

**FREE STATE
QUARTERLY PERFORMANCE REPORTS: 2016/17 - 1st Quarter
Sector: PROVINCIAL TREASURY**

| Programme / Subprogramme / Performance Measures | | Actual output for 2015/16 as per Annual Report | Target for 2016/17 as per Annual Performance Plan (APP) | 1st Quarter Planned output as per APP | 1st Quarter Preliminary output | 1st Quarter Actual output - validated | Deviation | Notes/Issues (over- and under-achievement) | 2nd Quarter Planned output as per APP | 3rd Quarter Planned output as per APP | 4th Quarter Planned output as per APP |
|---|---|---|---|--|---|---------------------------------------|-----------|---|--|---|---|
| QUARTERLY OUTPUTS | | | | | | | | | | | |
| PROGRAMME 1 Financial Management | | | | | | | | | | | |
| 1.1 | Number of Provincial Treasury findings on Informal Financial Statements | New PPI | 18 | 0 | 0 | | | | 18 | 18 | 18 |
| 1.2 | Provincial Treasury assessment score on accuracy and completeness of IFS work file | New PPI | 97% | 0 | 0 | | | | 97% | 97% | 97% |
| 1.3 | Percentage of Key Control Indicators at Level 4 score on Provincial Treasury KCM assessment: Monthly Assessment Quarterly Assessments | New PPI | | | | | | | | | |
| | | | | 82% 78% | 0 0 | | | | 82% 78% | 82% 78% | 82% 78% |
| 1.4 | Percentage of invoices paid within 30 days | 100% | 99% | 99% | 100% | | 1% | The effectiveness of internal procedures and controls enabled the department to perform better than expected. | 99% | 99% | 99% |
| Corporate Services | | | | | | | | | | | |
| 2.1 | Compliance with the NSDS III Framework | 90% of skills budget spent on skills development | 100% Compliance to the NSDS III Framework | Development and submission of FASSET and PSETA Workplace Skills Plan | FASSET and PSETA Workplace Skills Plans developed, approved and submitted | | | | Report on 5% of Total Staff Establishment appointed as Interns and Experiential Learners | Report on allocated Part-Time Bursaries | Consolidated Report on allocated 1% of personnel cost spent on training |
| 2.2 | Compliance with the EHM Strategic Framework | 4 Pillars implemented | 80% Compliance with the EHM Strategic Framework | HIV and AIDS Piller 1 - HCT Consolidated Report | HIV and AIDS Piller 1 - HCT Consolidated Report submitted | | | | Health and Productivity Management Pillar 2 - Health Assessment Report | Safety and Health and Environmental Risk Quality Pillar 2 - Consolidated OHS Report | Wellness Pillar 4 - Consolidated Wellness Report |
| 2.3 | Average number of days taken to resolve disciplinary cases | No disciplinary cases reported for the 2015/16 financial year | 90 Days | 90 Days | No cases | | | | 90 Days | 90 Days | 90 Days |
| PROGRAMME 2 Economic Analysis | | | | | | | | | | | |
| Fiscal Policy | | | | | | | | | | | |
| 3.1 | Research papers | 5 | 3 | 0 | 0 | | | | 0 | 0 | 3 |
| 3.2 | Publications | 3 | 3 | 0 | 0 | | | | 0 | MTBPS | PERO DERO |
| 3.3 | Quarterly Labour Market Review | 4 | 4 | 1 | 1 | | | | 1 | 1 | 1 |
| 4.1 | Revenue base for revenue generating departments developed | 12 Departments | 12 Departments | 0 | 0 | | | | 0 | 12 Departments | 0 |
| 4.2 | Performance reports on Provincial Own Revenue (POR) | 12 | 12 | 3 | 3 | | | | 3 | 3 | 3 |
| 4.3 | Performance reports on Revenue Enhancement Allocation (REA) | 12 | 12 | 3 | 3 | | | | 3 | 3 | 3 |
| 5.1 | Performance reports on Conditional Grants | 12 | 12 | 3 | 3 | | | | 3 | 3 | 3 |
| 5.2 | Reports on Financial Performance of Public Entities | 4 | 4 | 1 | 1 | | | | 1 | 1 | 1 |

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|---|--|--|---------------------------------------|--------------------------------|---------------------------------------|------------|---|---------------------------------------|---------------------------------------|---------------------------------------|
| Budget Management | | | | | | | | | | |
| 5.3 | Appropriation Bill | Appropriation Bill in line with national prescripts | 0 | 0 | | | | 0 | 0 | 1 |
| 5.4 | Adjustment Appropriation Bill | Adjustment Appropriation Bill in line with national prescripts 2015/16 tabled on 20 Nov 2015 | 0 | 0 | | | | 0 | 1 | 0 |
| 5.5 | Reports on funded priorities | | 4 | 4 | | | | 1 | 1 | 1 |
| 5.6 | Analysis Reports of spending on Personnel by provincial department | New PPI | 4 | 4 | | | | 1 | 1 | 1 |
| Public Finance | | | | | | | | | | |
| 5.7 | Assessment reports in terms of TFM | | 15 | 15 | | | | 4 | 3 | 4 |
| 5.8 | Assessment reports in terms of Infrastructure Model | | 11 | 12 | | | | 3 | 3 | 3 |
| 6.1 | Reports on infrastructure monitoring visits conducted | | 4 | 4 | | | | 1 | 1 | 1 |
| 6.2 | Quarterly Infrastructure review meetings | | 4 | 4 | | | | 1 | 1 | 1 |
| 6.3 | Evaluation of planning documents for departments | New PPI | 0 | 8 departments | | | | 0 | 8 departments | 0 |
| 7.1 | Annual review of settlement limit and budgeting | 3 Review | 1 | 1 Review | | | | 0 | 0 | 0 |
| 7.2 | Monitoring of SLA with provincial banker through monthly meetings | | 10 | 11 | | | -1 | 3 | 3 | 2 |
| 7.3 | Timely submission of accurate Annual Financial Statements on PFI | 1 Set of AFS | 15-Jun | 15-Jun | | | | 0 | 0 | 0 |
| PROGRAMME 3 | | | | | | | | | | |
| Asset Management | | | | | | | | | | |
| 8.1 | SCM monitoring reports | | 56 | 56 | | | | 14 | 14 | 14 |
| 8.2 | PPP Monitoring Reports | New PPI | | 4 | | | | 1 | 1 | 1 |
| 8.3 | Reports on assessment of transversal contracts | | 4 | 4 | | | | 1 | 1 | 1 |
| 8.4 | Reports on payment of invoices within 30 days | | 12 | 12 | | | | 3 | 3 | 3 |
| 8.5 | SCM Forums | | 8 | 4 | | | | 1 | 1 | 1 |
| 8.6 | SCM Training sessions | | 14 | 4 | | +2 | Over performance is due to National Treasury's reforms on SCM that necessitated additional training | 1 | 1 | 1 |
| 8.7 | Report on assessment of Annual Procurement Plans | New PPI | | 1 | | | | 0 | 0 | 0 |
| 9.1 | Physical Asset monitoring reports | | 104 | 100 | | +7 | Over performance is due to follow up monitoring and interventions. | 25 | 25 | 25 |
| 9.2 | Report for assessment of Intern and draft Financial Statements on assets | | 4 | 4 | | | | 1 | 1 | 1 |

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|---|--|---|---|---|---|-----------|--|---|---|---|
| 9.3 | Report on follow up of Prior Year asset audit issues | 4 | 4 | 1 | 1 | | | 1 | 1 | 1 |
| 9.4 | PAM Forums | 16 | 10 | 1 | 1 | | | 4 | 1 | 4 |
| 9.5 | PAM training sessions | 1 | 1 | 0 | 0 | | | 0 | 1 | 0 |
| 9.6 | PAM inventory monitoring reports | New PPI | 78 | 19 | 19 | | | 19 | 19 | 19 |
| 9.7 | PAM Quarterly LOGIS Asset Compliance Report | New PPI | 78 | 19 | 19 | | | 19 | 19 | 19 |
| Supporting and Interlinked Financial Systems | | | | | | | | | | |
| 10.1 | Percentage of working hours that BMS Terminal Servers are available | 99.89% of 8 working hours | 95% of 8 working hours | 95% of 8 working hours | 99.89% of 8 working hours | +3.95% | Effective technical support ensured higher than expected uptime | 95% of 8 working hours | 95% of 8 working hours | 95% of 8 working hours |
| 10.2 | Percentage of requests for technical and functional support responded to within 8 working hours | 100% of calls responded to within 8 working hours | 100% of calls responded to within 8 working hours | 100% of calls responded to within 8 working hours | 100% of calls responded to within 8 working hours | | There was no BMS Training during 1st quarter due to Financial year-end closure of Departments. The last PERSAL course started on 27 June 2016 and only finished on 1 July 2016. This will be included in the report for the second quarter. | 100% of calls responded to within 8 working hours | 100% of calls responded to within 8 working hours | 100% of calls responded to within 8 working hours |
| 10.3 | Number of users trained on Transversal Systems (BMS, PERSAL and LOGIS) | 925 Users trained | 800 | 150 | 142 | -8 | | 300 | 200 | 150 |
| PROGRAMME 4 Accounting Services | | | | | | | | | | |
| 11.1 | Formal training sessions to build capacity in provincial departments and entities on accounting practices | 6 | 6 | 1 | 2 | +1 | The overachievement is as a result of an urgent training session that had to be provided on the verification of bank charges in order for all departments & trading entities to verify their monthly bank charges. This was supposed to be done in 2015/16 however due to the fact that Standard Bank had not finalised the process to provide accurate schedules to the province and only finalised the process in 2016/17 training was provided in 2016/17 | 2 | 1 | 2 |
| 11.2 | Consolidated reports on interim and annual financial statements and work files assessments produced to promote the quality of financial statements | 4 | 4 | 1 | 1 | | | 1 | 1 | 1 |
| 11.3 | Timely submission of quality consolidated annual financial statements and Annual Report | 30-Jun 31-Aug 31-Oct | 30-Jun 31-Aug 31-Oct | 30-Jun 31-Aug 31-Oct | 30-Jun 31-Aug 31-Oct | | | 0 0 0 | 0 0 0 | 0 0 0 |

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|--|--|--|---------------------------------------|------------------------------------|---------------------------------------|------------|--|---------------------------------------|---------------------------------------|---------------------------------------|
| 11.4 Consolidated Key Control Matrix assessment reports produced for Departments and Entities to promote compliance with legislative requirements | 14 | 19 | 4 | 1 | | -3 | The under performance is finalised by the end of the quarter. These reports are in the process of corrections and will be submitted early in the 2nd quarter. The root cause was mainly due to sick leave of the responsible manager and a lack of skills after the functions were re-allocated by the Director. Training was provided on 25 June 2016 | 5 | 5 | 5 |
| Provincial Risk Management and Internal Audit | | | | | | | | | | |
| 12.1 Bi-annual consolidated assessment reports produced for departments and entities to promote compliance in line with Risk Management Framework and Fraud Risk Assessments | 2 | 2 Reports | 0 | 0 | | | | 1 | 0 | 1 |
| 12.2 Bi-annual consolidated assessment reports produced for departments and public entities to promote compliance with Internal Audit Framework | 2 | 2 Reports | 1 | 1 | | | | 0 | 1 | 0 |
| 12.3 Formal training sessions to build capacity and promote Risk Management, Internal Audit and Fraud alertness for provincial departments and entities | 2 | 2 | 0 | 0 | | | | 1 | 0 | 1 |
| 12.4 Fraud Awareness Seminars to promote alertness to provincial departments and entities | 7 | 3 | 0 | 0 | | | | 0 | 3 | 0 |
| PROGRAMME 5 | | | | | | | | | | |
| 13.1 Assessment reports on Draft and Final Budgets received on credibility and compliance with M/FMA regulations | 2 Consolidated reports | 2 Consolidated reports | 1 Consolidated draft budget report | 1 Consolidated draft budget report | | | | 1 Consolidated final budget report | 0 | 0 |
| 13.2 Quarterly publication of Section (71) reports for local government and legislature | 76% of 23 municipalities | 4 Publications | 1 | 1 | | | | 1 | 1 | 1 |
| 13.3 Municipalities supported on NERSA application | New PPI | 1 Provincial NERSA work session | 0 | 0 | | | | 0 | 1 | 0 |
| 13.4 Municipalities supported on debtors and creditors | New PPI | 1 Intergovernmental debt penary session | 0 | 0 | | | | 0 | 1 | 0 |
| 13.5 MSCOA capacity building | New PPI | 2 sessions | 0 | 1 | | +1 | There was a need for additional training as per request from municipalities | 1 | 0 | 1 |
| 13.6 MSCOA readiness assessment | New PPI | 4 Assessment reports | 1 | 1 | | | | 1 | 1 | 1 |
| 13.7 Implementation of MSCOA Support Plan | New PPI | 4 Progress reports | 1 | 1 | | | | 1 | 1 | 1 |
| PROGRAMME 6 | | | | | | | | | | |
| 14.1 Municipalities monitored on audit action plans and 5 key controls | New PPI | 4 Consolidated progress reports | 1 | 1 | | | | 1 | 1 | 1 |
| 14.2 Mid-year financial statements reviewed | 0 | 1 Consolidated report on review of submitted mid-year financial statements | 1 | 0 | | -1 | Municipalities did not submit mid-year financial statements | 1 | 0 | 0 |
| 14.3 Reports on Municipal Support Programme (MSP) | New PPI | 2 Consolidated reports on MSP | 0 | 0 | | | | 1 | 0 | 1 |

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|---|--|---|---------------------------------------|--------------------------------|---------------------------------------|-----------|--|---------------------------------------|---------------------------------------|---------------------------------------|
| 14.4 Training of SCM practitioners, bid committee members, Section 32 committee members and external auditors on irregular, unauthorised and wasteful expenditure | New PRI | 8 Municipalities | 2 | 6 | | +4 | The over-achievement is due to the high demand for training by municipalities | 2 | 2 | 2 |
| 15.1 SCM toolkit training sessions | New PRI | 4 | 1 | 0 | | -1 | Target not achieved due to the roll-out of the CSD of which implementation was due on 1 July 2016. | 1 | 1 | 1 |
| 15.2 CFO Forums | New PRI | 2 | 1 | 1 | | | | 0 | 1 | 0 |
| 16.1 Municipalities assessed and supported on Internal Audit and Risk Management | 4 Consolidated reports | 1 Consolidated report | 0 | 0 | | | | 0 | 0 | 1 |
| 16.2 Internal Audit and Risk Management training sessions held | 2 | 2 | 0 | 0 | | | | 1 | 0 | 1 |
| 16.3 Fraud awareness seminars held to promote fraud alertness in municipalities | 1 | 3 | 0 | 0 | | | | 0 | 3 | 0 |

I, M.N.G. Mahlati, hereby certify that the non-financial data submitted for the current quarter is correct and gives an overview of the performance of the Department


 Signed by: MNG Mahlati
 HOD: Provincial Treasury

Date: 19/07/2016.