



THE PRESIDENCY

ANNUAL REPORT 2010/11



THE PRESIDENCY  
REPUBLIC OF SOUTH AFRICA

**Submission of the Annual Report to the Executive Authority**

To the President of the Republic of South Africa, Mr. Jacob Zuma, I have the honour to submit to you, in terms of Section 40 of the Public Finance Management Act 1 of 1999, the annual report of the Presidency for the period 1 April 2010 to 31 March 2011.



**KLG Terry**

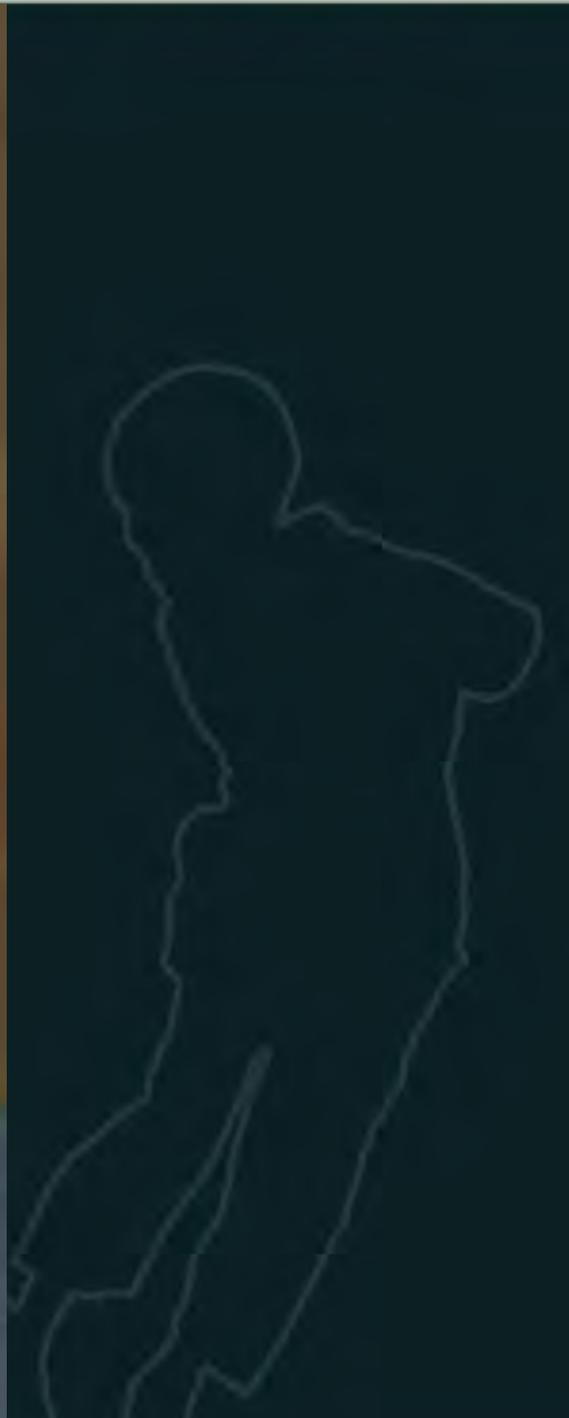
**Acting Chief Operations Officer**

Acknowledgements

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**Jacob Zuma**  
President of the Republic of South Africa



# VISION AND MISSION



## OUR VISION

*Excellence in governance for a better life for all.*

## OUR MISSION

*To realise the strategic agenda of government and the enhanced integrity of the state by:*

- *Ensuring coherence in planning, co-ordination, policy development and implementation;*
- *Performance monitoring and evaluation to promote a culture of accountability across the spheres of government;*
- *Communicating progress against the priorities of government;*
- *Mobilising the nation towards a common vision.*



## OUR VALUES

*The Presidency commits itself to the following values, in line with the President's personal commitment.*

### ***Dedication***

*To be resolute, selfless, purposeful and steadfast in all we do.*

### ***Commitment***

*To persevere as we seek to fulfil our duties and responsibilities.*

### ***Discipline***

*To exercise self-control and to work with decorum.*

### ***Integrity***

*Professionalism, a commitment to ethics, and focus on justice and fairness, accountability. To be honest, trustworthy, open and accountable.*

### ***Passion***

*Personal growth, energy, purpose.*

### ***Service Excellence***

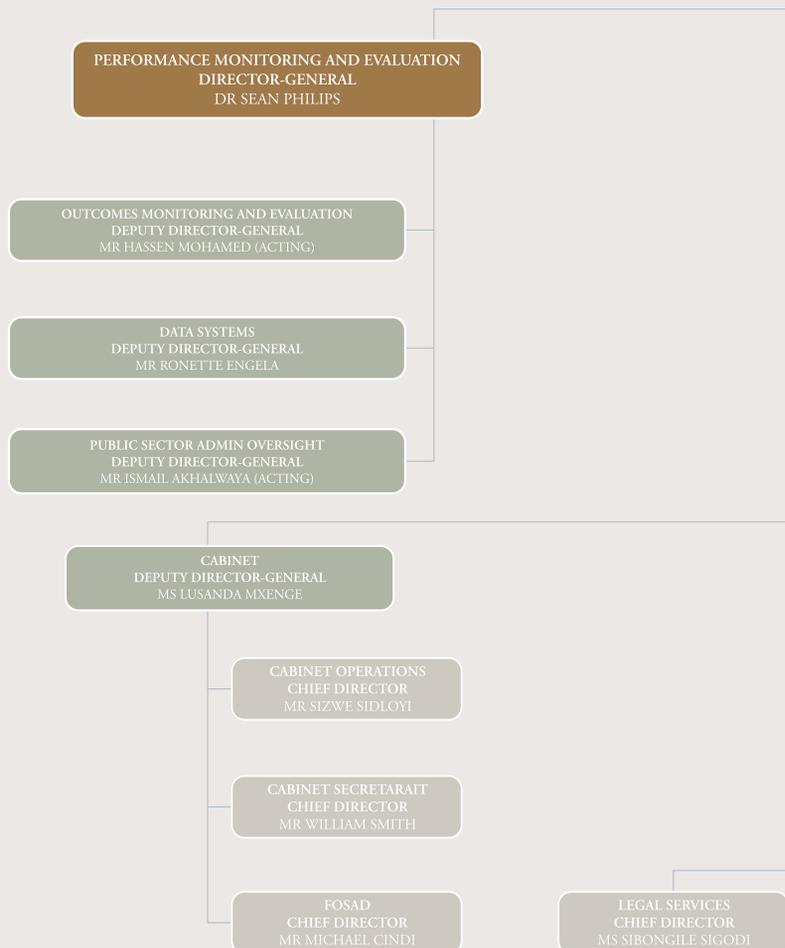
*Results orientation, cost effective, superior performance, customer satisfaction. To meet and exceed delivery service standards.*



**Trevor Manuel**  
Minister in The Presidency  
National Planning Commission



# ORGANOGRAM





**THE PRESIDENCY  
DIRECTOR-GENERAL  
DR CASSIUS LUBISI**

**CHIEF OPERATIONS OFFICER  
ACCOUNTING OFFICER  
MR KEN TERRY (ACTING)**

**SECRETARIAT: NATIONAL PLANNING COMMISSION  
DIRECTOR-GENERAL  
MR KUBEN NAIDOO (SECONDMENT)**

STRATEGIC MANAGEMENT  
CHIEF DIRECTOR  
MS KHANYA UMLAW

CHIEF FINANCIAL OFFICER  
CHIEF DIRECTOR  
MS BAHUMI MATEBESI

RESEARCH AND POLICY SERVICES  
DEPUTY DIRECTOR-GENERAL: PROGRAMME MANAGER  
VACANT

INTERNAL AUDIT  
DIRECTOR  
MS ELNA ERASMUS

COMMISSION SUPPORT SERVICES  
CORPORATE MANAGER  
MR HANIEF EBRAHIM (SECONDMENT)

INTERNAL SECURITY  
DIRECTOR  
MR ISAAC PHOTO

COMMUNICATIONS AND PUBLIC PARTICIPATION  
SPOKESPERSON  
VACANT

STRATEGY AND OPERATIONS  
DEPUTY DIRECTOR-GENERAL  
MR KEN TERRY

PRIVATE OFFICE OF THE PRESIDENT  
DEPUTY DIRECTOR-GENERAL  
MS LAKELA KAUNDA

PRIVATE OFFICE OF THE DEPUTY PRESIDENT  
DEPUTY DIRECTOR-GENERAL  
DR BUSANI NGCAWENI

SPOUSAL SUPPORT  
DIRECTOR  
MS BAILE RAMALEPA (ACTING)

PRIVATE OFFICE OF THE DEPUTY PRESIDENT  
CHIEF DIRECTORATE  
MS CHARMAINE FREDERICKS (ACTING)

PRIVATE OFFICE OF THE DEPUTY PRESIDENT  
CHIEF DIRECTORATE  
MS MANDISA MABASO

INDEPENDENT COMMISSION  
DIRECTOR  
MR PETER MAKAPAN

SPECIAL PROJECTS  
CHIEF DIRECTOR  
MR BONGANI NQGULUNGA

SPECIAL PROJECTS  
CHIEF DIRECTOR  
MS DOREEN KOSI

PROTOCOL  
CHIEF DIRECTOR  
MR HAROLD HOYANA

CORPORATE SERVICES  
CHIEF DIRECTOR  
MR TAU MOTSEPE

COMMUNICATION SUPPORT SERVICES  
CHIEF DIRECTOR  
MS ZANELE MNGADI

COMMUNICATIONS  
CHIEF DIRECTOR  
MR THABO MASEBE (SECONDMENT)



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**Dina Pule**  
Deputy Minister in The Presidency  
Performance Monitoring,  
Evaluation and Administration



# FOREWORD

DIRECTOR GENERAL



South Africans have excelled in elaborating intentions and aspirations. Our legislation is often hailed as ground-breaking. Our policies are seen internationally as innovative and inspired. Indeed, we are seen as a resourceful and capable people. And rightly so.

However, these accolades have to be tempered by the realisation that, good intention aside, service delivery has been uneven. In some respects we have performed remarkably well. But in other ways we have been found wanting.

As the President has often reminded us, 17 years into the democratic dispensation, the country still faces basic challenges with respect to education, health and the provision of housing, water, sanitation and electricity. These shortcomings point, in the main, to technical and organisational weaknesses rather than resource constraints. Other challenges are more complicated in that they derive from the deep-seated social dysfunction wrought by our historic past. The consequences of, for example, the break-down of family units, on anti-social behaviour such as drug abuse and criminality cannot be overstated. Yet other challenges are the unintended consequences of the success of government policies. The rate of urbanization, and therefore the housing backlog in urban areas, for example, is directly related to the perceived opportunities derived from post-apartheid South Africa. Lastly, the

international economic environment has a direct bearing on what government is able to do with respect to, say, industrial policy and job creation. While prudent fiscal policies have insulated the country from the more pernicious impact of the world economic downturn, they have not insulated us completely from sluggish economic growth. Nor have they prevented us from incurring significant job losses.

For all these reasons, it has been the direct brief from the President that government cannot continue its mode of operation as if nothing needs to change. It cannot ignore the weaknesses in delivery, nor take for granted the patience of the electorate. We also cannot ignore the difficulties brought upon us by a world economic environment over which we do not have direct control. Being at the apex of government, The Presidency plays a key role in a reconfigured government. It is specifically tasked with directing the manner in which government plans, implements, monitors and evaluates its work.

This report provides an overview of what The Presidency has achieved in this respect over the last financial year.

On joining The Presidency in November 2010, I found an organisation well aware of the imperatives of the brief it had been given and well on its way in terms of defining its



strategic direction to achieve this. I would thus be remiss not to thank Presidency staff for the sterling work undertaken this past year.

A handwritten signature in black ink, appearing to read 'R. Lubisi'.

**R Cassius Lubisi, PhD**  
**Director-General of The Presidency**  
**and Secretary of Cabinet**





# PREFACE

## ACTING CHIEF OPERATIONS OFFICER OVERVIEW



This past year has been a particularly significant one for the country but also The Presidency. The country successfully hosted the largest sporting event in the world, the 2010 FIFA World Cup. This accomplishment serves as a reminder of what can be achieved, given the will, resources and effective planning and monitoring and evaluation. Indeed the lessons learnt with the successful hosting of the 2010 FIFA World Cup holds particular relevance to the evolution of government planning methodologies and modalities. The excellent work of the 2010 FIFA World Cup Inter-Ministerial Committee and Technical Co-ordinating Committee resulted in the implementation of a focused programme of action that will continue to serve as a model of best-practice planning and co-ordination within government. We in The Presidency draw our inspiration from this example.

Today The Presidency is focused even more than before on efficient government geared towards achieving its priorities as set out in the strategic agenda of government. At the base of its activities is an absolute commitment to effective planning, implementation, monitoring and evaluation. The country expects nothing less.

While government programmes, policies and more detailed explanations of the development plans are available in specific government department reports, this

Presidency Annual Report describes some of our own efforts to streamline the work we do. This is mainly from the perspective of The Presidency's role in promoting and facilitating the co-ordination of coherent governance and achieving the realisation of national priorities.

A handwritten signature in black ink, appearing to read 'KLG Terry'.

**KLG Terry**  
**Acting Chief Operations Officer,**  
**The Presidency**





# SECTION A

GOVERNMENT'S PROGRAMME OF ACTION OUTCOMES -  
SUMMARY OF KEY RESULTS AND CHALLENGES FOR THE 2010/11 FINANCIAL YEAR







## INTRODUCTION

The President, according to Chapter 5, section 83 (a) and (c) of the Constitution, is elected as the “Head of State and head of the national executive” to promote the unity of the three spheres of government in order to deliver on government’s strategic agenda as derived from the electoral mandate of the ruling party. The Presidency is therefore mandated to support the President and the Deputy President in the execution of their responsibilities as outlined in the Constitution of the Republic as well as to ensure the achievement of government’s programme of action. Government’s programme of action is aligned to the electoral mandate of the political administration and it outlines the priorities of the administration, as articulated in the five-year, revisable Medium term Strategic Framework (MTSF).

In terms of government’s programme of action, our country has made great progress since 1994. However there is general acknowledgment that change is not happening as rapidly and effectively as government would like. Deep poverty, unemployment and inequality persist and significant sections of our population are rightly impatient with the quality, relevance and adequacy of government services and delivery.

To rectify this, government adopted the outcomes approach with the express purpose of ensuring that government is focused on achieving the expected real improvements in the lives of our people.

This section of the report will provide some reflection on how government has achieved in terms of delivering on the programme of action. The work performed has been clustered according to the twelve strategic

outcomes adopted which directly correspond to the priorities of government as reflected in the MTSF.

## SUMMARY OF KEY ACHIEVEMENTS

The first involved the adoption of a set of key strategic outcomes corresponding to the five (5) priorities of the ruling party, which are education, health, rural development and agrarian reform, the fight against crime, and the creation of decent work. Performance agreements between the President and Co-ordinating ministers outlining high level outputs, metrics and key activities for each outcome were signed. Following the signing of the performance agreements the next step involved converting the high level outputs and targets into detailed implementation plans or delivery agreements by the respective Co-ordinating departments with key partners. The delivery agreement is a negotiated agreement between the Co-ordinating department and key partners spelling out who will do what, by when and with what resources to achieve the outputs and targets. For each outcome had to be set up appropriate co-ordination arrangements that will enable the partners to the Delivery Agreement to work together to 2014 in Co-ordinating implementation of the outcomes, reviewing progress and deciding on interventions when required.

All of these steps were successfully completed culminating in the first set of progress reports received by Cabinet during February and March 2011. The rest of this section of this report provides a summary of the key results as well as the challenges based on the first set of progress reports.

The steps (adoption of strategic outcomes, signing of performance agreements and finalisation of detailed delivery agreements and the establishment of co-ordination arrangements to monitor implementation) involved embedding the outcomes approach. This was in itself a major achievement putting our country on a firm path towards ensuring that government delivers according to the wishes of citizens and is held accountable. From government's point of view, the approach will encourage spheres of government to work better together to meet common objectives and generally help government to track the progress it is making in achieving the desired results and help it to collect evidence of what worked and what did not so that the cycles of planning and implementation are placed manifestly on a continuously improving trajectory.

## Results and challenges

Since much of the period was taken up in the above steps and detailed planning, government did not expect to see immediate progress against the outputs and targets. However, significant achievements were recorded in a number of outcomes, but, as will be discussed, challenges remain. With respect to **human settlements**, a strong programme and institutional mechanism for social housing delivery was put in place, informal settlement upgrading is getting the requisite support and resources and clear plans are being put in place to acquire appropriately located land for housing development. The partial accreditation of eight municipalities towards the full assignment of the housing function will assist with integrated planning for services, infrastructure and housing linked by transport corridors to the dominant economic nodes. A key challenges

relate to financial restructuring of housing programmes and institutional relationships among the three spheres of government. Good progress has also been recorded in the outcome on rural development and land redistribution with over 230 000 ha acquired and distributed, recapitalisation of farms in distress and support to smallholder agribusinesses. Government's **infrastructure development** also notched up some important achievements with the development and approval by Cabinet of the Integrated Resource Plan and the Independent Systems Market Operator Bill, with the latter to stimulate greater private investment in electricity generation. Importantly almost 102 000 additional poor households are reported to have been given electricity connections. Additionally 6 regional bulk water projects have been constructed, 8 dams have been rehabilitated and over 3000 water licence applications have been finalised. In terms of communications technology, 5 new broadband points of presence have been built to increase broadband penetration. In general, funding is cited by departments as a big constraint to infrastructure project rollout.

With regard to the outcome on **local government**, access to essential services has marginally improved and 45 municipalities are implementing the Community Work Programme affording almost 90 000 individuals with work opportunities and a steady income. Municipal financial audit outcomes also show some visible improvements with the number of disclaimers dropping to 58 in the 2009 -10 financial year from 111 in 2008-09. However, municipal financial management also remains an area of concern. The key challenges are technical capacity constraints within municipalities to





plan, implement and operate and maintain critical infrastructure.

In the outcome on **skills** the emphasis has been on drafting qualifications standards, gazetting of new programmes, discussions with business, review of policy and regulations, consultative meetings and enrolment planning. Tangible improvements can be witnessed in enrolment at FET colleges and the number of artisans who pass their trade test, albeit not at the desired pace.

With the adoption of the New Growth Path impetus has been given to the outcome on **employment and inclusive growth**. Public works programmes have gained momentum with 387 962 work opportunities created between 1 April and 31 March 2011 and R9 billion was committed to the Jobs Fund to support investments that generate employment, over the three year MTEF period.

In the critical areas of **health**, the sector has made significant strides in leading and harnessing efforts to achieve a long and healthy life for all South Africans. Good progress has been made in improving the quality of data on health outcome indicators. Interventions to protect South African children against vaccine preventable diseases (polio and measles) are reflecting the desired results. Recent research confirmed that mother to child transmission of HIV has declined from about 8% to 3.5% nationally. This translates to a total of 67 000 lives of South African babies saved. Access to Antiretroviral Therapy has been extended to 427 995 additional people, including 380 835 new adult and 37 160 new child patients. This takes the number of people on ART to well over 1.5 million. Significant investments have also

been made in TB control and management, including intensive case finding, use of new GeneXpert technology and the opening of new facilities for in-patient treatment of multi-drug resistant (MDR) TB. A total of 19 MDR facilities are now in place. As at the end of March 2011, the TB cure rate for South Africa had improved to 71, 1%. The TB defaulter rate decreased to 7%. Despite significant strides, South Africa's performance on health indicators remains inconsistent with the levels of investments made in the sector, necessitating urgent interventions to ensure effectiveness and efficiencies.

To address this, the health system is being reinvigorated through the implementation of the new re-engineered Primary Health Care (PHC) model, which places emphasis on the delivery of community-based health care. Plans are underway to establish Primary Health Care Teams at ward level and Medical Specialist Teams at district level, to support the PHC teams. In collaboration with the Department of Basic Education, School Health Services are being strengthened. Significant progress has also been made with improving the delivery of health facilities, focusing on all four components of infrastructure; health technology; organisational development and ensuring quality of health services. Provinces have begun to implement core quality standards towards patient safety, infection control, cleanliness, staff attitudes, waiting times and drug supply in health facilities. Historical sector challenges are immense and the strengthening of health management and accountability will be critical to transform the system, especially within the context of preparing for the National Health Insurance. Since positive health outcomes require inter-sectoral strategies, the National Department

of Health has partnered with other Departments on addressing school health services, food security, unemployment, TB management in the mines and correctional facilities.

In the **basic education** sector, what is of note is the progress in the immunisation of children against polio and measles and the number of people tested for HIV. In this sector, significant milestones were reached with the finalisation of the teacher development plan, the development of standard workbooks in literacy and numeracy, aimed at learners in Grades 1 to 6, and the preparation and roll out of the Annual National Assessments (ANAs). During the course of the 2011/12 financial year a nationally standardised 'district-wide ANA report' will be developed. This report will provide parents in all schools with a picture of how their school compares with other schools in the district. In terms of early childhood development enrolment in pre-primary schooling is rising, but, due to funding constraints, not at the pace government is happy with.

With regard to the outcome on **safety and security**, government has ensured that the number of police personnel recruited is increased, while a number of additional regional and district courts have been established. The latter has led to marked improvement in addressing the backlog of court cases. Challenges remain, though, over the rate of finalisation of cases before court.

## CONCLUSION

Given that most of the period was devoted to finalising the outcomes, formulation of detailed plans and setting up co-ordination arrangements, the progress achieved by

government is laudable. The identified challenges will have to be addressed if greater progress is to be made. The Department of Performance Monitoring and Evaluation (DPME) is engaging with each of the outcomes to reflect on the lessons from the first set of quarterly reports and to design appropriate responses so that delivery can improve.





# SECTION B

THE WORK OF THE PRESIDENCY 2010/11





# 1



## STRATEGIC OBJECTIVES



### The Work of The Presidency 2010-11

*This section provides an overview of the work performed by The Presidency to achieve government's agenda during the review period. It outlines the progress made in realizing the strategic objectives of the organisation as outlined in the 2010- 2013 Strategic Plan of The Presidency. The work performed has been clustered according to the strategic objective to which it contributes. Where activities of The Presidency apply to more than one strategic objective, it is reported on under the more appropriate one in full and only mentioned in passing under the other objectives. For contextual understanding and continuity, the reporting on each objective includes background information.*

#### **Strategic Objective N° 1: To enhance policy development, co-ordination and integrated strategic planning across all spheres of government**

Strategic objective 1 of The Presidency outlines the organisation's role in facilitating a coherent and integrated government strategic planning process. This role currently has two aspects: efforts to enhance co-ordination and planning across government through the work of, firstly, the National Planning Commission, and, secondly, the efforts by the President, Deputy President and Minister in The Presidency (National Planning Commission) to ensure oversight over and facilitate coherent and integrated government strategic planning processes.

In terms of the Macro Reorganisation of National Government Project, embarked on after the electoral mandate received in the 2009 National elections, The Presidency,

as the apex, was extensively remodelled the better to respond to the current challenges faced by National Government. Key among these was the establishment in The Presidency of the Ministry for the National Planning Commission. (The other key change being the establishment of the Performance Monitoring and Evaluation Department covered later in this report).

Government also adopted a new outcomes approach to governance which entailed, firstly, the signing by all ministers of performance agreements based on agreed outcomes.

The Minister in The Presidency for the National Planning Commission, Trevor Manuel, tabled a draft Green Paper on National Strategic Planning in August 2009, and, following an extensive debate and public consultation process, a revised Green Paper: National Planning Commission was tabled. This document, approved by



Cabinet in March 2010, laid the basis for the establishment of the Commission, its functions and broad mandate.

The National Planning Commission was tasked to produce a unifying vision and strategic plan for the country that would have broad support across all sectors of society while confronting the critical trade-offs and challenges to be faced by our country over the next twenty years.

After a public nomination process the President appointed a panel of 25 expert commissioners under the chairmanship of Minister Manuel in April 2010. The commission was given 18 months to deliver the first phase of outputs.

After the work of the National Planning Commission commenced, it divided into five thematic working groups, namely, human conditions; material conditions; nation building; the economy; and institutions and governance.

The Commission spent the greater part of 2010/11 doing focused work in three separate areas. Firstly, the commission initiated work on the vision statement. It is planned that a first draft of the vision statement would be made public in June 2011. Secondly, the commission set out to produce a detailed diagnostic document outlining key strategic objectives and an analysis of what the main

challenges are in achieving these objectives. This work involved research, consulting with experts and key stakeholders including business, labour and civil society. The diagnostic report will draw on existing research and data as well as on extensive original research.

The third area of work was on the development plan itself. This entailed research, meeting communities, testing ideas with experts, finding out what similar countries do on specific issues and talking to national departments about their plans and planning processes. It is expected that the development plan will be published in November 2011.

A significant proportion of the resources of the commission has gone towards establishing a secretariat based inside The Presidency to support the work of the commission. The secretariat consists of people absorbed from the former Policy Co-ordination and Advisory Service (PCAS) and staff seconded from other departments and new appointments.

In 2010/11, the commission held a total of 38 meetings focusing on the vision, diagnostic document and the development plan. A further 7 meetings were held with experts of specific stakeholders dealing with specific issues. During this period, there was regular feedback to the President and Cabinet.





## STRATEGIC OBJECTIVES



The National Income Dynamics Study and the related Programme to Support Pro-poor Policy Development also fall under the auspices of the National Planning Commission. During 2010/11, the second wave of the National Income Dynamics Study (NIDS) was conducted and several research papers using NIDS data were commissioned. A capacity building programme to support departments in producing evidence-based policies and in training young researchers was also conducted. These programmes are partially funded by the fiscus and partly by the European Union.

In January 2010, Cabinet approved the 12 outcomes that collectively translate the five 5 strategic priorities of government outlined in the 2009-14 Medium Term Strategic Framework (MTSF) into measurable results. This in turn constitutes government's Programme of Action (PoA).

*The Improving Government Performance: Our Approach* document approved by Cabinet and tabled in Parliament in September 2009 outlines the outcomes-based approach of the government-wide monitoring and evaluation process and system, enabling government to track the implementation of its priorities. This is therefore related to the role that The Presidency plays through the Department of Performance Monitoring and Evaluation, which is to monitor and evaluate the implementation of government policies and programmes. In this sense, the work of the Department of Performance Monitoring and Evaluation relates to Strategic Objective 1 in that it ensures that delivery as anticipated in plans and strategies is indeed achieved. However, this work is reported on more fully below, under Strategic Objective 3 which deals with Monitoring and Evaluation.

In terms of the second aspect of The Presidency's role in facilitating coherent and integrated government strategic planning processes, i.e. that outside the main work and mandate of the National Planning Commission, the President, Deputy President and Minister in The Presidency (National Planning Commission) have been involved in various activities.

In co-ordination with planning structures, key meetings in the planning cycle take priority in determining the diary of the President and Deputy President. Thus the President and/or Deputy President attend Cabinet, Cabinet committees and other planning meetings, including the meetings of National Planning Commission. In terms of the implementation of the Operational Plan for National Strategic Planning, The Presidency took a lead role in the following meetings and events:

- The Forum of South African Directors-General Management Committee meeting (FOSAD MANCO) in June 2010 to discuss the draft reviewed Medium Term Strategic Framework (MTSF) document for submission to the midyear 2010 Cabinet Lekgotla.
- The Extended Cabinet Lekgotla in midyear 2010 to review the implementation of commitments made in the President's State of the Nation (SONA) address to Parliament in February 2010 and consider the MTSF review.
- The FOSAD Planning Workshop held in November 2010 to prepare for the January 2011 Extended Cabinet Lekgotla.
- The January 2011 Cabinet Lekgotla successfully hosted by The Presidency.

- The preparations for and delivery of the President's State of the Nation Address (SONA) and the President's reply to the debate on the State of the Nation Address.
- Attendance in Parliament by the President to answer oral questions, as well as the preparations for the delivery of answers to written questions in Parliament.

To ensure the implementation of national policy and legislation in provinces and municipalities and the co-ordination and alignment of priorities, objectives and strategies across national, provincial and local governments. The President hosted three meetings of the President's Co-ordinating Council (PCC). The PCC comprises of the President, the Minister in the Presidency, Minister of Co-operative Governance and Traditional Affairs, Minister of Finance, Minister of Public Service and Administration, Premiers of the nine Provinces and South African Local Government Association.

The Presidency embarked on various processes and meetings directed at enhancing policy co-ordination and planning efficiencies within government. The Presidency successfully implemented a Cabinet/Committee/Cluster System programme, as well as a FOSAD programme and put in place strategic and functional support structures for these. Quality information and orientation sessions on Cabinet structures and processes were held with new Ministers/Deputy Ministers/DGs/Ministerial staff and members of Senior Management of all Ministries/Departments.

The President attends all other Statutory Councils such as Black Economic Empowerment (BEE) Advisory Council. The BEE Advisory Council, which had its

inaugural meeting on 4 February 2010, met with the President two times in 2010/11 financial year.

Based on a specific request from the President, the National Planning Commission convened two workshops on spatial planning, in part to try to coordinate and bring some coherence to government's attempts at developing legislation to reverse the effects of apartheid's spatial planning. These meetings were held jointly with the Ministers of Rural Development and Land Reform, Co-operative Governance and Traditional Affairs, Human Settlements and Water and Environmental Affairs.

The Presidency implemented the annual Presidency planning and budgeting processes. However, in the year under review, the activities followed to develop the updated Presidency Strategic Plan 2009-14 deviated slightly from the normal planning process of The Presidency, this in order to provide the new Director-General (DG) - appointed in November 2010 -an opportunity to provide strategic guidance and direction to the planning process. Under the guidance of the new DG and the Acting COO, an operational review was conducted that revealed certain challenges that needed to be addressed in the operating model of The Presidency.

A Review Team of Presidency Top Management was tasked with the responsibility of realigning and appropriately positioning The Presidency to deliver on its mandate. The exercise also included the review of the strategic objectives of The Presidency to ensure that they are measurable and that they align to the structure of the Budget Programme of The Presidency,





## STRATEGIC OBJECTIVES



in line with the Auditor-General's audit findings in the previous financial year. The result was that **two** key result areas of focus were selected for each of The Presidency objectives in line with the new strategic intent of the organisation. And clear statements of outcomes, each with measures that would evidence the achievement of the result areas, were defined. The team also identified specific improvement initiatives to be targeted over the next three years to ensure the achievement of the key result areas. The draft strategic plan was tabled before the full Presidency Top Management for approval and was tabled in Parliament in March 2011.

A further process was undertaken in which the organisational strategy was translated into operational plans for the respective branches of The Presidency, thus aligning Branch operations to the new approved strategic framework of The Presidency. The Branch operational plans were approved and consolidated into The Presidency Annual Performance Plan for 2011/12.

The Presidency's planning process also involved the development of a 3-year rolling plan and an annual operational internal audit plan (TR 3.2). These were approved by Top Management in July 2010 and by the Audit Committee in August 2010. All Internal audit requests and external Auditor's requests for information were dealt with expeditiously.

The Medium Term Expenditure Framework (MTEF) proposals were consolidated according to the set priorities of the Presidency. The MTEF inputs were submitted to National Treasury within the prescribed timeframes. The Presidency produced monthly Budget reports monitoring

the budget against projections and the Consolidated Inputs for the Adjustment Estimates process were submitted within the prescribed timeframes.

The Presidency produced and tabled in Parliament its Annual Report while the In-year Organisational Performance reporting was produced and tabled to the Executive Authority. The Presidency has ensured that the President fulfils the constitutional requirements for interaction with Parliament.

The Presidency has embarked on numerous processes to improve Legislative efficiencies and enhance the relationship between the Executive and Parliament. The Presidency consolidated the legislative programmes of government departments into an Annual Legislative Programme (ALP). This was submitted to Cabinet for review, prioritization and approval before it was submitted to Parliament. To monitor the implementation of the ALP, quarterly reports are drafted by The Presidency. By and large, the ALP has been successfully implemented. The Quarterly Reports drafted highlight the following issues:

- Critical issues from Parliament, Committees, NCOP & Constituency Offices in the context of the work of the Leader of Government Business (LOGB).
- The implemented planned schedule of meetings with political parties.
- The attendance at Parliamentary Committees by ministers and responses of ministers to Parliamentary Questions (Oral and written questions).
- The implementation of the annual calendar for Parliamentary liaison and interface.

The Leader of Government Business plays a pivotal role as the focal point for strengthening the collaborative relationship between the Executive and the Legislature. The Presidency also approved, communicated and workshopped with the LOGB and stakeholders a Framework on Protocols, Mechanisms and Systems on Legislative Management. It also approved a strategy and Cabinet memoranda guidelines for Regulatory Impact Assessments for all relevant proposed legislation in order to improve regulatory co-ordination. The regulatory impact assessment framework and guidelines were implemented on the following Bills that were identified by Cabinet:

- Draft Labour Relations Amendment Bill 2010
- Draft Basic Conditions of Employment Amendment Bill, 2010
- Draft Employment Equity Amendment Bill, 2010
- Draft Employment Services Bill, 2010

The Deputy President – who, unlike the President, is an MP, attends Parliament sittings regularly and answers Parliamentary questions (oral and written) timeously in the National Assembly and the National Council of Provinces. He also reports to Cabinet on his Parliamentary engagements and progress on the legislative programme. Furthermore, he has regular interactions with the Presiding Officers of Parliament, the Whips, Committee Chairs and the leadership of political parties to ensure coordinated responses to the challenges faced by the people of South Africa.

In order to institutionalise the new Outcomes Approach of government, The Presidency has

had ongoing engagements with ministries on this approach. It has held briefing sessions with all Cluster Secretariats on the outcomes approach and the reconfigured cluster system. In April 2010 the President met with the Top Management of the Public Service, in relation to the finalisation of the Outcomes Approach. In April 2010, the President met the Auditor-General to discuss the National Municipality Outcomes Report and again in September 2010 to discuss the 2009 / 2010 audit outcomes of departments. In June 2010, the President met with the Parliamentary Audit Committee for The Presidency. The President also attended Auditor-General Presentations on Auditing Outcomes for 2009/10 to the National Council of Provinces (NCOP), and to the North West Provincial Government. Furthermore, the President held a meeting with the Public Protector in July 2010 to discuss the Outcomes Approach.





**Strategic Objective N° 2:  
To facilitate effective  
communication between  
The Presidency and  
its stakeholders.**

The Presidency places much store by the importance of communicating with South African citizens. Accordingly, the President, Deputy President, and Ministers in The Presidency have a calendar of public events and sector engagements, for which The Presidency has provided a full range of communications support services, including, speech-drafting, public relations, media planning, media liaison, and, where required, events management.

The President met with a variety of key Stakeholders in order to share the government's vision and objectives and to also afford all parties concerned to broach matters of mutual interest. The stakeholder meetings afford the President (and government at large) an opportunity to interface and engage with key stakeholders in society. The President's key stakeholders, include, inter alia: Business, Labour, Religious Leaders, and Non-Governmental Organisations.

To date, the President has been meeting with various stakeholders in order to discuss ways in which government and stakeholders could work together to create a better life for all. From January 2011, the focus of the President's interaction with the Presidency stakeholders has been on job creation.

All the President's, Deputy President's and Minister's public engagements were communicated with the support of the media. Media advisories and statements are routinely prepared and circulated,

while letters to editors and articles are placed in relevant media to communicate important matters to the public. All The Presidency principals held regular media conferences. Communications staff of The Presidency prepares and distribute speeches and messages of support and condolences on behalf of the principals, and coordinate interview requests.

Communications Staff also maintain an online media database, through which more than 220 national and international journalists receive Presidency media statements, speeches and media advisories. The Media Liaison personnel received more than scores of media enquiries during the year, all of which were documented and processed. The Presidency ensured, in co-operation with the Government Communications and Information System (GCIS) audio-visual unit, that photos and video footage of most of the events attended by the principals were distributed to the media. The President hosted a breakfast with editors in April 2010.

In the previous financial year The Presidency established a Presidency Hotline – essentially a toll-free call centre - to improve interaction with the public and accountability in the public service. This opened up a channel of communication between citizens and the highest political office of the land. Citizens have been able to register a question/complaint/problem for which they can expect an answer or resolution. In March 2011, The Presidency Hotline achieved a significant milestone when it received its 100 000<sup>th</sup> caller. Weekly, monthly and quarterly reports on the nature of issues from the call centre are used to alert the President and Principals of emerging clusters of issues.

These are in turn used directly to determine further government interventions.

Roughly three quarters (75%) of callers have had their issues resolved successfully, while the rest have had their more serious problems escalated. There is an increasing number of calls which are 'in process', i.e. unresolved. This poses an ongoing challenge in view of limited resources. In the financial year under review, the Presidential Hotline underwent a review resulting in a new strategy being implemented with performance baselines further to improve its effectiveness and efficiency.

Beside the maintenance of a comprehensive Presidency Website ([www.thePresidency.gov.za](http://www.thePresidency.gov.za)), The Presidency began to experiment with new media platforms such as Facebook and Twitter to communicate what the principals are doing and also to disseminate key messages from their speeches. These platforms are now fully operational.

What was previously the Communications Branch has been decentralised into the Private Offices of the President and Deputy President. Essentially, each office has a dedicated communication team close to the principal so as to focus more closely on the strategic agenda of each principal. These teams provide a full writing, research and drafting service to the Principals. During the President or Deputy President's engagements with the public, they also serve as scribes for events which yields Reports on matters to be followed up by The Presidency and/or relevant government departments.

The Presidency publishes the comprehensive Presidency Annual Report, and makes available the Public Diaries of Principals as well as records of meetings (except where classified).

Highlights of communications events for the year include the State of the Nation Address to Parliament in February 2011, outgoing and incoming official/working visits by foreign Presidents and other dignitaries, reception of diplomatic credentials, sectoral engagements, the events associated with FIFA World Cup (including the visit to the 2010 FIFA World Cup Joint Operations Centre, and attending the closing ceremony and final match), the South African National Aids Council (SANAC) meetings, the Presidential Co-ordinating Council meetings, the launch of the Broad-based Black Economic Empowerment (BBBEE) Council, the Human Resource Development (HRD) Council meeting, the Moral Regeneration Movement (MRM) plenary meetings, the War On Poverty (WoP) visits, Cabinet Lekgotla, Parliamentary activities and organised media briefings such as the media briefing by the DG of The Presidency on the National Orders Ceremony in 2010.





## STRATEGIC OBJECTIVES



### **Strategic Objective N° 3: To monitor and evaluate the implementation of government policies and programmes.**

A key emphasis of the current government has been to engineer changes in the way government works in order to improve delivery. Much effort went into setting up the Department of Performance Monitoring and Evaluation so that government has the capacity to improve government performance and monitor and evaluate progress made in this regard. Director-General, Dr Sean Phillips, was appointed to oversee the establishment of the department.

The Department of Performance Monitoring and Evaluation has successfully set up and developed a monitoring and evaluation system for the executive and the public service. In September 2009 the Minister in The Presidency (Performance Monitoring and Evaluation) tabled a position paper in Parliament titled *Improving Government Performance: Our Approach*. In this financial year, the Department of Performance Monitoring and Evaluation tabled a Performance Monitoring and Evaluation Green Paper. A draft Institutional Performance Assessment Tool was developed and piloted in The Presidency for refinement and application government-wide. In addition a draft concept document for Frontline Service Delivery (FSD) was developed.

The Department of Performance Monitoring and Evaluation developed the *12 Outcomes Approach* document which was approved by Cabinet to facilitate results-based measurement of the 10 priorities contained in the Medium Term Strategic Framework

(MTSF). The *12 Outcomes Approach* document is now an Annexure of the MTSF. Based on these, the President signed performance agreements with all government ministers during 2010. These performance agreements serve as a management tool to enable the President to provide ministers with a firm indication of the key delivery imperatives and his expectations of their performance in this regard. The performance agreements commit ministers to work together with all spheres of government, the better to achieve the outcomes expected. For each of these outcomes, relevant outputs that are needed to achieve them have been identified, and targets have been set for measurable indicators.

During 2010, departments, and in certain applicable cases with their provincial and local government counterparts, were engaged in the process of developing detailed delivery agreements for each outcome. These agreements refine the outputs and targets and include action plans with clear roles and responsibilities of all the stakeholders for the outcomes to be achieved. For these agreements, The Presidency produced and distributed guidelines. The development of the delivery agreements has been coordinated by existing government structures such as the Cabinet Committees, ministers' meetings with provincial MECs and the clusters, as well as, where relevant, Inter-governmental Implementation Committees.

Accordingly, the President had an engagement with Provincial Executive Councils and stakeholders in March 2010 on the outcomes approach and where delivery agreements were signed. *Inter alia*, The President signed the Local Government Delivery Agreement (Outcome 9) and the Environment Delivery

Agreement (Outcome 10) at Kempton Park in September 2010 and the JCPS Cluster Delivery Agreement (Outcome 3) in October 2010 and the ICTS Cluster Delivery Agreement (Outcome 11) in Nov 2010. Altogether, 12 Delivery Agreements were developed for the 12 Outcomes and these have been signed by all stake holders who contribute to the achievement of these outcomes.

In March 2011, the President met with the Chair of the State Owned Enterprises (SOE) Review Committee to examine the role of SOEs in delivery. He also addressed the Good Governance Conference organised by the Public Protector.

Delivery Agreements with Ministers were completed in time for the July 2010 Cabinet Lekgotla and since then the Co-ordinating structures of government have focused on the monitoring and evaluating progress against the outcomes, outputs and targets. A team of outcome specialists has been recruited into the Department of Performance Monitoring and Evaluation to support this process. The department held a briefing session with all Cluster Secretariats to prepare them for the new outcomes approach and the reconfigured cluster system. Currently various Cabinet Committees report to the Cabinet every three months on the contributory activities and the targets achieved in delivery agreements. As far as possible, administrative and expenditure information are regularly corroborated by information from various surveys, specialised studies and independent sources. The main purpose of these reports is to provide Cabinet with accurate information with respect to the achievement of outcomes based on objective analysis of evidence. Subsequent to Cabinet

discussions, the government's Programme of Action has been updated accordingly and made public.

In the year under review, government has taken steps to institutionalise yet further formal evaluation processes in the form of in-depth studies that probe deeper into policy and delivery successes and failures. It is envisaged that this work will be done in conjunction with National Treasury, sector departments, the Auditor-General, and possibly, the auditing profession. The Department of Performance Monitoring and Evaluation is finalising a policy guideline in this regard.

Notwithstanding the formal Performance Monitoring and Evaluation processes elaborated above, the President places great emphasis on personally examining developments on the ground. Thus, in the past year he has had scheduled visits to Bultfontein in the Free State; Orania Settlement in the Northern Cape; King Sabata Dalindyebo, Alfred Nzo Region, Oliver Tambo, Buffalo City, Nelson Mandela Bay Metropolitan in the Eastern Cape; and the Overberg Region in the Western Cape. Furthermore, he has had unscheduled visits to problem areas such as, Madelakufa, Hermanstadt and Sweetwater in Gauteng, Balfour/Dipaleseng in Mpumalanga, and Libode in the Eastern Cape. In the case of Balfour/Dipaleseng, he convened an intergovernmental team to address urgent matters. The President has established various bodies to address specific strategic priorities arising from key challenges faced by the country. In turn, he has established various Inter-Ministerial Committees (IMCs) as Co-ordinating structures to oversee and monitor progress of these bodies as well





## STRATEGIC OBJECTIVES



as for specific government projects. These include the IMCs on the Human Resource Development Council (HRDC), the Energy Advisory Council (EAC), the SA National Aids Council (SANAC), and the 2010 FIFA World Cup (2010 SWC). All of these have been formally delegated by the President as responsibilities of the Deputy President.

The IMC on HRDC submitted quarterly reports on the progress on establishing and on the work of the Council which was to develop a long-term strategy for the development of the country's human resource capacity and skills-base. In the past year the HRDC under the chairpersonship of Deputy President Kgalema Motlanthe, launched the HRD Strategy and Workplan. Technical Working Groups were also established to oversee the implementation of the strategy.

Important work in the areas of artisans and the promotion of the development of black chartered accountants is ongoing whose success is being explored for application in other professions such as engineering. The Deputy President participated in the launch of the Education Policy Unit at Wits University as a key HRD venture.

Under the leadership of the Deputy President, the IMC on EAC reported on efforts to revive the council and the development of a Programme of Action to address issues of energy supply and conservation. He presided over various Energy IMC meetings within government as well as of the Energy Council that brought together the country's leadership on matters concerning the sufficient supply of energy. While challenges to the supply of energy and electricity do remain, the country has developed collective solutions. A key recommendation was to develop targeted

energy efficiency messages for use in an Energy Efficiency Awareness Campaign. Among the long-term approach to the stable availability and supply of energy is the development of the Integrated Resource Plan for Electricity II (IRP II). Critical to the success of a viable energy-saving and production plan is the continued focus on how best to advance the needs of energy consumers in a manner that is in line with the need to protect the environment, while creating a sustainable investment arena for both local and international investors. The Deputy President also addressed the Oil and Gas Indaba in Bloemfontein on the need for energy security in October 2010.

The IMC on HIV/AIDS reported quarterly on the implementation of the National Strategic Plan (NSP) on HIV, Aids & TB. It participated in the SANAC Sector Leaders Forum, the SANAC Sector Leaders Strategic Planning Session and the SANAC Trust meeting. The Presidency also participated in the SANAC Plenary and SANAC International Men's Day, while it supported the SANAC Civil Society Sector workshop, SANAC Men's Sector Summit and the Boy Mentoring Programme of the National Association of People living with AIDS (NAPWA). The Presidency also coordinated a World AIDS Day event in Mpumalanga province which involved The Presidency Principals in a programme to visit child- and grandmother-headed households. The Presidency fully supported the National HIV Counselling and Testing (HCT) Campaign, with the Deputy President doing his public testing at Medupi Power Station and millions of people presenting themselves for counselling and testing across the country. The implementation of the various aspects of the National Strategic Plan (NSP) on

HIV, Aids & TB (2007 – 2011), including the extension of the provision of Anti-Retroviral Therapy (ART), the HTC and the Prevention of Mother to Child Transmission (PMTCT) Programme, have already resulted in a definable positive impact on the pandemic. Currently, the country's ART expansion programme covers 1 668 facilities, thus giving more people access to treatment. The programme to encourage medical male circumcision has seen increasing numbers in the uptake of the programme. As part of the comprehensive package of services, both male and female condoms are being distributed nationally and a further commitment has been made to increase its rollout. In terms of combating TB, efforts to increase the response to TB will be strengthened and SANAC will continue to ensure that targeted responses are adequately geared towards achieving health targets. Consultative discussions on the National Strategic Plan (NSP) on HIV, Aids & TB for the years 2012 – 2016 have begun.

In the run-up to the start of the 2010 FIFA World Cup in June last year, the IMC on the 2010 SWC under the leadership of Deputy President Kgalema Motlanthe, reported on their visits to the 2010 venue sites and on government interventions to ensure readiness. It also organised the visit by the President to the 2010 FIFA World Cup Joint Operations Centre. The IMC ensured that government fulfilled all guarantees made to FIFA and did everything to ensure that the World Cup was a resounding success.

The Presidency participated in the Technical Co-ordinating Committee meeting to review and update Government's Draft 2010 FIFA World Cup Close-Out Report which examined the impact of the tournament, and coordinated the 2010 Inter-Ministerial

Committee (IMC) meeting to review Government's Close-Out Report. The Close-Out Report was finalised and was tabled at Cabinet. The 2010 FIFA World Cup is globally hailed as arguably the most successful tournament ever. The work of the 2010 Inter-Ministerial Committee and Technical Co-ordinating Committee resulted in the implementation of a focused programme of action that is deemed a best-practice for planning and co-ordination within government, anywhere.

The relative size of public entities and state owned enterprises (SOEs) make them a very important player in delivery and in various sectors of the economy. In South Africa, the sectors of electricity, transportation and telecommunications that deliver many social goods and services that ensure quality of life of all South Africans, are dominated by SOEs. They therefore constitute the major drivers of the formal sector of the economy. The government's MTSF states that SOEs, development finance institutions, and companies in which the state has a significant shareholding must be responsive to a clearly defined public mandate, and help government build a developmental state. Given the imperatives of government's transformation agenda and developmental goals such as those on job creation and skills development it became necessary to review the role of SOEs and other public entities. The President appointed the Presidential State Owned Enterprises Review Committee in May 2010 to examine and make recommendations on, *inter alia*, the place of SOEs in a developmental state; its strategic importance and value creation, and the viability and funding of SOEs.





**Strategic Objective N° 4:  
To promote nation building  
and social cohesion and a  
partnership with the people  
towards the collective  
achievement of a common  
identity and a caring society.**

In the context of the fractious history of our country, the challenge of nation-building and social cohesion is of fundamental importance to our future. In this task, The Presidency sees itself as having a special role, given both its symbolic as well as constitutional functions, and one which it takes seriously. Accordingly, The Presidency implemented a multi-dimensional programme for nation-building and social cohesion involving all the political principals. These included involving them in symbolic actions, campaigns, addressing certain aspects of development, and towards the promotion of democracy, a sense of common identity, stability, well-being and belonging in a caring society. To this end a Draft Concept Paper on Social Cohesion Review was developed by The Presidency.

Among the symbolic aspects of this function, the President and Deputy President officiated at high-profile events on National and International commemorative days. These included, Heritage Day, Human Rights Day, Women's Day, Freedom Day, Youth Day (President, at Thulamahashe in Mpumalanga), and the National Day of Reconciliation, all of which are integral to the development of our collective desire to build an inclusive society in which all citizens feel a sense of belonging. Deputy President, Kgalema Motlanthe also participated in the ceremony to handover the original signed copy of the Freedom Charter to the Government of the Republic of South Africa

at Liliesleaf, in Rivonia, Johannesburg, in May 2010.

The principals also participated in the following events:

- Union of South Africa's Centenary.
- Legacy Project Freedom Park
- National Heritage Day celebrations in KZN in September.
- World Youth Festival (the President chaired the IMC)
- Gala Dinner for the Launch of the 2011 Local Government Elections
- IDASA Roundtable Discussion on Parliamentary Oversight programmes, 12 August 2010.

The South African National Orders are the official recognition accorded by government to selected individuals who have contributed significantly to South African society. The Presidency is of the unambiguous view that national honours can play a huge role in building social cohesion by inspiring individuals or members of any community to greater achievement and service. The elevation of achievers and elders to national distinction has the effect of making different communities identify with a broader inclusive South African identity. Through a public participation process led by the Chancellor of National Orders (the Director-General of The Presidency) public nominations are submitted to a process of evaluation and research, after which a consolidated draft list of nominees is submitted for final selection by the Grand Patron of National Orders, the President. In this past year, The Presidency developed and implemented an Annual Programme and Strategy for National Orders and Awards. One formal National Orders ceremony was held (on Freedom Day, 27 April 2010) in

which South Africans and a few foreigners were honoured.

The passing on of our elders are moments for reflection and thought, and society would be the poorer for lack of official recognition, on death, for those who are so esteemed in our society. The Presidency oversees the implementation of the Policy on State Funerals which authorises the President to declare a state funeral in any one of various categories. April 2010 saw the tragic and untimely passing of Dr Molefi Sekulano, the then Deputy Minister of Health, who was accorded an official funeral.

The Presidency continues to be involved in various campaigns, events and actions in the areas of values and moral regeneration, traditional affairs, linguistic and religious communities, and other cultural aspects of our society.

The President met with the South African Council of Churches and National Religious Leaders Forum. The aim of the meetings was to deliberate on relations between The Presidency and faith-based organisations and how such organisations could play a pivotal role in enhancing social cohesion and nation building in the country.

The President also met with Representatives of Non-Governmental Organisations to discuss South Africa's progress in relation to meeting the Millennium Development Goals. The meeting also focused on how relations between government and civil society can be improved.

Deputy President Kgalema Motlanthe represents The Presidency in the Moral Regeneration Movement (MRM) which

was established with government support to lead the mobilisation of society towards the promotion of constructive social values that build and enhance healthy families and communities. During 2010, the MRM adopted a Charter of Positive Values as a foundation to foster social cohesion in homes, communities, schools and workplaces. The Presidency was involved in drafting the report on the implementation of the annual Programme of Action of the MRM and in engaging the Department of Arts and Culture on its role in the MRM. The Deputy President gave an address to the conference which marked the end of the Moral Regeneration Month in KwaZulu-Natal in July 2010. He was involved in a consultative meeting with the MRM Board, participated in the Strategic Planning of the MRM, and attended a planning session on the MRM Impact Assessment study.

The consequences of unemployment and poverty pose significant challenges to the stability of society. Research has shown that many households are trapped in a cycle of poverty. Often they are unable to obtain assistance and are not aware of how and where to go for help. In this light it becomes necessary that government's efforts to combat poverty have to include targeted *short-term* assistance packages as part of a larger basket of anti-poverty measures.

Accordingly, the Deputy President leads government's coordinated programme on poverty, which comprises the War on Poverty Campaign and the Comprehensive Anti-Poverty Strategy.

The War on Poverty Campaign – which was first piloted in 2008/9 – targets the delivery of services to poor households, and monitors





household progression out of extreme poverty. Through its own research (the Provincial Indices of Multiple Deprivation), government has identified 1128 of the most deprived municipal wards, where an estimated 3 million households comprising an estimated 15 million people live in extreme poverty. The Campaign is being rolled out and it is planned that by 2014 all the identified wards will be covered.

Simultaneously, government will finalise its Anti-Poverty Strategy (APS) after having consulted the National Anti-Poverty Civil Society Colloquium in December 2009 and NEDLAC during 2010. This strategy will seek to capacitate and empower households and communities to take themselves out of poverty with the help of government and its social partners, through, *inter alia*, the creation of economic opportunities, investment in human resources, and the provision of income security and the social wage. The APS, which has been presented to Cabinet's Social Protection and Community Development Cluster, will dovetail with existing macro-economic instruments such as the New Growth Path, the Industrial Policy Action Plan 2 (IPAP 2), as well as with efforts such as those arising from the Job Creation Business Summit hosted by the President in March 2010 and government's Programme to Support Pro-poor Policy Development.

In the meantime, the Deputy President has been interacting with poor communities to review the impact of the War on Poverty campaign, visiting service delivery points and frontline offices. He has held meetings with the provincial and local spheres of government with the aim of unlocking bottlenecks to service delivery and the

implementation of anti-poverty programmes. In the course of the year, he has visited Bitou Municipality in the Western Cape, Nkomazi in Mpumalanga and Taung in the North West. He also visited the Eastern Cape where he attended a meeting of the Eastern Cape Intergovernmental Relations Committee to discuss the implementation of the APS. The Deputy President planned to visit uMsinga municipality in the UMzinyathi district in KwaZulu-Natal in April 2011, Emthanjeni and Renosterberg Municipalities in the Pixley Ka Seme district in the Northern Cape in June 2011, and other wards in the Western Cape later in 2011. The Deputy President also participated at the Rural Economic Development Summit, attended the Masibambisane Rural Development Initiative on ILIMA in KwaZulu-Natal in February 2011 and launched the Emerald Sky Human Settlements project in East London.

As part of the programme on cultural, linguistic and religious groups and communities, the President and Deputy President variously attended meetings with: the National Religious Leaders Forum; the National Interfaith Leaders Council; the Muslim Judicial Council; the King of Royal Bafokeng (North West Province). They also attended other cultural events of special importance such as the celebrations to mark the Centenary of the Union of South Africa and the 150<sup>th</sup> Anniversary of the arrival of Indians in SA.

The Presidency has been mindful of the importance of sectoral engagements in mobilising society towards the achievement of national goals. To this end the President and Deputy President were involved in an extensive sectoral engagements programme.

**Strategic Objective N° 5:  
To continue to facilitate  
initiatives for building a better  
Africa and a better world.**

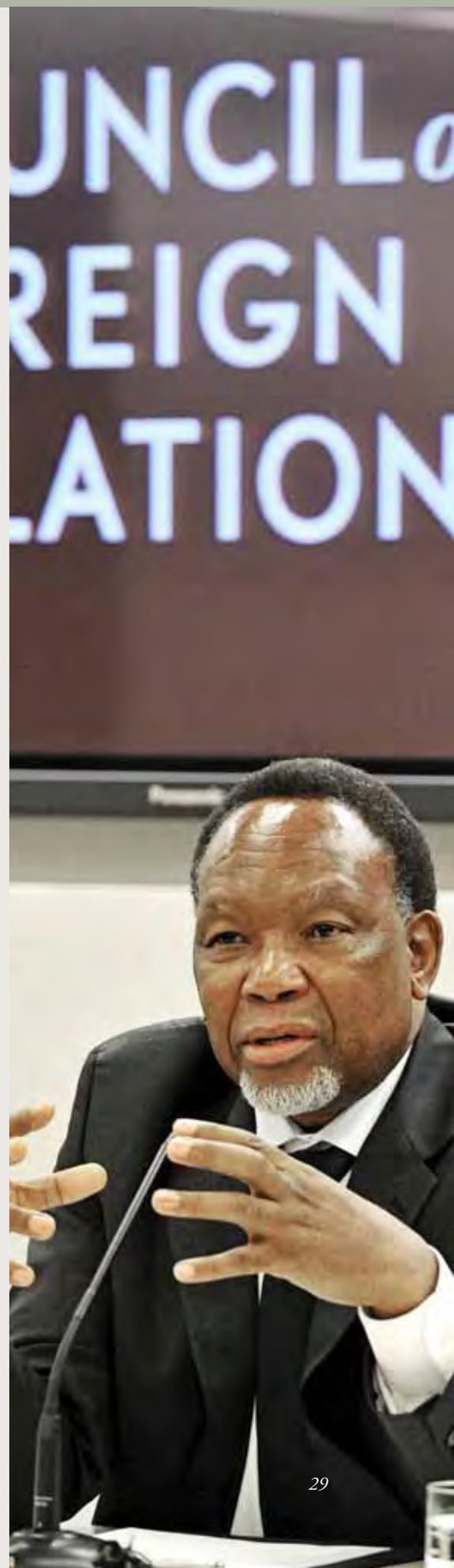
The successful execution of government's foreign policy is vital to the success of government's development goals. Thus The Presidency is fully engaged with the Department of International Relations and Co-operation and other departments with regard to all major foreign initiatives. Accordingly, it implemented an annual international programme for the principals aligned closely to the foreign policy goals of the country and aimed at strengthening our role in international initiatives. The President, Deputy President, and Ministers in The Presidency undertook various international engagements aimed at enhancing foreign policy objectives. The Presidency facilitated and provided oversight of interventions and strategies for programmes to promote improved conditions of peace, stability, security, democracy and good governance.

During the year the President hosted heads of states from a range of countries. Highlights included, Presidents of Congo-Brazzaville, Denis Sassou Nguesso (April 2010); European Commission, HE José Manuel Barroso (May 2010); President of Mexico, Felipe Calderon Hinojosa (June 2010); President of Brazil, Luiz Inacio Lula da Silva, (July 2010); President of Botswana, Ian Khama (October 2010); President of Zambia, Rupiah Banda, (December 2010); President of Angola José Eduardo dos Santos (December 2010); and of Uganda, Yoweri Museveni (January 2011). In addition, all SADC Heads of State were invited to the official opening of the 2010 FIFA World Cup (June 2010).

The Deputy President hosted a working visit by Mr J Biden, Vice President of the United States of America during the occasion of the 2010 FIFA World Cup, received courtesy calls from: Princess Takamado of the Japanese Imperial family (June 2010); Mr M Medina, First Deputy Minister of Foreign Affairs of the Republic of Cuba (July 2010); Mr Sharma, Minister of State in India (January 2011); Mr Musyoka, Vice President of the Republic of Kenya (January 2011); and Mr Merafe, Vice President of the Republic of Botswana (February 2011). He also made a courtesy call on Mr A Mills, President of the Republic of Ghana (Johannesburg, June 2010); and had a meeting with Mr Guillaume Soro the Prime Minister of the Ivory Coast (January 2011).

Minister in The Presidency for Performance Monitoring and Evaluation, Collins Chabane, also received courtesy calls from Amb. Al Sharif of Sudan; Amb. Halimeh of Palestine; Amb. Al-Shawari of Qatar; High Commissioner Mahabir of Trinidad and Tobago; Amb. Mokou of Mali; Amb. Neto of Angola; High Commissioner Dr Nicola Brewer of UK; as well as two meetings with Chinese Amb. Zhong in preparation for the President's state visit to China.

The Deputy President attended celebrations of Independence in the Democratic Republic of Congo (June 2010); addressed the XV111 International Conference in Vienna (July 2010); and addressed the African Progress Conference in Madrid (July 2010). Minister in The Presidency for Performance Monitoring and Evaluation, Collins Chabane, attended the 50<sup>th</sup> Golden Jubilee of the Independence of Cameroon (May 2010), the 50<sup>th</sup> Anniversary of the Independence of Congo-Brazzaville (August





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2010), as well as the 50<sup>th</sup> Anniversary of the Independence of Gabon (August, 2010).

The President undertook ten State and working visits to other countries. These included: India (State Visit, June 2010); Libya (working visit July 2010); Zimbabwe (working visit, July 2010); China (State Visit, August 2010); Russia (State Visit, August 2010); Lesotho (State Visit, August 2010); Egypt (State Visit, October 2010); Cuba (State Visit, December 2010); Mexico (State Visit, December 2010); and, France (State Visit, March 2011).

The Deputy President undertook seven working and official visits to foreign countries. These included, Tunisia (working visit, April 2010), Turkey (official visit, May 2010), Vietnam (official visit, October 2010), South Korea (official visit, October 2010), Syria (working visit, October 2010), Kenya (official visit, November 2010); and the United States of America (working visit, March 2011).

Minister in The Presidency for Performance Monitoring and Evaluation, Collins Chabane, held a meeting with the Angolan Minister of State (Luanda, June 2010) and officiated at the handover ceremony of cars donated by Toyota South Africa to Angolan NGOs (July 2010). He also officiated at the official handover of the South African Government built Timbuktu Library for Conservation and Preservation (Timbuktu, May 2010) and the handover of the property of the South African Timbuktu Trust (Midrand, September 2010) to the Government of Mali. Minister Chabane also held meetings with performance monitoring and evaluation specialists in the Netherlands (Amsterdam, May 2010).

Besides attending the SADC Summits of Heads of state (August 2010), the President has had to put much effort into the implementation of the post-conflict agreements in Zimbabwe through his membership of the SADC Troika on Zimbabwe (of the Organ on Politics, Defence & Security Cooperation). Three meetings of the Troika were held (August and November 2010 and March 2011). As a member of the AU Heads of State Panel on Ivory Coast, the President has had to attend three meetings (February, March and March 2011) to assist with the implementation of the post-conflict agreements. To this end, The Presidency supports the work of the President's envoys and negotiators.

As can be gleaned from the above, much of the President's interest has been on Africa and other developing countries. This same emphasis can be seen in the context of bi-national commission (BNC) meetings attended, summits and multilateral meetings. The President attended the SA-Algeria BNC (Algeria, May 2010); the SA-Mozambique BNC (Maputo, October 2010) and the SA-Namibia BNC (Windhoek, November 2010). With respect to the African Union, he attended six high-level meetings (Summits of Heads of State and Government, African Peer Review Mechanism [APRM] Summits, or Heads of State Panels). The Deputy President hosted the SA-China BNC (Cape Town, November 2010).

The importance of regional economic formations for the country can also be seen in the three summit meetings of the Southern African Customs Union (SACU) attended by the President. SACU, the world's oldest customs union, celebrated its centenary in April 2010.

Similarly, the President has given attention to South Africa, and Africa's relations with Europe and European countries. He attended the Franco-Africa Summit, (Paris, May/June 2010), the Africa-EU Summit (Tripoli, November 2010), the 3<sup>rd</sup> SA- EU Summit (Brussels, September 2010). He hosted a bilateral meeting with President Tarja Halonen of Finland (Cape Town February 2011). The Deputy President hosted the SA-Germany BNC which he also co-chaired with Vice Chancellor Guido Westerwelle (Pretoria, April 2010). The Deputy President addressed *The Economist* 4<sup>th</sup> Annual conference in London (September 2010).

Other multi-lateral forums attended by the President were the IBSA Summit (Brazil, April 2010) and the two G20 Summits held in 2010 (Canada, June; and South Korea, November). The Deputy President attended the Afro-Arab summit (on behalf of President Zuma) hosted by the government of Libya (Sirte, October 2010).

In December 2010 South Africa was invited to join the four-member BRIC grouping of fast-growing emerging market countries. South Africa received the invitation to join the group - which currently includes Brazil, Russia, India and China - from China's foreign minister. BRICS is a by-invitation-only group of up-and-coming regional powers who collectively make up nearly a fifth of the world's gross domestic product. South Africa is Africa's leading economy and is likely formally to join BRIC (to be called BRICS) sometime in 2011, as a voice for developing countries to call for, *inter alia*, the reform of the UN system and the international monetary system. The President participated in the Global Summit on Nuclear Security (Washington, April

2010); attended the World Economic Forum (Switzerland, January 2011) and hosted the *second* meeting of the UN Secretary General's High-level Panel on *Global Sustainability*, of which he is co-chair (Cape Town, February 2010). Minister in The Presidency for Performance Monitoring and Evaluation, Collins Chabane, attended, in his capacity as minister responsible for the National Youth Development Agency (NYDA), the 3<sup>rd</sup> Ordinary Session of the African Union Ministers in Charge of Youth (Zimbabwe, April 2010) and the AU Youth Preparatory meeting for the Mexico International Youth Conference (Nigeria, June 2010); he also attended the Boao Forum for Asia (BFA) Conference on behalf of the Deputy President (China, April 2010), and attended the Global Forum (Cape Town, June 2010).

The Minister in The Presidency for National Planning, Trevor Manuel, was tasked by the President to help coordinate the infrastructure work of NEPAD under the auspices of the African Union. Several meetings were held with participants from regional bodies such as SADC and the African Development Bank and individual countries involved as champions in the AU infrastructure initiative.

In March 2010, Minister Manuel was invited by the United Nations General Secretary to be part of a high level panel on climate change. This panel met several times in diverse corners of the world and produced a report that contributed to the development of a Climate Green Fund, announced in Cancun in December 2010. Developing solutions that mobilise resources for developing countries to support their climate change work is a continuing part of the minister's work.





## STRATEGIC OBJECTIVES



### **Strategic Objective N° 6: To ensure the effective and efficient management of The Presidency and its programmes.**

This strategic objective pertains to the internal operations and planning of The Presidency. It is therefore necessarily inward looking.

While The Presidency has had many accomplishments in the past year, an operational review of the organisation conducted confirmed that change is needed appropriately to position the organisation to respond to the refocus in terms of the work of its elaborated Planning function; and to streamline functions and processes that previously presented bottlenecks in providing effective management and administrative support to the principals of the Presidency. Some of the key drivers for the changes in the service delivery/operating model of The Presidency therefore include:

*Positioning The Presidency, through the National Planning Commission, to fulfil its mandate in terms of providing leadership in ensuring coherent long term planning towards the achievement of Vision 2025.*

The Presidency has therefore redefined its overall strategic intent and undergone a process to overhaul its operating model to accentuate the fundamental shift in refocusing the organisation in its leadership and Co-ordinating role in ensuring coherent long term planning towards the achievement of Vision 2025.

*Consolidating and streamlining The Presidency's operating/service delivery model the*

*better to service the principals of The Presidency in regard to their responsibilities.*

The operational review of The Presidency's service delivery/operating model revealed certain weaknesses or challenges in some key processes in relation to the provision of coordinated, effective services to the principals in the execution of their responsibilities. Certain functions within The Presidency, such as the Communications Branch have been decentralised and relocated to both the Private Office of the President and the Office of the Deputy President, to address some of these challenges. The benefit of decentralizing such a function will lead to many benefits for the respective offices as each office will now have its key communication team close to the principal. The premise is that the teams will be more focused on each principal's strategic agenda and become better integrated into the business and culture of their respective Offices. This approach will hopefully permit for faster turn-around times in the provision of communication services.

*Integration of Units with natural synergies*

The operational review of The Presidency's service delivery/operating model also led to the decision of aligning like functions, especially where there was no alignment, so as to improve the efficiency and the effectiveness of services provided by The Presidency to its stakeholders. An example of this is the relocation of the FOSAD Secretariat to the Cabinet Office.

*Responding to the Presidential Directive in terms of Proclamation 44, 2009*

Following the 4<sup>th</sup> general elections, the President announced the new Cabinet

in terms of sections 91(2) and 93(1) of the Constitution of the Republic of South Africa. During the Cabinet announcement a number of changes to the previous configuration of Cabinet and national government, including changes to the configuration of The Presidency, were declared. The Proclamation issued established a new Ministry for Women, Children and People with Disabilities, as a result of the transfer of functions from The Presidency. In line with the Presidential directive and configuration of departments, the Ministry of Women, Children and People with Disabilities consequently took over the following functions from The Presidency:

- Office on the Status of Women
- Office on Status of Disabled Persons
- Office on the Rights of the Child

The Proclamation, in addition, set up two new Ministries within the Presidency, namely the Ministry of Performance Monitoring and Evaluation and the Ministry of the National Planning Commission. However on 1 January 2010, the Department of Performance Monitoring and Evaluation was promulgated and will become an independent department with a separate Vote from 1 April 2011. The Proclamation also resulted in a transfer of the administration of legislation to the respective Ministers in The Presidency in the following manner:

- The transfer of legislation, powers and functions previously entrusted to the Minister of Finance in terms of the Statistics Act, No.6 of 1999, to the Minister in The Presidency responsible for National Planning.
- The administration of the National Youth Development Agency, Act No.54 of 2008, to be the responsibility of the

Minister in The Presidency responsible for Performance Monitoring and Evaluation.

The new service delivery/operating model of The Presidency has brought these changes into effect.

The work captured under this strategic objective is mainly that of the support services functions of The Presidency. The fundamental mandate of support services of The Presidency is to enable the principals and the branches of The Presidency to perform their assigned responsibilities and duties.

Though much of the work performed by these support services of The Presidency remains the same, year after year, it is highly regulated and rigorously monitored. In this context, The Presidency continued to strive towards the implementation of a good governance framework in accordance with various legislative prescripts such as the PFMA and Public Service Act, as well as other relevant legislation, and performance management processes.

As the administration component that renders administrative and logistical support services to the political principals and The Presidency as a whole, the support services unit of The Presidency continued to:

- Enhance efficiency and effectiveness of systems and processes within the branches of the Presidency,
- Implement interventions focused on enhancing organisational cohesion and transformation in The Presidency,
- Comply with legislative prescripts,
- And improve the maturity and capability rating of The Presidency's systems and processes.



# 2



## SUMMARY: DESCRIPTION OF THE PRESIDENCY BRANCHES



### PRIVATE OFFICE OF THE PRESIDENT

The Private Office of the President exists to provide effective and efficient strategic, executive and personal support services to the President in the execution of his responsibilities as outlined in the Constitution of the Republic of South Africa.

The branch is responsible for co-ordination with Cabinet, Office of the Deputy President, Departments, Parliament, and other statutory bodies to support the President in fulfilling the responsibilities of policy-making, oversight and general leadership and management of government. The branch provides content and administrative support to the President's advisers and Parliamentary Counsellor. The branch is also responsible for overseeing the functioning of Private Office communications capacity, including media liaison, speechwriting and content development as well as special projects.

The branch is headed by a Deputy Director-General and has four chief directorates: Presidential Support Services, Communications Media Liaison, Communications Research, and Special Projects.

The Presidential Support Services Chief Directorate provides private secretarial and

administrative support to the President, co-ordinates his domestic and international programme, and manages the flow of correspondence and enquiries.

The Special Projects Chief Directorate provides technical and expert support to the President on governance and service delivery, and co-ordinates the intergovernmental and stakeholder interface work of the President. This includes support to the President on the Black Economic Empowerment Advisory Council and the President's Co-ordinating Council, among other things.

The Communications Media Liaison Chief Directorate provides support to the President on media liaison functions as the interface between The President and the mass media. It is responsible for cultivating and maintaining good relations with editors and reporters, and also monitors and evaluates the media environment on a daily basis. This unit also provides logistical and strategic media support for all public engagements of The President.

The Communications Research Chief Directorate provides technical and expert support to the President on research, drafting of speeches, opinion articles, letters to editors, other written material and information services to enable The President to communicate effectively within



government and with the South African and international public. To fulfil this function, the unit is required to keep up to date with political developments, debates, policy changes, enactment of laws and current affairs.

## PRIVATE OFFICE OF THE DEPUTY PRESIDENT

The Private Office of the Deputy President is responsible for planning, administering and Co-ordinating strategic support services to the Deputy President to assist in the fulfilment of his constitutional, executive and political responsibilities. The Office is an administrative branch dedicated to providing support to the Deputy President. The Branch is composed of the Office of the Deputy Director-General, Personal Support Services, Special Projects and Communications Chief Directorates.

Main responsibilities of the Deputy President:

Leader of Government Business, a responsibility that essentially entails the Deputy President being a link between the Executive (Cabinet) and the Legislature (Parliament).

Leading Cabinet committees such as:

- Justice Crime Prevention and Security
- Social Protection (including Human Capital)
- Governance and Administration.

Various Special Projects such as:

- Anti-Poverty Programme including the War on Poverty Campaign and the development of a Comprehensive Anti-Poverty Strategy
- The National Stakeholder Advisory Council on Energy (NSACE)
- Human Resource Development Council (HRDC)
- South African National AIDS Council (SANAC)
- Leading Social Cohesion initiatives especially through championing the Moral Regeneration Movement
- Chairing the Inter-Ministerial Committee on the Pan-African Infrastructure Initiatives.

Efforts are underway to institutionalise systems and processes thus improving the efficacy of support services provided to the Deputy President which in turn should help strengthen his oversight responsibilities.



**Busani Ngcaweni**  
Deputy Director-General:  
Private Office of the Deputy President



## SUMMARY: DESCRIPTION OF THE PRESIDENCY BRANCHES



### **NATIONAL PLANNING COMMISSION MINISTRY AND SECRETARIAT**

The National Planning Commission Ministry and Secretariat develops the country's long term vision and national strategic plan, and contributes to better outcomes in government through better planning, better long term plans and more policy coherence and clearly articulated long term goals and aspirations.

The National Planning Commission Secretariat consists of the following three units: Research and Policy Co-ordination, Commission Support Services, and Communication and Public Participation.

#### **Research and Policy Co-ordination**

This component manages and facilitates research and policy process on long term developmental issues and provides technical support to the National Planning Commission. This entails the following:

- producing reports and discussion papers on identified cross-cutting issues that affect the long term development of the country,
- translating sector plans to inform South Africa's long term vision and national strategic plan; providing advice to departments on areas in which the quality of policies, operational plans and implementation strategies need to be improved.

The Unit publishes South Africa's development indicators each year and a research report based on the national income dynamic study.

#### **Commission Support Services**

The component provides administration and logistic support to the Commission and Secretariat. The unit also provides all corporate services support to the commission.

#### **Communication and Public Participation**

The unit provides support and advice on communication, public participation, and stakeholder management and parliamentary liaison on behalf of the Commission

### **PERFORMANCE MONITORING AND EVALUATION**

The Department of Performance Monitoring and Evaluation was promulgated with effect from 1 January 2010. The Director-General was appointed on 1 April 2010.

In the financial year under review (2010/2011), the department was funded under Vote 1 of The Presidency and most of its support services were provided by The Presidency. In the 2011/2012 financial year, the department will be established as a fully fledged department with its own voted funds (Vote 6). The department reports to the Minister and Deputy Minister in The Presidency responsible for Performance Monitoring, Evaluation and Administration.

The organisational structure of the department is currently comprised of the following four branches (which correlate with the department's four budget programmes):

#### **i. Administration**

The purpose of the programme is to provide leadership, management and administrative support services to the department.

The programme is currently made up of the following sub-programmes: Departmental Management; Corporate Services, Financial Management and Administration and Internal Audit.

#### **Office of the Director-General (DG)**

is responsible for:

- Support to the Director-General
- Co-ordination of the development of departmental plans and reports
- Stake-holder liaison, customer relations management and communications
- Internal audit and risk assessment.

**Corporate Services** is responsible for:

- Administrative support to the department
- Human resource management and development
- A healthy and safe work environment
- Labour relations.

#### **Office of the Chief Financial Officer (CFO) will provide:**

- Financial Management services to ensure compliance with the Public Finance Management Act, 1999 (Act No 1 of 1999) (PMFA) and Treasury Regulations.
- Efficient and effective supply chain management services.

#### **ii. Outcomes Monitoring and Evaluation**

The branch is responsible for co-ordination and management of the outcomes approach. It is also responsible for supporting departments, spheres of government, clusters and Cabinet committees to identify and address blockages in achieving the outcomes.

#### **iii. Integrated Public Performance**

##### **Data Systems**

The purpose of this programme is to coordinate the gathering and analysis of

data to support evidence based planning and problem solving as part of the government wide monitoring and evaluation system.

#### **iv. Public Sector**

##### **Administration Oversight**

The programme is responsible for performance monitoring of individual departments, municipalities and other government institutions; and monitoring of frontline service delivery.

## **CABINET OFFICE**

The Cabinet Office supports the National Executive in its strategic management of government business. The key functions of Cabinet for which the branch provides support includes giving strategic direction to government, the provision of an enabling environment for effective decision-making and better co-ordination, oversight, monitoring and evaluation, the implementation of government policy and decisions as well as maintaining the effectiveness and integrity of government systems. In line with the above, the Cabinet Office also provides strategic and administrative support to Cabinet and to the Deputy President in his role as the Leader of Government Business.

The Cabinet Office also provides strategic and administrative support to the Forum of South African Directors-General Management Committee (FOSAD MANCO) and FOSAD Workshop.

The Cabinet Office consists of the following four units: The Office of the Deputy Director-General, the Cabinet Secretariat, Cabinet Operations and the FOSAD Secretariat.



**Sean Philips**  
Director-General:  
Performance, Monitoring and Evaluation



## SUMMARY: DESCRIPTION OF THE PRESIDENCY BRANCHES



### STRATEGY AND OPERATIONS

The Strategy and Operations Branch is responsible for the overall management and administration of The Presidency. The branch consists of the following units and sub-units:

- Chief Financial Officer
  - Financial Management
  - Supply Chain Management
- Internal Audit
- Internal Security
- Human Resources, which includes Organisational Development, Human Resource Management and Employee Health and Wellness
- Corporate Services
  - Information Technology and Knowledge Management
  - Household and Accommodation
  - Internal Communication
- Protocol and Ceremonial Services, which includes Event Management
- Legal and Executive Services
- Spousal Office

The branch also provides administrative management for the Offices of the Director-General and the Chief Operations Officer. The strategic management to the units is provided by the Director-General and the Chief Operations Officer respectively.

#### Office of the Director-General

The Director-General is the strategic head of The Presidency and has specific delegated responsibilities and functions in terms of the Public Service and Administration Act. The Director-General's role is to provide strategic leadership and support to the President and Deputy President in their

leadership of society, executive management of government to ensure implementation of its mandate and to fulfil their constitutional responsibility.

As Secretary of Cabinet, the Director-General facilitates the alignment of policy in departments with government's priorities. He also assists the President through reports on oversight of the implementation of government's programmes, advises on interventions to facilitate the achievement of government's strategic agenda as well as the co-ordination of government through the Forum of South African Directors-General (FOSAD), and sector clusters of Directors-General. The Director-General is also the Information Officer for The Presidency.

#### Office of the Chief Operations Officer

The Chief Operations Officer (COO) – who is also appointed as the Accounting Officer in terms of the PFMA and is the operational head of The Presidency, provides oversight to ensure the efficient and effective operation of all branches in meeting the objectives set out in the Strategic Plan. The Branch Head for Strategy and Operations, Chief Financial Officer, Head of Internal Audit, Head of Security Services and Head of the office of the COO, report directly to the COO. The Head of the office of the COO is also the Chief Risk Officer. All other heads of branches report administratively to the COO. The COO is the deputy head of The Presidency and acts as the head of The Presidency during the absence of the Director-General.

The Presidential State Owned Enterprises Review Committee also falls under this Programme.

## **Review Committee on State Owned Enterprises**

The President appointed the Presidential State Owned Enterprises Review Committee in terms of the Presidents Act No.142 of 2010. The responsibilities of the committee are to review State Owned Enterprises and make recommendations to the President on the following:

- A common understanding and definition for State Owned Enterprises;
- The place of State Owned Enterprises in a developmental state;
- Strategic importance and value creation of State Owned Enterprises;
- The viability and funding of State Owned Enterprises;
- And the efficiency and effectiveness of State Owned Enterprises with respect to service delivery.



# 3



## TABLES



### CABINET AND CABINET COMMITTEE MEETINGS

Justice Crime Prevention and Security:	15
Governance and Administration:	12
Economic Sectors and Employment and for Infrastructure Development:	17
Social Protection, Community and Human Development:	13
International Cooperation, Trade and Security:	16
Cabinet (including two extended planning meetings: Makgotla):	25

### FOSAD CLUSTER AND MANAGEMENT COMMITTEE MEETINGS

Justice Crime Prevention and Security:	11
Governance and Administration:	11
Economic Sectors and Employment:	12
Infrastructure Development:	12
Social Protection & Community Development:	12
Human Development:	12
International Cooperation, Trade and Security:	11
FOSAD Management Committee (MANCO)	12
Special FOSAD General meetings	2
FOSAD Planning Workshops:	2

### EXECUTIVE ACTS OF THE PRESIDENT 01 APRIL 2010 – 31 MARCH 2011 PRESIDENTIAL MINUTES PROCESSED BY LEGAL AND EXECUTIVE SERVICES UNIT

TYPE	NUMBER
Proclamations	33
Pardons	242
International Agreements	99
Appointments made in terms of the Constitution & other Legislation e.g. Ambassadors, Consuls General, judges etc	150
<b>Total</b>	<b>524</b>



## PRESIDENTIAL ACTS PROCESSED BY LEGAL AND EXECUTIVE SERVICES UNIT

TYPE	NUMBER
Acts of Parliament Assented to	25
Foreign visits by Ministers	1883
Foreign visits by Deputy Ministers	860
Leave of absence: Ministers	228
Leave of absence: Deputy Ministers	190
<b>Total</b>	<b>3186</b>

**Total EXECUTIVE ACTS PROCESSED: 3710**

## BILLS INTRODUCED (01 APRIL 2010- 31 MARCH 2011)

DEPARTMENT	NAME OF BILL
<b>Basic Education</b>	
	Basic Education Laws Amendment Bill
<b>Communications</b>	
	Independent Communications Authority of South Africa (ICASA) Amendment Bill, 2010
<b>Co-operative Governance and Traditional Affairs</b>	
	Local Government: Municipal Systems Amendment Bill
	The Remuneration of Public Office Bearers Amendment Bill, 2010
<b>Correctional Services</b>	
	Correctional Services Amendment Bill
	Management of Remand Detainees Bill
<b>Defence and Military Veterans</b>	
	Defence Amendment Bill.
	Geneva Conventions Bill.
	Military Veterans Affairs Amendment Bill.
	The South African Military Ombudsman Bill, 2010
<b>Energy</b>	
	Independent System and Market Operator Bill
<b>Finance</b>	
	South African Reserve Bank Amendment Bill, 2010
	The 2010 Division of Revenue Bill





## TABLES



DEPARTMENT	NAME OF BILL
	Appropriation Bill
	Tax Administration Bill, S75 Bill
	Division of Revenue Bill
<b>Health</b>	National Health Amendment Bill.
<b>Higher Education and Training</b>	Higher Education and Training Laws Amendment Bill
	Higher Education Laws Amendment Bill
	Skills Development Levies Amendment Bill
<b>Home Affairs</b>	South African Citizenship Amendment Bill, 2010
	Births and Deaths Registration Amendment Bill, 2010
	Refugees Amendment Bill
	Immigration Amendment Bill
	Local Government: Municipal Elections Amendment Bill, 2010
<b>Human Settlements</b>	The Sectional Titles Amendment Bill, 2009
	Community Scheme Ombud Service Bill
	Rental Housing Amendment Bill
<b>International Relations and Cooperation</b>	
<b>Justice and Constitutional Development</b>	Constitution Amendment Bill, 2010
	Superior Courts Bill, 2010
	Legal Practice Bill
	Magistrates Courts Amendment Bill
	Prevention and Combating of Trafficking in Persons Bill
	Criminal Procedure Amendment Bill
	Superior Courts Bill and accompanying Constitution Amendment Bill
	Legal Practice Bill
	State Liability Amendment Bill
	Judicial Matters Amendment Bill
	Muslim Marriages Bill
<b>Mineral Resources</b>	Geosciences Amendment Bill.
<b>Police</b>	Civilian Secretariat for Police Bill, 2010
	Independent Police Investigative Directorate Bill, 2010
<b>Rural Development and Land Reform</b>	Black Authorities Act Repeal Bill
	Deeds Registries Amendment Bill
	Sectional Titles Amendment Bill
	Land Reform General Amendment Bill
<b>Science and Technology</b>	Science and Technology Laws Amendment Bill
<b>Social Development</b>	Social Assistance Amendment Bill
<b>Trade and Industry</b>	Intellectual Property Laws Amendment Bill

DEPARTMENT	NAME OF BILL
	Companies Amendment Bill
<b>Transport</b>	
	Transport Acts Repeal Bill
	Merchant Shipping (Safe Containers Convention) Bill

### ADVISORS TO THE PRESIDENT

Mr. SR Maharaj	Special Envoy
Ambassador LD Zulu	International Relations Advisor
Advocate B Makhene	Legal Advisor
Mr C Nqakula	Political Advisor
Dr B Siswana	Governance Advisor
Mr NG Kodwa	Communications Advisor
General Siphwe Nyanda	Parliamentary Counsellor
Ambassador Welile Nhlapo	National Security Advisor

### ADVISORS TO THE DEPUTY PRESIDENT

Mr. KZ Mbatha	Special Advisor
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### ADVISORS TO MINISTER CHABANE

Mr. K. M. Gordhan	Special Advisor
Mr. R. Shingange	Special Advisor

### ADVISORS TO MINISTER MANUEL

Mr. CM Dugmore	Special Advisor
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### INCOMING AND OUTGOING INTERNATIONAL PRESIDENTIAL VISITS (01 APRIL – 31 MARCH 2011)

Place	Date	Type of Visit
<b>APRIL</b>		
South Africa	8 April	Incoming State visit by the President of Congo-Brazzaville
USA, Washington	12 - 13 April	Global Summit on Nuclear Security
Brazil	15 April	IBSA Summit
Namibia	21 – 22 April	Southern African Customs Union (SACU) Centenary Meeting in Windhoek
<b>MAY</b>		
Tanzania, Dar es Salaam	4 – 7 May	World Economic Forum (WEF) East Africa Meeting of former liberation movements in SADC on 5 May hosted by CCM Chairperson, President Kikwete
Algeria	25 – 26 May	SA- Algeria BNC
Africa Day Celebrations	29 May	Africa Day celebrations
South Africa	May	HE José Manuel Barroso, President of the European Commission





## TABLES



Place	Date	Type of Visit
France, Nice	29 May – 2 June	Franco-Africa Summit in Nice
<b>JUNE</b>		
India	3 – 5 June	State visit to India.
South Africa 2010 FIFA World Cup	11 June	SADC Heads of State attend official opening of the 2010 FIFA World Cup
South Africa	11 June	Felipe Calderon Hinojosa, President of Mexico, attends the official opening of the 2010 FIFA World Cup
Canada, Toronto	24 – 27 June	G20 Summit.
<b>JULY</b>		
South Africa	9 – 10 July	State visit by President of Brazil
Zimbabwe	15 July	Bulawayo, Zimbabwe
SACU	16 July	Southern Africa Customs Union (SACU) meeting
Libya	18 - 19 July	Working visit to Libya.
Uganda, Kampala	24 – 27 July	24 July APRM Summit 25 – 27 July AU Summit
<b>AUGUST</b>		
Russia	5 – 6 August	State visit to Russia
Lesotho	12 & 13 August	State visit to Lesotho
Namibia	15 – 17 August	15 <sup>th</sup> Summit Troika of the Organ on Politics, Defence & Security Cooperation 16 – 17 Aug 30 <sup>th</sup> SADC Jubilee Summit
China	24 – 26 August	State visit to China
<b>SEPTEMBER</b>		
Belgium, Brussels	28 – 29 September	3 <sup>rd</sup> SA - EU Summit
<b>OCTOBER</b>		
South Africa	5 – 6 October	President of Botswana
Egypt	19 – 20 Oct	State visit to Egypt
Mozambique	29 October	SA-Mozambique Bi-national Commission
<b>NOVEMBER</b>		
Namibia	4 November	SA-Namibia Bi-national Commission
South Korea, Seoul	11 – 12 November	G20 Summit
Tanzania, Addis Ababa	6 November 2010	Presidential inauguration
Botswana, Gaborone	19 – 20 November 2010	SADC Troika Summit & official opening of the SADC Headquarters buildings, and meetings in Gaborone
Libya, Tripoli	29 – 30 November	Africa – EU Summit
<b>DECEMBER</b>		
South Africa	2 & 3 December	President of Zambia
Cuba	6 & 7 December	State visit to Cuba
Mexico, Cancun	9 & 10 December	State visit on 9 December COP 16 on 10 December
Angola	14 – 16 December	State visit to Angola
<b>JANUARY</b>		
South Africa	21 & 22 January	State Visit by President Museveni of Uganda
Switzerland, Davos	26 – 28 January	World Economic Forum
Ethiopia, Addis Ababa	28 – 31 January	16 <sup>th</sup> Ordinary Session of the AU Assembly of Heads of State 24 <sup>th</sup> Summit of the NEPAD Heads of State 14 <sup>th</sup> Summit of the Committee of participating Heads of State of the APRM in Addis Ababa
<b>FEBRUARY</b>		
Mauritania & Cote D' Ivoire	19 – 22 February	Heads of State Panel meeting
South Africa	25 February	Second Global Sustainability Panel meeting between Presidents of SA & Finland

Place	Date	Type of Visit
<b>MARCH</b>		
France, Paris	2 & 3 March	State visit to France
Mauritania	4 March	Heads of State Panel meeting on Ivory Coast
Ethiopia, Addis Ababa	9 – 10 March	African Union Peace & Security Council Meeting of HoS & G on Cote D'Ivoire
South Africa	25 March	Southern African Customs Union (SACU) Summit
Zambia, Livingstone	31 March	SADC Organ Troika Summit

## VISITS INVOLVING THE DEPUTY PRESIDENT (01 APRIL – 31 MARCH 2011)

Date	Type of Visit	Place
<b>APRIL</b>		
1 April 2010	Courtesy call by Foreign Minister of Algeria, Mr Mourad Medelci	Pretoria - South Africa
9 April 2010	6 <sup>th</sup> session of South Africa-Germany Bi- National Commission co-chaired by Deputy President Motlanthe and Vice Chancellor Guido Westerwelle	Pretoria - South Africa
13-15 April 2010	Outgoing Working Visit to the Republic of Tunisia	Tunis - Tunisia
<b>MAY</b>		
24-26 May 2010	Official Visit to the Republic of Turkey	Ankara, Istanbul – Turkey
<b>JUNE</b>		
12 June 2010	Working visit by Mr J Biden, Vice President of the United States of America, on the occasion of the 2010 FIFA World Cup	Pretoria – South Africa
25 June 2010	Courtesy call by Princess Takamado of the Japanese Imperial family	Pretoria – South Africa
26 June 2010	Courtesy call on Mr A Mills, President of the Republic of Ghana	Pretoria – South Africa
29 June 2010	Deputy President attends celebrations of Independence in the Democratic Republic of Congo	Kinshasa – DRC
<b>JULY</b>		
9 July 2010	Deputy President attends and addresses the XV111 International Conference in Vienna	Vienna - Austria
11 July 2010	Deputy President attends and addresses the African Progress Conference in Madrid.	Madrid, Spain
29 July 2010	Courtesy call by Mr M Medina, First Deputy Minister of Foreign Affairs of the Republic of Cuba	Pretoria – South Africa
<b>SEPTEMBER</b>		
14-16 September 2010	Attends and addresses <i>The Economist</i> 4 <sup>th</sup> Annual conference in London	London – United Kingdom
<b>OCTOBER</b>		
5-7 October 2010	Working visit to the Socialist Republic of Vietnam	Hanoi – Vietnam
7-8 October 2010	Working visit to the Republic of Korea	Seoul - South Korea
8-9 October 2010	Attended the Afro-Arab summit on behalf of President Zuma	Sirte – Libya
21-22 October 2010	Working visit to Syrian Arab Republic	Syria
<b>NOVEMBER</b>		
16-17 November 2010	Deputy President hosted Vice President Xi Jinping on the occasion of the SA-China BNC	Cape Town – South Africa
25-26 November 2010	Official visit to Republic of Kenya	Nairobi – Kenya





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Date	Type of Visit	Place
<b>JANUARY</b>		
11 January 2011	Courtesy call by Mr Sharma, Minister of State in India	Pretoria – South Africa
11 January 2011	Courtesy call by Mr Musyoka, Vice President of the Republic of Kenya	Pretoria – South Africa
27 January 2011	Meeting with Mr Guillame Soro, Prime Minister of the Ivory Coast	Pretoria – South Africa
<b>FEBRUARY</b>		
<b>MARCH</b>		
26-30 March 2011	Working visit to the United States of America	New York, Washington, Chicago – United States of America

### LETTERS OF CREDENCE / COMMISSION PRESENTED

#### Letters of Credence/ Commission Presented during April 2010-March 2011

8 June 2010	
Islamic Republic of Mauritania	Ambassador <b>HE Mr Mohamed Ould Hanani</b>
Republic of Paraguay	Ambassador <b>HE Mr José Martínez Lezcano</b>
Republic of Indonesia	Ambassador <b>HE Mr Sjahril Sabaruddin</b>
Federal Democratic Republic of Nepal	Ambassador <b>HE Mr Arun Prasad Dhital</b>
United Republic of Tanzania	High Commissioner <b>Ms Radhia Naima Mtengeti Msuya</b>
Republic of Benin	Ambassador <b>Mr Claude Ruben Fassinou</b>
Republic of India	High Commissioner <b>HE Mr Virenda Gupta</b>
Central African Republic	Ambassador <b>HE Mr Paul Dimassi</b>

28 October 2010	
Republic of Timor-Leste	Ambassador <b>HE Mrs Marina Isabel Maria Ribeiro Alkatiri</b> (non-resident: resident in Maputo)
Republic of Djibouti	Ambassador <b>HE Mr Adenn Houssein Abdillahi</b> (non-resident: resident in Nairobi)
Brunei Darussalam	High Commissioner <b>HE Abdul Ghafar Ismail</b> (non-resident: resident in Singapore)
Oriental Republic of Uruguay	Ambassador <b>HE Mr Luis Bermudez Alvarez</b>
Islamic Republic of Pakistan	High Commissioner <b>HE Mr Zaigham-Uddin Azam</b>
Kingdom of Swaziland	High Commissioner <b>HE Mr Solomon Mnu kwa Dlamini</b>
Republic of Turkey	Ambassador <b>HE Mr Ahmet Vakur Gökdemizler</b>
Republic of Mali	Ambassador <b>HE Mr Balladji Diakite</b>
Republic of Namibia	High Commissioner <b>HE Mr Marten Nenkete Kapewasha</b>
Republic of Senegal	Ambassador <b>HE Mr Cheikh Niang</b>
Republic of Ireland	Ambassador <b>HE Mr Brendan McMahon</b>

3 February 2011	
Republic of Lithuania	Ambassador <b>HE Mr Daruis Degutis</b> (non-resident: resident in Tel Aviv)
Republic of Malta	High Commissioner <b>HE Dr George Mario Hyzler</b> (non-resident: resident in Valleta)
Republic of Zimbabwe	Ambassador <b>HE Mr Phelekezela Mphoko</b>
Republic of Zambia	High Commissioner <b>HE Lt Col (RTD.) Bizwayo Newton Nkunika</b>
Hashemite Kingdom of Jordan	Ambassador <b>HE Mr Omar Jamil Nadif Alturk</b>
State of Eritrea	Ambassador <b>HE Mr Salih Omar Abdu</b>

3 February 2011	
Democratic People's Republic of Algeria	Ambassador <b>HE Mr Mohamed Lamine Laabas</b>
Republic of Equatorial Guinea	Ambassador <b>HE Mr Francisco Edu Ngua</b>
Republic of Trinidad and Tobago	High Commissioner <b>HE Mr Harry Partap</b>
Head of the Delegation of the European Commission	<b>Mr Roeland Van De Geer</b>

### CATEGORIES OF NATIONAL ORDERS

<b>The Order of Mendi for Bravery</b>	The Order of Mendi for Bravery is awarded to South African citizens who have distinguished themselves by displaying extraordinary acts of bravery through which their lives were placed in great danger or who have lost their lives, including trying to save the life of another person or by saving property, in or outside the Republic of South Africa.
<b>The Order of Ikhamanga</b>	The Order of Ikhamanga is awarded to South African citizens who have excelled in the field of arts, culture, literature, music, journalism and sport.
<b>The Order of the Baobab</b>	The Order of the Baobab is awarded to South African citizens who have made exceptional and distinguished contributions in community service, business and the economy, science, medicine and technological innovation.
<b>The Order of Luthuli</b>	The Order of Luthuli is awarded to South African citizens in recognition of the outstanding contribution in the struggle for democracy, nation building, building democracy and human rights, justice and peace as well as for the resolution of conflict.
<b>The Order of Mapungubwe</b>	The Order of Mapungubwe is awarded to South African citizens who have accomplished excellence and exceptional achievements to the benefit of the Republic of South Africa and beyond.
<b>The Order of the Companions of OR Tambo</b>	The Order of The Companions of OR Tambo is awarded to eminent foreign nationals and those who have actively promoted the interests and aspirations of South Africa through excellent cooperation and active expression on solidarity and support.
<b>The Order of South Africa</b>	The Order of South Africa is awarded to foreign Heads of State/Government by the President of the Republic of South Africa as a reciprocal Order.

### NATIONAL ORDERS RECIPIENTS

The National Orders mentioned below were awarded on the 27<sup>th</sup> April 2010

The Order Of Mendi For Bravery	
<b>Category II: Silver</b>	<b>Phila Portia "Zandi" Ndwandwe (Posthumous)</b> For demonstrating bravery and valour and for sacrificing her life for her comrades in the cause of a non-racial, non sexist and democratic South Africa.
<b>Category I: Gold</b>	<b>Harry Themba Gwala (Posthumous)</b> For displaying enormous courage and bravery during the struggle against apartheid.
	<b>Kgosi Galeshewe (Posthumous)</b> For his bravery in leading a rebellion against the repressive laws of the colonialist government and for economic emancipation of his people.
	<b>G.5 Unit</b> For displaying acts of bravery and valour during the struggle for the liberation of the people of South Africa.
	<b>Makhosi "Tholi" Nyoka (Posthumous)</b> For her bravery and for sacrificing her life in the cause of justice, freedom and democracy in South Africa.





TABLES



The Order of Ikhamanga	
Category II: Silver	<p><b>Ernst van Dyk</b> For his excellent achievements in Paralympics and serving as a role model to all South Africans.</p> <p><b>Grant Khomo (Posthumous)</b> For his excellent achievement in the field of rugby and his contribution as an excellent sport administrator.</p> <p><b>Peki Emelia Mkhwebane</b> For her excellent contribution to music and putting the Ndebele music on the world stage.</p> <p><b>Makana Football Association</b> For its contribution to the field of soccer in the face of overwhelming odds on Robben Island.</p> <p><b>Winston Ntshona</b> For his excellent contribution to theatre and the arts scene in South Africa.</p> <p><b>Percy Tseliso Qoboza (Posthumous)</b> For his excellent contribution to the field of journalism and struggle for a free and democratic South Africa.</p>
	<p><b>Category I: Gold</b></p> <p><b>Jonas Gwangwa</b> For his exceptional contribution to music and the struggle for freedom in South Africa.</p> <p><b>Hugh Masekela</b> For his exceptional contribution to the music and struggle against apartheid in South Africa</p>

The Order of Baobab	
Category II: Silver	<p><b>Malebone Susan Luthuli</b> For her excellent contribution and dedicated service to the community and championing the rights of orphans and vulnerable children.</p> <p><b>Malefu Mphathane</b> For her excellent contribution to the education and the upliftment of her community.</p> <p><b>Imtiaz Sooliman</b> For his excellent contribution through the Gift of the Givers Foundation to humanitarian aid in South Africa and humanitarian relief missions in various countries</p> <p><b>Vincent Naidoo (Posthumous)</b> For his outstanding courage in fighting crime in Mitchells Plain and for sacrificing his life for the safety of his community.</p>
	<p><b>Category I: Gold</b></p> <p><b>James Mata Dwane (Posthumous)</b> For his contribution to the formation of the African Methodist Episcopal Church and educational development of Africans</p>

**The Order of Luthuli**

<p><b>Category II: Silver</b></p>	<p><b>Sonia Beryl Bunting (Posthumous)</b> For her excellent contribution to the struggle for a non racial, on sexist, just and democratic South Africa</p> <p><b>Dorothy Clemishaw</b> For her excellent contribution to the struggle for an equal, just and democratic society</p> <p><b>Nongolozzi Jameson Mngomezulu (Posthumous)</b> For dedicating his life to the struggle for a democratic, free and non-racial South Africa</p> <p><b>Jabulani Nobleman” Mzala” Nxumalo (Posthumous)</b> For his excellent contribution to the struggle for a free and democratic South Africa</p> <p><b>James Radolph Vigne</b> For his contribution to the struggle for a democratic, free and non-racial South Africa.</p>
<p><b>Category I: Gold</b></p>	<p><b>Stephen Dlamini (Posthumous)</b> For his exceptional contribution to the struggle for liberation, workers’ rights and a non-racial and non-sexist South Africa.</p>





# SECTION C

PROGRAMME PERFORMANCE





# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



This section provides an overview of The Presidency's programme performance for the financial year 2010/11.

For the year under review, the following were the three broad budget programmes within The Presidency: Administration, Communication, and Executive Co-ordination. Aligned to these three programmes, The Presidency was structured into the following six branches during the review period:

- The Private Office of the President
- The Private Office of the Deputy President
- National Planning Ministry and Secretariat
- Ministry and Department of Performance Monitoring
- Cabinet Office
- Strategy and Operations (which includes the Director-General's Office and the Chief Operating Officer's Office)

## VOTED FUNDS

Appropriation	Main appropriation (R'000)	Adjusted appropriation (R'000)	Actual amount spent (R'000)	Over/under expenditure (R'000)
MTEF ALLOCATION	722 613	807 463	835 891	(28 428)
STATUTORY APPROPRIATION	4 550	4 550	3 950	600

## AIM OF THE VOTE

*The aim of The Presidency is to facilitate a common programme towards the achievement of the electoral mandate and the enhanced integrity of the State through considered planning, co-ordination, oversight, mobilization and support.*

## SUMMARY OF PROGRAMMES

### Administration

**Purpose:** To provide effective leadership, management and administrative support to principals and branches of The Presidency in fulfilment of The Presidency's mission and mandate.

### Communications

**Purpose:** To provide communications, research and information services to enable The Presidency to communicate its mandate, programmes and activities effectively with the public, within government, different sectors of society and the international community.

### Executive Co-ordination

**Purpose:** To strengthen the strategic management and leadership capability of government through developing a long-term national strategic plan and ensuring a common perspective on government's policy agenda on the country's future direction taking into account major long-term and spatial trends and dynamics. This programme also facilitates overall alignment of all spheres of government programmes, their oversight and integration towards ensuring successful outcomes. The programme provides long- and medium-term, as well as spatial and regional planning support, policy advice and co-ordination, and monitoring and evaluation services to enable The Presidency, Cabinet and government as a whole to manage the implementation of government's strategic agenda. This programme comprises three units:

- **Ministry and Secretariat of National Planning**
- **Ministry and Department of Performance Monitoring and Evaluation**
- **Cabinet Office**



## KEY STRATEGIC OBJECTIVES

The following are the strategic objectives for The Presidency for the period under review:

- To enhance policy development, co-ordination and integrated strategic planning across all spheres of government
- To facilitate effective communication between The Presidency and its stakeholders.
- To monitor and evaluate the implementation of government policies and programmes.
- To promote nation building and social cohesion and a partnership with the people towards the collective achievement of a common identity and caring society.
- To continue to facilitate initiatives for building a better Africa and a better world.
- To ensure the effective and efficient management of The Presidency and its programmes.

## ORGANISATIONAL PERFORMANCE MATRIX

### Strategic Objective N° 1:

#### To enhance policy development, co-ordination and integrated strategic planning across all spheres of government

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11	
Ensure that strategies and plans of action for all spheres of government are aligned with government priorities towards the achievement of the electoral mandate.	Strategies, programmes and plans aligned and coordinated across the organs of state.	Development of a National Vision and Long-term Strategic Plan as a Co-ordinating mechanism.	Establishment of the NPC.	<p><b>Establishment of the NPC.</b></p> <ul style="list-style-type: none"> <li>· On 30 April the President announced the appointment of the 24 Commissioners, representing various areas of expertise, with Minister T Manuel as the chair.</li> <li>· The inaugural meeting of the NPC was held on 10 May 2010.</li> <li>· 23 June 2010: held first meeting to entrench the mandate of the NPC, define the different roles of Commissioners, and the formation of the thematic working groups.</li> </ul> <p><b>Space in the diary for President to lead the planning Cycle:</b></p> <p>President attended Cabinet, Cabinet committees and other planning meetings, including the meeting of National Planning Commission.</p> <p><b>Annexure for the MTSF Update</b></p> <p>12 Outcomes Approach document adopted and institutionalised as an Annexure in the MTSF</p> <p><b>Process to draft the Vision and National Strategic Plan:</b></p> <ul style="list-style-type: none"> <li>· Draft elements of the Vision statement drafted and circulated.</li> <li>· Draft Diagnostic report compiled, that sets out an analysis of what is on track, what is wrong with the present day RSA, where we are not on track and what the challenges are for the country going forward.</li> </ul>	
		Development of an annually updated Medium Term Strategic Framework (MTSF) that is aligned to the government priorities.	Annexure for the MTSF Update		Process to draft the Vision and National Strategic Plan.
		Facilitation of coherent and integrated Government strategic planning processes.	Oversight and facilitation of coherent and integrated Government strategic planning processes.		Implementation of the Operational Plan for the National Strategic Planning.
		Facilitation of aligned and coordinated strategies, programmes and plans in the district municipalities.	Consolidation of systems to achieve ongoing alignment of all PDGS & District IDPs with MTSF through President's Co-ordinating Council (PCC) meetings.	President convened meetings with statutory councils: the President's Co-ordinating Council (PCC) and the Black Economic Empowerment Advisory Council (BEEAC) and the outcomes of the meetings were put into action.	



# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
		Facilitation the development of Spatial Norms	Facilitate the development of Spatial Norms	The National Planning Commission, together with the Ministers of Human Settlements, Co-operative Governance and Traditional Affairs, Rural Development and Land Affairs and Environmental Affairs held a seminar on spatial norms as a starting point in facilitating a process to determine a common position on spatial planning norms and land use management in South Africa. The Planning Commission will therefore lead a process to develop appropriate spatial planning norms for South Africa, and design the instruments through which these can be implemented.
Enhance policy co-ordination in government.	Enhanced relationship between the Executive and Parliament.	Efficient co-ordination and management of the legislative programme. Aligned Regulatory Impact Assessment process with legislative programme to ensure improved regulatory co-ordination	Legislative Programme is in place by Q1. Quarterly report reflecting successfully implemented Legislative Programme. Quarterly report on the management of critical issues from Parliament, Committees, NCOP & Constituency Offices in the context of the work of the LOGB.	<ul style="list-style-type: none"> <li>The legislative programmes from departments were consolidated into an Annual Legislative Programme and submitted to Cabinet for review, prioritization and approval before submission to Parliament. The consolidated</li> <li>Annual Legislative Programme informed the Parliamentary Annual Schedule/Programme.</li> <li>Progress reports indicating the successful implementation of the Legislative programme.</li> <li>LOGB reports compiled and submitted to Cabinet.</li> <li>Political committees attend to political blockages in processing of legislative programme as reflected in LOGB-1 meeting per political party in the quarter, convened by Principals.</li> <li>Cabinet committee sittings were held to address critical issues.</li> <li>The Deputy President has regular interactions with the Presiding Officers of Parliament, the Whips, Committee Chairs and the leadership of political parties to ensure coordinated responses to the challenges faced by the people of South Africa.</li> <li>Meetings were held with various DGs and DDGs to address LOGB issues</li> <li>The Deputy President regularly attends Parliament sittings and answers on time all Parliamentary questions (oral and written) in the National Assembly and the National Council of Provinces.</li> </ul>
		Approved, communicated and workshopped framework on protocols, mechanisms and systems on legislative management by the Leader of Government Business (LOGB) and other stakeholders in place. Approved strategy and cabinet memoranda guidelines for Regulatory Impact Assessments to improve regulatory co-ordination to be in place.	Approved framework on protocols, mechanisms and systems on legislative management by the Leader of Government Business (LOGB) and other stakeholders. Approved strategy to improve regulatory co-ordination. New Cabinet memoranda guidelines for Regulatory Impact Assessment (RIA).	<ul style="list-style-type: none"> <li>Protocols and systems document on legislative management drafted, consulted on, and approved by the relevant stakeholders in the Presidency.</li> <li>The regulatory impact assessment guideline presently being used for the RIA pilot project.</li> <li>RIA Cabinet memoranda guidelines drafted.</li> <li>Consultations finalised on regulatory impact assessment guideline with the Director- General: in the Presidency, Cabinet Secretariat and the RIA Project Steering Team.</li> </ul>
	Support enhanced government policy co-ordination	National strategic plan, sectoral plans and spatial and regional frameworks to support government co-ordination. Prospective and sectoral research to support effective planning and co-ordination.	RIA conducted on 5 regulations.	The regulatory impact assessment framework and guidelines were implemented on the following bills that were identified by Cabinet for the regulatory impact assessment (RIA) to be conducted: <ul style="list-style-type: none"> <li>Draft Labour Relations Amendment Bill, 2010;</li> <li>Draft Basic Conditions of Employment Amendment Bill, 2010;</li> <li>Draft Employment Equity Amendment Bill, 2010; and</li> <li>Draft Employment Services Bill, 2010.</li> </ul>



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
	Institutionalised new Cabinet system in accordance with requirements of new Administration. Effective strategic support and management of Cabinet/Committee and FOSAD meetings provided.	Support for Cabinet and clusters. Schedule of evidence of the successful implementation of Cabinet/Committee/ Cluster systems programme AND FOSAD schedule with strategic and functional support structures and systems in place.	Process on how to deal with concurrent functions proposal through Cabinet processes. Records, agendas, minutes and briefing reports of meetings and resolutions as evidence of the implemented new Cabinet and FOSAD Programme for 2010/11 and strategic and functional support provided.	Ongoing engagement with Ministries on Cabinet related matters re, memoranda/minutes, meetings or logistical arrangements. The 2010 Cabinet schedule was conducted in accordance with the approvals. The 2010 FOSAD Schedule aligned to the outcomes approach was followed for the Implementation Forums for the Outcomes approach. A new FOSAD Schedule aligned to the outcomes approach was developed and sent to all Cluster Secretariats. Cabinet approved the 2011/12 Programme for Cabinet and its Committees on 10 November 2010
		Number of quality information and orientation sessions held with new Ministers/ Deputy Ministers/ DGs/ Ministerial staff and members of Senior Management of all Ministries/ Departments.	Number of quality information and orientation sessions held with new Ministers/ Deputy Ministers/ DGs/ Ministerial staff and members of Senior Management of all Ministries/ Departments.	<ul style="list-style-type: none"> <li>Principals were briefed on the new outcomes approach and the reconfigured cluster system.</li> <li>The FOSAD Secretariat convened a briefing session with all Cluster Secretariats where the DG: PME briefed them on the new outcomes approach and the reconfigured cluster system. The roles of the Cluster Secretariats were also clarified.</li> <li>One session was scheduled with the Ministry and SMS of the Department of Sport on 13 September.</li> <li>A briefing session was done with newly appointed Ministers/ Deputy Ministers on 15 December 2010.</li> <li>Briefing session on Cabinet processes was conducted with 50 newly appointed officials working with Cabinet documents in Ministries on 14 March.</li> <li>A work session was attended together with officials of the Department of M+E on 24 March 2011 in the Burgerspark Hotel on the POA Reporting process with the Ministry of Human Settlements, all Provincial HS Departments and other Human Settlement entities.</li> </ul>

## Strategic Objective N° 2:

### To facilitate effective communication between The Presidency and its stakeholders.

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Improve the management and access of information.	An effective and efficient Presidential Hotline.	Results of monitoring and evaluation assessment of the effectiveness and efficiency of the hotline	Assessment of the effectiveness and efficiency of the Hotline conducted - establish baseline  Strategy to improve effectiveness and efficiency of the Presidential Hotline developed, implemented and communicated	<ul style="list-style-type: none"> <li>Monthly reports with statistics such as the number of quality engagements with Principals and stakeholders ; and timely responses made to requests and appeals-</li> <li>Progress reporting on resolved issues from the 3 spheres of government and trends and success stories from the Hotline.</li> <li>Presidential Hotline Review report compiled</li> <li>Strategy and Location of Hotline reviewed</li> <li>Draft Hotline Strategy</li> </ul>
Enhance channels for interactive communication	Enhanced channels for interactive communication	Status in the implementation of the interactive media strategy.	Interactive media strategy fully implemented and communicated.	The entire President's, Deputy President's and both Ministers' public engagements were communicated through the media. Media advisories and statements were prepared and circulated. Letters to editors and articles were also placed in relevant media. Media conferences were held, and media monitoring was implemented. Speeches and messages of support and condolences were prepared and distributed. Interview requests were coordinated.
		Bi-annual report on interactive media enhancements and trends in this regard	Bi-annual report on interactive media enhancements and trends in this regard.	<b>Media Analysis report generated monthly.</b>  Monthly analysis reports are provided to the respective offices for noting. A presentation by the service provider to the Senior managers on the respective offices was arranged to better capacitate them in reading the report results.



# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Enhance systems for The Presidency to communicate with the people.	Enhanced systems for The Presidency to communicate with the people.	Update and implementation of integrated Presidency Communications and Public Relations strategy, aligned to the annual National Government Communications Strategy,	Presidency Communications and Public Relations strategy fully implemented.	Event management and PR of events in different sectors on behalf of the President, DP, Minister's and The Presidency implemented as per strategy.

## Strategic Objective N° 3:

To monitor and evaluate the implementation of government policies and programmes.

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Build the GWME system by providing leadership on co-ordination and M&E policies and the creation of functional data architecture for government.	Government wide monitoring and evaluation systems enabling the tracking of the implementation of government's policies and programmes	Implementation of a standardised, institutionalised and effective M&E Framework and policy platform	Standardised National M&E Framework and policy platform enhanced and institutionalized	<ul style="list-style-type: none"> <li>Performance Monitoring and Evaluation Green Paper</li> <li>Engagement and implementation of the Green Paper</li> <li>Draft Institutional Performance Assessment Tool developed and piloted in The Presidency for refinement</li> <li>Draft concept document for Frontline Service Delivery (FLSD) developed.</li> </ul>
		Budget reflects MTSF outcomes	Initial set of outcomes adopted at the Lekgotla  Final set of outcomes adopted at the Jan 2011 Lekgotla  Implement tweaks to budget to reflect MTSF outcomes	<ul style="list-style-type: none"> <li>12 Outcomes Approach document developed and approved by Cabinet.</li> <li>Ongoing engagement with Ministries, all Cluster Secretariats, AGs, Parliamentary Audit Committee, Top Management in Public Service, members of SMS of all Ministries, Public Protector on outcome approach.</li> </ul>
Support the President in the Performance Management process by providing appropriate information.	Produce a set of measures that will allow the assessment of performance along the chain of delivery (outcome, output, activity and input) that is consistent with the outcomes as approved by Cabinet	Critical notes identifying areas of interventions by the Political Principals with a view to improve the implementation of government policies and programmes.	Planning Sector Specialists and experts to provide innovative sector/cluster policy thinking and solutions to policy problems  Critical notes identifying areas of interventions by the Political Principals with a view to improve the implementation of government policies and programmes.	<ul style="list-style-type: none"> <li>President held meetings with Ministers on the Performance Agreements</li> <li>Ministers signed performance agreements with President.</li> <li>Engagements with various government stakeholders on outcomes approach</li> <li>12 Delivery Agreements developed for the 12 Outcomes signed by all stakeholders who contribute to the achievement of outcomes</li> </ul>
	Long term reviews of the effectiveness of policies and programmes	An annual set of development indicators to assess progress and identify areas that require more attention  Ongoing support and monitoring of the implementation of government policies and programmes	An annual set of development indicators to assess progress and identify areas that require more attention  Ongoing support and monitoring of the implementation of government policies and programmes	<ul style="list-style-type: none"> <li>Annual Development Indicators Report 2009 published with data on progress regarding specific development areas.</li> <li>Scheduled and unscheduled visits to communities and various sectors and municipalities as part of hands-on engagement and monitoring of the implementation of government policies and programmes.</li> </ul>



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
	Generation of appropriate communication information	Consolidated Quarterly Reports containing resolved issues from the 3 spheres of government submitted	Consolidated Quarterly Reports containing resolved issues from the 3 spheres of government submitted	<ul style="list-style-type: none"> <li>Convened intergovernmental team for Dipaleseng</li> <li>Reviewed draft comprehensive intervention strategy for Health and Dipaleseng Municipality</li> </ul>
	President fully engaged with and leading the M&E and Performance Management cycles and M&E structures of government	Implemented annual performance dialogue cycle between the President and Ministers and Deputy Ministers	Implemented annual performance dialogue cycle between the President and Ministers and Deputy Ministers	<ul style="list-style-type: none"> <li>Space was created in the diary for President to lead the M&amp;E Cycle- In addition to Cabinet and Cabinet Committees, President interacted with individual Ministers on performance.</li> <li>President undertook performance monitoring visits to a number of areas.</li> <li>President addressed various stakeholders on M&amp;E</li> <li>Ministers signed agreements with President</li> </ul>
	Enhancement and co-ordination of relevant presidential councils and their activities.	Enhancement and co-ordination of relevant presidential councils and their activities.	Enhancement and co-ordination of relevant presidential councils and their activities.	<p><b>Human Resource Development Council</b></p> <ul style="list-style-type: none"> <li>Quarterly reports produced on the process of establishment of Council.</li> <li>Progress reports produced on the development of HRD Strategy</li> <li>Quarterly reports produced on implementation of HRD Council programmes.</li> <li>HRD Strategy and Work plan launched</li> <li>Participated at launch of Education Policy Unit (Wits University)</li> </ul> <p><b>Energy Advisory Council</b></p> <ul style="list-style-type: none"> <li>Reports generated on the revival of energy council and development of POA.</li> <li>Development of targeted energy efficiency messages</li> <li>Attendance at Oil and Gas Indaba, Bloemfontein</li> <li>Consultations with Ministries (e.g. Energy, Economic Development etc) on energy efficiency</li> <li>Conducted Stakeholder Energy Advisory Council Meeting, chaired by Deputy President</li> <li>IRP2010 briefing received and recommendations formulated</li> <li>Reports produced on the revival of energy council and development of POA</li> <li>Development of targeted energy efficiency messages</li> <li>Launch of the Energy Efficiency Awareness Campaign.</li> </ul> <p><b>SA National Aids Council</b></p> <ul style="list-style-type: none"> <li>Quarterly reports on implementation of NSP<sup>1</sup></li> <li>SANAC Sector Leaders Forum</li> <li>SANAC Sector Leaders Strategic Planning</li> <li>SANAC Trust meeting</li> <li>SANAC Plenary and SANAC International Men's Day</li> <li>Supported the SANAC Men's Sector and NAPWA during the Boy Mentoring Programme</li> <li>Coordinated World AIDS Day event in Mpumalanga province – programme included visits by Principals to child and grandmother-led households, held Consultative discussions on NSP 2012 –2016</li> <li>National HIV Counselling and Testing Campaign (Medupi Power Station)</li> <li>SANAC Men's Sector Summit</li> <li>SANAC Civil Society Sectors workshop</li> </ul> <p><b>2010 FIFA Soccer World Cup</b></p> <ul style="list-style-type: none"> <li>Reports produced on IMC meetings</li> <li>Reports on 2010 visits and government interventions</li> <li>Visit to the 2010 FIFA World Cup Joint Operations Centre</li> <li>Closing ceremony and Final match of 2010 FWC</li> <li>2010 FIFA World Cup overview report to be tabled at next 2010 IMC</li> </ul>



# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
				<ul style="list-style-type: none"> <li>Participated in the Technical Co-ordinating Committee meeting to review and update Government's Draft Close-Out Report (2010 FIFA Soccer World Cup)</li> <li>Coordinated the 2010 Inter-Ministerial Committee (IMC) meeting to review Government's Close-Out Report</li> <li>2010 SWC Close-Out Report finalised.</li> </ul>
	Effective monitoring of the implementation of the Government's POA, WIP and legislative programme.	Programme with number of scheduled meetings for reporting on the POA and WIP in place.	Implemented 2010/11 programme with four quarterly Committee/ Cabinet meetings allowing Clusters to report on progress with the implementation of the POA/WIP.	<ul style="list-style-type: none"> <li>POA finalised to align with agreements, and ready for implementation.</li> <li>A meeting cycle was conducted on the WIP on 24 November 2010</li> <li>Compilation of the first quarterly reports in Q4 for submission to Cabinet</li> <li>Two rounds of POA/WIP reporting meetings were scheduled over the periods 8 - 10 and 22 - 24 March in keeping with a Cabinet decision.</li> </ul>
Partnership with line function departments to remove bottlenecks and improve service delivery	<p>The Service Delivery Unit to identify three areas where assistance is needed to improve service delivery.</p> <p>Turnaround strategies in the provincial and local sphere.</p> <p>Turn-around strategies that will include institutional and financial re-design and business process re-engineering across spheres of government.</p>	<p>Report back on delivery agreements</p> <p>Delivery agreement reflected in budget</p>	<p>Start delivery forums</p> <p>First report back on the delivery agreement</p>	<ul style="list-style-type: none"> <li>President undertook five unscheduled visits to various problem sites.</li> <li>Convened intergovernmental team for Dipaleseng</li> <li>SOE Review Committee, formed to review status of SOEs in delivery chain.</li> </ul>

## Strategic Objective N° 4:

**To promote nation building and social cohesion and a partnership with the people towards the collective achievement of a common identity and caring society.**

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Facilitate interventions towards enhanced social inclusion.	Enhanced social cohesion programme through MRM and engagements with traditional, cultural, linguistic, religious communities.	Report on implementation of annual Programme of action for MRM	Report on implementation of MRM programme	<ul style="list-style-type: none"> <li>Various activities took place throughout the year culminating in the Moral Regeneration month in July, during which the Deputy President gave the keynote address including :</li> <li>Engagement held with Department of Arts and Culture on MRM</li> <li>DP gave the closing address at the Moral Regeneration Movement Month Closing Conference, KwaZulu Natal</li> <li>Consultative meeting with MRM Board to discuss Moral Regeneration Movement (MRM) issues</li> <li>Participated in the Strategic Planning session on MRM</li> <li>Attended planning session on MRM Impact Assessment, under the leadership of the Department of Arts and Culture</li> <li>Draft Concept Paper on Social Cohesion Review developed</li> <li>Engagement held with relevant sectors and forums to discuss issues related to MRM and social cohesion</li> </ul>



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
		Record of meetings with traditional, cultural, linguistic, religious communities	Record of meetings with traditional, cultural, linguistic, religious communities	<ul style="list-style-type: none"> <li>Conducted a visit to King of Royal Bafokeng (North West Province)</li> <li>Held meeting with the National Religious Leaders Forum</li> <li>Held meeting with National Interfaith Leaders Council</li> <li>Coordinated the Handover ceremony of the Freedom Charter</li> <li>The President met with the Muslim Judicial Council to discuss National unity and Social Development</li> <li>Attendance at Union of South Africa's Centenary.</li> <li>Report on Legacy Project Freedom Park</li> <li>Attendance at the 150th Anniversary of the arrival of Indians in SA</li> </ul>
	President leading the national agenda and discourse for nation building	Quarterly report on engagements with departments and the implementation of resolutions taken on interventions for nation building	Quarterly report on engagements with departments and the implementation of resolutions taken on interventions for nation building	Quarterly reports generated on engagements with departments and the implementation of resolutions taken on interventions for nation building
	Support the implementation of the anti-poverty strategy.	Reports on the implementation of the anti-poverty strategy. Monitoring of the intensification of the war against poverty.	Leadership in the implementation of the anti-poverty strategy. Monitoring of the intensification of the war against poverty.	<p><b>DP has visited various areas providing leadership in the implementation of the APS:</b></p> <ul style="list-style-type: none"> <li>Bitou Municipality in the Western Cape,</li> <li>Nkomazi in Mpumalanga</li> <li>and Taung in the North West.</li> <li>He also visited the Eastern Cape where he attended a meeting of the Eastern Cape Intergovernmental Relations Committee to discuss the implementation of the APS.</li> <li>The Deputy President plans to visit uMsinga municipality in the UMzinyathi district in the KwaZulu-Natal in April 2011,</li> <li>Emthanjeni and Ronesterberg Municipalities in the Pixley Ka Seme district in the Northern Cape in June 2011, and other wards in the Western Cape later in the year.</li> <li>The Deputy President also participated at the Rural Economic Development Summit,</li> <li>attended the Masibambisane Rural Development Initiative on ILIMA in KwaZulu-Natal in February 2011</li> </ul> <p>Nedlac stakeholder engagement on APS  APS presented to Social Protection and Community Development Cluster meeting  Alignment of APS to relevant macro strategies (National Growth Path and MDGs)</p>
	Support the development of an agenda for increased awareness and culture of Social Cohesion and transformation.	Implementation of the strategy for social cohesion	Leadership in the implementation of the strategy for social cohesion	<p><b>President was part of the following social cohesion projects:</b></p> <ul style="list-style-type: none"> <li>National Youth Celebrations in Thulamahashe, Mpumalanga</li> <li>Address by President Jacob Zuma at Freedom Day Celebrations</li> <li>President Zuma on political conduct and social cohesion</li> <li>Addresses by President on the 2010 FIFA World Cup</li> <li>Launch of the roll out of Government's HIV and Aids treatment and prevention plan</li> <li>Draft Concept Paper on Social Cohesion Review developed</li> <li>President in Special Events including celebrations of 150th Anniversary of Indians in SA.</li> <li>Attendance at Diwali celebrations</li> <li>National Heritage Day celebrations in KZN in September.</li> <li>Attended the Job Creation Business Summit on in March</li> <li>Chaired IMC on World Youth Festival</li> <li>Attended Gala Dinner for the Launch of the 2011 Local Government Elections</li> </ul>



# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Mobilise society towards the achievement of national goals	Extensive multi-sectoral engagements by the principals with society towards the achievement of national goals	Schedule demonstrating multi-sectoral engagements by principals towards the achievement of national goals	Schedule demonstrating multi-sectoral engagements by principals towards the achievement of national goals	Schedule demonstrating multi-sectoral engagements by principals towards the achievement of national goals successfully implemented.
Lead and support the establishment of partnerships between government and society.	Established partnerships between government and society.	Quarterly report on outcomes of engagements with partners and stakeholders promoting objectives based on areas defined, requiring principal's intervention.	Quarterly reports on sustained engagements with partners and stakeholders promoting objectives based on areas defined, requiring principal's intervention.	Quarterly reports produced on sustained engagements with partners and stakeholders promoting objectives based on areas defined, requiring principal's intervention.
Enhance the sense of national identity	A developed and implemented Annual Programme and strategy for National Orders and Awards	Status in the implementation of a communication strategy for National Orders and special events. Developed Annual Programme for National Orders Awards. Reports on the achievement of milestones set out in the Annual programme for National Orders and Awards.	Communications strategy for National Orders and special events fully implemented and communicated. Developed Annual Programme for National Orders and Awards. Reports on the achievement of milestones set out in the Annual programme for National Orders and Awards.	2010 CEREMONY <ul style="list-style-type: none"> <li>President presided over National Orders Ceremony on 27 April 2010, and fulfilled responsibility as Grand Patron of National Orders.</li> <li>Annual programme for National Orders developed</li> <li>Call for nominations sent to Ministers, Premiers and Deputy Ministers</li> <li>Announcement of recipients of National Orders by the Chancellor of National Orders on 20 April 2010</li> <li>National Orders ceremony held on 27 April 2010</li> </ul> 2011 CEREMONY <ul style="list-style-type: none"> <li>Advert calling for nominations from all stakeholders published.</li> <li>Convened meeting of the Advisory Council on National Orders.</li> <li>Finalised synopsis, &amp; submit to the chairperson of the Advisory Council and the Chancellor of Orders</li> <li>Meetings held with Private Office of the President on the proposed new format</li> <li>Meeting held with Chairperson and the Chancellor (DG)</li> <li>Nominees presented to the President by the Chairperson of the Advisory Council and nominees approved</li> <li>President fully briefed and participated in National Orders processes.</li> </ul>

## Strategic Objective N° 5:

To continue to facilitate initiatives for building a better Africa and a better world.

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Promote economic and cultural diplomacy	Economic and cultural diplomacy enhanced	Facilitation and oversight of interventions as required - towards enhanced economic and cultural diplomacy	Facilitation and oversight of interventions as required - towards enhanced economic and cultural diplomacy	Annual international programme for the President and Deputy President adopted in consultation with sector departments. President, DP, ministers undertook various international engagements aimed at enhancing foreign policy objectives.
Ensure strengthened regional integration and enhanced peace and security	Enhanced governance, reduction in conflict and enhanced post-conflict reconstruction through just and equitable multi-lateral and bi-lateral agreements	Facilitation and oversight of interventions as required –strategies, programmes and plans implemented that promote improved conditions of peace, stability, security, democracy and good governance	Facilitation and oversight of interventions as required –strategies, programmes and plans implemented that promote improved conditions of peace, stability, security, democracy and good governance	Quarterly reports reflecting implementation of the annual programme for both principals aimed at strengthening regional integration and enhanced peace and security on African continent



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Strengthen the country's role in international initiatives	Co-ordinated implementation of principals' International Relations Programme	Reports on implementation of a coordinated international programme	Reports on implementation of a coordinated international programme	Quarterly reports reflecting implementation of the annual international programme for both principals

### Strategic Objective N° 6:

To ensure the effective and efficient management of The Presidency and its programmes.

Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
Enhance internal governance structures	Enhanced internal governance and co-ordination in the Branches of the Presidency	Quarterly reports reflecting improved internal governance and co-ordination	Quarterly reports reflecting improved internal governance and co-ordination	<ul style="list-style-type: none"> <li>Strategic meetings with internal stakeholders: Quarterly report on functioning governance oversight structures.</li> <li>Proficient recordings of decisions of strategic management meetings and engagements</li> <li>Followed up on strategic projects in support of DG's executive and advisory role in the Presidency</li> </ul>
Enhance efficiency and effectiveness of systems and processes within the Presidency	Enhanced efficiency and effectiveness of systems and processes within the Branches of the Presidency	Aligned programme planning, budgeting, performance (M&E) and reporting processes	Aligned programme planning, budgeting, performance (M&E) and reporting processes	<ul style="list-style-type: none"> <li>Coordinated various engagements of the political principals (President and Deputy President including outgoing visits) - protocol services.</li> <li>Reviewed several of HR policies - Recruitment policy Approved and workshopped with staff in all offices. Resettlement, Overtime, Sexual Harassment and Special leave policy presented at bilateral meeting with Unions</li> <li>Revised PMDS processes, procedures &amp; mechanisms</li> <li>Revised and Developed Talent Acquisition processes, procedures &amp; mechanisms</li> <li>Finalised, concluded and resolved the Auditor-General's 2008/2009 queries</li> <li>The SCM procedures have been implemented.</li> <li>The cell phone and telephone policy have been revised</li> <li>The warehouse procedures have been revised</li> <li>The asset policy has been reviewed</li> <li>Transport policy is under review</li> <li>Monthly financial reporting done to the management structures. Monthly Financial reports submitted to branch heads &amp; Audit Committee.</li> <li>Reviewed Financial management Policies: Travel and Subsistence, debt Management, Payment for Goods and Services</li> <li>In process of developing procedures for Travel and Subsistence, Debt Management, Payment for Goods and Services and SCOA Allocation</li> <li>Server room maintained as per standards (and audited).</li> <li>File servers procured and installed. New virtualization software installed and completed.</li> <li>Drafted Contingency Plan for Kings House</li> <li>Updated Mahlambandhlopfu and Tuynhuys Contingency Plans.</li> <li>Approved Proes Street Contingency Plan.</li> <li>Upgraded existing infrastructure (server room, power etc)</li> <li>Virtualization completed</li> <li>Systems implemented to enhance IT efficiency</li> <li>In process of procuring services of a service provider for the development of BCM strategy</li> <li>Strategic Risk Register and Risk response strategy 2010/11</li> <li>Quarterly reports on implementation of action to put mitigating measures in place to prevent risks from occurring. Procured Risk Management software and ensure implementation and roll-out</li> </ul>



# PROGRAMME PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
				<ul style="list-style-type: none"> <li>· Draft Risk tolerance methodology in place</li> <li>· Signed Combined Assurance Plan 2010/11 in place.</li> <li>· Communication strategy for Fraud, Corruption and Whistle Blowing implemented</li> <li>· Performed Fraud Risk Assessment for critical units and develop a Fraud Risk Register</li> <li>· Maintained , reviewed risk management policies</li> <li>· Evacuation information sessions were conducted at Union Building and Cape Town to show all escape routes to the assembly points.</li> <li>· The Risk based internal audit plan (3 year rolling strategic plan 2010/11 to 2012/13) as required by PFMA and TR and annual operational plan (2010/11) as required by PFMA/ TR and IIA were developed and approved by the Audit Committee.</li> <li>· Quarterly reporting to the Audit Committee took place on the achievement/ implementation of the approved annual operational internal audit plan (2009/10).</li> <li>· Implemented approved Quality Assurance and Improvement Programme.</li> <li>· Implemented approved Internal Audit methodology with policies and procedures</li> <li>· Reviewed Draft Internal Security policies and currently in consultation on policies.</li> <li>· Staff Housing Allocation policy for Households and accommodation developed, and approved.</li> <li>· Office Space Allocation for Cape Town policy developed, and currently in consultation with stakeholders</li> <li>· Drafted the Household Manual for Principals – in consultation with stakeholders</li> <li>· A number of meetings with the Chief Litigation Officer were held during this quarter to discuss litigation which is cross-cutting.</li> <li>· Several requests for access to Information were received by the Presidency. Our Unit advised the Deputy Information Officer as well as the Minister on how to deal with the requests. Well researched and sound legal advices regarding requests for access to information were provided to both Deputy Information Officer and the Appeal Authority.</li> <li>· Legal support for appointments made by the President</li> <li>· Updated litigation list</li> <li>· The database on the Executive Acts of the President is up to date.</li> <li>· Develop and implement an integrated planning project plan for 2010/11 FY of the aligned annual planning, budgeting, performance management, audit and risk management cycle</li> <li>· Strategic Plan 2011-14 was developed and approved by the EA and Accounting Officer. It was also tabled for the approval of Branch Heads. The strategy was tabled in Parliament on 09 March 2011.</li> <li>· Branches have concluded Branch operational planning and have submitted these plans to form part of the draft consolidated Presidency annual performance plan 2011/12.</li> <li>· In year, Midyear and End Year performance reports compiled for Presidency -FY 2010/11.</li> <li>· An effective Employee wellness strategy is in place, and an operation manual is available; it is the employment of staff for the implementation of the strategy, processes and procedures that has not happened</li> <li>· HCT Campaign and Health drive conducted</li> </ul>



Presidency Strategy	Presidency Outcome	Presidency Indicator	Presidency Target 2010/11	Achieved in 2010/11
				<ul style="list-style-type: none"> <li>HCT Campaign implementation phase 1 took place on the 1<sup>st</sup> to 30 July 2010; the second implementation phase 2 took place on the 8<sup>th</sup> to 15 December 2010.</li> <li>Health drive by ER 24 and Muelmed took place on the 18<sup>th</sup> and 19<sup>th</sup> November 2010.</li> <li>Compliance to the OHS Act of 1993:</li> <li>OHS Representatives, Fire Marshalls and First Aids were nominated and trained.</li> <li>OHS Audit on evacuation systems conducted and Fire system was repaired with the assistance of DPW.</li> <li>Mini evacuation drills conducted with all three wings in the Union Buildings.</li> <li>JPC Procedure Manual approved by Acting DG and distributed to newly appointed members of the JPC.</li> <li>Refurbishment projects for offices and official residences in progress.</li> </ul>
Strengthen The Presidency as a professional organisation with high standards and ethics	Implemented interventions focused on enhancing organisational cohesion and transformation in the presidency	Bi-annual survey results reflect improvement on baseline	<p>Prioritise interventions based on baseline findings of organisational survey</p> <p>Quarterly report on the implementation of recommendations by the Branches</p> <p>Bi-annual survey results reflecting improvement on baseline</p>	<ul style="list-style-type: none"> <li>Code of Conduct was reviewed and communicated to all staff.</li> <li>Culture Survey conducted on Presidency by DPME as pilot project using PAT tool. Report tabled for various Executive sittings.</li> </ul>
Enhance capabilities within The Presidency	Implemented and institutionalized integrated HRD strategy	Implementation of annual milestones in the integrated HRD strategy.	<p>Implementation and institutionalisation of annual milestones in the integrated HRM &amp; HRD strategy.</p> <p>Evaluate the alignment between The Presidency &amp; HR strategy</p>	<ul style="list-style-type: none"> <li>HR Plan and HRD Strategy have been submitted to DPSA</li> <li>HR tables 1 to 14 and EISP compiled and submitted</li> <li>HRD Implementation Report and Mid-term Report on HR Adjusted Plan submitted to DPSA</li> <li>Reports on HRD matters submitted to DPSA.</li> <li>Database information is kept updated monthly to ensure ability to report : Reports developed based on the monthly database for training, bursary and internship</li> <li>Compilation and submission of mid-term HR oversight report for 2010/2011</li> <li>All audit responses attended to within timeframes on HRD matters.</li> <li>Payroll procedure manual signature delayed due to movement of function.</li> </ul>
	Optimised enterprise architecture and IT support	Implemented and updated Master Systems Plan and optimised Enterprise Architecture	Evidence of the implementation of reviewed and enhanced Information Technology policies	<ul style="list-style-type: none"> <li>Updated Disaster recovery plan- Virtualization completed.</li> <li>Enhanced infrastructure</li> <li>Ensured environment complies with requirements. Virtualisation (with upgraded software) can be deployed.</li> <li>Investigated replacement of network file servers.</li> <li>Ensured cabling infrastructure complies with minimum requirements (CAT 6). Implementation of cabling infrastructure in lower ground floor in West wing complies with standard.</li> <li>Server environment virtualized.</li> <li>Plan deployment of extension of VOIP network to West Wing of the Union Buildings.</li> </ul>
Enhance Internal communication and Corporate Information Management	Enhanced Internal communication and Corporate Information Management	Implementation of a corporate communications strategy and Corporate Information Strategy	Implementation of a corporate communications strategy and Corporate Information Strategy	<ul style="list-style-type: none"> <li>Audit to determine areas for improvement for registry function completed and improvement initiatives finalised.</li> <li>Reviewed file plan and Registry policies and procedure manuals.</li> <li>Complied with MISS protocols and Access to Information Act requirements</li> <li>Internal communication plan 2010/11 developed and implemented.</li> </ul>





# SECTION D

HUMAN RESOURCES OVERSIGHT





# HUMAN RESOURCES OVERSIGHT

FOR THE YEAR ENDED 31 MARCH 2011



The Presidency total staff headcount increased from 510 (2008/2009), to 589 (2009/2010) and to 636 on the fixed establishment of The Presidency at 31 March 2011. In the 2010/2011 reporting year, the total number of approved posts on the establishment was 940 of which a total of 636 posts were filled. The vacancy rate increased from 19% to 32% due to the posts created on the establishment for the Department of Performance Monitoring and Evaluation as well as the National Planning Commission. The new administration came into effect during Mid-2009. The President of the Republic promulgated two new Departments within the Presidency namely: The Performance Monitoring and Evaluation as well as the National Planning Commission.

It is in this context that during the period under review the structures and establishments of the two departments were set-up and recruitment processes followed to capacitate the two bodies. The Presidency continued to provide support/capacity for the two departments to recruit the relevant staff members.

The configuration of the 304 vacancies as at 31 March 2011 is as follows:

- (1) The Presidency has 250 Vacancies, of which part of the vacancies (104) were as a result of the transfer of staff to the Department of Performance Monitoring and Evaluation; and
- (2) National Planning has 54 vacancies.

The 104 vacancies by the Department of Performance, Monitoring and Evaluation were abolished from The Presidency establishment with effect from 1 April 2011, because the Department of Performance, Monitoring and Evaluation are now a standalone department with its own Vote.

The Presidency's staff turnover has declined from 15.7% (2008/2009) and 15.9% (2009/2010) to 8.5% in 2010/2011 mainly as a result of various staff retention strategies and interventions such as higher salary offers in terms of Public Service Regulation, 20011 1/V/C.3, internal "promotions" and staff training and retraining. Mention should be made that most of the recruitment during the reporting period was significantly weighed on levels 6 to 12 (Table 5.1).

Of the total 51 terminations (Table 5.3) 33.3% was as a result of resignations, 17.6% as a result of the expiry of contracts, whilst 39.2 % was as a consequence of transfers to other government departments. Levels 9-12 are the most affected by the terminations. The establishment will change again with effect from 1 April 2011, due to the Department of Performance Monitoring and Evaluation being reported on separately in the next financial year; these account for a total of 104 posts.

For the period January 2010 to December 2010, a total of 4,165 days were utilized for sick leave and 88.3% of these had medical certification. The numbers of staff members who used sick leave came to 495 (Table 9.1) and reflects an average of 8 days sick leave per employee who used sick leave. Although The Presidency was in the process of establishing an Employee Health and Wellness Directorate; this Directorate could not be capacitated in the current reporting period due to budgetary constraints.

In the first year of the three year sick leave cycle (2010), there have been 6 employees who have been granted incapacity leave for a total number of 428 work days (Table 9.2). It was established that the Cape Town Office had the most employees applying for incapacity leave compared to the rest of the department. Our expectation is that through interventions, such as Policy on Incapacity Leave and Ill Health Retirements (PILIR) and GEMS workshops conducted in the fourth quarter of the financial year, some ailments will be curtailed which will lead to a reduction in sick leave and incapacity leave taken.

During the 2010 leave cycle, a total of 12,334 days were taken for annual leave by all employees- with employees averaging 19 days (Table 9.3).

A total of 10 disciplinary cases were dealt with, a decrease from the 14 cases dealt with in the previous financial year. Only one of the cases was severe, and led to a dismissal (Table 11.2). The labour relations unit of The Presidency has drafted a manual for disciplinary training to SMS members which will be rolled out in the next financial year to educate managers and supervisors, to acquaint them with the knowledge of fair and equitable labour practices.



Of the 15 employees “promoted” within the department during the reporting period, 60% were black males and 33.3% black females whilst one (6.6%) was a white female (Table 6.4).

Table 7.1 shows that no employee in The Presidency received performance rewards for the performance cycle 2009/2010, in view of the budget constraints within the department in the 2010/2011 financial year.

During the preparation of this report, The Presidency was concluding its restructuring process based on the abolishment of the PCAS branch. Staff members in this branch were redeployed to the Branches: Private office of the Deputy President; Cabinet Support; the National Planning Commission (NPC) and the Department of Performance Monitoring and Evaluation (DPME). Preparations were well advanced for the transfer of staff to the DPME as from 1 April 2011.

Table 4.1 shows that out of a total of 940 posts in The Presidency, 67 were job evaluated during the period; 10.2 % of the jobs evaluated were on salary levels 9-12 and 10.6 % on SMS levels. During the evaluations, 4 posts were upgraded of which 3 were on salary level 9-12 and the other one on salary level 1-2. The volume and magnitude of the requirements from the Department of Performance Monitoring and Evaluation as well as the National Planning Commission required that most of the job evaluations conducted were outsourced to an external company. Although approval was granted to create a post of Chief Director: Human Resource Management to meet the legislative and service delivery requirements, budgetary constraints prevented the filling of the post in the current financial year. All vacant posts in the Human Resource unit were filled, including the Director: Employee Health and Wellness, the PERSAL Controller and the Payroll Officer.

Table 3.3 points to the top five Critical Occupations that had the highest vacancy rate. These include: Other occupations; Library mail and related clerks; Senior Managers; Administrative related; and Finance and economics related. Mention needs to be made that those positions have been prioritized for recruitment during the new financial year.

The Presidency, in keeping with one of its key priorities of developing its staff complement, identified 289 staff members’ training needs (Table 12.1) and provided training throughout the year to a total of 311 staff members (Table 12.2). Training was provided to 49.6 % of females employed in the department and to 47.6 % of male employees.

Table 2.2 shows that the department overspent the total personnel cost by 3.6%. The largest percentage of personnel cost relates to compensation for employees on salary levels 6 to 8 (29,5%) and salary levels 9 to 12 (29,4%).

Table 6.2 reflects that the staff profile of The Presidency at 31 March 2011 is as follows: 58% Black Female, 35% Black Male, 5% White Female and 1% White Male. An Employment Equity Plan has been designed and is to be implemented. Salient features of the document are the equity targets for females (on levels 14 to 16) and employees with disabilities which have been at a low of 1.57% (a deficit of almost 1 % of the target).

Although the Department of Women, Children and People with Disabilities publishes a separate annual report with effect from 1 April 2010 to 31 March 2011, the Presidency staff employed in HR, Finance, SCM, IT and Accommodation and Facilities have shared resources with the Department of Women, Children and People with Disabilities in the year under review.

A key challenge in the Human Resource environment remains the turnaround times of the recruitment and selection process resulting from the pre-employment security screening procedure. In some instances the outcomes are available within two to three weeks but in others the process takes a protracted length of time.

In the current reporting period, the HR unit put in place a well-planned Internship Programme for 2011/2012. Most of the selected interns were made an offer of internship before 1 April 2011.

One of the key successes during the reporting period was that the audit report had less emphasis on Human Resources in terms of performance than in the previous financial year.



# HUMAN RESOURCES OVERSIGHT

FOR THE YEAR ENDED 31 MARCH 2011



**TABLE 1.1 - Signing of Performance Agreements by SMS Members as on 31 July 2010**

SMS level	Total number of funded SMS posts per level	Total number of sms members per level	Total number of signed performance agreements per level	Signed performance agreements as % of total number of SMS members per level
Director-General/ HOD	1	1	0	0%
Salary level 16, but not HOD	15	12	0	0%
Salary level 15	32	14	2	14%
Salary level 14	35	24	10	42%
Salary level 13	65	46	18	39%
<b>Total</b>	<b>148</b>	<b>97</b>	<b>30</b>	<b>31%</b>

**TABLE 1.2 - SMS Posts information as on 30 September 2010 (midyear information)**

SMS level	Total number of funded SMS posts per level	Total number of SMS posts filled per level	% of SMS posts filled per level	Total number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ HOD	1	1	100%	0	0%
Salary level 16, but not HOD	14	11	79%	3	21%
Salary level 15	33	17	52%	16	48%
Salary level 14	30	22	73%	8	27%
Salary level 13	62	49	79%	13	21%
<b>Total</b>	<b>140</b>	<b>100</b>	<b>71%</b>	<b>40</b>	<b>29%</b>

**TABLE 1.3 - Advertising and Filling of SMS posts as on 31 March 2011 (31 March of each financial year end. Information supplied is for the financial year)**

SMS level	Advertising		Filling of posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months after becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months	
Director-General/ HOD	1	1	0	
Sal level 16, but not HOD	1	0	0	
Sal level 15	0	0	0	
Sal level 14	6	2	0	
Sal level 13	10	2	4	
<b>Total</b>	<b>18</b>	<b>5</b>	<b>4</b>	

**TABLE 1.4 - Disciplinary action taken in event of non compliance**

**1. Reasons for not having concluded Performance Agreements for all SMS members as on 31 July 2010:**

- Reorganising in the Department,
- Non-compliance

**2. Disciplinary steps taken against SMS members for not having concluded Performance Agreements as on 31 July 2010:**

- None - The Presidency was still going through a transition and re-organisation, thus most of the staff members were new and getting to understand the Presidency performance management system

**3. Reasons for not having complied with the filling of funded vacant SMS - advertised within 6 month and filled within 12 months after becoming vacant:**

- Reorganising in the Department,
- Suitable candidate not found through advertising
- Non-compliance

**4. Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months:**

- None



TABLE 2.1 - Personnel 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 Employees Cost per Employee (R'000)	Employment as at 31 March 2011 (including additional appointments)
Administration	149 200	183 926	0	0	123.3	307	599
Communication	15 161	15 106	0	0	99.6	270	56
Executive co-ordination	59 824	33 320	0	0	55.7	1 010	33
<b>Z=Total as on Financial Systems (BAS)</b>	<b>224 185</b>	<b>232 352</b>	<b>0</b>	<b>0</b>	<b>103.6</b>	<b>338</b>	<b>688</b>

TABLE 2.2 - Personnel costs by Salary band

Salary Bands	Compensation of Employees Cost (R'000)	Percentage of Total Personnel Cost for Department	Average Compensation Cost per Employee (R'000)	Total Personnel Cost for Department including Goods and Transfers (R'000)	Number of Employees as at 31 March 2011
Interns	7 768	3.5	338	224 185	23
Lower skilled (Levels 1-2)	14 860	6.6	338	224 185	44
Skilled (Levels 3-5)	40 189	17.9	338	224 185	119
Highly skilled production (Levels 6-8)	66 193	29.5	338	224 185	196
Highly skilled supervision (Levels 9-12)	65 856	29.4	338	224 185	195
Senior management (Levels 13-16)	37 487	16.7	338	224 185	111
<b>Total</b>	<b>232 352</b>	<b>103.6</b>	<b>338</b>	<b>224 185</b>	<b>688</b>

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)	Medical Ass. as % of Personnel Cost	Total Personnel Cost per Programme (R'000)
Administration	115 609	87.8	6 051	4.6	3 481	2.6	6 514	4.9	131 655
Communications	10 376	92.2	161	1.4	262	2.3	457	4.1	11 256
Executive co-ordination	21 583	95.2	0	0	389	1.7	710	3.1	22 682
<b>Total</b>	<b>147 568</b>	<b>89.1</b>	<b>6 212</b>	<b>3.8</b>	<b>4 132</b>	<b>2.5</b>	<b>7 681</b>	<b>4.6</b>	<b>165 593</b>

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)	Medical Ass. as % of Personnel Cost	Total Personnel Cost per Salary Band (R'000)
Interns	4,933	99.8	11	0.2	0	0	0	0	4,944
Lower skilled (Levels 1-2)	9,437	87.7	492	4.6	328	3	508	4.7	10,766
Skilled (Levels 3-5)	25,524	87.7	1,332	4.6	888	3	1,374	4.7	29,118
Highly skilled production (Levels 6-8)	42,040	87.7	2,194	4.6	1,462	3	2,264	4.7	47,959
Highly skilled supervision (Levels 9-12)	41,825	87.7	2,183	4.6	1,454	3	2,252	4.7	47,715
Senior management (Levels 13-16)	23,808	94.9	0	0	0	0	1,282	5.1	25,090
<b>Total</b>	<b>147,568</b>	<b>89.1</b>	<b>6,212</b>	<b>3.8</b>	<b>4,132</b>	<b>2.5</b>	<b>7,681</b>	<b>4.6</b>	<b>165,593</b>



# HUMAN RESOURCES OVERSIGHT

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**TABLE 3.1 - Employment and Vacancies by Programme at end of period**

Programme	Number of Posts 31 March 2011	Number of Posts Filled 31 March 2011	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Administration	784	549	30	50
Communications	74	56	24.3	0
Executive co-ordination	82	31	62.2	2
<b>Total</b>	<b>940</b>	<b>636</b>	<b>32.3</b>	<b>52</b>

**TABLE 3.2 - Employment and Vacancies by Salary Band at end of period**

Salary Band	Number of Posts 31 March 2011	Number of Posts Filled 31 March 2011	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Interns	0	0	0	23
Lower skilled (Levels 1-2)	50	44	12	0
Skilled (Levels 3-5)	152	116	23.7	3
Highly skilled production (Levels 6-8)	263	193	26.6	3
Highly skilled supervision (Levels 9-12)	295	184	37.6	11
Senior management (Levels 13-16)	180	99	45	12
<b>Total</b>	<b>940</b>	<b>636</b>	<b>32.3</b>	<b>52</b>

**TABLE 3.3 - Employment and Vacancies by Critical Occupation at end of period**

Critical Occupations	Number of Posts 31 March 2011	Number of Posts Filled 31 March 2011	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Administrative related	231	130	43.7	26
Cleaners in offices workshops hospitals etc.	53	45	15.1	0
Client inform clerks (switchboard, receptionist inform clerks)	22	19	13.6	1
Communication and information related	29	21	27.6	0
Finance and economics related	16	10	37.5	0
Financial and related professionals	22	15	31.8	0
Financial clerks and credit controllers	14	13	7.1	0
Food services aids and waiters	58	45	22.4	0
Head of department	1	1	0	0
Household food and laundry services related	57	45	21.1	5
Human resources & organisational development & related professions	21	21	0	0
Human resources clerks	7	7	0	0
Human resources related	8	6	25	0
Information technology related	18	17	5.6	0
Legal related	5	3	40	0
Librarians and related professionals	3	3	0	0
Library mail and related clerks	13	7	46.2	0
Logistical support personnel	25	22	12	0
Material-recording and transport clerks	8	8	0	0
Messengers porters and deliverers	6	5	16.7	0
Motor vehicle drivers	31	21	32.3	1
Other administrative policy and related officers	5	3	40	0
Other occupations	13	5	61.5	7
Secretaries & other keyboard operating clerks	116	77	33.6	7

Table 3.3 continues on page 77



**TABLE 3.3 - Employment and Vacancies by Critical Occupation at end of period**

Critical Occupations	Number of Posts 31 March 2011	Number of Posts Filled 31 March 2011	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Security Officers	3	3	0	0
Senior managers	155	84	45.8	5
<b>Total</b>	<b>940</b>	<b>636</b>	<b>32.3</b>	<b>52</b>

**TABLE 4.1 - Job Evaluation**

Salary Band	Number of Posts 31 March 2011	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)	50	1	2	1	100	0	0
Skilled (Levels 3-5)	152	5	3.3	0	0	0	0
Highly skilled production (Levels 6-8)	263	12	4.6	0	0	0	0
Highly skilled supervision (Levels 9-12)	295	30	10.2	3	10	0	0
High skilled supervision (Level 13-16)	180	19	10.6	0	0	0	0
<b>Total</b>	<b>940</b>	<b>67</b>	<b>7.1</b>	<b>4</b>	<b>6</b>	<b>0</b>	<b>0</b>

**TABLE 4.2 - Profile of employees whose positions were upgraded due to their posts being upgraded**

Beneficiaries	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	3	0	1	0	4
<b>Total</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4</b>
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 31 March 2011
Secretary Related	1	6	10	Attraction	48
Secretary Related	1	6	6	Attraction	48
Admin Related	1	9	12	Retention	28
Admin Related	2	9	9	Attraction	28
Admin Related	1	10	10	Attraction	13
Admin Related	2	11	11	Attraction	24
Admin Related	4	11	11	Retention	24
Admin Related	1	12	12	Attraction	27
Admin Related	1	12	12	Retention	27
SMS	4	13	13	Attraction	41
SMS	1	14	14	Attraction	21
SMS	1	13	13	Retention	41
SMS	1	13	14	Retention	41
SMS	2	15	15	Retention	15
SMS	2	15	15	Attraction	15
SMS	2	14	14	Retention	21
<b>Total</b>	<b>27</b>				
Percentage of Total Employment	4.2				636



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**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	12	0	0	2	14
Male	11	2	0	0	13
<b>Total</b>	<b>23</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>27</b>
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 2010)	Appointments	Terminations	Turnover Rate
Lower skilled (Levels 1-2)	43	2	0	0
Skilled (Levels 3-5)	120	7	7	5.8
Highly skilled production (Levels 6-8)	175	26	14	8
Highly skilled supervision (Levels 9-12)	163	25	16	9.8
Senior Management (Level 13-16)	96	15	14	14.6
<b>Total</b>	<b>597</b>	<b>75</b>	<b>51</b>	<b>8.5</b>

**TABLE 5.2 - Annual Turnover Rates by Critical Occupation**

Occupation	Employment at Beginning of Period (April 2010)	Appointments	Terminations	Turnover Rate
Administrative related	102	19	9	8.8
Cleaners in offices workshops hospitals etc.	46	0	0	0
Client inform clerks (switchboard reception inform clerks)	18	3	0	0
Communication and information related	20	3	1	5
Finance and economics related	5	1	2	40
Financial and related professionals	17	1	2	11.8
Financial clerks and credit controllers	9	5	1	11.1
Food services aids and waiters	48	1	1	2.1
Head of Department	1	1	1	100
Household food and laundry services related	46	3	2	4.3
Human resources & organisational development & related professions	19	2	0	0
Human resources clerks	6	2	0	0
Human resources related	5	0	3	60
Information technology related	12	3	0	0
Legal related	4	0	1	25
Librarians and related professionals	3	0	0	0
Library mail and related clerks	9	1	0	0
Logistical support personnel	18	1	0	0
Material-recording and transport clerks	7	1	2	28.6
Messengers porters and deliverers	5	0	0	0
Motor vehicle drivers	24	2	4	16.7
Other administrative policy and related officers	6	0	1	16.7
Other occupations	14	2	1	7.1
Secretaries & other keyboard operating clerks	80	13	8	10
Security officers	3	1	0	0
Senior managers	70	10	12	17.1
<b>Total</b>	<b>597</b>	<b>75</b>	<b>51</b>	<b>8.5</b>



Termination Type	Number	Percentage of Total Resignations	Percentage of Total Employment	Total	Total Employment
Death	3	5.9	0.5	51	636
Resignation	17	33.3	2.7	51	636
Expiry of contract	9	17.6	1.4	51	636
Transfers	20	39.2	3.1	51	636
Discharged due to ill health	1	2	0.2	51	636
Retirement	1	2	0.2	51	636
<b>Total</b>	<b>51</b>	<b>100</b>	<b>8</b>	<b>51</b>	<b>636</b>
<b>Resignations as % of Employment</b>					
2.67%					

Category	No of applications received	No of applications referred to the MPSA	No of applications supported by MPSA	No of Packages approved by department
Lower Skilled (Salary Level 1-2)	0	0	0	0
Skilled (Salary Level 3-5)	0	0	0	0
Highly Skilled Production (Salary Level 6-8)	0	0	0	0
Highly Skilled Production (Salary Level 9-12)	0	0	0	0
Senior Management (Salary Level 13 and higher)	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Occupation	Employment at Beginning of Period (April 2010)	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	102	3	2.9	53	52
Cleaners in offices workshops hospitals etc.	46	0	0	44	95.7
Client inform clerks (switchboard, receptionist, inform clerks)	18	0	0	16	88.9
Communication and information related	20	4	20	20	100
Finance and economics related	5	0	0	3	60
Financial and related professionals	17	0	0	16	94.1
Financial clerks and credit controllers	9	2	22.2	8	88.9
Food services aids and waiters	48	0	0	44	91.7
General legal administration & rel. professionals	0	0	0	0	0
Household food and laundry services related	46	1	2.2	40	87
Human resources & organisational development & related professions	19	1	5.3	4	21.1
Human resources clerks	6	0	0	6	100
Human resources related	5	0	0	3	60
Information technology related	12	1	8.3	11	91.7
Legal related	4	0	0	3	75
Librarians and related professionals	3	0	0	3	100
Library mail and related clerks	9	0	0	9	100
Logistical support personnel	18	1	5.6	2	11.1
Material-recording and transport clerks	7	0	0	4	57.1
Messengers porters and deliverers	5	0	0	5	100
Motor vehicle drivers	24	0	0	7	29.2

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**TABLE 5.5 - Promotions by Critical Occupation**

Occupation	Employment at Beginning of Period (April 2010)	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
Other administrative policy and related officers	6	0	0	0	0
Other occupations	14	0	0	5	35.7
Secretaries & other keyboard operating clerks	80	1	1.3	28	35
Security officers	3	0	0	1	33.3
Senior managers	71	1	1.4	0	0
<b>Total</b>	<b>597</b>	<b>15</b>	<b>2.5</b>	<b>335</b>	<b>56.1</b>

**TABLE 5.6 - Promotions by Salary Band**

Salary Band	Employment at Beginning of Period (April 2010)	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)	43	0	0	41	95.3
Skilled (Levels 3-5)	120	3	2.5	109	90.8
Highly skilled production (Levels 6-8)	175	8	4.6	105	60
Highly skilled supervision (Levels 9-12)	163	3	1.8	80	49.1
Senior management (Levels 13-16)	96	1	1	0	0
<b>Total</b>	<b>597</b>	<b>15</b>	<b>2.5</b>	<b>335</b>	<b>56.1</b>

**TABLE 6.1 - Total number of Employees (incl. Employees with disabilities) per Occupational Category (SASCO) on 31 March 2011**

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	39	5	5	49	6	31	4	3	38	9	102
Professionals	39	2	2	43	2	63	4	8	75	14	134
Technicians and associate professionals	24	2	0	26	0	52	5	2	59	4	89
Clerks	31	1	1	33	1	80	12	4	96	7	137
Service and sales workers	8	0	1	9	0	15	0	0	15	0	24
Elementary occupations	57	7	0	64	0	76	10	0	86	0	150
<b>Total</b>	<b>198</b>	<b>17</b>	<b>9</b>	<b>224</b>	<b>9</b>	<b>317</b>	<b>35</b>	<b>17</b>	<b>369</b>	<b>34</b>	<b>636</b>
Employees with disabilities	4	1	0	5	0	5	0	0	5	0	10

**TABLE 6.2 - Total number of Employees (incl. Employees with disabilities) per Occupational Bands on 31 March 2011**

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	11	1	3	15	3	4	1	0	5	2	25
Senior Management	27	4	2	33	3	27	3	3	33	7	76
Professionally qualified and experienced specialists and mid-management	40	2	2	44	3	63	4	8	75	14	136
Skilled technical and academically qualified workers, junior management, supervisors	21	2	0	23	0	52	5	2	59	4	86

Table 6.2 continues on page 81



**TABLE 6.2 - Total number of Employees (incl. Employees with disabilities) per Occupational Bands on 31 March 2011**

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
Semi-skilled and discretionary decision making	46	1	2	49	0	95	12	4	111	7	167
Unskilled and defined decision making	53	7	0	60	0	76	10	0	86	0	146
<b>Total</b>	<b>198</b>	<b>17</b>	<b>9</b>	<b>224</b>	<b>9</b>	<b>317</b>	<b>35</b>	<b>17</b>	<b>369</b>	<b>34</b>	<b>636</b>
Employees with disabilities	4	1	0	5	0	5	0	0	5	0	10

**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
Top Management	3	0	1	4	0	1	0	0	1	1	6
Senior Management	2	1	0	3	0	6	0	0	6	0	9
Professionally qualified and experienced specialists and mid-management	9	1	0	10	1	13	1	0	14	0	25
Skilled technical and academically qualified workers, junior management, supervisors, foremen	12	0	0	12	1	11	2	0	13	0	26
Semi-skilled and discretionary decision making	3	0	0	3	0	3	0	1	4	0	7
Unskilled and defined decision making	0	0	0	0	0	2	0	0	2	0	2
<b>Total</b>	<b>29</b>	<b>2</b>	<b>1</b>	<b>32</b>	<b>2</b>	<b>36</b>	<b>3</b>	<b>1</b>	<b>40</b>	<b>1</b>	<b>75</b>
<b>No data</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	1	1
Professionally qualified and experienced specialists and mid-management	1	0	0	1	0	2	0	0	2	0	3
Skilled technical and academically qualified workers, junior management, supervisors	5	0	0	5	0	3	0	0	3	0	8
Semi-skilled and discretionary decision making	3	0	0	3	0	0	0	0	0	0	3
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>15</b>
Employees with disabilities	0	1	0	1	0	2	0	0	2	0	3



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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	4	0	0	4	0	2	1	0	3	0	7
Senior Management	1	0	0	1	1	5	0	0	5	0	7
Professionally qualified and experienced specialists and mid-management	3	0	1	4	0	10	0	1	11	1	16
Skilled technical and academically qualified workers, junior management, supervisors, foremen	5	0	0	5	0	7	1	1	9	0	14
Semi-skilled and discretionary decision making	4	0	0	4	0	3	0	0	3	0	7
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>17</b>	<b>0</b>	<b>1</b>	<b>18</b>	<b>1</b>	<b>27</b>	<b>2</b>	<b>2</b>	<b>31</b>	<b>1</b>	<b>51</b>

Disciplinary action	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>9</b>

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	4	0	0	4	0	3	2	0	5	0	9
Professionals	27	3	2	32	2	49	4	6	59	2	95
Technicians and Associate Professionals	29	2	0	31	2	65	6	0	71	6	110
Clerks	22	7	0	29	0	29	6	0	35	0	64
Service and Sales Workers	0	0	0	0	0	0	0	0	0	0	0
Elementary Occupations	10	1	0	11	0	20	2	0	22	0	33
<b>Total</b>	<b>92</b>	<b>13</b>	<b>2</b>	<b>107</b>	<b>4</b>	<b>166</b>	<b>20</b>	<b>6</b>	<b>192</b>	<b>8</b>	<b>311</b>
Employees with disabilities	0	1	0	1	0	2	0	0	2	0	3

Demographics	Number of Beneficiaries	Total Employment on 1 Apr 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
African, Female	0	287	0%	0	0
African, Male	0	193	0%	0	0
Asian, Female	0	15	0%	0	0
Asian, Male	0	10	0%	0	0
Coloured, Female	0	34	0%	0	0



**TABLE 7.1 - Performance Rewards by Race, Gender and Disability**

Demographics	Number of Beneficiaries	Total Employment on 1 Apr 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Coloured, Male	0	22	0%	0	0
<b>Total Blacks, Female</b>	<b>0</b>	<b>336</b>	<b>0%</b>	<b>0</b>	<b>0</b>
<b>Total Blacks, Male</b>	<b>0</b>	<b>225</b>	<b>0%</b>	<b>0</b>	<b>0</b>
White, Female	0	25	0%	0	0
White, Male	0	11	0%	0	0
<b>Total</b>	<b>0</b>	<b>597</b>	<b>0%</b>	<b>0</b>	<b>0</b>
Employees with a disability	0	8	0%	0	0

**TABLE 7.2 - Performance Rewards by Salary Band for Personnel below Senior Management Service**

Salary Band	Number of Beneficiaries	Total Employment April 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Lower skilled (Levels 1-2)	0	43	0	0	0
Skilled (Levels 3-5)	0	120	0	0	0
Highly skilled production (Levels 6-8)	0	175	0	0	0
Highly skilled supervision (Levels 9-12)	0	163	0	0	0
Senior management (Level 13-16)	0	96	0	0	0
<b>Total</b>	<b>0</b>	<b>597</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TABLE 7.3 - Performance Rewards by Critical Occupation**

Critical Occupations	Number of Beneficiaries	Total Employment April 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Administrative related	0	102	0	0	0
Cleaners in offices workshops hospitals etc.	0	46	0	0	0
Client inform clerks (switchboard, receptionists, information clerks)	0	18	0	0	0
Communication and information related	0	20	0	0	0
Finance and economics related	0	5	0	0	0
Financial and related professionals	0	17	0	0	0
Financial clerks and credit controllers	0	9	0	0	0
Food services aids and waiters	0	48	0	0	0
Head of department	0	1	0	0	0
Household food and laundry services related	0	46	0	0	0
Human resources & organisational development& related professions	0	19	0	0	0
Human resources clerks	0	6	0	0	0
Human resources related	0	5	0	0	0
Information technology related	0	12	0	0	0
Legal related	0	3	0	0	0
Librarians and related professionals	0	3	0	0	0
Library mail and related clerks	0	9	0	0	0
Logistical support personnel	0	18	0	0	0
Material-recording and transport clerks	0	7	0	0	0
Messengers porters and deliverers	0	5	0	0	0
Motor vehicle drivers	0	24	0	0	0
Other administrative policy and related officers	0	6	0	0	0



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TABLE 7.3 - Performance Rewards by Critical Occupation

Critical Occupations	Number of Beneficiaries	Total Employment April 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Other occupations	0	14	0	0	0
Secretaries & other keyboard operating clerks	0	80	0	0	0
Security officers	0	3	0	0	0
Senior managers	0	71	0	0	0
<b>Total</b>	<b>0</b>	<b>597</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

SMS Band	Number of Beneficiaries	Total Employment April 2010	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)	% of SMS Wage Bill	Personnel Cost SMS (R'000)
Band A	0	46	0	0	0	0	0
Band B	0	24	0	0	0	0	0
Band C	0	10	0	0	0	0	0
Band D	0	16	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

TABLE 8.1 - Foreign Workers by Salary Band

Salary Band	Employment at Beginning 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)	1	100	2	100	1	100	1	2	1
<b>Total</b>	<b>1</b>	<b>100</b>	<b>2</b>	<b>100</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>2</b>	<b>1</b>

TABLE 8.2 - Foreign Workers by Major Occupation

Major Occupation	Employment at Beginning 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	1	100	2	100	1	100	1	2	1
<b>Total</b>	<b>1</b>	<b>100</b>	<b>2</b>	<b>100</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>2</b>	<b>1</b>

TABLE 9.1 - Sick Leave for Jan 2010 to Dec 2010

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)	419	89.3	40	8.1	10	88	495	374
Skilled (Levels 3-5)	1105	91.9	98	19.8	11	257	495	1016
Highly skilled production (Levels 6-8)	1316	87.5	175	35.4	8	626	495	1152
Highly skilled supervision (Levels 9-12)	981	83.9	131	26.5	7	1 020	495	823
Senior management (Levels 13-16)	344	91.3	51	10.3	7	829	495	314
<b>Total</b>	<b>4165</b>	<b>88.3</b>	<b>495</b>	<b>100</b>	<b>8</b>	<b>2820</b>	<b>495</b>	<b>3679</b>



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
Highly skilled production (Levels 6-8)	158	100	2	33.3	79	25	158	6
Highly skilled supervision (Levels 9-12)	270	100	4	66.7	68	245	270	6
<b>Total</b>	<b>428</b>	<b>100</b>	<b>6</b>	<b>100</b>	<b>71</b>	<b>270</b>	<b>428</b>	<b>6</b>

Salary Band	Total Days Taken	Average days per Employee	Number of Employees who took leave
Lower skilled (Levels 1-2)	1137	17	68
Skilled (Levels 3-5)	2394	21	115
Highly skilled production (Levels 6-8)	3520	18	194
Highly skilled supervision (Levels 9-12)	3400	18	184
Senior management (Levels 13-16)	1883	18	102
<b>Total</b>	<b>12334</b>	<b>19</b>	<b>663</b>

	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2010	Number of Employees who took Capped leave	Total number of capped leave available at 31 December 2010	Number of Employees as at 31 December 2010
Lower skilled (Levels 1-2)	4	2	300	2	3305	11
Skilled (Levels 3-5)	20.36	5	60	4	3305	55
Highly skilled production (Levels 6-8)	10	10	16	1	655	41
Highly skilled supervision (Levels 9-12)	27	9	30	3	1604	53
Senior management (Levels 13-16)	17	6	24	3	856	35
<b>Total</b>	<b>78.36</b>	<b>6</b>	<b>50</b>	<b>13</b>	<b>9725</b>	<b>195</b>

Reason	Total Amount (R'000)	Number of Employees	Average Payment per Employee (R'000)
Capped leave payouts on termination of service for 2010/11	27	4	7
Current leave payout on termination of service for 2010/11	549	23	24
<b>Total</b>	<b>576</b>	<b>27</b>	<b>21</b>

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)
None

# HUMAN RESOURCES OVERSIGHT

FOR THE YEAR ENDED 31 MARCH 2011



**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		Ms Ntsiki Sisulu-Singapi
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 Department has a Dedicated Unit, EH& Wellness Unit
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		Key Services Provide: HIV & AIDS & TB Testing & Screening and Referral. Wellness Management, Financial Management Grief, Counseling, Trauma Debriefing, communicable and non-communicable disease awareness drives, blood donation drives
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.		No, Not Yet	The Establishment of a Committee is in Progress a Submission has been Approved
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		
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		Keep Status Confidential, Inform Supervisor only with consent of affected staff for workplace accommodation Advocate for Upholding of Human dignity at sms level of those who are positive / suspect to be positive so as to reduce stigma
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	Yes		See attached HCT Campaign Statistics
8. Has the department developed measures/indicators to monitor & evaluate the impact of your health promotion programme? If so, list these measures/indicators.	Yes		See attached Readiness Assessment & Monitoring Tool

**TABLE 11.1 - Collective Agreements**

Subject Matter	Date
None	N/A

**TABLE 11.2 - Misconduct and Discipline Hearings Finalised**

Outcomes of disciplinary hearings	Number	Percentage of Total	Total
Dismissal	1	11	9
Final written warning	4	44	9
Final written warning & One month suspension without pay	2	22	9
Final written warning & two weeks suspension without pay	2	22	9
<b>Total</b>	<b>9</b>	<b>100</b>	<b>9</b>

**TABLE 11.3 - Types of Misconduct Addressed and Disciplinary Hearings**

Type of misconduct	Number	Percentage of Total	Total
Poor time keeping	4	40	10
Misrepresentation	1	10	10
Intimidation	1	10	10
Absenteeism	2	20	10
Dereliction of duties	1	10	10
Negligence	1	10	10
<b>Total</b>	<b>10</b>	<b>100</b>	<b>10</b>



TABLE 11.4 - Grievances Lodged			
Number of grievances addressed	Number	Percentage of Total	Total
Supervisor violated her right to privacy	1	20	5
Unfair labour practice	3	60	5
Victimisation	1	20	5
<b>Total</b>	<b>5</b>	<b>100</b>	<b>5</b>

TABLE 11.5 - Disputes Lodged		
Number of disputes addressed	Number	% of total
Upheld	N/A	N/A
Dismissed	N/A	N/A
<b>Total</b>		

TABLE 11.6 - Strike Actions	
Total number of person working days lost	11
Total cost (R'000) of working days lost	R 9 550.39
Amount (R'000) recovered as a result of no work no pay	R 9 550.39

TABLE 11.7 - Precautionary Suspensions	
Number of people suspended	1
Number of people whose suspension exceeded 30 days	1
Average number of days suspended	86
Cost (R'000) of suspensions	R16 630.20

TABLE 12.1 - Training Needs identified						
Occupational Categories	Gender	Employment 31 March 2011	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	47	0	5	0	5
	Male	55	0	5	0	5
Professionals	Female	89	0	22	0	22
	Male	45	0	11	0	11
Technicians and associate professionals	Female	63	0	49	0	49
	Male	26	0	28	0	28
Clerks	Female	103	0	90	0	90
	Male	34	0	49	0	49
Service and sales workers	Female	15	0	0	0	0
	Male	9	0	0	0	0
Elementary occupations	Female	86	0	17	0	17
	Male	64	0	13	0	13
Gender sub totals	Female	403	0	183	0	183
	Male	233	0	106	0	106
<b>Total</b>		<b>636</b>	<b>0</b>	<b>289</b>	<b>0</b>	<b>289</b>



# HUMAN RESOURCES OVERSIGHT

FOR THE YEAR ENDED 31 MARCH 2011



**TABLE 12.2 - Training Provided**

Occupational Categories	Gender	Employment 31 March 2011	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	47	0	5	0	5
	Male	55	0	4	0	4
Professionals	Female	89	0	61	0	61
	Male	45	0	34	0	34
Technicians and associate professionals	Female	63	0	77	0	77
	Male	26	0	33	0	33
Clerks	Female	103	0	35	0	35
	Male	34	0	29	0	29
Service and sales workers	Female	15	0	0	0	0
	Male	9	0	0	0	0
Elementary occupations	Female	86	0	22	0	22
	Male	64	0	11	0	11
Gender sub totals	Female	403	0	200	0	200
	Male	233	0	111	0	111
<b>Total</b>		<b>636</b>	<b>0</b>	<b>311</b>	<b>0</b>	<b>311</b>

**TABLE 13.1 - Injury on Duty**

Nature of injury on duty	Number	% of total
Required basic medical attention only	5	100
Temporary Total Disablement	0	0
Permanent Disablement	0	0
Fatal	0	0
<b>Total</b>	<b>5</b>	

**TABLE 14.1 - Report on consultant appointments using appropriated funds**

Project Title	Total number of consultants who worked on the project	Duration: Work days	Contract value in Rand
Audit Committee meetings	7	23	239 810
Transcriptions and translation services	unknown	unknown	59 476
National Income Dynamic Study	21	unknown	16 339 328
Compilation of Internal Control Framework	3	2	25 924
Commission Meetings (Public Office Bearers)	73	23	1 517 501
Competency assessment for performance monitoring and evaluation	unknown	unknown	38 392
Actual re-calculation of office bearers pension and other terminal benefits	unknown	unknown	65 208
Presidential Review Committee on State Owned Enterprises	73	1801	10 286 931
Commission Meetings for National Planning	25	36	2 435 222
Access to database for Compiling of Outcome indicator by PME	unknown	unknown	489 000
Workshop for land use management expert	unknown	unknown	158 352
Compilation of the Development indicators 2010 report	unknown	unknown	139 500
To perform job evaluation for 12 PME post	unknown	unknown	19 860
Literature review on contemporary debates-global civics and fairness	unknown	unknown	44 800
Technical assistance unit for services rendered in the establishment of PM&E	unknown	unknown	325 020
Tender for work done on The Presidency Territorial Review	unknown	unknown	279 578
<b>Total number of projects</b>	<b>Total individual consultants</b>	<b>Total duration: Work days</b>	<b>Total contract value in Rand</b>
<b>16</b>	<b>202</b>	<b>1 885</b>	<b>32 463 902</b>



**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
Audit Committee meetings	-	-	-
Transcriptions and Translation services	HDI Women	75%	-
National Income Dynamic Study	-	-	-
Compilation of Internal Control Framework	-	-	-
Commission meetings (Public Office Bearers)	-	-	-
Competency Assessment for performance monitoring and evaluation	-	-	-
Actual re-calculation of office bearers pension and other terminal benefits	-	-	-
Presidential Review Committee on State Owned Enterprises	-	-	-
Commission meetings for National Planning	-	-	-
Access to database for Compiling of Outcome Indicator by PME	-	-	-
Workshop for land use management expert	-	-	-
Compilation of the Development indicators 2010 report	-	-	-
To perform job evaluation for 12 PME posts	-	-	-
Literature review on contemporary debates - global civics and fairness	-	-	-
Technical assistant unit for service rendered in the establishment of PM&E	-	-	-
Tender for work done on The Presidency Territorial Review	-	-	-

**TABLE 14.3 - Report on consultant appointments using Donor funds**

Project Title	Total number of consultants that worked on the project	Duration: Work days	Donor and Contract value in Rand
To develop tailored library/internal research Database for PSPPD	Unknown	Unknown	54 500
The pathways project: women's routes to crime and incarceration in South Africa	Unknown	Unknown	573 292
Programme to support Pro-Poor Policy Development (PSPPD) System Support and maintenance: development of Project Tracking System	Unknown	Unknown	45 630
PSPPD: Website development and maintenance	Unknown	Unknown	7 475
PSPPD: Programme to support Pro-Poor Policy Development	Unknown	Unknown	111 376
Event Management and Facilitator for the PSPPD Consultations	Unknown	Unknown	16 973
Programme to support Pro-Poor Policy Development (PSPPD) Web Hosting and maintenance	Unknown	Unknown	3 000
NIDS Small scale studies wave 1 Analysis	Unknown	Unknown	99 510
NIDS data to National Education Infrastructure Management System for PSPPD	Unknown	Unknown	95 230
<b>Total number of projects</b>	<b>Total individual consultants</b>	<b>Total duration: Work days</b>	<b>Total contract value in Rand</b>
<b>9</b>	<b>Unknown</b>	<b>unknown</b>	<b>1 006 987</b>

**TABLE 14.4 - Analysis of consultant appointments using Donor 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
European Union	-	-	-





# SECTION E

ANNUAL FINANCIAL STATEMENTS







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ANNUAL FINANCIAL STATEMENTS 2010/2011





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# REPORT OF THE AUDIT COMMITTEE

TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA

FOR THE YEAR ENDED 31 MARCH 2011



*We are pleased to present our report for the financial year ended 31 March 2011*

## Audit Committee Members and Attendance:

The audit committee consists of the members listed hereunder and should meet four (4) times per annum as per its approved terms of reference. During the current year, 6 meetings including meetings for specific purposes, were held.

Name of Member	Number of Meetings Attended
Mr George Negota (Chairperson)	5
Ms Nopasika Lila (resigned 12 July 2010)	2
Mr Stewart Patterson	5
Ms Lorraine François	5
Mr Cedric Boltman (appointed 3 December 2010)	2
Ms Ntombi Langa-Royds (appointed 3 December 2010)	2
Mr Anton Bishof (appointed 3 December 2010)	2

## 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 Regulation 3.1**.

The Audit Committee also reports that it has adopted appropriate formal terms of reference in its audit committee charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

## The effectiveness of internal control

The system of internal control was not entirely effective for the year under review. During the year under review, several deficiencies in the system of internal control and/or deviations were reported by the internal auditors and the Auditor-General South Africa. In certain instances, the matters reported previously have not been fully and satisfactorily addressed. The internal control system has reflected a slight improvement in the past year but remains unsatisfactory.

## The quality of in-year management and monthly/quarterly reports submitted in terms of the PFMA.

The Audit Committee is not satisfied with the content and quality

of monthly and quarterly financial and performance against predetermined objectives reports prepared and issued by the Accounting Officer of the Department during the year under review. The quarterly financial reports presented to the Audit Committee were not accurate since the overspending of R29 million at year end was not identified timeously. The quarterly reports on performance against predetermined objectives were not presented to the Audit Committee, in anticipation of an exemption from submitting them being granted by National Treasury which did not materialize.

## Evaluation of 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 South Africa and the Accounting-Officer.
- reviewed the Auditor-General South Africa's management report and management's response thereto;
- reviewed the department's compliance with legal and regulatory provisions
- reviewed significant adjustments resulting from the audit.

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

## Internal audit

The Audit Committee is satisfied that the internal audit function is operating effectively and that it has covered the risks pertinent to The Presidency in its audits in terms of their annual audit plan. However, the internal audit findings and recommendations are not being addressed by management.

## Auditor-General South Africa

The Audit Committee has met with the Auditor-General South Africa to ensure that there are no unresolved issues.

**Chairperson of the Audit Committee**

**Date: 29 July 2011**



# REPORT OF THE ACCOUNTING OFFICER

## TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA

### FOR THE YEAR ENDED 31 MARCH 2011

#### 1. GENERAL REVIEW OF STATE OF FINANCIAL AFFAIRS

The Presidency has continued to undergo a process of restructuring its activities in response to the electoral mandate which defines the strategic direction of government. The main changes came about in the form of creation of two new ministries in the Presidency being, the Ministry of Performance Monitoring and Evaluation and the Ministry for National Planning. These will ensure that the Presidency plays a better role in long-term planning and the monitoring of the implementation of government programmes.

Since the continued restructuring process took place during the financial year, the baseline amounts allocated during the previous Medium term expenditure framework were not sufficient to fund the activities involved. Hence the inevitable increase of R181,850, between the previous reporting period and the current reporting period.

The increasing international commitments by the principals and the huge demand on the President in the conflict resolution processes on the continent have had a significant impact on the financial resources of The Presidency, which were not planned for and fell outside the adjustments budget process.

During the Cabinet reshuffle at the end of 2010 the President appointed a Deputy Minister in The Presidency to assist the Minister for Performance Monitoring and Evaluation.

In the year under review The Presidency had incurred an overspending on its budget to the amount of R28, 428 million. The deficit can mainly be attributed to:

- R15, 744 million in accruals carried forward from the 2009/10 financial year.
- The remainder (R12, 684 million) can be attributed to:
  - Computer services (DPME, Presidential Hotline, and additional capacity for DWCPD)
  - Appointment of a Deputy Minister and support staff after that Adjustment Budget process had been concluded.
  - International and local travel
  - Compensation of employees

The table below depicts the allocations made in 2010/11 in comparison to the 2009/10 financial year.

Budget Allocation for the 2010/2011 Fiscal Year			
	R'000	R'000	R'000
Description	2010/2011	2009/2010	Increase/ (Decrease)
Budget Allocation	807,463	494,301	313,162
Statutory Allocation	4,550	4,284	266
<b>Total Budgeted Allocation</b>	<b>812,013</b>	<b>498,585</b>	<b>313,428</b>

The Presidency received a total adjustment allocation of R84, 850 million during the adjustment estimate process in order to support its activities and this amount is made up as follows:

- a. The National Youth Development Agency received R29 million.
- b. The Department of Performance Monitoring and Evaluation received R20 million for its expanded mandate.
- c. The Presidential Review Commission received R10 million.
- d. Programme 1: Administration received R18, 869 million for a shared internal audit service, minting of the seventh national order, Information Technology and capacity within the support services.
- e. An amount of R5,7 million was allocated for increased personnel remuneration.
- f. R1, 289 million was rolled over for the costs of the Presidential Hotline.

Funds were transferred between the main divisions of the Vote

Virement between main divisions in Vote 1.					
	R'000		R'000	R'000	
To Programme	Amount	From Programme	Amount	Appropriation	%
Programme 1	20,914	Programme 3	20,914	516,128	4,05
Programme 2	34	Programme 1	34	270,879	0,01
<b>TOTAL</b>	<b>20,948</b>		<b>20,948</b>	<b>787,007</b>	<b>2,66</b>

The R17,078 million unauthorised expenditure for the previous year was approved without funding by Parliament.



# REPORT OF THE ACCOUNTING OFFICER

TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA

FOR THE YEAR ENDED 31 MARCH 2011



## 2. SERVICES RENDERED BY THE DEPARTMENT

The Presidency does not render any direct services to the public. Its reason for existence is to ensure that the President is able to execute his / her constitutional obligation to promote unity and to do that which will enhance the Republic. The Presidency therefore, provides the necessary support to the President in order for the President to be able to play his key role of achievement of the strategic agenda of government.

### Inventories

The inventories on hand at year end were as follows:

Library Books	R 265 706.36
Cleaning Materials	R 55 609.92
Stationery	R 1 402 931.93

## 3. CAPACITY CONSTRAINTS

As mentioned in the accounting officer's report of 2009/10, the Presidency continues to face an acute shortage of office accommodation, especially due to the creation of the two new ministries and the resultant need to provide additional support staff to the Ministers. The limited funding that was prevalent in 2010/11 under programme 1: administration compensation budget, created a delay in the filling of critical vacant posts within the support function of the Presidency. This resulted in increased pressure on this function with its limited resources and the need to provide a balance with the provision of quality service to the rest of the Presidency, especially in the setting up of the three new departments namely Performance Monitoring and Evaluation, National Planning Commission and the Department of Women, Children and People with Disabilities. The pressures to enhance the Private Offices of the principals have also put an enormous strain on the support services, not only in terms of budget but also capacity reprioritisation that impacted on the support services.

## 4. UTILISATION OF DONOR FUNDS

There is currently only one donor funded project namely the Programme to Support Pro Poor Policy Development, funded by the European Union.

The Presidency spent R 3 806 million on the European Union project.

The balance of the donor funds was surrendered to the Reconstruction and Development Programme Fund at the end of March 2011.

## 5. PUBLIC ENTITIES

The National Youth Commission was merged with the Umsobomvu Youth Fund in the 2009/10 financial year to form the National Youth Development Agency (NYDA). The NYDA was established in terms of the NYDA Act, Act No. 54 of 2008 from the merger of the two youth formations. The NYDA's focus was predominantly to implement the national youth policy 2009-2014 together with other key government programmes such as rural development, anti poverty strategy etc. In addition the NYDA renders services such as the provision of counseling and advice for entrepreneurship, market access, provision of funding for business and skills development. The total funding transferred to the NYDA in the period under review is R 398 973 million.

## 6. ORGANISATIONS TO WHICH TRANSFER PAYMENTS HAVE BEEN MADE

The transfer funds allocation made in the Presidency budget for the 2010/11 relating to the transfer to Isigodlo Trust was not made because the agreement to fund the Trust had come to an end. The funding of R 1 970 million was, with the necessary approval of the National Treasury, moved to goods and services to augment the funding shortfall for the Presidential Review Commission on State Owned Enterprises.

## 7. PUBLIC/PRIVATE PARTNERSHIPS (PPP)

The Presidency is participating in a public/ private partnership (PPP), as a user department, arranged for national government by the National Department of Transport. This Agreement is a (Transport) Full Maintenance Lease Transversal contract regulated by the National Treasury's PPP and Supply Chain Management Regulations. The Presidency leases short term, long term and chauffeur-driven vehicles. The current agreement comes to an end at the end of October 2011.



# REPORT OF THE ACCOUNTING OFFICER TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA FOR THE YEAR ENDED 31 MARCH 2011

## 8. CORPORATE GOVERNANCE ARRANGEMENTS

### Leadership arrangement- ethics, values, code of conduct

The Presidency officials are compelled to disclose any business interests outside the working environment as well as disclosure of any conflict of interest in their decisions on various procurement committees. Officials are also compelled to disclose gifts, donations and sponsorships granted or received by individuals and on behalf of The Presidency whether in cash or in kind.

### Governance of Risk

The Presidency has a Risk Management Unit which functions under the control and direction of the Risk Management Committee (Committee). Committee members attended a workshop on their roles and responsibilities to enable them to assist the Accounting Officer in the discharge of risk management responsibilities. The Committee is governed by the Charter which also articulates its reporting responsibilities to both the Accounting Officer and the Audit Committee. Risk management within The Presidency is guided by the Enterprise Risk Management Framework (ERMF) which is aligned to National Treasury's guidelines.

During the year under review, Risk Management Unit developed the Risk Management Policy, Fraud Prevention Plan, Fraud Policy and Response Plan, Whistle Blowing Policy, Conflict of Interest Policy and; Gifts, Donations and Sponsorships Policy. The risk Management Unit further embarked on a communication campaign in the form of short awareness sessions during inductions, communication through intranet and use of display boards.

A Strategic Gift Register was also developed to ensure that material risks to The Presidency are identified and mitigated to acceptable levels thus ensuring that The Presidency continue to achieve its strategic objectives. A Combined Assurance Plan was also developed. The Plan identifies and specifies the sources of assurance over The Presidency's Top 10 Strategic risks.

### Governing Stakeholder relationships

The Chief Operations Officer has been delegated as the Deputy

Information Officer for The Presidency. Promotion of Access to Information Act (PAIA) Administrators within Branches have been appointed and trained by the South African Human Rights Commission (SAHRC) to handle PAIA requests. The Presidency's Manual for Access to Information has been updated and translated into eleven official languages in line with the Promotion of Access to Information Act 2 of 2000. Section 32 Report has been submitted to SAHRC in compliance with PAIA.

### Effectiveness of internal audit and audit committee

The Presidency has an Internal Audit Unit which functions under the control and direction of an Audit Committee. During the year under review, internal audit functioned according to an approved charter and performed audits which were approved in the annual operational plan. The Internal Audit Unit is independent and no limitation is placed on the access to information. The accountability and reporting structure of the unit is properly established and regular feedback is provided to the Audit Committee.

## 9. DISCONTINUED ACTIVITIES/ ACTIVITIES TO BE DISCONTINUED

Policy Co-ordination Unit has been discontinued with the formation of the new Ministry of Planning and the Department of Performance Monitoring and Evaluation, and the activities that were residing under this unit have been relocated to two Ministries as well as the enhanced cabinet office.

Although the Department of Women, Children and People with Disabilities is an independent department The Presidency has been assisting with the setting up of their structures to enable them to function autonomously.

## 10. NEW / PROPOSED ACTIVITIES

The Department of Performance Monitoring and Evaluation has been promulgated and is a department on its own outside the Presidency, while the Minister responsible for this function will still be part of the Presidency. The cabinet office has been expanded to cater for the policy advisory services, the secretarial services for FOSAD in addition to the secretarial services that it has been offering to cabinet.



# REPORT OF THE ACCOUNTING OFFICER

TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA

FOR THE YEAR ENDED 31 MARCH 2011



The President appointed a Presidential Review Commission on State Owned Enterprises that was initially managed and administered by the Department of Performance Monitoring and Evaluation. A decision was taken in October 2010 that the management and administration of this commission be transferred to The Presidency. A steering committee, chaired by the Minister of Performance Monitoring and Evaluation and attended by the DG in The Presidency was established, to oversee the progress of the Commission. An additional structure to assist and oversee the administrative functioning of the commission was set up and is chaired by the COO, which meets on a monthly basis.

## 11. ASSET MANAGEMENT

The asset management unit is not operating at full capacity due to lack of funding to fill vacant posts within the unit. However, the very basic requirements in terms of the PFMA and the treasury regulations relating to asset management reforms have been met. All the assets within the Presidency were physically verified through a stock take exercise. A disposal process is also in progress to ensure that all the disposals are dealt with in accordance with the prescripts. The asset management policy has been revised to re-emphasize the role that responsibility managers need to play in ensuring the safe keep of state assets under their custody. There has been awareness creation through the use of internal circulars and electronic media to the staff in general within the Presidency.

## 12. EVENTS AFTER REPORTING DATE

None.

## 13. PERFORMANCE INFORMATION

After the transition process in 2009 and the resultant changes that were affected within The Presidency all efforts were to ensure that the Strategic Plans are reviewed and aligned to the structures to reflect the new way forward. These changes then required alignment of the programme structure of the budget and performance information to ensure that The Presidency is in a position to meet the reporting requirements as set out in the PFMA.

All the above preparations were done on the basis that the Department of Performance Monitoring and Evaluation (DPME)

would form part of The Presidency. It was only in February 2010 that we were informed that the President had in fact signed a proclamation in December the previous year that the DPME would be an independent department. During communication with the National Treasury on how The Presidency needs to deal with this change it was then indicated by the National Treasury that the budget process for the 2010/11 had been concluded and that the matter will be addressed during the adjustments budget process in 2010.

Based on the above The Presidency then started with the preparation of creating new programme structures that is aligned with the new revised structure that speaks to the ENE and the strategic plan. This included amending the measurable objectives to be in line with the proposed structure. This was done in conjunction with the colleagues in both the National Planning Commission and the Department of Performance Monitoring and Evaluation.

During adjustment budgets process in September 2010 The Presidency then submitted a request to National Treasury to amend its budget and programme structure for the 2010/11 financial year. The National Treasury then in late October reported back to The Presidency indicating that they are not going to approve the changes requested and that The Presidency revert back to the programme structures as set out in the 2009/10 ENE and that they will only affect the requested changes in the 2011/12 financial year.

The effect of this decision was that the measurable objectives identified for the current financial year could not be amended to accommodate the National Planning Commission or the Performance Monitoring and Evaluation. The objectives still speak to Policy Co-ordination and Advisory Services and Cabinet and Communications that no longer exist. For The Presidency to then go back and try to report on its activities by aligning them with the structures in the previous financial year was almost impossible given the time available before the end of the financial year. This has also resulted in the branches not being able to do their quarterly reports that reflect the real nature of their work.

In light of the fact that National Treasury did not approve the structure changes The Presidency had approached the Minister of Finance through the Accountant-General to approve that The Presidency not be subjected to an audit of performance



# REPORT OF THE ACCOUNTING OFFICER

TO THE EXECUTIVE AUTHORITY AND PARLIAMENT OF THE REPUBLIC OF SOUTH AFRICA

FOR THE YEAR ENDED 31 MARCH 2011

information by the Auditor-General for the 2010/11 financial year and that The Presidency only report on their actual activities in the Annual Report.

It needs to be mentioned that in the 2009/10 audit report the Auditor-General expressed a negative opinion on the usefulness of the performance information of The Presidency, and it was on this basis that The Presidency requested that its structures be changed to ensure compliance and avoid any further negative reporting/opinion by the Auditor-General.

## 14. SCOPA RESOLUTIONS

### Capital Assets

The Committee recommended that the Accounting Officer ensures that:

- control measures are implemented to ensure the completeness of the asset register
- regular asset counts are performed
- all assets are properly recorded on the asset register; and
- all discrepancies are corrected.

The Presidency implemented all the recommendations of the Committee.

**Irregular Expenditure:** R 24,520 million transferred to the Nation Youth Commission. The matters of the irregular expenditure was resolved.

National Treasury viewed the expenditure as non-compliance.

**Unauthorised Expenditure:** R 14,511 million.

A final resolution from the Committee is awaited.

## 15. PRIOR MODIFICATIONS OF THE AUDIT REPORT

The Presidency employed its resources to give a more focused attention to the issue of asset management which led to a qualified report by the Auditor-General in the previous financial year. There was a concerted effort to ensure that the disposal process takes

place within the financial year. Through the verification process, all the assets under the custody of the Presidency have been recorded in the asset register.

## 16. EXEMPTIONS AND DEVIATIONS RECEIVED FROM THE NATIONAL TREASURY

The National Treasury granted the Presidency an approval in terms of section 12.1.2 of the Treasury regulations for the Presidency to exceed the annual limit of R 250 000 for insurance costs. This is due to the increased number of political principals in the Presidency.

## 17. OTHER

None

## 18. APPROVAL

The Annual Financial Statements set out on pages 98 to 138 have been approved by the Acting Accounting Officer.



**Mr Ken Terry**  
**ACTING CHIEF OPERATIONS OFFICER**  
**(ACCOUNTING OFFICER)**

**Date: 28 July 2011**



# REPORT OF THE AUDITOR-GENERAL

TO PARLIAMENT ON THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## REPORT OF THE AUDITOR-GENERAL TO PARLIAMENT ON VOTE NO. 1: THE PRESIDENCY

### REPORT ON THE FINANCIAL STATEMENTS

#### Introduction

1. I have audited the accompanying financial statements of The Presidency, which comprise the appropriation statement, the statement of financial position as at 31 March 2011, and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information, as set out on pages 98 to 138.

#### Accounting officer's responsibility for the financial statements

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

#### Auditor-General's responsibility

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), section 4 of the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and section 40(2) of the PFMA, my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with International Standards on Auditing and General Notice 1111 of 2010 issued in Government Gazette 33872 of 15 December 2010. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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 control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### Opinion

7. In my opinion, the financial statements present fairly, in all material respects, the financial position of The Presidency as at 31 March 2011, and its financial performance and cash flows for the year then ended in accordance with The Departmental Financial Reporting Framework prescribed by the National Treasury and the requirements of the PFMA.

#### Emphasis of matter

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

#### Unauthorised expenditure

8. As disclosed in note 10 to the financial statements, unauthorised expenditure to the amount of R28,428 million was incurred as a result of overspending on the vote.

#### Additional matters

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



# REPORT OF THE AUDITOR-GENERAL

## TO PARLIAMENT ON THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2011

#### Financial reporting framework

9. The financial reporting framework prescribed by the National Treasury and applied by the department is a compliance framework. Thus my opinion would have reflected that the financial statements had been properly prepared instead of fairly presented as required by section 20(2)(a) of the PAA, which requires me to express an opinion on the fair presentation of the financial statements of the department.

#### REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

10. In accordance with the PAA and in terms of *General Notice 1111 of 2010*, issued in *Government Gazette 33872 of 15 December 2010*, I include below my findings on the annual performance report as set out on pages 52 to 63 and material non-compliance with laws and regulations applicable to the department.

#### Predetermined objectives

#### Usefulness of information

11. The reported performance information was deficient in respect of the following criteria:
- **Relevance:** There is no clear and logical link between the objectives, outcomes, outputs indicators and performance targets.
  - **Measurability:** The indicators are not well defined and verifiable, and targets are not specific, measurable and time bound.

12. The following audit findings relate to the above criteria:

#### No logical link between objectives, indicators and targets

For all of the objectives selected, there was no clear and logical link between the planned objectives, indicators and targets. This is as a result of ineffective systems regarding performance management, at the initial strategic planning phase, when the objectives were determined.

#### Planned and reported targets are not specific, measurable and time bound

For the selected objectives, all of the planned and reported targets were not:

- specific in clearly identifying the nature and the required level of performance;
- measurable in identifying the required performance;
- time-bound in specifying the time period or deadline for delivery.

#### Planned and reported indicators are not well defined

For the selected objectives, all of the planned and reported indicators were not clear, as unambiguous data definitions were not available to allow for data to be collected consistently.

#### Planned and reported indicators are not verifiable

For the selected objectives valid performance management processes and systems that produce actual performance against planned indicators do not exist for all of the indicators.

#### Compliance with laws and regulations

#### Strategic planning and performance management

13. The strategic plan did not include the measurable objectives, expected outcomes, programme outputs, indicators and targets for all of the institution's programmes, as required by Treasury Regulation (TR) 5.2.3(d).
14. The accounting officer did not ensure that the department had and maintained an effective, efficient and transparent system of internal control regarding performance management, which described and represented how the department's processes of performance planning, monitoring, measurement, review and reporting were conducted, organised and managed as required by sections 38(1)(a)(i) and (b) of the PFMA.



# REPORT OF THE AUDITOR-GENERAL

TO PARLIAMENT ON THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## Budgets

15. The accounting officer did not ensure that expenditure of the department is in accordance with the vote of the department and the main divisions within the vote as per the requirements of section 39(1)(a) of the PFMA.

## Procurement and contract management

16. Employees were identified who performed remunerative work outside their employment in the department without written permission from the relevant authority as per the requirements of section 30 of the Public Service Act of South Africa, 1994.

## Expenditure management

17. Payments due to creditors were not always settled within 30 days from receipt of an invoice as per the requirements of section 38(1)(f) of the PFMA and TR 8.2.3.

18. The accounting officer did not take effective and appropriate steps to prevent and detect unauthorised expenditure as per the requirements of sections 38(1)(c)(ii) and 39(1)(b) of the PFMA and TR 9.1.1.

19. The accounting officer did not take effective and appropriate steps to prevent and detect irregular expenditure as per the requirements of section 38(1)(c)(ii) of the PFMA and TR 9.1.1.

## INTERNAL CONTROL

### Achievement of internal control objectives

20. In accordance with the PAA and in terms of General Notice 1111 of 2010, issued in *Government Gazette 33872 of 15 December 2010*, I considered internal control relevant to my audit, but not for the purpose of expressing an opinion on the effectiveness of internal control. The matters reported below are limited to the significant deficiencies that resulted in the findings on the annual performance report and the findings on compliance with laws and regulations included in this report.

## Leadership

21. The Presidency did not have sufficient monitoring controls to ensure the proper implementation of the overall process of planning, budgeting, implementation and reporting on performance against predetermined objectives.

## Financial and performance management

22. The effectiveness of in-year monitoring of compliance with financial and budgetary requirements as well as all applicable legislation was inadequate, and non-compliance with laws and regulations could have been prevented had compliance been properly reviewed and monitored.

*Auditor - General*

Pretoria

29 July 2011



AUDITOR-GENERAL  
SOUTH AFRICA

Auditing to build public confidence





# APPROPRIATION STATEMENT

DETAIL PER PROGRAMME 1 - ADMINISTRATION

FOR THE YEAR ENDED 31 MARCH 2011



APPROPRIATION PER PROGRAMME									
APPROPRIATION STATEMENT	2010/11							2009/10	
	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
<b>1. Administration</b>									
Current payment	252 415	-	31 326	283 741	304 738	(20 997)	107.4%	232 121	232 032
Transfers and subsidies	2 077	-	(1 970)	107	345	(238)	322.4%	5 923	2 841
Payment for capital assets	16 387	-	(8 476)	7 911	7 911	-	100%	9 185	9 173
Payment for Financial Assets	-	-	-	-	-	-	-	61	61
<b>2. Communications</b>									
Current payment	20 396	-	(55)	20 341	25 695	(5 354)	126.3%	32 506	26 249
Transfers and subsidies	-	-	-	-	26	(26)	-	93	93
Payment for capital assets	60	-	89	149	149	-	100.0%	174	174
Payment for Financial Assets	-	-	-	-	-	-	-	7	7
<b>3. Executive Co-ordination</b>									
Current payment	109 810	-	(24 534)	85 276	87 071	(1 795)	102.1%	102 607	102 600
Transfers and subsidies	398 980	-	-	398 980	398 998	(18)	100.0%	103 342	103 334
Payment for capital assets	7 338	-	3 620	10 958	10 958	-	100.0%	8 268	1 823
Payment for Financial Assets	-	-	-	-	-	-	-	14	14
<b>Subtotal</b>	<b>807 463</b>	<b>-</b>	<b>-</b>	<b>807 463</b>	<b>835 891</b>	<b>(28 428)</b>	<b>103.5%</b>	<b>494 301</b>	<b>478 401</b>
<b>Statutory Appropriation</b>									
Current payment	4 550	-	-	4 550	3 950	600	86.8%	4 284	3 830
<b>Total</b>	<b>812 013</b>	<b>-</b>	<b>-</b>	<b>812 013</b>	<b>839 841</b>	<b>(27 828)</b>	<b>103.4%</b>	<b>498 585</b>	<b>482 231</b>

	2010/11		2009/10	
	Final Appropriation	Actual Expenditure	Final Appropriation	Actual Expenditure
<b>Total (brought forward)</b>				
<b>Reconciliation with statement of financial performance</b>				
<b>ADD</b>				
Departmental receipts		586		625
Aid assistance		3 806		11 850
<b>Actual amounts per statement of financial performance (total revenue)</b>		<b>816 405</b>		<b>511 060</b>
<b>ADD</b>				
Aid assistance			3 806	11 850
<b>Actual amounts per statement of financial performance (total expenditure)</b>			<b>843 647</b>	<b>494 081</b>



# APPROPRIATION STATEMENT

## DETAIL PER PROGRAMME 2 - COMMUNICATIONS

### FOR THE YEAR ENDED 31 MARCH 2011

APPROPRIATION PER ECONOMIC CLASSIFICATION									
2010/11								2009/10	
	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
<b>Current payments</b>									
Compensation of employees	224 185	-	-	224 185	232 352	(8 167)	103.6%	200 377	195 942
Goods and services	158 436	-	6 737	165 173	185 152	(19 979)	112.1%	166 857	164 940
<b>Transfers and subsidies</b>									
Provinces and municipalities	-	-	-	-	3	(3)		3	3
Departmental agencies and accounts	400 943	-	(1 970)	398 973	398 973	-	100.0%	104 654	101 675
Public corporations and private enterprises	-	-	-	-	-	-		448	352
Households	114	-	-	114	393	(279)	344.7%	4 253	4 237
<b>Payments for capital assets</b>									
Machinery and equipment	23 785	-	-4 767	19 018	19 018	-	100.0%	17 627	11 170
<b>Payments for financial assets</b>									
	-	-	-	-	-	-	-	82	82
<b>Total</b>	<b>807 463</b>	<b>-</b>	<b>-</b>	<b>807 463</b>	<b>835 891</b>	<b>(28 428)</b>	<b>103.5%</b>	<b>494 301</b>	<b>478 401</b>

STATUTORY APPROPRIATION									
2010/11								2009/10	
Direct changes against the National/Provincial Revenue Fund	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
President and Deputy President salaries	4 550	-	-	4 550	3 950	600	86.8%	4 284	3 830
<b>Total</b>	<b>4 550</b>	<b>-</b>	<b>-</b>	<b>4 550</b>	<b>3 950</b>	<b>600</b>	<b>86.8%</b>	<b>4 284</b>	<b>3 830</b>

STATUTORY APPROPRIATION PER ECONOMIC CLASSIFICATION									
2010/11								2009/10	
Statutory Per Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Current payments</b>									
Compensation of employees	4 550	-	-	4 550	3 950	600	86.8%	4 284	3 830
<b>Total</b>	<b>4 550</b>	<b>-</b>	<b>-</b>	<b>4 550</b>	<b>3 950</b>	<b>600</b>	<b>86.8%</b>	<b>4 284</b>	<b>3 830</b>



# APPROPRIATION STATEMENT

DETAIL PER PROGRAMME 3 - EXECUTIVE Co-ordination

FOR THE YEAR ENDED 31 MARCH 2011



Detail per sub-programme	2010/11							2009/10	
	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
<b>1.1 Minister</b>									
Current payment	3 632	-	(343)	3 289	3 289	-	100.0%	3 042	3 042
<b>1.2 Management</b>									
Current payment	159 918	-	31 669	191 587	188 557	3 030	98.4%	169 016	169 016
Transfers and subsidies	2 059	-	(1 970)	89	263	(174)	295.5%	1 755	1 659
Payment for Capital Assets	16 387	-	(10 116)	6 271	6 271	-	100%	8 128	8 116
Payment for Financial Assets	-	-	-	-	-	-	-	38	38
<b>1.3 Support to the President</b>									
Current payment	66 861	-	-	66 861	89 554	(22 693)	133.9%	42 953	42 944
Transfers and subsidies	18	-	-	18	52	(34)	288.9%	3 069	90
Payment for capital assets	-	-	1 614	1 614	1 614	-	-	1 040	1 040
Payment for Financial Assets	-	-	-	-	-	-	100.0%	19	19
<b>1.4 Support Services to Deputy President</b>									
Current payment	22 004	-	-	22 004	23 338	(1 334)	106.1%	17 110	17 030
Transfers and subsidies	-	-	-	-	30	(30)	-	1 099	1 092
Payment for capital assets	-	-	26	26	26	-	100.0%	17	17
Payment for Financial Assets	-	-	-	-	-	-	-	4	4
<b>Total</b>	<b>270 879</b>	<b>-</b>	<b>20 880</b>	<b>291 759</b>	<b>312 994</b>	<b>(21 235)</b>	<b>107.3%</b>	<b>247 290</b>	<b>244 107</b>

Economic classification	2010/11							2009/10	
	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
<b>Current payments</b>									
Compensation of employees	149 200	-	26 559	175 759	183 926	(8 167)	104.6%	126 272	126 272
Goods and services	103 215	-	4 767	107 982	120 812	(12 830)	111.9%	105 849	105 760
<b>Transfers and subsidies to:</b>									
Provinces and municipalities	-	-	-	-	3	(3)	-	3	3
Departmental agencies and accounts	1 970	-	(1 970)	-	-	-	-	2 979	-
Public corporations and private enterprises	-	-	-	-	-	-	-	448	352
Households	107	-	-	107	342	(235)	319.6%	2 493	2 486
<b>Payment for capital assets</b>									
Machinery and equipment	16 387	-	(8 476)	7 911	7 911	-	100.0%	9 185	9 173
<b>Payments for financial assets</b>									
	-	-	-	-	-	-	-	61	61
<b>Total</b>	<b>270 879</b>	<b>-</b>	<b>20 880</b>	<b>291 759</b>	<b>312 994</b>	<b>(21 235)</b>	<b>107.3%</b>	<b>247 290</b>	<b>244 107</b>



# APPROPRIATION STATEMENT

## DETAIL PER PROGRAMME 3 - EXECUTIVE Co-ordination

### FOR THE YEAR ENDED 31 MARCH 2011

Detail per sub-programme	2010/11							2009/10	
	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
<b>2.1 Communications</b>									
Current payment	20 396	-	(55)	20 341	25 695	(5 354)	126.3%	32 506	26 249
Transfers and subsidies	-	-	-	-	26	(26)	-	93	93
Payment for capital assets	-	-	89	149	-	-	100.0%	174	174
Payment for Financial Assets	60	-	-	-	149	-	-	7	7
<b>Total</b>	<b>20 456</b>	<b>-</b>	<b>34</b>	<b>20 490</b>	<b>25 870</b>	<b>(5 380)</b>	<b>126.3%</b>	<b>32 780</b>	<b>26 523</b>

Economic classification	2010/11							2009/10	
	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
<b>Current payments</b>									
Compensation of employees	15 161	-	(55)	15 106	15 106	-	100.0%	22 628	18 193
Goods and services	5 235	-	-	5 235	10 589	(5 354)	202.3%	9 878	8 056
Households	-	-	-	-	26	(26)	-	93	93
<b>Payment for capital assets</b>									
Machinery and equipment	60	-	89	149	149	-	100.0%	174	174
<b>Payments for financial assets</b>									
								7	7
<b>Total</b>	<b>20 456</b>	<b>-</b>	<b>34</b>	<b>20 490</b>	<b>25 870</b>	<b>(5 380)</b>	<b>126.3%</b>	<b>32 780</b>	<b>26 523</b>

Detail per sub-programme	2010/11							2009/10	
	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
<b>3.1 Policy Co-ordination</b>									
Current payment	91 452	-	(24 534)	66 918	73 139	(6 221)	109.3%	62 870	62 870
Transfers and subsidies	-	-	-	-	17	(17)	-	259	254
Payment for capital assets	7 215	-	3 732	10 947	10 947	-	100.0%	8 016	1 680
<b>3.2 Gender, disability and children</b>									
Current payment	-	-	-	-	-	-	-	27 032	27 029
Transfers and subsidies	-	-	-	-	-	-	-	1 250	1 250
Payment for capital assets	-	-	-	-	-	-	-	137	137
Payment for Financial Assets	-	-	-	-	-	-	-	14	14
<b>3.3 Cabinet Office</b>									
Current payment	18 358	-	-	18 358	13 932	4 426	75.9%	12 705	12 701
Transfers and subsidies	7	-	-	7	8	(1)	114.3%	158	155
Payment for capital assets	123	-	(112)	11	11	-	100.0%	115	6



# APPROPRIATION STATEMENT

DETAIL PER PROGRAMME 3 - EXECUTIVE Co-ordination

FOR THE YEAR ENDED 31 MARCH 2011



Detail per sub-programme	2010/11							2009/10	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
<b>3.4 National Youth Development Agency</b>									
Transfers and subsidies	398 973	-	-	398 973	398 973	-	100.0%	101 675	101 675
<b>National Youth Commission</b>									
Transfers and subsidies	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>516 128</b>	<b>-</b>	<b>(20 914)</b>	<b>495 214</b>	<b>497 027</b>	<b>(1 813)</b>	<b>100.4%</b>	<b>214 231</b>	<b>207 771</b>

Economic classification	2010/11							2009/10	
	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
<b>Current payments</b>									
Compensation of employees	59 824	-	(26 504)	33 320	33 320	-	100.0%	51 477	51 477
Goods and services	49 986	-	1 970	51 956	53 751	(1 795)	103.5%	51 130	51 124
<b>Transfers and subsidies to:</b>									
Departmental agencies and accounts	398 973	-	-	398 973	398 973	-	100.0%	101 675	101 675
Households	7	-	-	7	25	(18)	357.1%	1 667	1 658
<b>Payment for capital assets</b>									
Machinery and equipment	7 338	-	3 620	10 958	10 958	-	100.0%	8 268	1 823
<b>Payments for financial assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14</b>	<b>14</b>
<b>Total</b>	<b>516 128</b>	<b>-</b>	<b>(20 914)</b>	<b>495 214</b>	<b>497 027</b>	<b>(1 813)</b>	<b>100.4%</b>	<b>214 231</b>	<b>207 771</b>



# NOTES TO THE APPROPRIATION STATEMENT

FOR THE YEAR ENDED 31 MARCH 2011

## 1. DETAIL OF TRANSFERS AND SUBSIDIES AS PER APPROPRIATION ACT (AFTER VIREMENT):

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

## 2. DETAIL OF SPECIFICALLY AND EXCLUSIVELY APPROPRIATED AMOUNTS VOTED (AFTER VIREMENT):

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

## 3. DETAIL ON PAYMENTS FOR FINANCIAL ASSETS

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

## 4. EXPLANATIONS OF MATERIAL VARIANCES FROM AMOUNTS VOTED (AFTER VIREMENT):

4.1 Per Programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Administration	291 759	312 994	(21 235)	-7.3%
Communications	20 490	25 870	(5 380)	-26.3%
Executive Co-ordination	495 214	497 027	(1 813)	-0.4%

### Administration:

The appointment of support staff to the President to deal with the pressure on The Presidency relating to its role as mediator and participator on the continent and the world. The appointment of a Deputy Minister and support staff after the Adjustments Estimates.

### Communication:

Cost relating to the Presidential hotline

4.2 Per Economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
<b>Current payments</b>				
Compensation of employees	224 185	232 352	(8 167)	-4%
Goods and services	165 173	185 152	(19 979)	-12%
<b>Transfers and subsidies</b>				
Provinces and municipalities	-	3	(3)	-
Departmental agencies and accounts	398 973	398 973	-	-
Households	114	393	(279)	-
<b>Payments for capital assets</b>				
Machinery and equipment	19 018	19 018	-	-



# NOTES TO THE APPROPRIATION STATEMENT

FOR THE YEAR ENDED 31 MARCH 2011



**Compensation of Employees:**

Appointment of Deputy Minister and support personnel and appointment of additional staff to support the President.

**Goods and Services:**

International travel, computer services (for Performance Monitoring and Evaluation, Presidential Hotline).

**Transfers to Households:**

Due to the over expenditure on compensation of employees, there were no savings available to be utilised.



# STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDED 31 MARCH 2011

PERFORMANCE	Note	2010/11	2009/10
		R'000	R'000
<b>REVENUE</b>			
Annual appropriation	<u>1</u>	807 463	494 301
Statutory appropriation	<u>2</u>	4 550	4 284
Departmental revenue	<u>3</u>	586	625
Aid assistance	<u>4</u>	3 806	11 850
<b>Total REVENUE</b>		<b>816 405</b>	<b>511 060</b>
<b>EXPENDITURE</b>			
<b>Current expenditure</b>			
Compensation of employees	<u>5</u>	236 302	199 772
Goods and services	<u>6</u>	185 152	164 940
Aid assistance	<u>4</u>	3 795	11 632
<b>Total current expenditure</b>		<b>425 249</b>	<b>376 344</b>
<b>Transfers and subsidies</b>			
Transfers and subsidies	<u>8</u>	399 369	106 267
<b>Total transfers and subsidies</b>		<b>399 369</b>	<b>106 267</b>
<b>Expenditure for capital assets</b>			
Tangible capital assets	<u>9</u>	19 029	11 388
<b>Total expenditure for capital assets</b>		<b>19 029</b>	<b>11 388</b>
<b>Payments for financial assets</b>	<u>7</u>	-	82
<b>Total EXPENDITURE</b>		<b>843 647</b>	<b>494 081</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>(27 242)</b>	<b>16 979</b>
<b>Reconciliation of Net Surplus/(Deficit) for the year</b>			
Voted funds		(27 828)	16 354
Departmental revenue and NRF Receipts	<u>16</u>	586	625
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>(27 242)</b>	<b>16 979</b>



# STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 MARCH 2011



POSITION	Note	2010/11	2009/10
		R'000	R'000
<b>ASSETS</b>			
<b>Current assets</b>		<b>59 763</b>	<b>28 888</b>
Unauthorised expenditure	<u>10</u>	45 506	17 078
Cash and cash equivalents	<u>11</u>	76	75
Prepayments and advances	<u>13</u>	5 887	1 973
Receivables	<u>14</u>	8 294	9 762
<b>Non-current assets</b>		<b>458</b>	<b>20</b>
Other financial assets	<u>12</u>	458	20
<b>Total ASSETS</b>		<b>60 221</b>	<b>28 908</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>		<b>60 174</b>	<b>28 836</b>
Voted funds to be surrendered to the Revenue Fund	<u>15</u>	603	12 227
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	<u>16</u>	464	138
Bank overdraft	<u>17</u>	53 458	11 034
Payables	<u>18</u>	5 649	5 437
<b>Total LIABILITIES</b>		<b>60 174</b>	<b>28 836</b>
<b>NET ASSETS</b>		<b>47</b>	<b>72</b>

	Note	2010/11	2009/10
		R'000	R'000
<b>Represented by:</b>			
Recoverable revenue		47	72
<b>Total</b>		<b>47</b>	<b>72</b>



# STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED 31 MARCH 2011

NET ASSETS	Note	2010/11	2009/10
		R'000	R'000
<b>Recoverable revenue</b>			
Opening balance		72	67
Transfers:		(25)	5
Debts recovered (included in departmental receipts)		(25)	5
Closing balance		<u>47</u>	<u>72</u>
<b>Total</b>		<u>47</u>	<u>72</u>



# CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2011



CASH FLOW	Note	2010/11	2009/10
		R'000	R'000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts		<b>816 262</b>	<b>506 622</b>
Annual appropriated funds received	<u>1.1</u>	807 462	490 170
Statutory appropriated funds received	<u>2</u>	4 548	4 283
Departmental revenue received	<u>3</u>	446	319
Aid assistance received	<u>4</u>	3 806	11 850
Net (increase)/decrease in working capital		(2 234)	17 145
Surrendered to Revenue Fund		(12 481)	2 048
Current payments		(425 249)	(376 344)
Payments for financial assets		-	(82)
Transfers and subsidies paid		(399 369)	(106 267)
<b>Net cash flow available from operating activities</b>	<u>19</u>	<b>(23 071)</b>	<b>43 122</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for capital assets	<u>2</u>	(19 029)	(11 388)
Proceeds from sale of capital assets	<u>3.3</u>	140	306
(Increase)/decrease in other financial assets		(438)	(3)
<b>Net cash flows from investing activities</b>		<b>(19 327)</b>	<b>(11 085)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Increase/(decrease) in net assets		(25)	5
<b>Net cash flows from financing activities</b>		<b>(25)</b>	<b>5</b>
Net increase/(decrease) in cash and cash equivalents		(42 423)	32 042
Cash and cash equivalents at beginning of period		(10 959)	(43 001)
<b>Cash and cash equivalents at end of period</b>	<u>20</u>	<b>(53 382)</b>	<b>(10 959)</b>



# ACCOUNTING POLICIES

## FOR THE YEAR ENDED 31 MARCH 2011

*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 1 of 2010.*

### 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 comprises of departmental allocations as well as direct charges against revenue fund (i.e. statutory appropriation).

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

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

Any amount due from the National/Provincial Revenue Fund at the end of the financial year is recognised as a receivable in the statement of financial position.

#### 2.2 Departmental revenue

All departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the National/Provincial Revenue Fund, unless stated otherwise.

Any amount owing to the National/Provincial Revenue Fund is recognised as a payable in the statement of financial position.

No accrual is made for amounts receivable from the last receipt date to the end of the reporting period. These amounts are however disclosed in the disclosure note to the annual financial statements.



# ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 MARCH 2011



## 2.3 Direct Exchequer receipts

All direct exchequer receipts are recognised in the statement of financial performance when the cash is received and is subsequently paid into the National/Provincial Revenue Fund, unless stated otherwise.

Any amount owing to the National/Provincial Revenue Funds at the end of the financial year is recognised as a payable in the statement of financial position.

## 2.4 Direct Exchequer payments

All direct exchequer payments are recognised 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).

## 2.5 Aid assistance

Aids assistance is recognised as revenue when received

All in-kind aid assistance is disclosed at fair value on the date of receipt in the annexures to the Annual Financial Statements

The cash payments made during the year relating to aid assistance projects are recognised as expenditure in the statement of financial performance when final authorisation for payments is effected on the system (by no later than 31 March of each year)

The value of the assistance expensed prior to the receipt of funds is recognised as a receivable in the statement of financial position.

Inappropriately expensed amounts using aid assistance and any unutilised amounts are recognised as payables in the statement of financial position.

## 3. EXPENDITURE

### 3.1 Compensation of employees

#### 3.1.1 Salaries and wages

Salaries and wages are expensed 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).

Other employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements at its face value and are not recognised in the statement of financial performance or position.

Employee costs are capitalised to the cost of a capital project when an employee spends more than 50% of his/her time on the project. These payments form part of expenditure for capital assets in the statement of financial performance.

#### 3.1.2 Social contributions

Employer contributions to post employment benefit plans in respect of current employees are expensed 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).

No provision is made for retirement benefits in the financial statements of the department. Any potential liabilities are disclosed in the financial statements of the National Revenue Fund and not in the financial statements of the employer department.

Employer contributions made by the department for certain of its ex-employees (such as medical benefits) are classified as transfers to households in the statement of financial performance.

### 3.2 Goods and services

Payments made during the year 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/or services were acquired for a capital project or if the total purchase price exceeds the capitalisation threshold (currently R5, 000). All other expenditures are classified as current.

Rental paid for the use of buildings or other fixed structures is classified as *goods and services* and not as *rent on land*.



# ACCOUNTING POLICIES

## FOR THE YEAR ENDED 31 MARCH 2011

### 3.3 Interest and rent on land

Interest and rental payments 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). This item excludes rental for the use of buildings or other fixed structures. If it is not possible to distinguish between payment for the use of land and the fixed structures on it, the whole amount should be recorded under goods and services.

### 3.4 Payments for financial assets

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 an estimate is included in the disclosure notes to the financial statements amounts.

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

### 3.5 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).

### 3.6 Unauthorised expenditure

When confirmed 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 derecognised from the statement of financial position when the unauthorised expenditure is approved and the related funds are received.

Where the amount is approved without funding it is recognised as expenditure in the statement of financial performance on the date of approval.

### 3.7 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recognised as expenditure in the statement of financial performance according to the nature of the payment and not as a separate line item on the face of the statement. If the expenditure is recoverable it is treated as an asset until it is recovered from the responsible person or written off as irrecoverable in the statement of financial performance.

### 3.8 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.

## 4. ASSETS

### 4.1 Cash and cash equivalents

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

Bank overdrafts are shown separately on the face of the statement of financial position.

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 and are derecognised as and when the goods/services are received or the funds are utilised.



# ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 MARCH 2011



Prepayments 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 (including departmental employees) and are derecognised upon recovery or write-off.

Receivables outstanding at year-end are carried in the statement of financial position at cost plus any accrued interest. Amounts that are potentials irrecoverable are included in the disclosure notes.

## 4.5 Inventory

Inventories that qualify for recognition must be initially reflected at cost. Where inventories are acquired at no cost, or for nominal consideration, their cost shall be their fair value at the date of acquisition.

All inventory items at year-end are reflected using the weighted average cost or FIFO cost formula.

## 4.6 Capital assets

### 4.6.1 Movable assets

#### Initial recognition

A capital asset is recorded in the asset register on receipt of the item at cost. Cost of an asset is defined as the total cost of acquisition. Where the cost cannot be determined accurately, the movable capital asset is stated at fair value. Where fair value cannot be determined, the capital asset is included in the asset register at R1.

All assets acquired prior to 1 April 2002 are included in the register R1.

#### Subsequent recognition

Subsequent expenditure of a capital nature is recorded in the statement of financial performance as “expenditure for capital assets” and is capitalised in the asset register of the department on completion of the project.

Repairs and maintenance is expensed as current “goods and services” in the statement of financial performance.

### 4.6.2 Immovable assets

#### Initial recognition

A capital asset is recorded on receipt of the item at cost. Cost of an asset is defined as the total cost of acquisition. Where the cost cannot be determined accurately, the immovable capital asset is stated at R1 unless the fair value for the asset has been reliably estimated.

#### Subsequent recognition

Work-in-progress of a capital nature is recorded in the statement of financial performance as “expenditure for capital assets”. On completion, the total cost of the project is included in the asset register of the department that is accountable for the asset.

Repairs and maintenance is expensed as current “goods and services” in the statement of financial performance.

## 5. LIABILITIES

### 5.1 Payables

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

### 5.2 Contingent liabilities

Contingent liabilities are included in the disclosure notes to the financial statements when it is possible that economic benefits will flow from the department, or when an outflow of economic benefits or service potential is probable but cannot be measured reliably.

### 5.3 Contingent assets

Contingent assets are included in the disclosure notes to the financial statements when it is probable that an inflow of economic benefits will flow to the entity.



# ACCOUNTING POLICIES

## FOR THE YEAR ENDED 31 MARCH 2011

### 5.4 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.

### 5.5 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.

### 5.6 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.

### 5.7 Lease commitments

#### Finance lease

Finance leases are not recognised as assets and liabilities in the statement of financial position. Finance lease payments are recognised as an expense in the statement of financial performance and are apportioned between the capital and interest portions. The finance lease liability is disclosed in the disclosure notes to the financial statements.

#### Operating lease

Operating lease payments are recognised as an expense in the statement of financial performance. The operating lease commitments are disclosed in the disclosure notes to the financial statement.

### 5.8 Impairment and other provisions

The department tests for impairment where there is an indication that a receivable, loan or investment may be impaired. An assessment of whether there is an indication of possible impairment is done at each reporting date. An estimate is made for doubtful loans and receivables based on a review of all outstanding amounts

at year-end. Impairments on investments are calculated as being the difference between the carrying amount and the present value of the expected future cash flows/service potential flowing from the instrument.

Provisions are disclosed when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate of the obligation can be made.

## 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 Capitalisation reserve

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are recognised in the capitalisation reserves when identified in the current period and are transferred to the National/Provincial Revenue Fund when the underlining asset is disposed and the related funds are received.

### 7.2 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. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.

## 8. RELATED PARTY TRANSACTIONS

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



# ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 MARCH 2011



## 9. KEY MANAGEMENT PERSONNEL

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

## 10. PUBLIC PRIVATE PARTNERSHIPS

A description of the PPP arrangement, the contract fees and current and capital expenditure relating to the PPP arrangement is included in the disclosure notes.



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 1. ANNUAL APPROPRIATION

### 1.1 Annual Appropriation

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

	2010/11			2009/10
	Final Appropriation	Actual Funds Received	Funds not requested/ not received	Appropriation received
	R'000	R'000	R'000	R'000
Administration	291 759	270 879	20 880	246 727
Communications	20 490	20 456	34	32 780
Executive Co-ordination	495 214	516 127	(20 913)	210 663
<b>Total</b>	<b>807 463</b>	<b>807 462</b>	<b>1</b>	<b>490 170</b>

## 2. STATUTORY APPROPRIATION

	2010/11	2009/10
	R'000	R'000
President and Deputy President salaries	4 550	4 284
<b>Total</b>	<b>4 550</b>	<b>4 284</b>
Actual Statutory Appropriation received	4 548	4 283

## 3. DEPARTMENTAL REVENUE

	Note	2010/11	2009/10
		R'000	R'000
<b>Tax revenue</b>			
Sales of goods and services other than capital assets	3.1	150	128
Interest, dividends and rent on land	3.2	8	14
Sales of capital assets	3.3	140	306
Transactions in financial assets and liabilities	3.4	288	177
Total revenue collected		<b>586</b>	<b>625</b>
<b>Departmental revenue collected</b>		<b>586</b>	<b>625</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 3.1 Sales of goods and services other than capital assets

	<i>Note</i>	2010/11	2009/10
	3	R'000	R'000
Sales of goods and services produced by the department		144	128
Sales by market establishment		144	71
Administrative fees			
Other sales		-	57
Sales of scrap, waste and other used current goods		6	-
<b>Total</b>		<b>150</b>	<b>128</b>

## 3.2 Interest, dividends and rent on land

	<i>Note</i>	2010/11	2009/10
	3	R'000	R'000
Interest		8	14
<b>Total</b>		<b>8</b>	<b>14</b>

## 3.3 Sale of capital assets

	<i>Note</i>	2010/11	2009/10
	3	R'000	R'000
<b>Tangible assets</b>		<b>140</b>	<b>306</b>
Machinery and equipment	31	140	306
<b>Total</b>		<b>140</b>	<b>306</b>

## 3.4 Transactions in financial assets and liabilities

	<i>Note</i>	2010/11	2009/10
	3	R'000	R'000
Receivables		93	56
Other Receipts including Recoverable Revenue		195	121
<b>Total</b>		<b>288</b>	<b>177</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 4. AID ASSISTANCE

### 4.1 Aid assistance received in cash from RDP

	<i>Note</i>	2010/11	2009/10
	4	R'000	R'000
<b>Foreign</b>			
Opening Balance			
Revenue		3 806	11 850
Expenditure		<b>(3 806)</b>	<b>(11 850)</b>
Current		(3 795)	(11 632)
Capital		(11)	(218)
<b>Closing Balance</b>		<u>-</u>	<u>-</u>

### 4.2 Total assistance

	<i>Note</i>	2010/11	2009/10
	4	R'000	R'000
Opening Balance		-	-
Revenue		3 806	11 850
Expenditure		<b>(3 806)</b>	<b>(11 850)</b>
Current		(3 795)	(11 632)
Capital		(11)	(218)
<b>Closing Balance</b>		<u>-</u>	<u>-</u>

## 5. COMPENSATION OF EMPLOYEES

### 5.1 Salaries and Wages

	<i>Note</i>	2010/11	2009/10
	5	R'000	R'000
Basic salary		150 062	125 059
Performance award		198	2 441
Service Based		161	111
Compensative/circumstantial		12 712	11 996
Periodic payments		244	155
Other non-pensionable allowances		47 439	39 245
<b>Total</b>		<u><b>210 816</b></u>	<u><b>179 007</b></u>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 5.2 Social contributions

	<i>Note</i>	2010/11	2009/10
	5	R'000	R'000
<b>Employer contributions</b>			
Pension		17 771	14 696
Medical		7 681	6 052
Bargaining council		34	17
<b>Total</b>		<b>25 486</b>	<b>20 765</b>
<b>Total compensation of employees</b>		<b>236 302</b>	<b>199 772</b>
Average number of employees		623	596

## 6. GOODS AND SERVICES

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Administrative fees		142	148
Advertising		1 421	2 159
Assets less than R5,000	6.1	2 058	2 394
Bursaries (employees)		686	820
Catering		2 478	4 087
Communication		19 891	15 466
Computer services	6.2	15 263	3 994
Consultants, contractors and agency/outsourced services	6.3	58 336	58 305
Entertainment		132	203
Audit cost – external	6.4	3 760	2 169
Inventory	6.5	7 254	6 468
Operating leases		4 959	5 150
Travel and subsistence	6.6	61 530	57 576
Venues and facilities		1 031	2 809
Training and staff development		1 138	351
Other operating expenditure	6.7	5 073	2 841
<b>Total</b>		<b>185 152</b>	<b>164 940</b>

### 6.1 Assets less than R5,000

	<i>Note</i>	2010/11	2009/10
	6	R'000	R'000
<b>Tangible assets</b>		<b>2 058</b>	<b>2 394</b>
Machinery and equipment		2 058	2 394
<b>Total</b>		<b>2 058</b>	<b>2 394</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 6.2 Computer services

	Note	2010/11	2009/10
	6	R'000	R'000
SITA computer services		5 476	1 308
External computer service providers		9 787	2 686
<b>Total</b>		<b>15 263</b>	<b>3 994</b>

## 6.3 Consultants, contractors and agency/outsourced services

	Note	2010/11	2009/10
	6	R'000	R'000
Business and advisory services		32 465	25 305
Legal costs		6 339	13 581
Contractors		3 340	2 720
Agency and support/outsourced services		16 192	16 699
<b>Total</b>		<b>58 336</b>	<b>58 305</b>

## 6.4 Audit cost – External

	Note	2010/11	2009/10
	6	R'000	R'000
Regularity audits		3 760	2 169
<b>Total</b>		<b>3 760</b>	<b>2 169</b>

## 6.5 Inventory

	Note	2010/11	2009/10
	6	R'000	R'000
Food and food supplies		854	1 077
Other consumable materials		1 187	1 117
Maintenance material		393	136
Stationery and printing		4 820	4 138
<b>Total</b>		<b>7 254</b>	<b>6 468</b>

## 6.6 Travel and subsistence

	Note	2010/11	2009/10
	6	R'000	R'000
Local		41 882	41 265
Foreign		19 648	16 311
<b>Total</b>		<b>61 530</b>	<b>57 576</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 6.7 Other operating expenditure

	<i>Note</i>	2010/11	2009/10
	6	R'000	R'000
Professional bodies, membership and subscription fees		3 401	1 789
Resettlement costs		607	523
Other		1 065	529
<b>Total</b>		<b>5 073</b>	<b>2 841</b>

## 7. PAYMENTS FOR FINANCIAL ASSETS

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Debts written off	7.1	-	82
<b>Total</b>		<b>-</b>	<b>82</b>

### 7.1 Debts written off

	<i>Note</i>	2010/11	2009/10
	7	R'000	R'000
<b>Nature of debts written off</b>			
Prescribed debt written off			
Inter-governmental claims written off		-	82
<b>Total</b>		<b>-</b>	<b>82</b>

### 7.2 Assets written off

	<i>Note</i>	2010/11	2009/10
	7	R'000	R'000
<b>Nature of write off</b>			
Computer equipment		-	3 320
Office Furniture		-	1 703
Other machinery		-	799
<b>Total</b>		<b>-</b>	<b>5 822</b>

## 8. TRANSFERS AND SUBSIDIES

		2010/11	2009/10
		R'000	R'000
	<i>Note</i>		
Provinces and municipalities	<i>Annex 1A</i>	3	3
Departmental agencies and accounts	<i>Annex 1B</i>	398 973	101 675
Public corporations and private enterprises		-	352
Households	<i>Annex 1C</i>	393	4 237
<b>Total</b>		<b>399 369</b>	<b>106 267</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 9. EXPENDITURE FOR CAPITAL ASSETS

	Note	2010/11	2009/10
		R'000	R'000
<b>Tangible assets</b>		<b>19 029</b>	<b>11 388</b>
Machinery and equipment	31	19 029	11 388
<b>Total</b>		<b>19 029</b>	<b>11 388</b>

### 9.1 Analysis of funds utilised to acquire capital assets – 2010/11

	Note	Voted funds	Aid assistance	Total
	9	R'000	R'000	R'000
<b>Tangible assets</b>		<b>19 018</b>	<b>11</b>	<b>19 029</b>
Machinery and equipment		19 018	11	19 029
<b>Total</b>		<b>19 018</b>	<b>11</b>	<b>19 029</b>

### 9.2 Analysis of funds utilised to acquire capital assets – 2009/10

	Note	Voted funds	Aid assistance	Total
	9	R'000	R'000	R'000
<b>Tangible assets</b>		<b>11 170</b>	<b>218</b>	<b>11 388</b>
Machinery and equipment		11 170	218	11 388
<b>Total</b>		<b>11 170</b>	<b>218</b>	<b>11 388</b>

## 10. UNAUTHORISED EXPENDITURE

### 10.1 Reconciliation of unauthorised expenditure

	Note	2010/11	2009/10
		R'000	R'000
Opening balance		17 078	17 078
Unauthorised expenditure – discovered in current year	10	28 428	-
<b>Unauthorised expenditure awaiting authorisation / written off</b>		<b>45 506</b>	<b>17 078</b>

### 10.2 Analysis of unauthorised expenditure awaiting authorisation per economic classification.

	Note	2010/11	2009/10
	10	R'000	R'000
Current		45 506	17 078
<b>Total</b>		<b>45 506</b>	<b>17 078</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 10.3 Analysis of unauthorised expenditure awaiting authorisation per type

	<i>Note</i>	2010/11	2009/10
	10	R'000	R'000
Unauthorised expenditure relating to overspending of the vote or a main division within a vote.		45 506	17 078
<b>Total</b>		<b>45 506</b>	<b>17 078</b>

## 10.4 Details of unauthorised expenditure – current year

Incident	Disciplinary steps taken/criminal proceedings	2010/11
		R'000
Overspending of the departmental vote.		28 428
<b>Total</b>		<b>28 428</b>

## 11. CASH AND CASH EQUIVALENTS

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Cash on hand		71	72
Cash with commercial banks (Local)		5	3
<b>Total</b>		<b>76</b>	<b>75</b>

## 12. OTHER FINANCIAL ASSETS

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
<b>Non-current</b>			
<b>Local</b>			
Staff debts		458	20
<b>Total</b>		<b>458</b>	<b>20</b>
<b>Total Non-current other financial assets</b>		<b>458</b>	<b>20</b>

## 13. PREPAYMENTS AND ADVANCES

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Travel and subsistence		165	341
Advances paid to other entities		5 722	1 632
<b>Total</b>		<b>5 887</b>	<b>1 973</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 14. RECEIVABLES

	Note	2010/11			2009/10	
		R'000	R'000	R'000	R'000	R'000
		Less than one year	One to three years	Older than three years	Total	Total
Claims recoverable	14.1	3 670	134	2	3 806	1 953
Staff debt	14.2	417	59	681	1 157	2 259
Other debtors	14.2	494	343	2 494	3 331	5 550
<b>Total</b>		<b>4 581</b>	<b>536</b>	<b>3 177</b>	<b>8 294</b>	<b>9 762</b>

### 14.1 Claims recoverable

	Note	2010/11	2009/10
	14	R'000	R'000
National departments		3 075	1 931
Provincial departments		635	-
Foreign governments		8	-
Public entities		88	22
<b>Total</b>		<b>3 806</b>	<b>1 953</b>

### 14.2 Staff debt

	Note	2010/11	2009/10
	14	R'000	R'000
Debt Account		48	734
Salary Accounts		196	587
Travel		912	938
Payments recalled		1	-
<b>Total</b>		<b>1 157</b>	<b>2 259</b>

### 14.3 Other debtors

	Note	2010/11	2009/10
	14	R'000	R'000
Theft and losses		3 331	5 550
<b>Total</b>		<b>3 331</b>	<b>5 550</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 15. VOTED FUNDS TO BE SURRENDERED TO THE REVENUE FUND

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Opening balance		12 227	(2 545)
Transfer from statement of financial performance		(27 828)	16 354
Add: Unauthorised expenditure for current year	10	28 428	-
Voted funds not requested/not received	1.1	(1)	(4 132)
Statutory funds not requested/not received	2	(2)	-
Paid during the year		(12 221)	2 550
<b>Closing balance</b>		<b>603</b>	<b>12 227</b>

## 16. DEPARTMENTAL REVENUE AND NRF RECEIPTS TO BE SURRENDERED TO THE REVENUE FUND

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Opening balance		138	15
Transfer from Statement of Financial Performance		586	625
Paid during the year		(260)	(502)
<b>Closing balance</b>		<b>464</b>	<b>138</b>

## 17. BANK OVERDRAFT

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Consolidated Paymaster General Account		53 458	11 034
<b>Total</b>		<b>53 458</b>	<b>11 034</b>

## 18. PAYABLES – CURRENT

	<i>Note</i>	2010/11	2009/10
		Total	Total
Clearing accounts	18.1	1 592	4 513
Other payables	18.2	4 057	924
<b>Total</b>		<b>5 649</b>	<b>5 437</b>

### 18.1 Clearing accounts

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
<b>Description</b>			
Salary deduction		1 178	459
Various creditors		414	4 054
<b>Total</b>		<b>1 592</b>	<b>4 513</b>



# NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 18.2 Other payables

	<i>Note</i>	2010/11	2009/10
	18	R'000	R'000
<b>Description</b>			
Outstanding payments		1 733	27
Persal EBT account		36	643
Third party transport cont account		2 288	254
<b>Total</b>		<b>4 057</b>	<b>924</b>

## 19. NET CASH FLOW AVAILABLE FROM OPERATING ACTIVITIES

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Net surplus/(deficit) as per Statement of Financial Performance		(27 242)	16 979
Add back non cash/cash movements not deemed operating activities		4 171	26 143
(Increase)/decrease in receivables – current		1 468	13 544
(Increase)/decrease in prepayments and advances		(3 914)	358
Increase/(decrease) in payables – current		212	3 243
Proceeds from sale of capital assets		(140)	(306)
Expenditure on capital assets		19 029	11 388
Surrenders to Revenue Fund		(12 481)	2 048
Voted funds not requested/not received		(3)	(4 132)
<b>Net cash flow generated by operating activities</b>		<b>(23 071)</b>	<b>43 122</b>

## 20. RECONCILIATION OF CASH AND CASH EQUIVALENTS FOR CASH FLOW PURPOSES

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
Consolidated Paymaster General account		(53 458)	(11 034)
Cash on hand		71	72
Cash with commercial banks (Local)		5	3
<b>Total</b>		<b>(53 382)</b>	<b>(10 959)</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



These amounts are not recognised in the Annual Financial Statements and are disclosed to enhance the usefulness of the Annual Financial Statements.

## 21. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

### 21.1 Contingent liabilities

		<i>Note</i>	2010/11	2009/10
			R'000	R'000
<b>Liable to</b>	<b>Nature</b>			
Housing loan guarantees	Employees	<i>Annex 2A</i>	110	206
Claims against the department		<i>Annex 2B</i>	500	1 300
Other departments (interdepartmental unconfirmed balances)		<i>Annex 4</i>	2 288	3 722
<b>Total</b>			<b>2 898</b>	<b>5 228</b>

## 22. COMMITMENTS

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
<b>Current expenditure</b>			
Approved and contracted		10 960	13 122
		<b>10 960</b>	<b>13 122</b>
<b>Capital expenditure</b>			
Approved and contracted		696	2 067
		<b>696</b>	<b>2 067</b>
<b>Total Commitments</b>		<b>11 656</b>	<b>15 189</b>

## 23. ACCRUALS

		2010/11	2009/10
		R'000	R'000
<b>Listed by economic classification</b>			
	<b>30 Days</b>	<b>30+ Days</b>	<b>Total</b>
Goods and services	5 951	468	6 419
Capital assets	272	13	285
<b>Total</b>	<b>6 223</b>	<b>481</b>	<b>6 704</b>

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
<b>Listed by programme level</b>			
Administration		5 026	15 099
Communications		582	148
Executive Co-ordination		1 096	497
<b>Total</b>		<b>6 704</b>	<b>15 744</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 MARCH 2011

	Note	2010/11	2009/10
		R'000	R'000
Confirmed balances with other departments	Annex 4	1 069	3 045
<b>Total</b>		<b>1 069</b>	<b>3 045</b>

### 24. EMPLOYEE BENEFITS

	Note	2010/11	2009/10
		R'000	R'000
Leave entitlement		8 281	7 469
Service bonus (Thirteenth cheque)		4 696	4 627
Performance awards		-	3 272
Capped leave commitments		5 844	5 839
<b>Total</b>		<b>18 821</b>	<b>21 207</b>

### 25. LEASE COMMITMENTS

#### 25.1 Finance leases expenditure\*\*

2010/11	Land	Buildings and other fixed structures	Machinery and equipment	Total
Not later than 1 year	-	-	3 000	3 000
Later than 1 year and not later than 5 years	-	-	4 320	4 320
<b>Total lease commitments</b>			<b>7 320</b>	<b>7 320</b>
LESS: finance costs	-	-	529	529
<b>Total present value of lease liabilities</b>	<b>-</b>	<b>-</b>	<b>6 791</b>	<b>6 791</b>

2009/10	Land	Buildings and other fixed structures	Machinery and equipment	Total
Not later than 1 year	-	-	2 133	2 133
Later than 1 year and not later than 5 years	-	-	1 909	1 909
<b>Total lease commitments</b>	<b>-</b>	<b>-</b>	<b>4 042</b>	<b>4 042</b>
LESS: finance costs	-	-	290	290
<b>Total present value of lease liabilities</b>	<b>-</b>	<b>-</b>	<b>3 752</b>	<b>3 752</b>

\*\*This note excludes leases relating to public private partnership as they are separately disclosed to note no. 29.

### 26. RECEIVABLES FOR DEPARTMENTAL REVENUE

	Note	2010/11	2009/10
		R'000	R'000
Sales of capital assets		-	70
Transactions in financial assets and liabilities		-	-
<b>Total</b>		<b>-</b>	<b>70</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 26.1 Analysis of receivables for departmental revenue

	<i>Note</i>	2010/11	2009/10
	26	R'000	R'000
Opening balance		-	70
Less: amounts recognised		-	70
<b>Closing balance</b>		<b>-</b>	<b>-</b>

## 27. IRREGULAR EXPENDITURE

### 27.1 Reconciliation of irregular expenditure

	<i>Note</i>	2010/11	2009/10
	27	R'000	R'000
Opening balance		3 785	27 179
Add: Irregular expenditure – relating to current year		859	939
Less: Amounts condoned		(449)	(24 333)
<b>Irregular expenditure awaiting condonation</b>		<b>4 195</b>	<b>3 785</b>
<b>Analysis of awaiting condonation per age classification</b>			
Current year		410	939
Prior years		3 785	2 846
<b>Total</b>		<b>4 195</b>	<b>3 785</b>

### 27.2 Details of irregular expenditure – current year

Incident	Disciplinary steps taken/criminal proceedings	2010/11 R'000
Was incurred due to non compliance to SCM procedures.	The Accounting Officer requested reasons for non compliance to SCM procedures from officers concerned.	
Adverts		27
Catering		77
Various Services		755
<b>Total</b>		<b>859</b>

### 27.3 Details of irregular expenditure condoned

Incident	Condoned by (condoning authority)	2010/11 R'000
Irregular expenditure was incurred due to non-compliance to SCM procedures	Accounting Officer	
Adverts		27
Catering		48
Various Services		374
<b>Total</b>		<b>449</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 27.4 Details of irregular expenditures under investigation

Incident	Condoned by (condoning authority)	2010/11 R'000
<b>Non-compliance to SCM procedures</b>		
Services		380
Catering		30
Prior year		3 785
<b>Total</b>		<b>4 195</b>

## 28. KEY MANAGEMENT PERSONNEL

	No. of Individuals	2010/11 R'000	2009/10 R'000
Political office bearers (provide detail below)	5	7 705	6 872
<b>Officials:</b>			
Level 15 to 16	10	9 039	12 587
Level 14 (incl. CFO if at a lower level)	6	4 864	3 581
<b>Total</b>		<b>21 608</b>	<b>23 040</b>

## 29. PUBLIC PRIVATE PARTNERSHIP

This agreement is a full maintenance lease transversal contract regulated by the National Treasury PPP and supply chain management regulations. The Presidency leases short-term, long term and chauffeur and point-to-point driven services. The service level agreement signed with the service provider clearly stipulates the service levels that must be adhered to and the time frame within which such service is to be booked by the department. The contract term is five years. At the end of the five years the only thing that reverts to government is the information relating to the fleet service. Assets will not be transferred to Government. The following services are provided in the contract:

- Long term fleet rental (five years),
- Short-term fleet rental (day to day),
- Short-medium term fleet rental (more than a month but less than a year),
- 24/7 call centre, internet based system with an electronic log book,
- Chauffeur and point-to-point driven services,
- Fuel management services, Fuel management system,
- Vehicle tracking device for long-term and short-medium term rental,
- Classroom-based driver training and
- Fleet consultancy services

	<i>Note</i>	2010/11 R'000	2009/10 R'000
<b>Analysis of indexed component</b>		<b>18 754</b>	<b>14 450</b>
Operating leases		18 754	14 450



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 30. IMPAIRMENT AND OTHER PROVISIONS

	<i>Note</i>	2010/11	2009/10
		R'000	R'000
<b>Impairment</b>			
Debtors		626	-
<b>Total</b>		<b>626</b>	<b>-</b>

## 31. MOVABLE TANGIBLE CAPITAL ASSETS

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2011

	Opening balance	Curr Year Adjustments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>31 503</b>	<b>-</b>	<b>19 094</b>	<b>337</b>	<b>50 260</b>
Transport assets	5 623	-	1 666	-	7 289
Computer equipment	17 975	-	14 358	6	32 327
Furniture and office equipment	7 537	-	2 892	331	10 098
Other machinery and equipment	368	-	178	-	546
<b>Total MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>31 503</b>	<b>-</b>	<b>19 094</b>	<b>337</b>	<b>50 260</b>

### 31.1 Additions

	Cash	Non-cash	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>19 018</b>	<b>757</b>	<b>(681)</b>	<b>19 094</b>
Transport assets	1 583	746	(663)	1 666
Computer equipment	14 596	11	(249)	14 358
Furniture and office equipment	2 733	-	159	2 892
Other machinery and equipment	106	-	72	178
<b>Total ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>19 018</b>	<b>757</b>	<b>(681)</b>	<b>19 094</b>

### 31.2 Disposals

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2011

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>337</b>		<b>337</b>	<b>140</b>
Transport assets				
Computer equipment	6		6	
Furniture and office equipment	331		331	140
<b>Total DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>337</b>		<b>337</b>	<b>140</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 MARCH 2011

### 31.3 Movement for 2009/10

#### MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2010

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>20 933</b>	<b>12 408</b>	<b>1 838</b>	<b>31 503</b>
Transport assets	1 944	3 679	-	5 623
Computer equipment	13 699	6 004	1 728	17 975
Furniture and office equipment	5 241	2 396	100	7 537
Other machinery and equipment	49	329	10	368
<b>Total MOVABLE TANGIBLE ASSETS</b>	<b>20 933</b>	<b>12 408</b>	<b>1 838</b>	<b>31 503</b>

### 31.4 Minor assets

	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000
Minor assets	-	-	12 697	-	12 697
<b>Total</b>	<b>-</b>	<b>-</b>	<b>12 697</b>	<b>-</b>	<b>12 697</b>

	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000
Number of R1 minor assets	-	-	4 553	-	4 553
Number of minor assets at cost	-	-	10 491	-	10 491
<b>Total NUMBER OF MINOR ASSETS</b>	<b>-</b>	<b>-</b>	<b>15 044</b>	<b>-</b>	<b>15 044</b>

#### MINOR ASSETS OF THE DEPARTMENT AS AT 31 MARCH 2010

	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000
Minor assets	-	-	11 298	-	11 298
<b>Total</b>	<b>-</b>	<b>-</b>	<b>11 298</b>	<b>-</b>	<b>11 298</b>

	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000
Number of R1 minor assets	-	-	4 542	-	4 542
Number of minor assets at cost	-	-	10 482	-	10 482
<b>Total NUMBER OF MINOR ASSETS</b>	<b>-</b>	<b>-</b>	<b>15 024</b>	<b>-</b>	<b>15 024</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## 32. TRANSFER OF FUNCTIONS

The sub-programme, Gender, Disability and Children that was residing on Executive Co-ordination within The Presidency was transferred to the Department of Women, Children and People with Disabilities with effect from 1 April 2010.

### 32.1 Statement of Financial Position

<i>Note</i>	Bal per dept 2009/10 AFS before transfer	Functions per dept (transferred) / received	Functions per dept (transferred) / received	Functions per dept (transferred) / received	2009/10 Bal after transfer
	2009/10	2009/10	2009/10	2009/10	2009/10
	R'000	R'000	R'000	R'000	R'000
<b>ASSETS</b>	<b>28 888</b>	<b>(3 100)</b>			<b>25 788</b>
<b>Current Assets</b>					
Unauthorised expenditure	17 078	-	-	-	17 078
Cash and cash equivalents	75	-	-	-	75
Prepayments and advances	1 973	(74)	-	-	1 899
Receivables	9 762	(3 026)	-	-	6 736
<b>Non-Current Assets</b>	<b>20</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20</b>
Other financial assets	20	-	-	-	20
<b>Total ASSETS</b>	<b>28 908</b>	<b>(3 100)</b>	<b>-</b>	<b>-</b>	<b>25 808</b>
<b>LIABILITIES</b>					
<b>Current Liabilities</b>	<b>28 836</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28 836</b>
Voted funds to be surrendered to the Revenue Fund	12 227	-	-	-	12 227
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	138	-	-	-	138
Bank Overdraft	11 034	-	-	-	11 034
Payables	5 437	-	-	-	5 437
<b>Non-Current Liabilities</b>					
Payables	28 836	-	-	-	28 836
<b>Total LIABILITIES</b>					
<b>NET ASSETS</b>	<b>72</b>	<b>(3 100)</b>	<b>-</b>	<b>-</b>	<b>(3 028)</b>



# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

## 32.2 Disclosure Notes

<i>Note</i>	Bal per dept 2009/10 AFS before transfer	Functions per dept (transferred) / received	Functions per dept (transferred) / received	Functions per dept (transferred) / received	2009/10 Bal after transfer
	2009/10	2009/10	2009/10	2009/10	2009/10
	R'000	R'000	R'000	R'000	R'000
Contingent liabilities	5 228	(1 276)	-	-	3 952
Commitments	15 189	(38)	-	-	15 151
Accruals	15 744	(55)	-	-	15 689
Employee benefits	21 207	(1 256)	-	-	19 951
Lease commitments – Finance lease	3 752	-	-	-	3 752
Receivables for departmental revenue	70	-	-	-	70
Irregular expenditure	3 785	-	-	-	3 785
Movable tangible capital assets	31 503	-	-	-	31 503



# ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## ANNEXURE 1A

### STATEMENT OF UNCONDITIONAL GRANTS AND TRANSFERS TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2009/10
	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
City of Tshwane	-	-	-	-	3	-	-	-	-	3
<b>Total</b>	-	-	-	-	<b>3</b>	-	-	-	-	<b>3</b>

## ANNEXURE 1B

### STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/ AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2009/10
	Adjusted Appropriation	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
National Youth Development Agency	398 973	-	-	398 973	398 973	100%	101 675
Isigodlo Trust	-	-	-	-	-	-	2 979
<b>Total</b>	<b>398 973</b>	-	-	<b>398 973</b>	<b>398 973</b>	<b>100%</b>	<b>104 654</b>

## ANNEXURE 1C

### STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2009/10
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
<b>Transfers</b>							
Employee Social Benefit: leave gratuity	114	-	-	114	393	345%	4 237
<b>Total</b>	<b>114</b>	-	-	<b>114</b>	<b>393</b>	<b>345%</b>	<b>4 237</b>

## ANNEXURE 1D

### STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2010/11	2009/10
		R'000	R'000
<b>Received in kind</b>			
Marena Naledi	Year end function for cleaning and households staff	-	6
Superfecta Trading	Year end function for cleaning staff and households	-	5
Aerospace Maritime and Defence Industry	Dinner at farewell function to honour DG's who have left public service	10	-
Sasol group service (Pty) Ltd	Entertainment at farewell function to honour DG's who have left public service	80	-
Anonymous	Dinner at farewell function to honour DG's who have left public service	20	-
Brand Leadership	Design, editing and building of The Presidency's Exhibition Centre	200	-
<b>Total</b>		<b>310</b>	<b>11</b>



# ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

## ANNEXURE 1E

### STATEMENT OF AID ASSISTANCE RECEIVED

NAME OF DONOR	PURPOSE	OPENING BALANCE	REVENUE	EXPENDITURE	CLOSING BALANCE
		R'000	R'000	R'000	R'000
<b>Received in cash</b>					
European Union	Programme to support Pro Poor Policy Development		3 806	3 806	-
<b>Total</b>			<b>3 806</b>	<b>3 806</b>	<b>-</b>

## ANNEXURE 1F

### STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND PAYMENTS MADE AS AN ACT OF GRACE

NATURE OF GIFT, DONATION OR SPONSORSHIP	2010/11	2009/10
	R'000	R'000
<b>Remissions, refunds, and payments made as an act of grace</b>		
Settlement	-	1 250
<b>Total</b>	<b>-</b>	<b>1 250</b>

## ANNEXURE 2A

### STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2011 – LOCAL

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2010	Guarantees draw downs during the year	Guarantees repayments/ cancelled/ reduced/ released during the year	Revaluations	Closing balance 31 March 2011	Guaranteed interest for year ended 31 March 2011	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
<b>Housing</b>									
ABSA									
Nedbank		413	-	90	-	-	90	-	-
Old Mutual		293	59	-	59	-	-	-	-
People's Bank		360	60	-	60	-	-	-	-
Standard Bank		61	12	-	-	-	12	-	-
		221	75	-	67	-	8	-	-
<b>Total</b>		<b>1 348</b>	<b>206</b>	<b>90</b>	<b>186</b>	<b>-</b>	<b>110</b>	<b>-</b>	<b>-</b>

## ANNEXURE 2B

### STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2011

NATURE OF LIABILITY	Opening Balance 1 April 2010	Liabilities incurred during the year	Liabilities paid/cancelled/ reduced during the year	Liabilities recoverable (Provide details hereunder)	Closing Balance 31 March 2011
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Pending Cases	600	-	300	-	300
New cases	700	-	500	-	200
<b>Total</b>	<b>1 300</b>	<b>-</b>	<b>800</b>	<b>-</b>	<b>500</b>



# ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## ANNEXURE 3 CLAIMES RECOVERABLE

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2011	31/03/2010	31/03/2011	31/03/2010	31/03/2011	31/03/2010
	R'000	R'000	R'000	R'000	R'000	R'000
<b>DEPARTMENT</b>						
Agriculture		-	72	5	72	5
Arts and culture	67	-	16	15	83	15
Basic Education	67	-	-	-	67	-
Communication	67	-	-	-	67	-
Co-operative Governance & Traditional Affairs	-	-	105	3	105	3
Correctional Services	-	-	67	-	67	-
Defence	-	-	67	1	67	1
Education	-	-	-	-	-	-
Economic Development	-	-	67	-	67	-
Energy	67	-	-	-	72	-
Higher Education and Training	-	-	67	-	67	-
Environmental Affairs	-	-	2	8	2	8
Gauteng Shared Services	-	-	2	2	2	2
Health	-	-	71	5	71	5
Home Affairs	-	-	67	-	67	-
Human Settlement	67	-	14	14	81	14
International Relations	-	-	69	558	69	558
Justice and Constitutional Development	25	-	42	29	67	29
Labour	-	-	67	-	67	-
Minerals & Energy	24	-	-	24	24	24
Mineral Resources	-	-	67	-	67	-
National Treasury	-	-	351	285	351	285
Office of the Premier: Free State	67	-	-	-	67	-
Office of the Premier: Eastern Cape	-	-	67	-	67	-
Office of the Premier: KZN	-	-	67	-	67	-
Office of the Premier: Northern Cape	-	-	67	-	67	-
Office of the Premier: North West	-	-	67	-	67	-
Office of the Premier: Mpumalanga	-	-	67	-	67	-
Office of the Premier: Gauteng	-	-	97	-	97	-
Office of the Premier: Western Cape	67	-	-	-	67	-
Office of the Premier: Limpopo	-	-	67	2	67	2
Public service Administration	-	-	69	2	69	2
Public Enterprise	67	-	396	-	463	-
Public Service Commission	-	-	1	2	1	2
Public Works	67	-	-	-	67	-
Rural Development	-	-	67	-	67	-
Sports and Recreation	-	-	67	-	67	-
SAPS	-	-	72	6	72	6
SARS	-	-	146	101	146	101
Science & Technology	67	-	-	-	67	-
Social Development	-	-	85	13	85	13



# ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2011	31/03/2010	31/03/2011	31/03/2010	31/03/2011	31/03/2010
	R'000	R'000	R'000	R'000	R'000	R'000
Tourism	67	-	-	-	67	-
Trade and Industry	-	-	67	1	67	1
Transport	-	-	67	1	67	1
Water Affairs	-	-	67	1	67	1
Women, Children and People with Disabilities	67	-	41	853	108	853
Education KZN			-			
<b>Sub</b>	<b>853</b>	<b>-</b>	<b>2 857</b>	<b>1 931</b>	<b>3 710</b>	<b>1 931</b>
<b>Other Government Entities</b>						
National Youth Development Agency	-	-	21	21	21	21
CIPRO	-	-	-	1	-	1
Canadian International Association	-	-	8	-	8	-
South African Local Government Association	-	-	67	-	67	-
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>96</b>	<b>22</b>	<b>96</b>	<b>22</b>
<b>Total</b>	<b>853</b>	<b>-</b>	<b>2 953</b>	<b>1 953</b>	<b>3 806</b>	<b>1 953</b>

## ANNEXURE 4 INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2011	31/03/2010	31/03/2011	31/03/2010	31/03/2011	31/03/2010
	R'000	R'000	R'000	R'000	R'000	R'000
<b>DEPARTMENTS</b>						
Current						
International Relations and Cooperation	-	-	-	1 617	-	1 617
Parliament	-	81	-	-	-	81
Justice & Constitutional						
Development	1 038	2 709	-	-	1 038	2 709
Transport & Public Works	-	-	2 288	43	2 288	43
Health	-	146	-	-	-	146
Science & Technology	-	44	-	-	-	44
Limpopo Province	-	65	-	15	-	80
NIA	-	-	-	153	-	153
Public Service Administration	-	-	-	1 894	-	1 894
KZN	7	-	-	-	7	-
Mineral Resources	24	-	-	-	24	-
<b>Total</b>	<b>1 069</b>	<b>3 045</b>	<b>2 288</b>	<b>3 722</b>	<b>3 357</b>	<b>6 767</b>



# ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011



## ANNEXURE 5 INVENTORY

Inventory	Note	Quantity	2010/11	Quantity	2009/10
			R'000		R'000
Opening balance		393	1 607	-	2 836
Add/(Less): Adjustments to prior year balance		2 198	321	-	-
Add: Additions/Purchases - Cash		185	1 327	-	2 824
(Less): Issues		(165)	(1 632)	-	(4 053)
Add/(Less): Adjustments		16	101	-	-
<b>Closing balance</b>		<b>2 627</b>	<b>1 724</b>	<b>-</b>	<b>1 607</b>







THE PRESIDENCY  
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