National GITOC Meetings, three Inter-Provincial GITOC Meeting as well as 19 National Standing Committee meetings One urgent National GITOC meeting was called by the Minister and was attended	Functional Provincial GITO Council structure as well as Provincial representation at all national GITO Council and Standing Committee meetings	Managed Provincial GITO Council meetings	None
Facilitation and management of the effective and efficient utilization of the IMIT as a strategic resource	IMIT implemented by all sections effectively Efficient utilization of IMIT resources	Wireless connectivity approved, installed and functioning Certification is awaited from NIA and ICASSA	IMIT utilized efficiently as a strategic resource	Assisted units in procurement of ICT goods and services	None
Establishment and management of positive relationships with the SITA	Provincial and SITA co-operation and relationship based on sound co-operative principles	Nine meetings held to resolve working relationships between SITA and Provincial departments leading to the signing off of five SLA' s	Ongoing resolution of conflicts and a smooth operational relationship between SITA and departments	12 meetings held with SITA reps No specific conflict reported 12 monthly meetings held with SITA on the state of relations and communications	None

Programme 2 : Institutional Development

2.6 Sub-Programme: Provincial Government Information Technology Office (PGITO) continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Facilitation and coordination of the appropriate training and development of departmental IMIT personnel	Identify training needs of personnel Co-ordinate training with HRD	No personnel appointed	Identify training needs of personnel Facilitate the acquisition of appropriate training Co-ordinate training with HRD	No personnel appointed	100
Management of the effective utilization of the prescribed IMIT security mechanisms	IMIT Security mechanisms applied and utilized effectively	Policy development on IT Security not developed	Regular information dissemination to all staff on IMIT security matters Updating security mechanisms regularly	All IT Security matters conveyed to GITOs in departments	None

Programme 3 : Policy and Governance

The Programme consists of the following sub-programmes:

- International Relations
- Public Policy Management
- Special programmes
- Cluster management
- Programme Facilitation Unit
- House of Traditional Leaders
- Mpumalanga Youth Commission

Aim

The programme has been responsible to drive the macro policy and planning services for the Province as well as to monitor and evaluate the implementation of strategic provincial programmes.

Analytical review of Programme Performance

In the year under review the programme had an added mandate of ensuring the successful implementation of the “Big five” Flagship projects. The programme has provided technical and project management support in the lead departments to complement capacities for the effective implementation of the “Big Five” Flagship projects. The Scoping report of the flagship projects has been completed and the Accelerated Capacity Building Flagship Programme was launched. The process of appointing the Programme Coordinators has been initiated and drafted terms of reference for establishment of Programme Management units in all lead departments, except in the Department of Local Government where the Programme Management Unit has been established.

In ensuring that monitoring and evaluation of government programmes succeed, the programme played a critical leadership role in ensuring that public policy development and implementation appropriately respond to the macro-social environment and the PGDS. A draft PGDS has been refined and aligned to ISF and NSDP which respond to the socio-economic needs of the people of the Province.

In order to improve the quality of monitoring, we have established a Provincial Performance Monitoring Forum, comprising of the Premier's Office, which is tasked with monitoring non-financial performance; the Provincial Treasury, which is tasked with measuring financial performance of both Provincial departments and municipalities; and the Department of Local Government, tasked with monitoring the performance of municipalities, including implementation of the Five year strategic plan of action. This forum provided integrated reports on the performance of Departments and municipalities on a quarterly basis. The integration of financial and non-financial information will enhance our understanding of the causes of projects failure and poor performance and enable us to avoid these pitfalls in the future.

The year under review has also strengthened the systems of following up the implementation of resolutions through transforming the Cluster systems. A standardized Programme of Action for the Province has been developed and monitoring took place through quarterly cluster reports to technical and Exco Committees.

The programme also continued improving the Province's knowledge management base through the establishment of the Knowledge Resource Centre which is stocked with the necessary books and research reports. The programme coordinated two Asifundisane information sharing network sessions where knowledge and good practices about the work of Government was shared. Two editions of the Learning journal were also published and distributed to the entire Province.

The programme has made strides in the development of youth in the Province, since then the Youth Commission has managed to recruit 815 youth participants in the four projects coordinated in collaboration with other Departments under programmes such as EPWP, Emalahleni Youth projects, Eliteracy project and the MTPA project.

The House of Traditional Leaders also achieved its mandate when it successfully coordinated all the sittings as planned, as well as resolving most of the Royal families disputes.

Programme 3 : Policy and Governance

3.1 Sub-Programme: International Relations

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Enhance the management of twinning arrangements	Effective implementation of programmes for all twinning agreements to ensure contribution to the PGDS	Draft International Relations Policy Framework for approval by Exco in the 2007/08 financial year	Development of a Provincial International Relations Framework	Not achieved	100
			To manage twinning arrangements on a continuous basis.	Hosted Political and Technical missions from Germany (NRW) EXCO approved the renewal of the following MoUs: Sichuan and Chongqing in China Maputo, and Maputo City in Mozambique NRW in Germany	None
	Rekindling and reviewing of existing MoUs	Technical committee for Maputo Province was established Draft MoUs in place for Maputo, NRW, Sichuan and Chongqing	Identify potential countries for twinning arrangements	Maniema Province in DRC and Ismailia in Egypt were identified as potential countries for twinning arrangements	None
	Identify African countries for purposes of twinning to give effect to Nepad	Not achieved - Southern Sudan were hosted as part of the countries identified for the EDP training	To manage twinning partners in Africa on a continuous basis Develop and implement the Nepad Plan	MoUs for Maputo, and Maputo City Province's in Mozambique were approved by Exco Draft plan is in place	None
Effective co-ordination and management of donor funding	Approved policy on Official Development Assistance (ODA)	Not achieved	To coordinate and manage donor funding in the Province on an ongoing basis	Draft ODA Framework in place	50
			Hold Donor conference		100

3.2 Sub-Programme: Public Policy Management

The sub-programme consists of the following units:

- Policy and Planning
- Monitoring and Evaluation
- Research and Strategic Information

3.2.1 Policy and Planning

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To co-ordinate, maintain and review the PGDS and ISF	Reviewed PGDS document that is aligned with ISF & NSDP	Workshops were held with stakeholders	Completion of the review process of the PDGS and ISF in line with the NSDP	A draft refined PGDS that is aligned to the ISF and NSDP is in place ISF completed as part of the PGDS refinement process	None
Institutionalize and capacitate PGDS/ Growth & Development Summit implementation structures and render technical and administrative support to multi-stakeholder forums	Functional PGDS multi-stakeholder structures	Periodic progress report completed and submitted to EXCO	Revitalized and maintained GDS agreement structures	Not achieved	100
	Provincial Planning and Coordination guideline document	Drafted Provincial Planning and Coordination Guidelines	Finalization of the Provincial Planning Guidelines	Not achieved	100
Provision of strategic support to all departments, municipalities and Government Agencies in the Province for improving social service delivery	Records of strategic planning support to municipalities and departments	Support provided to municipalities on IDPs, GDS & LEDs and departments during their strategic planning sessions	Strategic planning support to municipalities and departments	Strategic planning support to 10 municipalities provided One-on-one engagement with departments on the development of credible implementation plans held	None
		Analysis and alignment of plans completed, and records thereof available	11 departments submit their Implementation plans as per planning cycle	11 departmental Implementation plans were analyzed in an effort to ensure EXCO adopts credible plans	
		MRDP progress review report compiled	Mpumalanga Rural Development Programme (MRDP) Report	MRDP progress review report compiled	None

Programme 3 : Policy and Governance

3.2.2 Monitoring and Evaluation

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Effective monitoring and evaluation of Government programmes, including early warning system	Coordinate and develop Provincial Monitoring and Evaluation Policy Framework	Not achieved	Development of Provincial Monitoring and Evaluation Policy Framework	Draft Provincial M&E Framework in place	70
	Implement a standard performance monitoring system for all programmes and projects in the Province.	IDPNC implemented in all provincial departments & municipalities	Develop / acquire and implement a monitoring and tracking system with an early warning facility	Not achieved	100
	Producing reliable and evidence based reports on the implementation of projects	Not achieved	Producing reliable and evidence based reports on the implementation of projects	All MPCCs, Health and Social Services, Local Government and Housing projects were verified	50
	Provide ongoing strategic consultancy support to Departments to improve the quality of performance reporting	Consultancy support provided to all departments	Ongoing consultancy support to departments to be provided	Consultancy support provided to all departments	50
	Maintain fully functional Provincial performance structures	Convened meetings of the Planning, Monitoring and Evaluation Forum	Coordinate and facilitate the Planning, Monitoring and Evaluation Forum	Coordinated and facilitated two meetings of the forum with the Five Year Local Government Strategic Agenda as a standing item	None
	Review the impact of the Executive Council and PMC Resolutions	Not achieved	Quarterly, mid-term and annual performance reports produced on an ongoing basis	Not achieved	100

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
	Monitor the implementation of the resolutions of Exco meetings and Exco Outreach programmes	Not achieved	Periodic reports submitted to Exco for consideration and approval	Not achieved	100
	Co-ordination of the African Peer Review Mechanism	Provincial APRM activities coordinated	To co-ordinate the Provincial APRM activities	Second round of Women Consultative Workshop conducted at Nkangala Region APRM report back conference held Four APRM seminars conducted	None

3.2.3 Research and Strategic Information Management Services

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Strengthen available systems for planning and decision making to enhance service delivery	A functional Information Management System	The Geographic Information System (GIS) is fully functional with provincial datasets from the Integrated Spatial Framework (ISF)	Assessment of ArcIMS performance and functionality	Not achieved	100
		Piloting of ArcIMS was not implemented	Upgrading of ArcIMS	Not achieved	100
			Collect and capture information into the database according to Provincial needs	Not achieved	100
Provide a provincial economic, geographic and social information database to support the implementation of the PGDS priorities	Accurate data and information necessary for the Provincial development and decision making available	Database not established	Purchase and collect information as per identified provincial needs	Knowledge resource centre stocked with more books and research reports Subscribed to new journals Dictionaries for ABET learners were purchased	None

Programme 3 : Policy and Governance

3.2.3 Research and Strategic Information Mangement Services continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
			Provincial information needs analysis conducted	Not achieved	100
			Identify strategic partners with the necessary expertise in research	National Development Agency and Tshwane University of Technology were identified	None None
To provide research support to all Government programmes and projects as may be required	Availability of accurate research data	Research Information Centre effectively managed through proper cataloguing, effective, updating of the InMagic system, lending and borrowing system	Manage and maintain research data	Successfully managed and maintained research data	None
		No research conducted	Conduct research for the quantification of service delivery backlogs	Completed organizational climate study Developed terms of reference and proposals on the impact of HIV/AIDS Status and ECD Developed terms of reference on SMME women empowerment	None
		No internal learning sessions coordinated	Coordinate and manage two internal learning sessions	Two Asifundisane information sharing network sessions conducted	None
		No learning Journal developed	Develop a learning journal	Learning Journal developed and two editions were published	None

3.3 Sub-Programme: Cluster Management

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To provide strategic and technical support to the Executive Council Committees to add value to decision-making processes of the Executive Council	Quality support through the provision of research and strategic content on issues for discussion at the Executive Council Committee on an ongoing basis	All Exco Committee meetings for the three clusters were successfully coordinated	Strategic and technical support to the Executive Council Committees	Successfully co-ordinated all cluster and EXCO meetings as scheduled	None
		Successfully provided secretariat function to the Clusters on a fortnightly basis	Coordination and management of all fortnightly technical and political committees	Successfully provided secretariat function to the clusters on a fortnightly basis	None
		Held two workshops on enhancing the effectiveness of the clusters	Ensure 80% of the work of the clusters is focused on strategic issues and 20% on operational	Conducted three workshops on cluster reform processes	None
	Effective implementation of the Programmes of Action for all Clusters	<p>Co-ordinated the development of cluster PoA's and their alignment with the National PoA</p> <p>Co-ordinated the development of cluster reports for the two annual Exco Makgotla held in August and February</p>	Develop and monitor implementation of cluster PoAs and alignment with National PoA	<p>Three PoAs developed and monitored through quarterly reviews</p> <p>Conducted review workshops on the implementation of POAs</p> <p>11 departmental implementation plans were reviewed to ensure that EXCO resolutions are incorporated</p>	None

Programme 3 : Policy and Governance

3.4 Sub-Programme: Programme Facilitation Unit (PFU)

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Successful facilitation and coordination of Government priority programmes, including 2010 programme	Established functional Programme Facilitation Unit	PFU not in implementation plan	Appointment of six flagship programme managers	Five Programme Coordinators posts were advertised Draft terms of reference for the four Programme Management Units were completed Interviews for two Programme Coordinators, Water for All and Maputo Development Corridor were conducted	50
		Unit not established	Acquisition of an electronic tracking system with a dashboard facility	Not achieved	100
		Unit not established	Identification of challenges/ risks and facilitating the necessary interventions	Interim outcomes of the report produced A scoping report of the Big Five flagship was completed and submitted	None
		Unit not established	Support and verification of projects through site visits	Not achieved	100
		Unit not established	Launch of the Flagship programmes	The Accelerated Capacity Building flagship programme was launched	80
Successful facilitation and coordination of government priority programmes, including 2010 programme	Established functional Programme Facilitation Unit	Unit not established	Embark on a mass communication campaign (Bill boards, flyers, print and electronic media ads)	District Flagship Road shows conducted in all three regions	None

3.5 Sub-Programme: Special Programmes

3.5.1 Office on the Rights of the Child

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Raise awareness on the rights of the child	Facilitate a Provincial children's rights Framework	Not achieved	Facilitate Development of children's rights Framework	Draft framework is in place	30
	Events that seek to promote and raise awareness about the rights of children	Coordinated and hosted the National Children's Day Celebrations	Coordinate the Provincial event of National Children's Day	Event held on 10 November 2007 at Waterval Boven- 1500 children attended	None
		Coordinated 16 Days of Activism on No Violence Against Women and Children	Coordinate 16 Days of Activism on No Violence Against Women and Children	Event coordinated successfully	None
Facilitate coordinate and ensure heightened inter-sectoral participation and commitment in children's rights issues	Government and Public that is fully committed to children's rights delivery issues by establishing a Provincial Children's Rights Advisory Council	Not Achieved	Establishment of the Mpumalanga Provincial Children's Rights Advisory Council	Provincial Children's Rights Advisory Council established	None
	Establishment of Children's Rights Focal Person in municipalities	70% of 21 municipalities in the province have established Transversal units	Appointment of children's rights Focal Person in municipalities	21 municipalities in the Province have established Transversal units	None
To initiate, facilitate, coordinate and ensure integration of children's rights issues in Government programmes	A Government Programme of Action that integrates children's rights issues through seminars/workshops on mainstreaming	60% of the planned activities achieved One workshop on GDC issues conducted	Develop an integrated Programme of Action for the three sectors of the target groups interests	Programme of Action developed Mid term report on the development and protection of the child available.	None
To monitor, evaluate and report progress on the improvement of quality of life and status of target groups	1 X Mid-term and 1X Annual Report	No reports submitted	1 X Mid-term and 1X Annual Report		None

Programme 3 : Policy and Governance

3.5.2 Office on the Status of Women

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Raise awareness about Women's Rights	Government and public that is fully conversant, respect and protect the rights of women	Draft framework adopted at the inter-sectoral meeting and to be finalized during the 2007/08 financial year	Finalize the development of a Provincial Women's and Gender Equality Framework	Final draft in place, still to be approved by EXCO	20
	Events that seek to raise and promote awareness amongst the public about gender equality and women empowerment	Coordinated the Provincial Women's Day activities, the International Women's Day including the build up activities, as well as the Women's March in Pretoria	Coordination of the International Women's Day celebration and the Women's Month Provincial Programme of Action	Coordinated the International Women's Day and the women's month Programme of Action	None
		Coordinated all activities of the 16 Days of Activism on No Violence Against Women & Children, except for two. Not achieved	Coordinate the 16 Days of Activism on "No Violence Against Women and Children"	Event coordinated and launched in a form of a march (Million Man March). The 365 days of Activism Conference held on 6 – 7 December 2007	None
Facilitate coordinate and ensure heightened inter-sectoral participation and commitment to Women's Rights issues	Government and Public that is fully committed to Women's Rights delivery issues through workshops/seminar/meetings to establish a Gender Machinery	Not achieved	Establish and launch Provincial Gender Machinery	Provincial Gender Machinery established and will be launched in 2008/09 financial year	20
To ensure that existing and evolving policies and legislation are consistent with Women's Rights	Workshops on policies and legislation that is relevant to and consistent with Women's Rights	Only one out of three workshops planned, was held on policies and legislation that are relevant to and consistent with Women's Rights	Facilitate mainstreaming workshops for departments	Workshops were conducted in cluster forms, namely Governance and Criminal Justice, Economy Investment and Employment and the Social Transformation Cluster	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To initiate, facilitate, coordinate and ensure integration of Women's Rights issues in Government programmes	A Government Programme of Action that integrates Women's Rights issues.	Provincial PoA not developed	Provincial Programme of Action developed	PoA developed	None
	Provide strategic intervention and support to the Department of Public Works (EPWP)	No interventions identified	A 40% quota system in place	Quarter 1–51% Quarter 2–50% Quarter 3–58% Quarter 4–work in progress	None
To monitor, evaluate and report progress on the improvement of quality of life and status of target groups	1 X Mid-term and 1X Annual Report	No reports	1 X Mid-term and 1X Annual Report	Mid term report on the empowerment of and service delivery to persons with disability has been produced	None

3.5.3 Office on the Status of Disabled Persons

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Raise awareness about Disabled Rights and related issues	Government and Public that is fully conversant, respect and protect the rights of Disabled persons through road shows and exhibitions at Provincial events	Planned road shows not conducted	Coordinate activities that seek to empower disabled persons	Launched the Disability Month Programme of Action Held Disability Fun day events at Bushbuckridge and Gert Sibande district Coordinated 60 people with disabilities to attend the International Day of Disabled Persons in Cape Town	None
		Premier's Disability Achievers Awards function was held	Hold the Premiers Disability Achievers Awards	Premier's Disability Achievers Awards function held successfully	None
	Established Disability Advisory Council	Not achieved	Establishment of the Disability Advisory Council	Disability Advisory Council established and will be launched in 2008/09 financial year	None

Programme 3 : Policy and Governance

3.5.3 Office on the Status of Disabled Persons continued

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Facilitate coordinate and ensure heightened inter-sectoral participation and commitment in the rights of Disabled Persons	Facilitate the establishment of a Disabled Focal Person at municipalities	Not achieved	Facilitated the appointment of Disabled Focal Persons in municipalities	Seven local municipalities have appointed Disability Focal Persons	67
To initiate, facilitate, coordinate and ensure integration of the rights of Disabled persons in Government programmes	Develop a Provincial Programme of Action	Not achieved	Facilitate mainstreaming workshops for Departments	Workshops were conducted in cluster forms, namely Governance and Criminal Justice, Economy Investment and Employment and the Social Transformation cluster	None
To monitor, evaluate and report progress on the improvement of quality of life and status of Disabled persons	A mid term report on improvement of quality of life and status of disabled persons	Not achieved	Status report on the improvement of quality of life and status of the disabled persons	Six months report on the empowerment of and service delivery to persons with disability has been produced	None

3.6 House of Traditional Leaders

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To formulate strategies for proper functioning of the House and perform reasonable accounting of duties of the House in general	Effective and efficient management of the House of Traditional Leaders	Request for approval of the HTL as a public entity was declined by National Treasury Coordinated the establishment of the 3 District Houses	Submission and approval of the HTL transformation business plan as a public entity	HTL to remain as is and not become a public entity	None

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
Facilitate the settlement of all conflicts within the Royal Families	Ensure full participation by Traditional Leaders and communities in resolving outstanding Royal Family conflicts	Not achieved	All disputes with Royal families to be resolved	Coordinated meetings aiming at resolving disputes in the following Royal families: 1. Kgarugi Royal family; 2. Mhaule Royal Family; 3. Kwalugedlane Inner Royal family	40
To coordinate the sitting of Mpumalanga House of Traditional Leaders	Ensure that all formal sittings of the House of Traditional Leaders do take place	All four sittings held	All the sittings of the HTL to be coordinated and managed	All sittings of the HTL were coordinated and managed	None
Capacity building for all Senior Traditional Leaders and their communities on legislative matters	Capacitated Senior Traditional Leaders and Traditional communities	No activity	All Senior Traditional Leaders and their communities capacitated on legislative matters	Workshops on the following legislatives were conducted: Mpumalanga Traditional Leadership Act, 2005 (Act No.3 of 2005); Mpumalanga Provincial and Local Houses of Traditional Leaders Act 2005 (Act No.6 of 2005); The constitution of the RSA	None
To coordinate activities of all Committees of the Provincial House of Traditional Leaders	Submission of all quarterly and annual performance reports for approval	All reports were submitted and approved, except for the Justice System Committee	All quarterly and annual performance reports submitted and approved	All reports were submitted and approved	None

Programme 3 : Policy and Governance

3.7 Mpumalanga Youth Commission

Measurable Objective	Performance Measure	Actual Output 2006/07	Target Output 2007/08	Actual Output 2007/08	Deviation from Target %
To coordinate, facilitate and monitor the implementation of the Provincial Youth Programme	Number of youth participants in the National Youth Service Programme	100 Youth participants involved in the Conservation and tourism NYS project Launch of the NYS Programme	1000 Youth participants in the NYS Programme	815 Youth participants recruited in the following four projects: EPWP-500; Emalaheni Youth Housing Project-165 E-literacy project-50 MTPA project-100	18

SECTION B Oversight Report



HR Oversight *April 2007 - March 2008*

Table 1.1 Main Service for Service Delivery Improvement and Standards

Programme	Actual Customers	Potential Customers	Standard of Service	Actual Achievement against Standards
xxx	xxx	xxx	xxx	xxx

Table 1.2 Consultation Arrangements for Customers

Type of Arrangement	Actual Customer	Potential Customer	Actual Achievements
xxx	xxx	xxx	xxx

Table 1.3 Service Delivery Access Strategy

Access Strategy	Actual Achievements
xxx	xxx

Table 1.4 Service Information Tool

Type of Information Tool	Actual Achievements
xxx	xxx

Table 1.5 Complaint Mechanism

Complaint Mechanism	Actual Achievements
xxx	xxx

Table 2.1 Personal costs by Programme

Programme	Total Voted Expenditure (R'000)	Compensation of Employees Expenditure R'000)	Training Expenditure (R'000)	Professional and Special Services (R'000)	Compensation of Employees as percent of Total Expenditure	Average Compensation of Employee Costs per Employee (R'000)	Employment
Administration	54,356	23,994	0	0	44.6	79	304
Corporate Support	68,020	26,612	0	0	39.6	88	304
Policy and governance	48,074	23,825	0	0	49.40	78	304
Pr1: Management services	0	0	0	0	0	0	304
Pr1: Management services (new)	0	0	0	0	0	0	304
Pr2: Communication services	0	0	0	0	0	0	304
Pr2: DDG: macro policy & planning	0	0	0	0	0	0	304
Pr3: Legal advisory services	0	0	0	0	0	0	304
Pr4: Internal audit	0	0	0	0	0	0	304
Pr5: Executive support service	0	0	0	0	0	0	304
Pr6: Macro policy & strategy	0	0	0	0	0	0	304
Pr7: Transformation services	0	0	0	0	0	0	304
Z = Total as on Financial Systems (BAS)	170,450	74,431	0	0	44	245	304

Table 2.2 Personal costs by salary band

Salary Bands	Compensation of Employee Cost (R'000)	Percentage of Total Personnel Cost for Department	Average Compensation Cost per Employee (R)	Total Personnel Cost for Department including Goods and Transfers (R'000)	Number of Employees
Lower skilled (Levels 1-2)	1,296	1.6	76,235	81,041	17
Skilled (Levels 3-5)	4,487	5.5	87,980	81,041	51
Highly skilled production (Levels 6-8)	11,841	14.6	157,880	81,041	75
Highly skilled supervision (Levels 9-12)	29,518	36.4	270,807	81,041	109
Senior management (Levels 13-16)	18,672	23	533,486	81,041	35
Other	8	0	0	81,041	0
Contract (Levels 3-5)	489	0.6	81,500	81,041	6
Contract (Levels 6-8)	340	0.4	340,000	81,041	1
Contract (Levels 9-12)	1,040	1.3	346,667	81,041	3
Contract (Levels 13-16)	4,827	6	689,571	81,041	7
Periodical Remuneration	587	0.7	16,306	81,041	36
Abnormal Appointment	1,123	1.4	28,795	81,041	39
TOTAL	74228	91.6	195852	81041	379

HR Oversight *April 2007 - March 2008*

Table 2.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by Programme

Programme	Salaries (R'000)	Salaries as % of Personnel Cost	Overtime (R'000)	Overtime as % of Personnel Cost	HOA (R'000)	HOA as % of Personnel Cost	Medical Ass. (R'000)	Medial Ass. as % of Personnel Cost	Total Personnel Cost per Programme (R'000)
Pr1: Administration	15866	60.4	0	0	269	1	929	3.5	26288
Pr2: Corporate Support	16456	62.3	0	0	353	1.3	1051	4	26435
Pr3: Policy and Governance	16010	56.5	0	0	264	0.9	891	3.1	28318
TOTAL	48332	59.6	0	0	886	1.1	2871	3.5	81041

Table 2.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by Salary Band

Salary bands	Salaries (R'000)	Salaries as % of Personnel Cost	Overtime (R'000)	Overtime as % of Personnel Cost	HOA (R'000)	HOA as % of Personnel Cost	Medical Ass. (R'000)	Medial Ass. as % of Personnel Cost	Total Personnel Cost per Programme (R'000)
Lower skilled (Levels 1-2)	803	62	0	0	85	6.6	120	9.3	1296
Skilled (Levels 3-5)	3088	68	0	0	184	4	424	9.3	4544
Highly skilled production (Levels 6-8)	8496	66.3	0	0	264	2.1	631	4.9	12820
Highly skilled supervision (Levels 9-12)	20380	62.7	0	0	351	1.1	1129	3.5	32527
Senior management (Levels 13-16)	11225	56.3	0	0	-7	0	424	2.1	19922
Other	5	62.5	0	0	0	0	1	12.5	8
Contract (Levels 3-5)	343	69.4	0	0	4	0.8	40	8.1	494
Contract (Levels 6-8)	289	75.5	0	0	4	1	21	5.5	383
Contract (Levels 9-12)	885	77.4	0	0	0	0	25	2.2	1143
Contract (Levels 13-16)	2819	53.5	0	0	0	0	56	1.1	5265
Periodical Remuneration	0	0	0	0	0	0	0	0	1434
Abnormal Appointment	0	0	0	0	0	0	0	0	1202
TOTAL	48333	59.6	0	0	885	1.1	2871	3.5	81038

Table 3.1 Employment and Vacancies by Programme at end of period

Programme	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Program 1:*administration, Permanent	105	91	13.3	2
Program 2:*corporate support, Permanent	133	116	12.8	0
Program 3:*policy and governance, Permanent	111	97	12.6	1
TOTAL	349	304	12.9	3

Table 3.2 Employment and Vacancies by Salary Band at end of period

Salary Band	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Lower skilled (Levels 1-2), Permanent	17	17	0	0
Skilled (Levels 3-5), Permanent	53	51	3.8	1
Highly skilled production (Levels 6-8), Permanent	99	77	22.2	0
Highly skilled supervision (Levels 9-12), Permanent	123	107	13	0
Senior management (Levels 13-16), Permanent	40	35	12.5	0
Contract (Levels 3-5), Permanent	6	6	0	0
Contract (Levels 6-8), Permanent	1	1	0	0
Contract (Levels 9-12), Permanent	3	3	0	0
Contract (Levels 13-16), Permanent	7	7	0	2
TOTAL	349	304	12.9	3

Table 3.3 Employment and Vacancies by Salary Band at end of period

Salary Band	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Administrative related, Permanent	77	69	10.4	0
Cleaners in offices workshops hospitals etc., Permanent	15	14	6.7	0
Client inform clerks (switchboard reception inform clerks), Permanent	3	3	0	0
Communication and information related, Permanent	26	23	11.5	0
Finance and economics related, Permanent	13	11	15.4	0
Financial clerks and credit controllers, Permanent	22	19	13.6	0
Head of department/chief executive officer, Permanent	1	1	0	0
Housekeepers laundry and related workers, Permanent	1	1	0	0
Human resources & organisational development & related professional, Permanent	12	9	25	0
Human resources clerks, Permanent	12	10	16.7	0
Human resources related, Permanent	13	8	38.5	0
Legal related, Permanent	2	2	0	0
Library mail and related clerks, Permanent	7	7	0	0
Light vehicle drivers, Permanent	1	1	0	0
Logistical support personnel, Permanent	1	1	0	0
Motor vehicle drivers, Permanent	3	3	0	0
Other administrative & related clerks and organisers, Permanent	40	34	15	0
Other administrative policy and related officers, Permanent	9	7	22.2	0
Other information technology personnel, Permanent	1	1	0	0
Other occupations, Permanent	5	4	20	0
Secretaries & other keyboard operating clerks, Permanent	40	35	12.5	0
Senior managers, Permanent	40	36	10	2
Trade labourers, Permanent	1	1	0	1
Youth workers, Permanent	4	4	0	0
TOTAL	349	304	12.9	3

HR Oversight *April 2007 - March 2008*

Table 4.1 Job Evaluation

Programme	Number of Posts	Number of Jobs Evaluated	% of Posts Evaluated	Number of Posts Upgraded	% of Upgraded Posts Evaluated	Number of Posts Downgraded	% of Downgraded Posts Evaluated
Lower skilled (Levels 1-2)	17	0	0	0	0	0	0
Contract (Levels 3-5)	6	0	0	0	0	0	0
Contract (Levels 6-8)	1	0	0	0	0	0	0
Contract (Levels 9-12)	3	0	0	0	0	0	0
Contract (Band A)	5	0	0	0	0	0	0
Contract (Band C)	1	0	0	0	0	0	0
Contract (Band D)	1	0	0	0	0	0	0
Skilled (Levels 3-5)	53	0	0	0	0	0	0
Highly skilled production (Levels 6-8)	99	0	0	1	0	0	0
Highly skilled supervision (Levels 9-12)	123	0	0	0	0	1	0
Senior Management Service Band A	30	0	0	0	0	0	0
Senior Management Service Band B	8	0	0	0	0	0	0
Senior Management Service Band C	2	0	0	0	0	0	0
TOTAL	349	0	0	1	0	1	0

Table 4.2 Profile of employees whose positions were upgraded due to their posts being upgraded

Beneficiaries	African	Asian	Coloured	White	Total
Female	24	0	0	2	26
Male	22	0	1	0	23
Total	46	0	1	2	49
Employees with a Disability	0	0	0	0	0

Table 4.3 Employees whose salary level exceed the grade determined by Job Evaluation [i.t.o PSR 1.V.C.3]

Occupation	Number of Employees	Job Evaluation Level	Remuneration Level	Reason for Deviation	No. of Employees in Dept
Groundsman	10	2	3	Rank promotion	
Total	10				
Percentage of Total Employment					

Table 4.4 Profile of employees whose salary level exceeded the grade determined by job evaluation [i.t.o. PSR 1.V.C.3]

Beneficiaries	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	10	0	0	0	10
Total	10	0	0	0	10
Employees with a Disability	0	0	0	0	0

Table 5.1 Annual Turnover Rates by Salary Band

Salary Band	Employment at Beginning of Period (April 2007)	Appointments	Terminations	Turnover Rate
Administrative related, Permanent	67	3	1	1.5
Cleaners in offices workshops hospitals etc., Permanent	14	0	1	7.1
Client inform clerks(switchb receipt inform clerks), Permanent	3	0	0	0
Communication and information related, Permanent	24	3	0	0
Finance and economics related, Permanent	12	1	1	8.3
Financial clerks and credit controllers, Permanent	14	4	0	0
Head of department/chief executive officer, Permanent	1	0	0	0
Housekeepers laundry and related workers, Permanent	1	0	0	0
Human resources & organisat developm & relate prof, Permanent	10	0	0	0
Human resources clerks, Permanent	9	5	2	22.2
Human resources related, Permanent	9	2	2	22.2
Legal related, Permanent	2	0	0	0
Library mail and related clerks, Permanent	5	1	0	0
Light vehicle drivers, Permanent	1	0	0	0
Logistical support personnel, Permanent	1	0	0	0
Motor vehicle drivers, Permanent	3	0	0	0
Other administrat & related clerks and organisers, Permanent	29	3	0	0
Other administrative policy and related officers, Permanent	9	0	0	0
Other information technology personnel., Permanent	2	2	3	150
Other occupations, Permanent	5	1	1	20
Secretaries & other keyboard operating clerks, Permanent	33	8	6	18.2
Senior managers, Permanent	27	2	0	0
Trade labourers, Permanent	1	0	0	0
Youth workers, Permanent	4	0	0	0
TOTAL	286	35	17	5.9

HR Oversight *April 2007 - March 2008*

Table 5.2 Annual Turnover Rates by Critical Occupation

Occupation	Employment at Beginning of Period (April 2007)	Appointments	Terminations	Turnover Rate
Lower skilled (Levels 1-2), Permanent	18	0	0	0
Skilled (Levels 3-5), Permanent	46	4	1	2.2
Highly skilled production (Levels 6-8), Permanent	70	14	2	2.9
Highly skilled supervision (Levels 9-12), Permanent	107	6	5	4.7
Senior Management Service Band A, Permanent	19	0	0	0
Senior Management Service Band B, Permanent	5	0	0	0
Senior Management Service Band C, Permanent	6	0	0	0
Contract (Levels 3-5), Permanent	4	4	2	50
Contract (Levels 6-8), Permanent	3	4	6	200
Contract (Levels 9-12), Permanent	3	0	0	0
Contract (Band A), Permanent	2	2	0	0
Contract (Band B), Permanent	0	0	1	0
Contract (Band C), Permanent	2	1	0	0
Contract (Band D), Permanent	1	0	0	0
TOTAL	286	35	17	5.9

Table 5.3 Reasons why staff are leaving the department

Termination Type	Number	Percentage of Total Resignations	Percentage of Total Employment	Total	Total Employment
Death, Permanent	1	5.9	0.3	17	286
Resignation, Permanent	8	47.1	2.8	17	286
Expiry of contract, Permanent	7	41.2	2.4	17	286
Dismissal-misconduct, Permanent	1	5.9	0.3	17	286
TOTAL	17	100	5.9	17	286

Resignations as % of Employment

5.9

Table 5.4 Promotions by Critical Occupation

Occupation	Employment at Beginning of Period (April 2007)	Promotions to another Salary Level	Salary Level Promotions as a % of Employment	Progressions to another Notch within Salary Level	Notch progressions as a % of Employment
Administrative related	67	7	10.4	24	35.8
Cleaners in offices workshops hospitals etc.	14	0	0	6	42.9
Client inform clerks (switchboard reception inform clerks)	3	0	0	1	33.3
Communication and information related	24	1	4.2	9	37.5
Finance and economics related	12	0	0	10	83.3
Financial and related professionals	0	1	0	1	0
Financial Clerks and credit controllers	14	2	14.3	7	50
Head of department/chief executive officer	1	0	0	0	0
Housekeepers laundry and related workers	1	0	0	1	100
Human resources & organisational development & related professions	10	4	40	4	40
Human resources clerks	9	0	0	3	33.3
Human resources related	9	0	0	6	66.7
Legal related	2	0	0	1	50
Library mail and related clerks	5	0	0	4	80
Light vehicle drivers	1	0	0	0	0
Logistical support personnel	1	0	0	0	0
Motor vehicle drivers	3	0	0	2	66.7
Other administrative & related clerks and organisers	29	1	3.4	12	41.4
Other administrative policy and related officers	9	0	0	0	0
Other information technology personnel	2	0	0	0	0
Other occupations	5	0	0	1	20
Secretaries & other keyboard operating clerks	33	1	3	11	33.3
Senior managers	27	1	3.7	0	0
Trade labourers	1	0	0	0	0
Youth workers	4	0	0	0	0
TOTAL	286	18	6.3	103	36

Table 5.5 Promotions by Salary Band

Salary Band	Employment at Beginning of Period (April 2007)	Promotions to another Salary Level	Salary Level Promotions as a % of Employment	Progressions to another Notch within Salary Level	Notch progressions as a % of Employment
Lower skilled (Levels 1-2), Permanent	18	0	0	6	33.3
Skilled (Levels 3-5), Permanent	46	1	2.2	18	39.1
Highly skilled production (Levels 6-8), Permanent	70	1	1.4	29	41.4
Highly skilled supervision (Levels 9-12), Permanent	107	13	12.1	44	41.1
Senior management (Levels 13-16), Permanent	30	3	10	2	6.7
Contract (Levels 3-5), Permanent	4	0	0	4	100
Contract (Levels 6-8), Permanent	3	0	0	0	0
Contract (Levels 9-12), Permanent	3	0	0	0	0
Contract (Levels 13-16), Permanent	5	0	0	0	0
TOTAL	286	18	6.3	103	36

Table 6.1 Total number of Employees (incl. Employees with disabilities) per Occupational Category (SASCO)

Occupational Categories	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Legislators, senior officials and managers, Permanent	16	0	0	16	5	9	0	1	10	3	34
Professionals, Permanent	77	1	1	79	3	58	2	0	60	2	144
Clerks, Permanent	25	0	0	25	1	71	1	0	72	5	103
Service and sales workers, Permanent	0	1	0	1	0	1	0	0	1	0	2
Plant and machine operators and assemblers, Permanent	4	0	0	4	0	0	0	0	0	0	4
Elementary occupations, Permanent	4	0	0	4	0	13	0	0	13	0	17
TOTAL	126	2	1	129	9	152	3	1	156	10	304
Employees with disabilities	4	0	0	4	0	1	0	0	1	0	5

Table 6.2 Total number of Employees (incl. Employees with disabilities) per Occupational Bands

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Top Management, Permanent	3	0	0	3	0	0	0	0	0	1	4
Senior Management, Permanent	14	0	0	14	4	11	0	1	12	1	31
Professionally qualified and experienced specialists and mid-management, Permanent.	56	1	1	58	3	43	2	0	45	3	109
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent.	29	0	0	29	0	41	1	0	42	4	75
Semi-skilled and discretionary decision making, Permanent	12	0	0	12	1	38	0	0	38	0	51
Unskilled and defined decision making, Permanent.	3	0	0	3	0	14	0	0	14	0	17
Contract (Top Management), Permanent.	3	0	0	3	0	0	0	0	0	0	3
Contract (Senior Management), Permanent.	2	0	0	2	1	0	0	0	0	1	4
Contract (Professionally qualified), Permanent.	1	0	0	1	0	2	0	0	2	0	3
Contract (Skilled technical), Permanent	0	0	0	0	0	1	0	0	1	0	1
Contract (Semi-skilled), Permanent	3	1	0	4	0	2	0	0	2	0	6
TOTAL	126	2	1	129	9	152	3	1	156	10	304

Table 6.3 Recruitment

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Professionally qualified and experienced specialists and mid-management, Permanent	4	0	0	4	0	2	0	0	2	0	6
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	5	0	0	5	0	8	0	0	8	1	14
Semi-skilled and discretionary decision making, Permanent	1	0	0	1	0	3	0	0	3	0	4
Contract (Top Management), Permanent	1	0	0	1	0	0	0	0	0	0	1
Contract (Senior Management), Permanent	1	0	0	1	1	0	0	0	0	0	2
Contract (Skilled technical), Permanent	2	0	0	2	0	2	0	0	2	0	4
Contract (Semi Skilled), Permanent	2	0	0	2	0	2	0	0	2	0	4
TOTAL	16	0	0	16	1	17	0	0	17	1	35
Employees with disabilities	1	0	0	1	0	0	0	0	0	0	1

Table 6.4 Promotions

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Top Management, Permanent	1	0	0	1	0	0	0	0	0	0	1
Senior Management, Permanent	2	0	0	2	0	2	0	0	2	0	4
Professionally qualified and experienced specialists and mid-management, Permanent	31	0	1	32	1	20	1	0	21	3	57
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	8	0	0	8	0	18	1	0	19	3	30
Semi-skilled and discretionary decision making, Permanent	6	0	0	6	0	13	0	0	13	0	19
Unskilled and defined decision making, Permanent	2	0	0	2	0	4	0	0	4	0	6
Contract (Semi-skilled), Permanent	2	1	0	3	0	1	0	0	1	0	4
TOTAL	52	1	1	54	1	58	2	0	60	6	121
Employees with disabilities	0	0	0	0	0	1	0	0	0	0	1

Table 6.5 Terminations

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Professionally qualified and experienced specialists and mid-management, Permanent	2	0	0	2	0	3	0	0	3	0	5
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	0	0	0	0	0	2	0	0	2	0	2
Semi-skilled and discretionary decision making, Permanent	0	0	0	0	0	0	0	0	0	1	1
Contract (Senior Management), Permanent	1	0	0	1	0	0	0	0	0	0	1
Contract (Skilled Technical), Permanent	3	0	0	3	0	3	0	0	3	0	6
Contract (Semi Skilled), Permanent	1	0	0	1	0	1	0	0	1	0	2
TOTAL	7	0	0	7	0	9	0	0	9	1	17

Table 6.6 Disciplinary Action

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
TOTAL	0	0	0	0	0	0	0	0	0	0	0

Table 6.7 Skills Development

Occupational Bands	Male African	Male Coloured	Male Indian	Male Total Blacks	Male White	Female African	Female Coloured	Female Indian	Female Total Blacks	Female White	Total
Legislators, Senior Officials and Managers	0	0	0	43	1	0	1	0	22	2	4
Professionals	0	1	1	3	4	5	0	0	5	3	14
Technicians and Associate Professionals	0	0	0	0	0	0	0	0	0	0	0
Clerks	0	0	0	28	0	0	0	0	48	0	0
Service and Sales Workers	0	0	0	36	0	0	1	1	16	2	4
Skilled Agriculture and Fishery Workers	0	0	0	0	0	0	0	0	0	0	0
Craft and related Trades Workers	0	0	0	0	0	0	0	0	0	0	0
Plant and Machine Operators and Assemblers	0	0	0	0	0	0	0	0	0	0	0
Elementary Occupations	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	1	1	110	5	5	2	1	91	7	22
Employees with disabilities	0	0	0	0	0	0	0	0	0	0	0

Table 7.1 Performance Rewards by Race, Gender and Disability

Demographics	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
African, Female	47	151	31.1	600	12,768
African, Male	36	122	29.5	456	12,665
Asian, Female	0	1	0	0	0
Asian, Male	1	1	100	20	20,274
Coloured, Female	2	3	66.7	29	14,676
Coloured, Male	1	2	50	4	4,490
Total Blacks, Female	49	155	31.6	629	12,846
Total Blacks, Male	38	125	30.4	481	12,650
White, Female	3	10	30	25	8,475
White, Male	1	9	11.1	28	27,859
Employees with a disability	1	5	20	17	17,249
TOTAL	92	304	30.3	1,181	12,833

Table 7.2 Performance Rewards by Salary Band for Personnel below Senior Management Service

Salary Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Lower skilled (Levels 1-2)	5	17	29.4	29	5,800
Skilled (Levels 3-5)	27	51	52.9	168	6,222
Highly skilled production (Levels 6-8)	21	75	28	215	10,238
Highly skilled supervision (Levels 9-12)	37	109	33.9	760	20,541
Contract (Levels 3-5)	2	6	33.3	8	4,000
Contract (Levels 6-8)	0	1	0	0	0
Contract (Levels 9-12)	0	3	0	0	0
Periodical Remuneration	0	36	0	0	0
Abnormal Appointment	0	39	0	0	0
TOTAL	92	337	27.3	1180	12826

Table 7.3 Performance Rewards by Critical Occupation

Critical Occupations	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Administrative related	21	71	29.6	517	24,619
Cleaners in offices workshops hospitals etc.	11	13	84.6	73	6,636
Client inform clerks (switchboard reception inform clerks)	2	3	66.7	16	8,000
Communication and information related	7	24	29.2	86	12,286
Finance and economics related	7	11	63.6	118	16,857
Financial and related professionals	0	2	0	0	0
Financial Clerks and credit controllers	6	17	35.3	91	15,167
Head of department/chief executive officer	0	1	0	0	0
Housekeepers laundry and related workers	1	1	100	4	4,000
Human resources & organisational development & related professions	3	11	27.3	26	8,667
Human resources clerks	0	10	0	0	0
Human resources related	5	7	71.4	74	14,800
Legal related	0	2	0	0	0
Library mail and related clerks	4	6	66.7	20	5,000
Light vehicle drivers	1	1	100	3	3,000
Logistical support personnel	0	1	0	0	0
Motor vehicle drivers	2	3	66.7	11	5,500
Other administrative & related clerks and organisers	12	31	38.7	70	5,833
Other administrative policy and related officers	0	9	0	0	0
Other information technology personnel	0	1	0	0	0
Other occupations	1	5	20	7	7,000
Risk Management and security services	0	1	0	0	0
Secretaries & other keyboard operating clerks	9	36	25	63	7,000
Senior managers	0	32	0	0	0
Trade labourers	0	1	0	0	0
Youth workers	0	4	0	0	0
TOTAL	92	304	30.3	1179	12815

Table 7.4 Performance Related Rewards (Cash Bonus) by Salary Band for Senior Management Service

SMS Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)	% of SMS Wage Bill	Personnel Cost SMS (R'000)
Band A	0	29	0	0	0	0	0
Band B	0	6	0	0	0	0	0
Band C	0	6	0	0	0	0	0
Band D	0	1	0	0	0	0	0
TOTAL	0	42	0	0	0	0	0

Table 8.1 Foreign Workers by Salary Band

Salary Band	Employment at Beginning of Period	Percentage of Total	Employment at End of Period	Percentage of Total	Change in Employment	Percentage of Total	Total Employment at Beginning of Period	Total Employment at End of Period	Total Change in Employment
Senior management (Levels 13-16)	0	0	1	50	1	50	0	2	2
Contract (Levels 13-16)	0	0	1	50	1	50	0	2	2
TOTAL	0	0	2	100	2	100	0	2	2

Table 8.2 Foreign Workers by Major Occupation

Major Occupation	Employment at Beginning of Period	Percentage of Total	Employment at End of Period	Percentage of Total	Change in Employment	Percentage of Total	Total Employment at Beginning of Period	Total Employment at End of Period	Total Change in Employment
Professionals and managers	0	0	2	100	2	100	0	2	2
TOTAL	0	0	2	100	2	100	0	2	2

Table 9.1 Sick Leave for Jan 2007 to Dec 2007

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)	Total number of Employees using Sick Leave	Total number of days with Medical Certification
Lower skilled (Levels 1-2)	103	88.3	15	8.9	7	18	168	91
Skilled (Levels 3-5)	229	92.6	32	19	7	56	168	212
Highly skilled production (Levels 6-8)	272	91.9	38	22.6	7	121	168	250
Highly skilled supervision (Levels 9-12)	365	87.7	67	39.9	5	299	168	320
Senior management (Levels 13-16)	109	92.7	14	8.3	8	240	168	101
Contract (Levels 3-5)	8	100	1	0.6	8	2	168	8
Contract (Levels 9-12)	11	81.8	1	0.6	11	15	168	9
TOTAL	1097	90.3	168	100	7	751	168	991

HR Oversight *April 2007 - March 2008*

Table 9.2 Disability Leave (Temporary and Permanent) for Jan 2007 to Dec 2007

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)	Total number of days with Medical Certification	Total number of Employees using Disability Leave
TOTAL	0	0	0	0	0	0	0	0

Table 9.3 Annual Leave for Jan 2007 to Dec 2007

Salary Band	Total Days Taken	Average days per Employee	Number of Employees who took Leave
Lower skilled (Levels 1-2)	310	18	17
Skilled (Levels 3-5)	783	16	48
Highly skilled production (Levels 6-8)	1305	18	74
Highly skilled supervision (Levels 9-12)	2247	19	120
Senior management (Levels 13-16)	698	21	34
Contract (Levels 3-5)	116	23	5
Contract (Levels 6-8)	35	9	4
Contract (Levels 9-12)	27	14	2
Contract (Levels 13-16)	112	16	7
TOTAL	5633	18	311

Table 9.4 Capped Leave for Jan 2007 to Dec 2007

	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 Dec 2007	Number of Employees who took capped leave	Total number of capped leave available at 31 Dec 2007	Number of Employees as at 31 Dec 2007
Skilled (Levels 3-5)	11	11	77	1	1544	20
Highly skilled production (Levels 6-8)	7	7	51	1	1994	39
Highly skilled supervision (Levels 9-12)	25	8	62	3	4181	67
Senior management (Levels 13-16)	22	6	101	4	1916	19
TOTAL	65	7	66	9	9635	145

Table 9.5 Leave Payouts

Reason	Total Amount (R'000)	Number of Employees	Average Payment per Employee (AR)
Capped leave payouts on termination of service for 2006/07	81	10	8100
Current leave payout on termination of service for 2006/07	35	3	11667
TOTAL	116	13	8923

Table 10.1 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
xxx xxx	xxx xxx

Table 10.2 Details of Health Promotion and HIV/AIDS Programmes [tick Yes/No and provide required information]

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.	Yes		A Manager: Mrs. NE Hayward for Transversal Health and Wellness matters, has been appointed Functioning under the Head: SMS ME Maelane
2. Does the department have a dedicated unit or have you designated specific staff members to promote 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.	Yes		The Division: THRPG Team has been entrusted with the responsibility of promoting health and wellbeing of employees. The team has a staff component of 5 who has the general core business of coordinating, monitoring compliance to prescripts and policies and ensuring well being of employees as a "Capacity Building Flagship of the Province." The operational budget for EH&WP including HIV&AIDS workplace programmes is R60, 000.
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of the programme.	Yes		The Key elements of the Programme are: HIV&AIDS management and mitigation; Prevention; Treatment, Care and Support, Wellness management and Occupational Health and Safety including health risk management. 1. Hosting of monthly Health and Wellness promotion programmes aligned to the national and international health awareness dates; 2. World commemorations e.g. Candle lighting; World Aids day; men's health; women's Health; International day against Drug Abuse; Mental illness awareness, General workplace fitness day; and

HR Oversight *April 2007 - March 2008*

**Table 10.2 Details of Health Promotion and HIV/AIDS Programmes [tick Yes/No and provide required information]
continued**

Question	Yes	No	Details, if yes
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.	Yes		The 11 Departments are represented in the Provincial Inter-Departmental Committee on HIV and AIDS which is composed of 25 members. These members are the designated coordinators of the programme and drive the programmes departments.
5. Has the department reviewed the employment policies and practices of your department 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.	Yes		All the HRM policies are reviewed yearly as and when necessary. These include also, the HIV&AIDS workplace policy, Employees Assistance Policy, and Employee Health and Wellness Policy Framework.
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.	Yes		There are measures in place to guide the implementation of key focus programme in managing and protecting the infected and affected. The key elements to ensure non discrimination include: <ul style="list-style-type: none"> - Principles to be adhered at all times - Awareness campaigns and peer education - Implementation and adherence to chapter 2 of the Constitution of RSA. - Monitoring by all key stakeholders in accordance to clearly stated responsibilities in the policies. - Commemorations and information sharing sessions on the prevalence and the causes thereof. - VCT Programmes.
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	Yes		A yearly health and wellness promotion programme of action is developed and Officials made aware to ensure active participation and made aware of the need to use the VCT services and their benefits in maintenance of a healthy work life.
8. Has the department developed measures/indicators to monitor & evaluate the impact of your health promotion programme? If so, list these measures/indicators.	Yes		Productivity measures through levels of absenteeism Sick leave utilization profile Effectiveness of programmes and services offered Monitoring attitudes and beliefs with regards to HIV/AIDS The levels of awareness of the disease prevention and care and Terminations of services for ill health reasons.

Table 11.1 Collective Agreements

Subject Matter	Date
N/A	N/A

Table 11.2 Misconduct and Discipline Hearings Finalised

Outcome of disciplinary hearings	Number	Percentage of Total	Total
Final written warning	3	100%	3
Dismissal	0	0%	0
TOTAL	3	100%	3

Table 11.3 Types of Misconduct Addressed and Disciplinary Hearings

Type of Misconduct	Number	Percentage of Total	Total
Absenteeism	0	0	0
Procurement	2	100%	2
Fraud	3	100%	3
TOTAL	5	100%	5

Table 11.4 Grievances Lodged

Number of grievances lodged	Number	Percentage of Total	Total
Resolved	10	100%	10
Not Resolved	0	0	0
TOTAL	10	100%	10

Table 11.5 Disputes Lodged

Number of disputes addressed	Number	Percentage of Total	Total
Upheld	0	0	0
Dismissed	3	100%	3
TOTAL	3	100%	3

HR Oversight *April 2007 - March 2008*

Table 11.6 Strike Actions

Strike Actions	Number	Percentage of Total	Total
Total number of person working days lost	1276	100%	1276
Total cost(R'000) of working days lost	406526.74	100%	406526.74
Amount (R'000) recovered as a result of no work no pay	406526.74	100%	406526.74

Table 11.7 Precautionary Suspensions

Precautionary Suspensions	-
Number of people suspended	0
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	0
Cost (R'000) of suspensions	0

Table 12.1 Training Needs identified

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	34	0	34	0	34
	Male	60	0	60	0	60
Professionals	Female	12	0	12	0	12
	Male	17	0	17	0	17
Technicians and associate professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Clerks	Female	64	22	64	0	86
	Male	31	22	31	0	53
Service and sales workers	Female	44	0	44	0	44
	Male	28	0	28	0	28
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Gender sub totals	Female	154	22	154	0	176
	Male	136	22	136	0	158
TOTAL		290	44	290	0	334

Table 12.2 Training Provided

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	0	0	25	0	25
	Male	0	0	44	0	44
Professionals	Female	0	0	8	0	8
	Male	0	0	14	0	14
Technicians and associate professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Clerks	Female	0	15	48	0	63
	Male	0	10	28	0	38
Service and sales workers	Female	0	0	36	0	36
	Male	0	0	20	0	20
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Gender sub totals	Female	0	15	117	0	132
	Male	0	10	106	0	116
TOTAL		0	25	223	0	248

Table 13.1 Injury on Duty

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

HR Oversight *April 2007 - March 2008*

Table 14.1 Report on consultant appointments using appropriated funds

Project Title	Total number of consultants that worked on the project	Duration: Work days	Contract value in Rand
ABET	7	6 Months	12,600,000
Public Admin Learnership	1	6 months	1,637,500
Project Management Learnership	1	6 months	1,200,000
EDP Module 1	1	12 Months	3,640,328
EDP Module 2	1	11 Months	453,624
EDP Module 3	1	8 Months	1,019,998

Total number of projects	Total individual consultants	Total duration: Work days	Total contract value in Rand
6	12	49 Months	20,551,450

Table 14.2 Analysis of consultant appointments using appropriated funds, i.t.o. HDIs

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultants from HDI groups that work on the project
ABET	100%	100%	100%
Public Admin Learnership		State Institution (Nkangala FET)	
Project Management Learnership	30%	40%	80%
EDP Module 1	20%	20%	10%
EDP Module 2	30%	40%	50%
EDP Module 3		State Institution (Wits)	

Table 14.3 Report on consultant appointments using Donor funds

Project Title	Total number of consultants that worked on the project	Duration: Work days	Contract value in Rand
xxx	xxx	xxx	xxx

Total number of projects	Total individual consultants	Total duration: Work days	Total contract value in Rand
xxx	xxx	xxx	xxx

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultants from HDI groups that work on the project
xxx	xxx	xxx	

SECTION C Financial Report



Report of the Audit Committee	72
Report of the Auditor-General	73
Report of the Accounting Officer	76
Appropriation Statement	79
Notes to the Appropriation Statement	80
Statement of Financial Performance	90
Statement of Financial Position	91
Statement of Changes in Net Assets	92
Cash Flow Statement	93
Accounting Policies	94
Annexures	109

Report of the Audit Committee

1. Report of the Audit Committee

We are pleased to present our report for the financial year ended 31 March 2008.

2. Audit Committee members and attendance

The Audit Committee consists of the members listed hereunder and meets as often as it deems necessary as per the approved terms of reference. During the current financial year 4 meetings were held. Interactive meetings are held between the Chairperson and the Internal Audit Unit as the need arises.

Name of the Member (Current Audit Committee)	Number of meetings attended
Ms R Kalidass	4
Mr E Mushanganyisi	4
Mr V Nondabula	3
Mr S Dube	2

3. Audit Committee responsibility

The Audit Committee reports that it has complied with its responsibilities arising from section 38(1)(a) of the PFMA and Treasury Regulations 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.

4. The effectiveness of internal control

The system of internal controls is designed to provide cost effective assurance that assets are safeguarded and that liabilities and working capital are efficiently managed. In accordance with the PFMA and the King II Report on Corporate Governance requirements, Internal Audit provides the Audit Committee and management with assurance that the internal controls are appropriate and effective.

This is achieved by means of the risk management process, as well as the identification of corrective actions and suggested enhancements to the controls and processes. From the various reports of the Internal Auditors, the Audit

Report on the Annual Financial Statements and the management letter of the Auditor-General, it was noted that no significant or material non compliance with prescribed policies and procedures have been reported. Accordingly, we can report that the system of internal control for the period under review was effective and efficient.

Risk Management has been a priority of the audit committee for the year under review. Unfortunately, these positions were only filled subsequent to year-end, resulting in a functioning risk management section not being in place during the financial year.

The quality of in year management and monthly/quarterly reports submitted in terms of the PFMA and the Division of Revenue Act

The Audit Committee is satisfied with the content and quality of monthly and quarterly reports prepared and issued by the Accounting Officer and the Department during the year under review.

5. Evaluation of Annual Financial Statements

The Audit Committee has:

- reviewed and discussed the audited annual financial statements to be included in the annual report with the Auditor-General and the Accounting Officer;
- has reviewed the Auditor-General's management letter and management's response thereto; and
- reviewed significant adjustment resulting from the audit.

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.



RACHEL KALIDASS CA (SA)
AUDIT COMMITTEE CHAIRPERSON
13 AUGUST 2008

Report of the Auditor-General

REPORT OF THE AUDITOR-GENERAL TO THE MPUMALANGA LEGISLATURE ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF VOTE NO. 1: OFFICE OF THE PREMIER FOR THE YEAR ENDED 31 MARCH 2008

Report on the Financial Statements

Introduction

1. I have audited the accompanying financial statements of the Office of the Premier which comprise the appropriation statement, statement of financial position as at 31 March 2008, statement of financial performance and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes, as set out on pages 73 to 117.

Responsibility of the accounting officer 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 basis of accounting determined by the National Treasury, as set out in accounting policy note 1.1.1 and in the manner required by the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA) and the Division of Revenue Act, 2007 (Act No. 1 of 2007) (DoRA). This responsibility includes:
 - designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
 - selecting and applying appropriate accounting policies
 - making accounting estimates that are reasonable in the circumstances.

Responsibility of the Auditor-General

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA), my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with the International Standards on Auditing and General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008. Those standards require that I comply with ethical requirements, plan and perform the audit to obtain reasonable assurance on whether the financial statements are free from material misstatement.
5. 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 controls 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.

6. An audit also includes evaluating the:
 - appropriateness of accounting policies used
 - reasonableness of accounting estimates made by management
 - overall presentation of the financial statements.
7. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Basis of accounting

8. The Office of the Premier's policy is to prepare financial statements on the modified cash basis of accounting determined by the National Treasury, as set out in accounting policy note 1.1.1.

Opinion

9. 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 2008 and its financial performance and cash flows for the year then ended, in accordance with the modified cash basis of accounting determined by the National Treasury, as set out in accounting policy note 1.1.1 and in the manner required by the PFMA and DoRA.

Emphasis of matter

Without qualifying my audit opinion, I draw attention to the following matters:

Highlighting critically important matters presented or disclosed in the financial statements

Irregular expenditure

10. As disclosed in note 23 to the financial statements, irregular expenditure to the amount of R1 949 000 was incurred, as the proper procurement process had not been followed.

Restatement of corresponding figures

11. As disclosed in note 20 to the financial statements, the comparative figure for employee benefits as at 31 March 2007 has been restated. A balance of R 6 996 000 relating to capped leave which existed at 31 March 2007 was not disclosed in the prior year published financial statements. The comparative figure has been corrected and appropriately disclosed in the 2007/2008 financial statements.

Report of the Auditor-General

OTHER MATTERS

Without qualifying my audit opinion, I draw attention to the following matters that relate to my responsibilities in the audit of the financial statements:

Non-compliance with applicable legislation

Public Finance Management Act

12. Particulars of unauthorised, irregular or fruitless and wasteful expenditure were not submitted to the relevant treasury, as required by section 38(g) of the PFMA.

Treasury Regulations

13. The accounting officer did not ensure that a risk management strategy was formulated and communicated to all officials to ensure it is incorporated into the language and culture of the institution as required in terms of Treasury Regulation 3.2.1.

Matters of governance

14. The PFMA tasks the accounting officer with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of certain key governance responsibilities, which I have assessed as follows:

Matter of governance	Yes	No
Audit committee		
The Office of the Premier had an audit committee in operation throughout the financial year.	✓	
The audit committee operates in accordance with approved, written terms of reference.	✓	
The audit committee substantially fulfilled its responsibilities for the year, as set out in section 77 of the PFMA and Treasury Regulations 3.1.10 and 27.1.8.	✓	
Internal audit		
The Office of the Premier had an internal audit function in operation throughout the financial year.	✓	
The internal audit function operates in terms of an approved internal audit plan.	✓	
The internal audit function substantially fulfilled its responsibilities for the year, as set out in Treasury Regulations 3.2 and 27.2.	✓	
Other matters of governance		
The annual financial statements were submitted for audit as per the legislated deadlines (section 40 of the PFMA).	✓	
The financial statements submitted for audit were not subject to any material amendments resulting from the audit.		✓
No significant difficulties were experienced during the audit concerning delays or the unavailability of expected information and/or the unavailability of senior management.	✓	
The prior year's external audit recommendations have been substantially implemented.	✓	
SCOPA resolutions have been substantially implemented.	✓	

OTHER REPORTING RESPONSIBILITIES

REPORT ON PERFORMANCE INFORMATION

15. I have reviewed the performance information as set out on pages 7 to 48.

Responsibility of the accounting officer for the performance information

16. The accounting officer has additional responsibilities as required by section 40(3)(a) of the PFMA to ensure that the annual report and audited financial statements fairly present the performance against predetermined objectives of the Office of the Premier.

Responsibility of the Auditor-General

17. I conducted my engagement in accordance with section 13 of the PAA read with *General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008*.
18. In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.
19. I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for the audit findings reported below.

Audit findings (performance information)

Non-compliance with regulatory requirements

20. The entity has not reported performance against predetermined objectives, as required by section 40(3)(a) of the PFMA.

Measurable objectives not consistent

Measurable objectives are materially inconsistent between annual report and annual performance plan

21. I draw attention to the fact that the measurable objectives reported in the annual report of the Office of the Premier are materially inconsistent when compared with the predetermined objectives as per the annual performance plan.

Measurable objectives are materially inconsistent between annual report and budget

22. I draw attention to the fact that the objectives reported in the annual report of Office of the Premier are materially inconsistent when compared with the predetermined objectives as per the budget.

Objectives reported in annual report, but not predetermined as per annual performance plan and budget

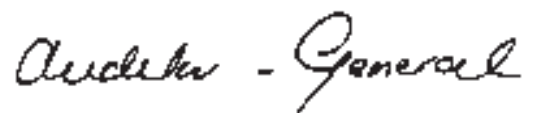
23. I draw attention to the fact that objectives are reported in the annual report of the Office of the Premier although they were not included as predetermined objectives in the annual performance plan and the budget.

Changes to planned performance information not approved

24. Changes to the measures in the current year's annual performance plan were not approved.

APPRECIATION

25. The assistance rendered by the staff of the Office of the Premier during the audit is sincerely appreciated.



Nelspruit
30 June 2008

Mpumalanga Office of the Premier
Vote 1
REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2008

REPORT BY THE ACCOUNTING OFFICER TO THE EXECUTIVE AUTHORITY AND THE PROVINCIAL LEGISLATURE OF MPUMALANGA PROVINCE AS AT 31 MARCH 2008.

1. General review of the state of financial affairs

Items that may need to be addressed include:

1.1 Important policy decisions and strategic issues facing the department.

The mandate and strategic role of the Office of the Premier is to co-ordinate, facilitate, advise, support, monitor and evaluate provincial performance. This is achieved through providing strategic leadership, management and executive decision-making intelligence.

The Office consists of three main programmes namely Administration, Corporate Support and Policy and Governance. The Office of the Premier has been refined and new units were established to prepare the Office for the responsibilities indicated above including 2010 Office and Programme Facilitation Unit. The Office had initially wanted to register the Mpumalanga Youth Commission as a public entity, and this endeavour was later dropped because of the pending joining of the Mpumalanga Youth Commission and the Umsobomvu Youth Fund. It is expected this move will allow for improved lobbying for implementation of youth issues. The House of Traditional Leaders shall not, as advised by the Treasury, be registered as a public entity – as was originally intended.

1.2 Comment on significant events that have taken place during the year

The Mpumalanga Management Academy is being established in the province. This will allow the province to better implement its management development programmes and further prepare lower level managers for senior management. A pool of able managers will be developed thus countering skills shortage. The academy was launched on 15 February 2008 as an element of the Accelerated Capacity Building Flagship.

1.3 Comment on major projects undertaken or completed during the year

The Office is monitoring the implementation of flagship projects. To this end, a specialised unit (Programme Facilitation Unit) was established to ensure

and or facilitate effective running of related projects. The 2010 Co-ordination Unit was also established and an executive manger appointed to co-ordinate all 2010 related issues including the participation of neighbouring countries (Swaziland and Mozambique). The 2010 Co-ordination Unit is fully functionally and has acquired a building which is shared with the House of Traditional Leaders and the Programme Facilitation Unit

1.4 Spending trends

The appropriated budget for 2007/08 financial year was R148,821 million. This amount was, during the adjustments appropriation, adjusted to R170,450 million and total expenditure amounted to R169,887 million. The over spending of R14 thousands is attributed to a suspense account which was resolved late. The Office did a virement and no funds were transferred from one programme to another as funds were moved within programmes. The Accounting Officer approved the virement. Protocol Services was in Programme three in the 2006/2007 financial has now been moved to Programme two. The Cluster Management Unit was moved from programme one to Programme three.

1.5 Unauthorised expenditure.

The total Unauthorised expenditure for the 2006/2007 financial year is R2,079 million of which of R 1,614 million is for 2004/05 was condoned with funding from the Revenue Fund. There is still an outstanding amount of R479 000.00 of which R14 000.00 is from 2007/2008 financial year.

2. Service rendered by the Office of the Premier

2.1 A list of services rendered.

A detailed report on the services rendered by the Office of the Premier is discussed in the Annual Report. The following are broad strategic objectives of the Office of the Premier:

- Overall effective and efficient administrative management of the Office and all other Provincial Departments.

**Mpumalanga Office of the Premier
Vote 1
REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2008**

- Alignment of Strategic Plans with the provincial Growth and development Strategy.
- Enhancement of good governance and service delivery.
- Co-ordination, implementation, monitoring and evaluation of gender, disability and children's rights.

2.2 Tariff policy

The Office of the Premier does not have a tariff policy as there are no revenue sources that would require independent setting of charges.

2.3 Free Services

The Office of the Premier does not charge for services rendered in the form of monitoring and advice to other departments.

2.4 Inventories

Inventories at hand as at year-end is R 461,575. Stock take was done in presence of external auditors.

3. Capacity constraints

Not all funded posts were filled on time and this resulted in the Office experiencing capacity constraints. These posts were advertised towards the end of the financial year and are currently being filled.

4. Utilisation of donor funds

The Office received amounts totalling R 160,000 for the Premiers Golf Day and contribution towards the burial costs of Chief Mthethwa. The R 5 000.00 has been utilised for the burial costs of Chief Mthethwa and the R155 000 will be utilised when the Premier identifies charity organisations that he can donate money to.

5. Trading entities and public entities

There were no public entities during the reporting period.

Organisations to whom transfer payments have been made

The Office of the Premier made transfer payments during the year under review for the burial expenses of Chief Mthethwa which was an act of grace. Refer to Annexure 1L.

6. Public private partnerships (PPP)

The Office does not have Public Private Partnerships.

7. Corporate governance arrangements

7.1 Risk Management Approach

Internal Audit section facilitates a risk assessment exercise where management identifies risks in the Office under specific focus areas. A risk management document is compiled by Internal Audit to address the risks. A risk management committee was established by the accounting officer. The committee implements the risk management strategy for the Office. The Office has created the post of Risk Manager. The incumbent shall be responsible for the implementation of the risk strategy. In the mean time the Office has appointed a Risk Officer to perform the duties.

7.2 Fraud Prevention Policy.

A fraud prevention framework was prepared by Internal Audit for cluster departments. The Office has now an approved fraud prevention plan and has since conducted an awareness workshop for half of the personnel. A section that deals with fraud and related issues is in operation (Forensic Audit) whose responsibility is, among others, to investigate reported fraud cases in the province.

7.3 Effectiveness of Internal Audit and Audit Committee.

Internal Audit works according to the operational plan, as approved by the Audit Committee for the cluster departments. The Audit Committee functions well and meets on a quarterly basis.

7.4 Implementation of a code of conduct.

Senior managers annually declare their financial interests in order to minimise conflict of interest.

A workshop on code of conduct in the public service was conducted.

8. Discontinued activities/activities to be discontinued

There were no activities discontinued during the reporting period.

9. New/proposed activities

The Office facilitated the Computer and Performance Audit. The Computer and Performance Audit will enhance overall performance in the Province. A Programme Facilitation Unit

**Mpumalanga Office of the Premier
Vote 1
REPORT OF THE ACCOUNTING OFFICER
for the year ended 31 March 2008**

was established. The purpose of the unit shall be to monitor and give advice on projects of government. Flagship projects will be the main focus area.

10. Asset management

10.1 Progress with regard to capturing assets in the register

All assets have been captured in the asset register and were all numbered for identification purposes.

10.2 Establishment of asset management units and asset management teams

The asset management unit was established in 2005/06 and the section is fully functional. The Office has sent practitioners to relevant courses to build capacity.

10.3 Indication of the extent of compliance with the minimum requirements

The Asset register is fully compliant with the minimum requirements.

10.4 Indication of the extent of compliance with Asset Management Reforms (AMR)

Milestones

All assets acquired prior to the implementation of LOGIS have been captured in the system.

11. Events after the reporting date

There were no material events that occurred after the reporting date.

12. Performance information

Programme and Sub-programme performance is monitored on a monthly basis and is reported to the Executive Authority. Financial performance is evaluated monthly through the In-Year-Monitoring system and reported in Management Committee meetings. Performance review sessions are held on a quarterly basis to review the performance of Programme and Sub-programmes against their targets.

13. SCOPA resolutions

The Scopa resolution in place is that R 1,614 million for 2003/04 was condoned with funding from the Revenue Fund.

Reference to previous Audit and SCOPA Resolutions	Subject	Findings on Progress
	Authorised Expenditure	Condoned with funding from the Revenue Fund

14. Prior modifications to audit reports

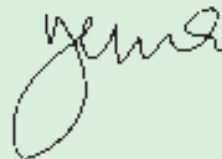
The Accounting Officer enforced tighter internal controls in procurement asset management and expenditure.

15. Other

There are no other material facts or circumstances, which may have an effect on the understanding of the financial state of affairs, addressed elsewhere in this report.

16. Approval

The Annual Financial Statements set out on pages 7 to 49 have been approved by the Accounting Officer.



**KW NGEMA
DIRECTOR-GENERAL
30 MAY 2008**

Mpumalanga Office of the Premier
Vote 1
APPROPRIATION STATEMENT
for the year ended 31 March 2008

Appropriation per programme									
	Adjusted Appropriation	Shifting of Funds	Virement	2007/08				2006/07	
				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
1. ADMINISTRATION									
Current payment	49,949	150	(292)	49,507	48,994	513	99,00%	34,843	35,444
Transfers and subsidies	-	-	-	-	-	-	-	14	14
Payment for capital assets	3,431	-	292	3,723	3,722	-	100.0%	1,944	1,554
2. CORPORATE SUPPORT									
Current payment	67,970	-	(978)	66,992	66,929	63	99.9%	36,868	35,778
Transfers and subsidies	-	-	-	-	-	-	0.0%	18	17
Payment for capital assets	50	-	978	1,028	1,028	-	100.0%	1,472	312
3. POLICY AND GOVERNANCE									
Current payment	38,779	-	8,578	47,357	47,677	(320)	100.7%	31,604	34,173
Transfers and subsidies	8,674	-	(8,578)	96	91	5	94.8%	15	15
Payment for capital assets	621	-	-	621	320	301	51.5%	1,018	954
Subtotal	169,474	(150)	-	169,324	168,761	563	99.7%	107,796	108,261
Statutory Appropriation									
Current payment	976	150		1,126	1,126		100.0%	983	983
Payment for capital assets				-			0.0%		
TOTAL	170,450	-	-	170,450	169,887	563	99.7%	108,779	109,244
Reconciliation with Statement of Financial Performance									
Add:									
Departmental revenue				716				940	
Actual amounts per Statements of Financial Performance (Total revenue)				171,166				109,719	
Actual amounts per Statements of Financial Performance (Total expenditure)					169,887				109,244

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Appropriation per economic classification

	2007/08							2006/07	
	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									
Compensation of employees	78,636	(150)	(4,871)	73,615	73,302	313	99.6%	66,592	66,081
Goods and services	78,062	-	12,179	90,241	90,294	(53)	100.1%	36,723	39,314
Financial transactions in assets and liabilities	-	-	-	-	4	(4)	0.0%	-	-
Transfers and subsidies									
Provinces and municipalities	-	-	-	-	-	-	0.0%	47	46
Non-profit institutions	8,578	-	(8,578)	-	-	-	0.0%	-	-
Households	96	-	-	96	91	5	94.8%	-	-
Machinery and equipment	4,102	-	1,270	5,372	5,070	302	94.4%	4,434	2,820
Total	169,474	(150)	-	169,324	168,761	563	99.7%	107,796	108,261

Statutory Appropriation

Details of direct changes against the National/Provincial Revenue Fund	2007/08							2006/07	
	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
Member of executive committee / parliamentary officers/legislature	976	150		1,126	1,126	-	100.0%	983	983
Total	976	150		1,126	1,126		100.0%	983	983

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 1 – Administration for the year ended 31 March 2008

Programme per subprogramme	2007/08							2006/07	
	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
1.1 Private Secretariat									
Current Payments	6,767	(150)	-	6,617	6,649	(32)	100.5%	7,773	6,876
Transfers and Subsidies	-	-	-	-	-	-	0.0%	4	2
Payment for Capital Assets	90	-	-	90	54	36	60.0%	85	83
1.2 Executive Council Secretariat									
Current Payments	3,069	-	-	3,069	2,999	70	97.7%	2,322	1,969
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payment for Capital Assets	30	-	-	30	70	(40)	233.3%	55	31
1.3 Office of the Director General									
Current Payments	4,612	-	-	4,612	4,471	141	96.9%	3,867	3,842
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payment for Capital Assets	120	-	-	120	99	21	82.5%	75	76
1.4 2010 Co-ordination									
Current Payments	8,548	-	(292)	8,256	8,166	90	98.9%	-	-
Transfers and Subsidies	-	-	-	-	-	-	0.0%	-	-
Payment for Capital Assets	-	-	292	292	1,068	(776)	365.8%	-	-
1.5 Internal Audit									
Current Payments	6,811	-	-	6,811	6,615	196	97.1%	7,333	7,118
Transfers and Subsidies	-	-	-	-	-	-	0.0%	4	4
Payment for Capital Assets	623	-	-	623	96	527	15.4%	209	114
1.6 Forensic Investigations									
Current Payments	3,634	-	-	3,634	3,588	46	98.7%	-	-
Transfers and Subsidies	-	-	-	-	-	-	0.0%	-	-
Payment for Capital Assets	180	-	-	180	223	(43)	123.9%	-	-
1.7 Security Management									
Current Payments	382	-	-	382	351	31	91.9%	170	-
Transfers and Subsidies	-	-	-	-	-	-	0.0%	-	-
Payment for Capital Assets	20	-	-	20	-	20	0.0%	-	-
1.8 Financial Management									
Current Payments	16,126	-	-	16,126	16,155	(29)	100.2%	13,378	15,639
Transfers and Subsidies	-	-	-	-	-	-	0.0%	4	6
Payment for Capital Assets	2,368	-	-	2,368	2,112	256	89.2%	1,520	1,250
TOTAL	53,380	(150)	-	53,230	52,716	514	99.0 %	36,801	37,012

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Economic Classification	2007/08							2006/07	
	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 payment									
Compensation of employees	24,728	(150)	(1,712)	22,866	22,867	(1)	100.0%	19,687	19,704
Goods and services	25,221	-	1,420	26,641	26,127	514	98.1%	15,155	15,739
Interest and rent on land	-	-	-	-	-	-	0.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	0.0%	-	-
Provinces and municipalities	-	-	-	-	-	-	0.0%	14	15
Machinery and equipment	3,431	-	292	3,723	3,722	1-	100.0%	1,945	1,554
TOTAL	53,380	(150)	-	53,230	52,716	514	99.0%	36,801	37,012

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 2 – Corporate Support for the year ended 31 March 2008

Programme per subprogramme	2007/08							2006/07	
	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
2.1 Protocol Services									
Current Payments	2,218	-	-	2,218	2,164	54	97.6%	1,824	1,725
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payment for Capital Assets	20	-	-	20	15	5	75.0%	-	-
2.2 Transversal Human Resource Development									
Current Payments	9,242	-	(9)	9,233	9,113	120	98.7%	3,737	3,969
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payment for Capital Assets	-	-	120	120	24	96	20.0%	96	74
2.3 Internal Human Resource and Auxilliary Service									
Current Payments	8,631	-	(209)	8,422	8,314	108	98.7%	7,109	7,146
Transfers and Subsidies	-	-	-	-	-	-	0.0%	4	3
Payment for Capital Assets	-	-	274	274	275	(1)	100.4%	45	39
2.4 Labour Relations									
Current Payments	2,304	-	(180)	2,124	2,063	61	97.1%	2,154	1,858
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	-	-	-	-	0.0%	20	12
2.5 Workstudy and Job Evaluation									
Current Payments	3,091	-	(300)	2,791	2,664	127	95.4%	3,233	3,179
Transfers and subsidies	-	-	-	-	-	-	0.0%	2	2
Payments for Capital Assets	-	-	-	-	-	-	-	25	18
2.6 Transversal Human Resource and Policy Guidelines									
Current Payments	2,051	-	260	2,311	2,286	25	98.9%	1,517	1,482
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	44	44	44	-	100.0%	-	-
2.7 Public Service Transformation and Service Delivery									
Current Payments	3,904	-	-	3,904	3,235	669	82.9%	4,040	3,240
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	-	-	11	(11)	0.0%	50	9
2.8 Provincial Government Info. Office									
Current Payments	1,130	-	(370)	760	750	10	98.7%	1,079	1,015
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	370	370	473	(103)	127.8%	996	-

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 2 – Corporate Support for the year ended 31 March 2008

Programme per subprogramme	2007/08							2006/07	
	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
2.9 Legal Advisory Service									
Current Payments	2,859	-	(16)	2,843	2,812	31	98.9%	2,386	2,267
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	30	-	16	46	68	(22)	147.8%	40	27
2.10 Programme Support (Comm)									
Current Payments	21,765	-	-	21,765	23,495	(1,730)	107.9%	1,583	1,282
Transfers and Subsidies	-	-	-	-	-	-	0.0%	-	-
Payments for Capital Assets	-	-	-	-	-	-	0.0%	50	51
2.11 Community Service and Research									
Current Payments	4,247	-	(489)	3,758	3,736	22	99.4%	1,315	1,027
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	20	20	17	3	85.0%	50	8
2.12 Media Departmental and Information Service									
Current Payments	2,527	-	(279)	2,248	2,225	23	99.0%	1,954	1,869
Transfers and Subsidies	-	-	-	-	-	-	0.0%	1	1
Payments for Capital Assets	-	-	73	73	73	-	100.0%	50	12
2.13 Corporate Communication Services									
Current Payments	4,001	-	614	4,615	4,072	543	88.2%	4,937	5,719
Transfers and Subsidies	-	-	-	-	-	-	0.0%	3	3
Payments for Capital Assets	-	-	61	61	28	33	45.9%	50	62
TOTAL	68,020	-	-	68,020	67,957	63	99.9%	38,358	36,107

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 2 – Corporate Support for the year ended 31 March 2008

Economic Classification	2007/08							2006/07	
	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									
Compensation of Employees	30,146		(3,220)	26,926	26,610	316	98.8%	25,626	24,689
Goods and Services	37,824		2,242	40,066	40,317	(251)	100.6%	11,242	11,089
Interest and rent on land							0.0%		
Financial transactions in assets and liabilities					2	(2)	0.0%		
Transfers and subsidies									
Provinces & municipalities		-	-	-	-	-	0.0%	18	17
Machinery & Equipment	50	-	978	1,028	1,028	-	100.0%	1,472	312
TOTAL	68,020	-	-	68,020	67,957	63	99.9%	38,358	36,107

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 3 – Policy and Governance for the year ended 31 March 2008

Programme per subprogramme	2007/08							2006/07	
	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
3.1 Office on the Status of Woman									
Current Payments	2,686		338	3,024	3,218	(194)	106.4%	2,194	2,330
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	27			27	25	2	92.6%	33	
3.2 Office on the Status of Disabled Persons									
Current Payments	2,091		132	2,223	2,214	9	99.6%	1,716	1,937
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	40			40	13	27	32.5%		30
3.3 Office on the Rights of the Child									
Current Payments	1,586			1,586	1,523	63	96.0%	924	1,428
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	-				-	-	0.0%		
3.4 Programme Support (Spec Prog)									
Current Payments	799			799	836	(37)	104.6%	726	2,212
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	-				-	-	0.0%	-	-
3.5 Internattional Relations									
Current Payments	2,823			2,823	2,672	151	94.7%	1,763	2,232
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	-				16	-	0.0%	75	43
3.6 Programme Support (Provincial and Policy Manager)									
Current Payments	1,744		(255)	1,489	1,471	18	98.8%	812	195
Transfers and Subsidies	-				-	-	0.0%	-	-
Payment for Capital Assets	30			30	45	(15)	150.0%		29
3.7 Policy & Planning									
Current Payments	3,603			3,603	3,582	21	99.4%	2,895	2,589
Transfers and Subsidies	-				-	-	0.0%	1	1
Payment for Capital Assets	70			70	26	44	37.1%	10	33
3.8 Monitoring & Evaluation									
Current Payments	4,602			4,602	5,642	(1,040)	122.6%	4,692	4,860
Transfers and Subsidies	-				-	-	0.0%	2	2
Payment for Capital Assets	20			20	23	(3)	115.0%	8	-
3.9 Research & Strategic Information									
Current Payments	3,399		78	3,477	3,093	384	89.0%	2,861	2,815
Transfers and Subsidies	-				-	-	0.0%	2	2
Payment for Capital Assets	27			27	37	(10)	137.0%	38	23

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Detail per programme 3 – Policy and Governance for the year ended 31 March 2008									
Programme per subprogramme	2007/08							2006/07	
	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
3.10 Youth Commission									
Current Payments			8,122	8,122	7,921	201	97.5%	5,768	6,411
Transfers and Subsidies	8,578		(8,578)	-	-	-	0.0%	1	2
Payment for Capital Assets	-		-	-	14	(14)	0.0%	779	747
3.11 Social Transformation Cluster									
Current Payments	1,644		(122)	1,522	1,146	376	75.3%	962	830
Transfers and Subsidies	-			-	-	-	0.0%	-	-
Payment for Capital Assets	-			-	-	-	0.0%	-	-
3.12 Economy ,Investment and Employment									
Current Payments	1,509		(268)	1,241	1,246	(5)	100.4%	954	978
Transfers and Subsidies	-			-	-	-	0.0%	1	-
Payment for Capital Assets	35			35	-	35	0.0%	-	-
3.13 Governance and Criminal Justice system									
Current Payments	1,554		(263)	1,291	1,268	23	98.2%	1,405	1,291
Transfers and Subsidies	-			-	-	-	0.0%	1	1
Payment for Capital Assets	-			-	-	-	0.0%	55	30
3.14 Programme Facilitation Unit									
Current Payments	2,420		874	3,294	3,484	(190)	105.8%	-	-
Transfers and Subsidies	-			-	-	-	0.0%	-	-
Payment for Capital Assets	200			200	48	152	24.0%	-	-
3.15 House of Traditional Leaders									
Current Payments	7,704			7,704	7,833	(129)	101.7%	3,932	4,065
Transfers and Subsidies	96			96	91	5	94.8%	2	2
Payment for Capital Assets	172			172	51	121	29.7%	20	19
3.16 Programme Support Cluster Management									
Current Payments	615		(58)	557	528	29	94.8%	-	-
Transfers and Subsidies							0.0%	-	-
Payment for Capital Assets					22	(22)	0.0%	-	-
TOTAL	48,074			48,074	48,088	(14)	100.0%	32,637	35,142

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

Statutory Appropriation per economic classification

Economic Classification	2007/08							2006/07	
	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 payment									
Compensation of employees	23,762		61	23,823	23,825	(2)	100.0%	21,271	21,688
Goods and services	15,017		8,517	23,534	23,850	(316)	101.3%	10,326	12,486
Interest and rent on land							0.0%		
Financial transactions in assets and liabilities					2	(2)	0.0%		
Transfers and subsidies									
Provinces and municipalities							0.0%	15	14
Non-profit institutions	8,578		(8,578)				0.0%		
Households	96			96	91	5	94.8%		
Payments for capital assets									
Buildings and other fixed structures									
Machinery and equipment	621			621	320	301	51.5%	1,017	954
TOTAL	48,074	-	-	48,074	48,088	(14)	100.0%	32,637	35,142

Mpumalanga Office of the Premier
Vote 1
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008

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

Detail of these transactions can be viewed in note 8 (Transfers and subsidies) and Annexure 1L 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 financial transactions in assets and liabilities

Detail of these transactions per programme can be viewed in note 8 (Financial transactions in assets and liabilities) 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
Administration	53,380	52,717	663	1.2%
Corporate Support	68,020	67,957	63	0%
Policy & Governance	48,074	48,088	(14)	0%

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 payment:				
Compensation of employees	73,615	73,302	313	0.4%
Goods and services	90,241	90,294	(53)	0%
Financial transactions in assets and liabilities		4	(4)	100%
Transfers and subsidies:				
Households	96	91	5	5.2%
Payments for capital assets:				
Machinery and equipment	5,372	5,070	302	5.6%

**Mpumalanga Office of the Premier
Vote 1
STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2008**

	Note	2007/08 R'000	2006/07 R'000
Revenue			
Annual appropriation	1	169,324	107,796
Statutory appropriation	2	1,126	983
Departmental revenue	3	716	940
Total Revenue		171,166	109,719
Expenditure			
Current expenditure			
Compensation of employees	4	74,428	67,064
Goods and services	5	90,294	39,314
Financial transactions in assets and liabilities	6	4	-
Total current expenditure		164,726	106,378
Transfers and subsidies	7	91	46
Expenditure for capital assets			
Machinery and Equipment	8	5,070	2,820
Total expenditure for capital assets		5,070	2,820
Total Expenditure		169,887	109,244
Surplus/(Deficit)			
Add back unauthorised expenditure	9	14	465
Surplus/(Deficit) for the year		1,293	940
Reconciliation of Surplus/(Deficit) for the year			
Voted Funds	12	577	-
Departmental Revenue	13	716	940
Surplus/(Deficit) for the year		1,293	940

**Mpumalanga Office of the Premier
Vote 1
STATEMENT OF FINANCIAL POSITION
for the year ended 31 March 2008**

	Note	2007/08 R'000	2006/07 R'000
ASSETS			
Current assets		12,872	2,373
Unauthorised expenditure	9	2,093	2,079
Cash and cash equivalents	10	9,953	157
Receivables	11	826	137
TOTAL ASSETS		12,872	2,373
LIABILITIES			
Current liabilities		12,872	2,373
Voted funds to be surrendered to the Revenue Fund	12	577	2,187
Departmental revenue to be surrendered to the Revenue Fund	13	56	87
Payables	14	12,239	99
TOTAL LIABILITIES		12,872	2,373

**Mpumalanga Office of the Premier
Vote 1
STATEMENT OF CHANGES IN NET ASSETS
for the year ended 31 March 2008**

	Note	2007/08 R'000	2006/07 R'000
Recoverable revenue			
Opening balance			8
Transfers:			(8)
Debts revised			
Debts recovered (included in departmental revenue)			(8)
Debts raised			-
TOTAL			-

Mpumalanga Office of the Premier
Vote 1
CASH FLOW STATEMENT
for the year ended 31 March 2008

	Note	2007/08 R'000	2006/07 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		171,150	109,463
Annual appropriated funds received	1	169,324	107,796
Statutory appropriated funds received		1,126	983
Departmental revenue received	3	700	684
Net (increase)/decrease in working capital		11,437	(367)
Surrendered to Revenue Fund		(2,934)	(7,172)
Current payments		(164,726)	(106,378)
Unauthorised expenditure – current payment	9	14	465
Transfers and subsidies paid		(91)	(46)
Net cash flow available from operating activities	15	14,850	(4,035)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets		(5,070)	(2,820)
Proceeds from sale of capital assets	3	16	256
Net cash flows from investing activities		(5,054)	(2,564)
CASH FLOWS FROM FINANCIAL ACTIVITIES			
Increase/(decrease) in net assets			(8)
Net cash flows from financing activities			(8)
Net increase/(decrease) in cash and cash equivalents		9,796	(6,607)
Cash and cash equivalents at the beginning of the period		157	6,764
Cash and cash equivalents at end of period	16	9,953	157

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

The Financial Statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. However, 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, Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the Act and the Division of Revenue Act, Act 2 of 2006.

1. Presentation of the Financial Statements

1.1 Basis of preparation

The Financial Statements have been prepared on a modified cash basis of accounting, except where stated otherwise. The modified cash basis constitutes the cash basis of accounting supplemented with additional disclosure items. Under the cash basis of accounting transactions and other events are recognised when cash is received or paid.

1.2 Presentation currency

All amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

1.3 Rounding

Unless otherwise stated all financial figures have been rounded to the nearest one thousand Rand (R'000).

1.4 Comparative figures

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.

1.5 Comparative figures - Appropriation Statement

A comparison between actual amounts and final appropriation per major classification of expenditure is included in the appropriation statement.

2. Revenue

2.1 Appropriated funds

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the appropriated funds made

in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

Total appropriated funds are presented in the statement of financial performance.

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund. Amounts owing to the Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

2.2 Statutory Appropriation

Statutory appropriations are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the statutory appropriations made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

Total statutory appropriations are presented in the statement of financial performance.

Unexpended statutory appropriations are surrendered to the Provincial Revenue Fund. Amounts owing to the Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

2.3 Departmental revenue

All departmental revenue is paid into the Provincial Revenue Fund when received, unless otherwise stated. Amounts owing to the Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

Amounts receivable at the reporting date are disclosed in the disclosure notes to the annual financial statements.

2.3.1 Tax revenue

Tax revenue consists of all compulsory unrequited amounts collected by the department in accordance with laws and or regulations (excluding fines, penalties & forfeits).

Tax receipts are recognised in the statement of financial performance when received.

2.3.2 Sales of goods and services other than capital assets

The proceeds received from the sale of goods

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

and/or the provision of services is recognised in the Statement of Financial Performance when the cash is received.

2.3.3 Fines, penalties & forfeits

Fines, penalties & forfeits are compulsory unrequited amounts which were imposed by a court or quasi-judicial body and collected by the department. Revenue arising from fines, penalties and forfeits is recognised in the Statement of Financial Performance when the cash is received.

2.3.4 Interest, dividends and rent on land

Interest, dividends and rent on land is recognised in the statement of financial performance when the cash is received.

2.3.5 Sale of capital assets

The proceeds received on sale of capital assets are recognised in the Statement of Financial Performance when the cash is received.

2.3.6 Financial transactions in assets and liabilities

Repayments of loans and advances previously extended to employees and public corporations for policy purposes are recognised as revenue in the Statement of Financial Performance on receipt of the funds.

Cheques issued in previous accounting periods that expire before being banked are recognised as revenue in the Statement of Financial Performance when the cheque becomes stale. When the cheque is reissued the payment is made from Revenue.

2.3.7 Transfers received (including gifts, donations and sponsorships)

All cash gifts, donations and sponsorships are paid into the Provincial Revenue Fund and recorded as revenue in the Statement of Financial Performance when received. Amounts receivable at the reporting date are disclosed in the disclosure notes to the financial statements. All in-kind gifts, donations and sponsorships are disclosed at fair value in an annexure to the financial statements.

2.4 Direct Exchequer receipts

All direct exchequer fund receipts are recognised in the Statement of Financial Performance when the cash is received.

3. Expenditure

3.1 Compensation of employees

3.1.1 Short-term employee benefits

Salaries and wages comprise payments to employees (including leave entitlements, thirteenth cheques and performance bonuses). Salaries and wages are recognised as an expense in the Statement of Financial Performance when final authorisation for payment is effected on the system (by no later than 31 March of each year).

All other payments are classified as current expense.

Short-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the Statement of Financial Performance or Position.

3.1.2 Termination benefits

Termination benefits such as severance packages are recognised as an expense in the Statement of Financial Performance as a transfer (to households) when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

3.1.3 Other long-term employee benefits

Other long-term employee benefits (such as capped leave) are recognised as an expense in the Statement of Financial Performance as a transfer (to households) when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Long-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the Statement of Financial Performance or Position.

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

3.2 Goods and services

Payments made for goods and/or services are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). The expense is classified as capital if the goods and services were used for a capital project or an asset of R5000 or more is purchased. All assets costing less than R5000 will also be reflected under goods and services.

3.3 Financial transactions in assets and liabilities

Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or underspending of appropriated funds. The write off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts but amounts are disclosed as a disclosure note.

All other losses are recognised when authorisation has been granted for the recognition thereof.

3.4 Unauthorised expenditure

When discovered unauthorised expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is either approved by the relevant authority, recovered from the responsible person or written off as irrecoverable in the Statement of Financial Performance.

Unauthorised expenditure approved with funding is recognised in the Statement of Financial Performance when the unauthorised expenditure is approved and the related funds are received. Where the amount is approved without funding it is recognised as expenditure, subject to availability of savings, in the Statement of Financial Performance on the date of approval.

3.5 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is recovered from the responsible person or written off as irrecoverable in the Statement of Financial Performance.

3.6 Irregular expenditure

Irregular expenditure is recognised as expenditure in the Statement of Financial Performance. If the expenditure is not condoned by the relevant authority

it is treated as an asset until it is recovered or written off as irrecoverable.

3.7 Transfers and subsidies

Transfers and subsidies are recognised as an expense when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

3.8 Expenditure for capital assets

Payments made for capital assets are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

4. Assets

4.1 Cash and cash equivalents

Cash and cash equivalents are carried in the statement of financial position at cost.

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.

4.2 Other financial assets

Other financial assets are carried in the Statement of Financial Position at cost.

4.3 Prepayments and advances

Amounts prepaid or advanced are recognised in the statement of financial position when the payments are made.

Pre-payments and advances outstanding at the end of the year are carried in the statement of financial position at cost.

4.4 Receivables

Receivables included in the statement of financial position arise from cash payments made that are recoverable from another party.

Receivables outstanding at year-end are carried in the statement of financial position at cost.

4.5 Inventory

Inventories purchased during the financial year are disclosed at cost in the notes.

4.6 Capital assets

A capital asset is recorded on receipt of the item at cost.

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Cost of an asset is defined as the total cost of acquisition. Where the cost cannot be determined accurately, the capital asset should be stated at fair value. Where fair value cannot be determined, the capital asset is included in the asset register at R1.

Projects (of construction/development) running over more than one financial year relating to assets, are only capitalised as assets on completion of the project and at the total cost incurred over the duration of the project.

Disclosure Note 25 reflect the total movement in the asset register for the current financial year.

5. Liabilities

5.1 Voted funds to be surrendered to the Revenue Fund

Unexpended appropriated funds are surrendered to the Provincial Revenue Fund. Amounts owing to the Provincial Revenue Fund at the end of the financial year are recognised in the Statement of Financial Position

5.2 Departmental revenue to be surrendered to the Revenue Fund

Amounts owing to the Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position at cost.

5.3 Payables

Recognised payables mainly comprise of amounts owing to other governmental entities. These payables are recognised at historical cost in the statement of financial position.

5.4 Contingent liabilities

Contingent liabilities are included in the disclosure notes.

5.5 Commitments

Commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

5.6 Accruals

Accruals are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

5.7 Employee benefits

Short-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the statement of financial performance or the statement of financial position.

5.8 Lease commitments

Lease commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

Operating lease commitments are expensed when the payments are made. Assets acquired in terms of finance lease agreements are disclosed in the annexures and disclosure notes to the financial statements.

6. Receivables for departmental revenue

Receivables for departmental revenue are disclosed in the disclosure notes to the annual financial statements.

7. Net Assets

7.1 Recoverable revenue

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.

8. Related party transactions

Specific information with regards to related party transactions is included in the disclosure notes.

9. Key management personnel

Compensation paid to key management personnel including their family members where relevant, is included in the disclosure notes.

**Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008**

1. Annual Appropriation

1.1 Annual Appropriation

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

	Final Appropriation R'000	Actual Funds Received R'000	Funds not requested/ not received R'000	Appropriation received 2006/07 R'000
Programmes				
Corporate Support	53,230	53,230		40,179
Administration	68,020	68,020		36,533
Policy and Governance	48,074	48,074		31,084
TOTAL	169,324	169,324		107,796

2. Statutory Appropriation

	Note	2007/08 R'000	2006/07 R'000
Member of executive committee/parliamentary officers		1,126	983
Total		1,126	983
Actual Statutory Appropriation received		1,126	983

**3. Departmental revenue
Description**

Tax revenue			
Sales of goods and services other than capital assets	3.1	90	75
Interest, dividends and rent on land	3.2	578	532
Sales of capital assets	3.3	16	256
Financial transactions in assets and liabilities	3.4	32	77
Total revenue collected		716	940
Departmental revenue collected		716	940
3.1 Sales of goods and services other than capital assets			
Sales of goods and services produced by the department		90	75
Other sales		90	75
Sales of scrap, waste and other used current goods			
Total		90	75

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

3.2 Interest, dividends and rent on land	Note	2007/08 R'000	2006/07 R'000
Interest		578	532
Total		578	532
3.3 Sale of capital assets			
Other capital assets		16	256
Total		16	256
3.4 Financial transactions in assets and liabilities			
Nature of recovery			
Stale cheques written back		6	8
Other Receipts including Recoverable Revenue		26	69
Total		32	77
4. Compensation of employees			
Salaries and Wages			
Basic salary		48,437	44,245
Performance award		1,208	707
Service Based		3,256	111
Compensative/circumstantial		1,126	1,260
Periodic payments		586	362
Other non-pensionable allowances		10,788	12,307
Total		65,401	58,992
Social contributions			
4.2.1 Employer contributions			
Pension		6,113	5,504
Medical		2,902	2,560
Bargaining council		12	8
Total		9,027	8,072
Total compensation of employees		74,428	67,064
Average number of employees		316	290

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

5. Goods and services

	Note	2007/08 R'000	2006/07 R'000
Advertising		26,839	2,121
Attendance fees (including registration fees)		48	47
Bank charges and card fees		14	13
Bursaries (employees)		167	99
Catering		3,798	
Communication		3,721	1,139
Consultants, contractors and special services		7,873	3,341
Courier and delivery services		13	12
Entertainment		10	2,266
External audit fees	5.1	1,188	878
Equipment less than R5000		504	390
Government motor transport		881	697
Inventory	5.2	2,391	3,592
Legal fees		306	106
Licence agency fees		7	
Maintenance, repairs and running costs		7,779	971
Operating leases		1,972	2,310
Photographic services		160	
Plant flowers and other decorations		203	100
Printing and publications		2,330	-
Professional bodies and membership fees		18	162
Resettlement costs		134	236
Subscriptions		164	197
Storage of furniture		2	-
System access fees		162	-
Owned and leasehold property expenditure		5,350	1,559
Travel and subsistence	5.3	16,649	14,482
Venues and facilities		5,026	3,659
Protective, special clothing & uniforms		45	51
Training & staff development		2,540	886
Total		90,294	39,314
<hr/>			
5.1 External audit fees			
Regularity audits		1,188	878
Total		1,188	878
<hr/>			
5.2 Inventory			
Domestic consumables		174	124
Food and food supplies		212	203
Parts and other maintenance material		4	8
Stationery and printing		1,878	3,230
Restoration and fittings		123	27
Total		2,391	3,592

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

5.3 Travel and subsistence	Note	2007/08 R'000	2006/07 R'000
Local		16,045	11,582
Foreign		604	2,900
Total		16,649	14,482
6. Financial transactions in assets and liabilities			
Debts written off	6.1	4	-
Total		4	-
6.1 Debts written off			
Nature of debts written off			
Transfer to debts written off			
Chirwa SM		2	
Mokoena LF		1	
Mthethwa MD		1	
Total		4	
7. Transfers and subsidies			
Provinces and municipalities	Annex 1C 1D, 1E & 1F		46
Households	Annex 1L	91	
Total		91	46
8. Expenditure for capital assets			
Machinery and equipment	25	5,070	2,820
Total		5,070	2,820
9. Unauthorised expenditure			
9.1 Reconciliation of unauthorised expenditure			
Opening balance		2,079	1,614
Unauthorised expenditure – current year		14	465
Unauthorised expenditure awaiting authorisation		2,093	2,079

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

					2007/08 R'000	2006/07 R'000
9.2 Analysis of Current Year Unauthorised expenditure						
Incident	Disciplinary steps taken/criminal proceedings					
Suspense account	None				14	
Total					14	
10. Cash and cash equivalents						
Consolidated Paymaster General Account Disbursements					9,953	160 (3)
Total					9,953	157
11. Receivables						
	Note	Less than one year	One to three years	Older than three years	Total	Total
Staff debtors	11.1	44	2		46	132
Other debtors	11.2	29			29	
Intergovernmental receivables	Annex 4	689		62	751	5
Total		762	2	62	826	137
Staff Debtors						
11.1 (Group major categories, but list material items)						
Staff debtors					46	132
Total					46	132
11.2 Other debtors						
Other debtors					29	-
Total					29	-
12. Voted funds to be surrendered to the Revenue Fund						
Opening balance					2,187	8,493
Transfer from Statement of Financial Performance					577	
Paid during the year					(2,187)	(6,306)
Closing balance					577	2,187

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

				2007/08 R'000	2006/07 R'000
13. Departmental revenue to be surrendered to the Revenue Fund					
Opening balance				87	13
Transfer from Statement of Financial Performance				716	940
Paid during the year				(747)	(866)
Closing balance				56	87
14. Payables – current					
	Notes	30 Days	30+ Days	Total	Total
Clearing accounts	14.1	4		4	99
Other payables	14.2	12,235		12,235	
Total		12,239		12,239	99
14.1 Clearing accounts					
Description					
Disallowance Miscellaneous					99
Sal: Income tax				4	
Total				4	99
14.2 Other payables					
Description					
Department of Labour				12,081	
Exp Sponsorship				154	
Total				12,235	
15. Net cash flow available from operating activities					
Net surplus/(deficit) as per Statement of Financial Performance				1,293	475
Add back non cash/cash movements not deemed operating activities				13,557	(4,510)
(Increase)/decrease in receivables – current				(689)	102
(Increase)/decrease in other current assets				(14)	
Increase/(decrease) in payables – current				12,140	(4)
Proceeds from sale of capital assets				(16)	(256)
(Increase)/decrease in other financial assets					
Expenditure on capital assets				5,070	2,820
Surrenders to Revenue Fund				(2,934)	(7,172)
Net cash flow generated by operating activities				14,850	(4,035)

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

	Note	2007/08 R'000	2006/07 R'000	
16. Reconciliation of cash and cash equivalents for cash flow purposes				
Consolidated Paymaster General account Disbursements		9,953	160 (3)	
Total		9,953	157	
17. Contingent liabilities				
Liable to	Nature			
Housing loan guarantees	Employees	Annex 3A 1,213	1,065	
Other departments (interdepartmental unconfirmed balances)		Annex 5 48		
Claims against the department		Annex 3b 1,857		
Total		3,118	1,065	
18. Commitments				
Current expenditure				
Approved and contracted		4,998	2,168	
Non current expenditure				
Approved and contracted		820		
Total Commitments		5,818	2,168	
19. Accruals				
Listed by economic classification	30 Days	30+ Days	Total	Total
Goods and services	3,297	54	3,351	3,143
Machinery and equipment	532	20	552	
Total	3,829	74	3,903	3,143
Listed by programme level				
Administration			1,193	1,408
Corporate Strategy			1,382	662
Policy and Governance			1,328	1,073
			3,903	3,143
Confirmed balances with other departments		Annex 5	10	
TOTAL			10	

**Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008**

	2007/08 R'000	2006/07 R'000
20. Employee benefits		
Leave entitlement	3,024	685
Thirteenth cheque	1,897	1,494
Performance awards	1,181	666
Capped leave commitments	7,324	6,996
Total	13,426	9,841

21. Lease Commitments

Operating leases

	Land	Buildings and other fixed Structures R'000	Machinery and equipment R'000	Total R'000
2007/08				
Not later than 1 year		5,885	880	6,765
Later than 1 year and not later than 5 years		28,717	653	29,370
Later than five years		35,027		35,027
Total present value of lease liabilities		69,629	1,533	71,162

	Land	Buildings and other fixed Structures R'000	Machinery and equipment R'000	Total R'000
2006/2007				
Not later than 1 year		519	845	1,364
Later than 1 year and not later than 5 years		2,077	1,689	3,766
Later than five years				
Total present value of lease liabilities		2,596	2,534	5,130

22. Receivables for departmental revenue

	2007/08 R'000	2006/07 R'000
Sales of goods and services other than capital assets	90	75
Interest, dividends and rent on land	578	532
Sales of capital assets	16	256
Financial transactions in assets and liabilities	32	77
Total	716	940

**Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008**

		2007/08 R'000	2006/07 R'000
23. Irregular expenditure			
23.1 Reconciliation of irregular expenditure			
Opening balance			
Add: Irregular expenditure – current year		1,949	
Irregular expenditure awaiting condonement		1,950	
Analysis of awaiting condonement per classification			
Current expenditure		1,949	
		1,949	
Analysis of awaiting condonement per age classification			
Current year		1,949	
TOTAL		1,949	
23.2 Irregular expenditure			
IncidentDisciplinary steps taken/criminal proceedings			
R 1,881 Million was incurred during Internal Labour Relations unit is handling the Premier’s Alfred Dunhill Golf Challenge the disciplinary action		1,881	-
R 68,400 was incurred for the printing Internal Labour Relations unit is handling of the launch of the heritage manuscript the disciplinary action		68	-
TOTAL		1,949	-
24. Key management personnel			
	No. of Individuals	2007/08 R'000	2006/07 R'000
Political office bearers (provide detail below)	1	1,126	983
Officials	-		
Level 15 to 16	6	4,871	2,049
Level 14 (incl CFO if at a lower level)	6	3,867	3,080
Family members of key management personnel	1	80	
TOTAL		9,945	6,112

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

25. Tangible Capital Assets

MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2008

	Opening balance	Current Year Adjustments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	8,390	295	5,070	339	13,416
Transport assets	3,061	357	1,932	110	5,240
Computer equipment	4,078	-317	1,585	229	5,117
Furniture and office equipment	992	483	1,046	-	2,521
Other machinery and equipment	259	-228	507	-	538
TOTAL TANGIBLE ASSETS	8,390	295	5,070	339	13,416

25.1 ADDITIONS TO TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2008

	Cash	Non-cash	(Capital Work in Progress current costs)	Received current, not paid (Paid current year, received prior year)	Total
	Cost R'000	Fair Value/R1 R'000	Cost R'000	Cost R'000	Cost R'000
MACHINERY AND EQUIPMENT	5,070	-	-	-	5,070
Transport assets	1,932	-	-	-	1,932
Computer equipment	1,585	-	-	-	1,585
Furniture and office equipment	1,046	-	-	-	1,046
Other machinery and equipment	507	-	-	-	507
TOTAL CAPITAL ASSETS	5,070	-	-	-	5,070

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

25.2 DISPOSALS OF TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2008

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash Received Actual
	Cost/value price as per AR R'000	Cost/value price as per AR R'000	R'000	Cost R'000
MACHINERY AND EQUIPMENT	110	229	339	16
Transport assets	110		110	
Computer equipment		229	229	16
TOTAL	110	229	339	16

25.3 MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2007

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	6,570	2,820	1,000	8,390
Transport assets	2,926	1,135	1,000	3,061
Computer equipment	3,046	1,032		4,078
Furniture and office equipment	347	645		992
Other machinery and equipment	251	8		259
TOTAL TANGIBLE ASSETS	6,570	2,820	1,000	8,390

**Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008**

Annexure 1F

Statement of Unconditional Grants and Transfers to Municipalities

for the year ended 31 March 2008

Name of Municipality	GRANT ALLOCATION				TRANSFER		SPENT			2006/07
	Amount	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by municipality	Amount spent by municipality	% of available funds spent by municipality	Total Available
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000
RSC: Nkangala						0.0%			0.0%	1
RSC: Ehlanzeni						0.0%			0.0%	45
RSC: GERT NSIBANDE										46
										92

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 1L

Statement of Transfers to Households

for the year ended 31 March 2008

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2006/07
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available Funds Transferred	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Chief MD Mthethwa	91			91	91	100.0%	
TOTAL	91			91	91		

Subsidies

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 1M

Statement of Gifts, Donations and Sponsorships received

for the year ended 31 March 2008

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2007/08	2006/07
		R'000	R'000
Received in cash			
Sonqoba Security	Chief Mthethwa's funeral	5	
EXP Sponsorship	Premier's Golf Day	155	
Standard Bank	SMS Conference		50
Standard Bank	SMS Conference		40
Jl Mhlongo	Golf Day		5
Mokoena Sports Media	Golf Day		5
AFGRI	Golf Day		15
KMIA	Golf Day		10
World Sports Promotions	Golf Day		10
Subtotal		160	135
Received in kind			
Subtotal			
TOTAL		160	135

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 1M *continued*

Statement of Gifts, Donations and Sponsorships received

for the year ended 31 March 2007

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2006/07	2005/06
		R'000	R'000
Received in cash			
FNB	Provincial Heritage Project		640
National Heritage Council	Provincial Heritage Project		300
Standard Bank	Sms Conference	50	
Standard Bank	Sms Conference	40	
Jl Mhlongo	Golf Day	5	
Mokoena Sports Media	Golf Day	5	
AFGRI	Golf Day	15	
KMIA	Golf Day	10	
Word Sports Promotions	Golf Day	10	
Subtotal			
Received in kind			
Subtotal		135	940
TOTAL		135	940

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 10

Statement of Gifts, Donations and Sponsorships made and Remissions, Refunds and Payments made as an Act of Grace *for the year ended 31 March 2008*

NATURE OF GIFT, DONATION OR SPONSORSHIP (Group major categories but list material items including name of organisation)	2007/08	2006/07
	R'000	R'000
Paid in cash	91	
Chief MD Mthethwa's funeral		
Subtotal		
TOTAL	91	

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 3A

Statement of Financial Guarantees

issued as at 31 March 2008 (local)

Guarantor Institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2007	Guarantees draw downs during the year	Guarantees repayments/cancelled/reduced/released during the year	Revaluations	Closing balance 31 March 2008	Guaranteed interest for year ended 31 March 2008	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	R'000
	Motor vehicles								
	Housing								
ABSA	Housing		347				347		
Mpumalanga	Housing		126				126		
Housing Finance Nedbank	Housing		28	14			42		
First Rand	Housing		252	44			296		
Permanent Bank	Housing		86				86		
Standard Bank	Housing		34				34		
Unique Finance	Housing		-	27			27		
Peoples Bank	Housing			86	23		63		
Old Mutual	Housing		192				192		
	Total		1,065	171	23	-	1,213		

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 3B

Statement of Contingent Liabilities

as at 31 March 2008

Nature of Liability	Opening Balance 01/04/2007 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 31/03/2008 R'000
Claims against the department					
Z Dube		1,849			1,849
Car Accident		8			8
		1,857			1,857

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 4

Inter-Government Receivables

as at 31 March 2008

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2008	31/03/2007	31/03/2008	31/03/2007	31/03/2008	31/03/2007
	R'000	R'000	R'000	R'000	R'000	R'000
Department						
Department of Economic Dev			4		4	-
Department of Local Gov & Housing			2		2	-
Department of Education			317		317	-
Department of Public Works			106		106	-
Department of Health			5		5	-
Department of Sports			2		2	-
Department of Agriculture		5	2		2	5
Department of Finance			4		4	-
Department of Roads			8		8	-
Department of Safety & Security			40		40	-
Mpumalanga Legislature			42		42	-
		5	532		532	5
Other Government Entities						
Mkhondo Local Municipality			108		108	-
Msukaligwa Local Municipality			11		11	-
South African Revenue Services			100		100	-
Subtotal		-	219		219	-
Total		5	751		751	5

Mpumalanga Office of the Premier
Vote 1
ACCOUNTING POLICIES
for the year ended 31 March 2008

Annexure 5

Inter-Government Payables

as at 31 March 2008

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2008	31/03/2007	31/03/2008	31/03/2007	31/03/2008	31/03/2007
	R'000	R'000	R'000	R'000	R'000	R'000
Current						
Department of Public Works	2				2	-
Department of Home Affairs	1				1	-
Office of the Premier -Limpopo			10		10	-
Department of Roads and Transport	7				7	-
Department of Justice and Constitutional Development			38		38	-
Subtotal	10	-	48	-	58	-
Total	10		48		58	

Annual Report 2007/08

Published by
The Office of the Premier
Mpumalanga Provincial Government

Obtainable from: Building No. 2
No. 7 Government Boulevard
Ext. 2 Nelspruit
1200

Private Bag X11291
Nelspruit
1200

Republic of South Africa

ISBN: 978-0-621-37944-0

PR135/2008



Office of the Premier
No. 7 Government Boulevard, Ext. 2, Nelspruit 1200
Private Bag X11291, Nelspruit
Republic of South Africa

www.mpumalanga.gov.za