NORTHERN CAPE PROVINCIAL LEGISLATURE

Annual Performance Plan

FOR THE FISCAL YEAR 2017/2018

Vigilant, always for our people

Northern Cape
Provincial Legislature

LIST OF ACRONYMS

APP	Annual Performance Plan
HC	Human Capital
HR	Human Resources
ITC	Information Technology and Communication
MEC	Member of the Executive Council
M&E	Monitoring and Evaluation
MTEF	Medium Term Expenditure Framework
MPL	Member of the Provincial Legislature
NCOP	National Council of Provinces
NCPL	Northern Cape Provincial Legislature
NCPL-OM	Northern Cape Provincial Legislature Oversight Model
PC	Portfolio Committee
PPF	Political Party Fund
SC	Standing Committee
SOM	Sector Oversight Model
FMPPLA	Financial Management of Parliament and Provincial Legislatures Act, 2009
PMDS	Performance Management and Development System
ERP	Electronic Resource Planning

FOREWORD

I am pleased to present the 2017/18 financial year Annual Performance Plan for the Northern Cape Provincial Legislature. As we have entered our third year in terms of our 5th legislative term, our role and ultimate objective remains the representation of the people of the Northern Cape as depicted by the Constitution, through effective law-making, intensive oversight and inclusive public participation.

The Annual Performance Plan for the Legislature is informed by, amongst others, the adopted Strategic Plan 2015-2020; the National Development Plan; the Medium Term Strategic Framework. Strengthening the governance and oversight structures of our institution remains imperative. The 5th Legislature strives to implement effective controls for the monitoring of financial and non-financial institutional performance and to make sure that these are consistently maintained till March 2020.

We have reflected on our past performance which forms the basis for planning and targets for the year. The highlight of our institution in the 2016/17 financial year was the attainment of the Legislature's clean audit, together with the two leading Government departments (Premier and Treasury). This is a significant achievement and a reflection of good governance in our entire Province.

Our aim for the years leading to 2020 is to maintain good governance and sustain accountability. The Financial Management of Parliament and Provincial Legislatures Act, 2009 (Act No. 10 of 2009), which came into effect from the 1 April 2015 has significant implications on the financial management of all legislatures. The Act ushered in a new era which separates the legislatures from being governed by the PFMA thus giving proper meaning to the doctrine of separation of powers amongst the three arms of the government.

We have commenced aligning our systems and operations towards full implementation of the Act and we will, for the year ahead, strive to be among the best and ensure that we comply with the prescripts of this Act. Our immediate plan for 2017/18 will be to strengthen our institutional capacity which has been one of our main challenges, and ensure that all funded key positions are filled within reasonable time frames.

The 2016/17 financial year is a crucial year to take into accounts our gains and challenges leading to 2020. Of most importance is to be able to draw strategic governance lessons and ensure that we better shape both political and administrative governance processes for the next three years. With a number of cost-cutting measures in place, we want to ensure that we achieve more with less. Resource constraint cannot be an excuse for non-performance.

I hereby endorse this Annual Performance Plan and confirm as the Speaker of the Northern Cape Provincial Legislature that the Annual Performance Plan represents the view of all stakeholders in the institution and it clearly outlines the institution's plan to implement the Strategic Plan 2015-2010 in pursuit of its Constitutional mandate, that of Lawmaking, Oversight and Public Participation.

Honourable Kenny Mmoiemang

SPEAKER: NORTHERN CAPE PROVINCIAL LEGISLATURE

OFFICIAL SIGN-OFF

It is hereby certified that this Annual Performance Plan:

- Was developed by the Management of the Northern Cape Provincial Legislature under the guidance of the Speaker of the Northern Cape Provincial Legislature.
- Takes into account the NCPL Strategic Plan 2015/16-2019/20, relevant policies, legislation and other mandates for which the Northern Cape Provincial Legislature is responsible, including the Legislature Sector Strategic Framework and the Financial Management of Parliament and Provincial Legislatures Act, act 10 of 2009.
- Accurately reflects the strategic goals and objectives which the Northern Cape Provincial Legislature will endeavour to achieve over the period 2017/18 to 2019/20.

Mr Garth Botha Signature: ____________________

Chief Financial Officer

Mrs Levona Itumeleng Signature: ____________________

MANAGER: RISK MANAGEMENT, MONITORING AND EVALUATION

Mr PB Moopelwa Signature: ____________________

SECRETARY TO THE LEGISLATURE

Approved by:

Mr Kenny Mmoiemang Signature: ____________________

SPEAKER: NORTHERN CAPE PROVINCIAL LEGISLATURE

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PART A: STRATEGIC OVERVIEW

The Northern Cape Provincial Legislature (NCPL) exists in terms of section 104 of the Constitution of the Republic of South Africa, 1996 (the Constitution) which vests the legislative authority of the Northern Cape Province in the NCPL. In addition to the legislative authority the legislature also has a Constitutional mandate of oversight over the Provincial Executive as well as a responsibility to ensure public participation in its processes.

The Northern Cape Provincial Legislature can be recognised as an arena in which citizens' needs meet government action and where citizens needs mainly begin to receive increasing attention. Today, the Northern Cape Provincial Legislature is recognised as a critical institution for democratic development in the Northern Cape.

An effective Legislature is strongly correlated with the existence of a viable democracy and an open society. The Northern Cape Provincial Legislature on account of its Members and legislative functions can empower ordinary citizens to participate in the development of policies that shape their lives. Due to its oversight role the NCPL is fundamental in establishing the rule of law, protecting human rights, overseeing transparent governance processes, and ensuring compliance with national and provincial legislation in the Northern Cape.

These functions, though universally recognised are not always naturally or effectively implemented without sufficient human and financial resources. With its budget the NCPL is able to develop programmes geared at its own development. These programmes are aimed at strengthening representatives, transparency, accountability and effective government.

Even though the NCPL has three equally important functions, law-making, oversight and public participation, the fifth Legislature places more strategic importance on oversight and public participation as previous legislature terms have focused on law-making to dismantle the legacy of apartheid.

1. VISION

An activist Legislature advancing the aspirations of the people of the Northern Cape.

2. MISSION

To serve people of the Northern Cape by building a developmental institution for effective law making, accountability, public participation, and oversight over the executive and municipalities.

3. MOTTO

"Vigilant always for our people".

4. VALUES

Value	Value definition
Selflessness	We are people-centred in all our intentions and actions
Integrity	We are truthful, ethical, open, honest and transparent in all we do
Accountability	We are responsible, reliable and answerable for our actions
Professionalism	Consistent service excellence in performance delivery and execution of our mandate/ roles both of support and oversight
Transparency	We are always open to scrutiny
Responsiveness	We value our stakeholders and are considerate, caring and timely
Innovation	We promote and embrace change and new ideas

5. SITUATIONAL ANALYSIS

In terms of administration, 2016/17 was a very eventful year in which years of hard work came to fruition. The Office of the Speaker, supported by Offices of the Deputy Speaker and Chair of Chairs provided strong political oversight over the administration, and established the oversight mechanism as envisaged by the FMPPLA. The Speaker also entered into a ground breaking protocol with the MEC for Finance to regulate the NCPL budget processes. The Speakers Office, though the National Speakers Forum also introduced cost containment measures.

The highlight of the year was no doubt the attainment of a clean audit outcome for 2015/16 financial year. The NCPL also completed and submitted its first set of annual financial statements (AFS) prepared on the accrual basis of accounting in line with Generally Recognised Accounting Practice. In previous years NCPL prepared AFS on the cash basis of accounting. Currently NCPL is in the change management process to implement an ERP system, SAGE X3 to manage its financial and human resources.

The NCPL's made forward strides in terms of governance, through moving from an outsourced internal audit function to a co – sourced function, meaning that NCPL is beginning to develop its internal capacity. The audit committee continued to function and enhance overall governance. Monitoring and evaluation as well as risk management were also strengthened through the establishment of the risk management committee in the year under review.

Executive leadership was also augmented through two internal acting appointments. The newly approved organisational structure is still in its infancy, but employees appear to be adapting well to new roles. NCPL has also implemented and Employee Health and Wellness programme for MPL's and employees.

A major rehabilitation of the NCPL precincts has also been approved and is underway. The expected costs hereof are estimated at just over R30.000 million. This has resulted in the NCPL relocating from a single precinct to multi – site arrangement, whereby two buildings are leased

temporally. This results in the Administrative and Political components of NCPL housed in separate premises.

In terms of law making and house business, summaries of provincial legislation where produced, as well as a manual on legislation administered by departments. Through the National Council of Provinces office, regional workshops where held in order to enhance the law making process. Laws were further explained through a series of articles included in the newsletter. Hansard unit also assisted the process by translating at least four summaries in the official languages commonly used in the province.

House sittings where also rotated through the Province, to enhance the access of all our people to these important meetings.

In terms of oversight and Public Participation, the implementation of the Sector Oversight Model continued in the year under review. The Local Government Elections had an impact on the oversight programme for the 2016/17 financial year in that some of the planned targets could not be reached.

Despite the impact of the Local Government election on the oversight programme, Departments were called to account on a quarterly basis in terms of their approved APP and budgets. Public Hearings were held on important issues and committee meetings were held outside the seat of the Legislature. Envisaged contracting with Departments did not take place as planned.

All planned public education programmes where rolled out and publications on public education and communications where issued as planned. .In the second quarter the NCPL achieved its target of 1200 visitors to the precincts. Petitions were also received from the public and processed.

National Parliament, together with the Provincial Legislatures hosted two sectoral parliaments, being Youth parliament and Women's parliament. These events formed part of the annual public education and participation programme.

6. PERFORMANCE DELIVERY ENVIRONMENT

The Northern Cape Provincial Legislature's role and ultimate objective remains the representation of the people of the Northern Cape and ensuring "government by the people" in terms of the Constitution. It achieves this by executing its constitutional mandate of preparing legislation, overseeing the executive and by facilitating public involvement in the processes of the Legislature and its committees.

6.1 CHANGES IN LEGISLATURE PRIORITES

During the past financial year (2015/16) and in the current financial year (2016/17) the Legislature focused on the following priorities:

- Implementation of the Financial Management of Parliament and Provincial Legislatures Act;
- Working towards a clean Audit;
- Capacitating of the Office of the Chairperson of Committees;
- Reprioritising the personnel budget and workforce planning,
- Capacitating MPLs and employees in terms of FMPLA & SOM;
- Addressing Structural Defects of the building;
- Providing Members Facilities in compliance to the Party Political Fund Act; and
- Increasing implementation of SOM and improved accountability.

7. Organisational Environment

The Northern Cape Provincial Legislature (NCPL) comprises of 30 Members inclusive of the Members of the Executive Council. The composition is made up as follows: the Premier, ten (10) Members of the Executive Council plus nineteen (19) Members of the Legislature (MPLs) which includes the Speaker and Deputy Speaker.

The current workforce as 31 January 2017 consists of 89 permanent employees, 13 role playing employees and 23 fixed-term contract employees. The Administration has an approved Organisational Structure totally 159 positions of which 102 are filled and 57 are vacant. Although the 23 fixed-term contract employees are appointed in positions on the approved Organisational Structure, they are not permanently employed and the positions therefore regarded as vacant. The overall vacancy rate excluding the fixed-term contract employees is 36%.NCPL employees support the MPLs, the House and Committees to execute their constitutional mandate.

Our primary focus in the Administration for the coming financial year will be to stabilise our work force through filling of critical vacancies, especially at Executive level.

Review of policy regime is expected to be completed in the coming financial year. The complete policy review process was necessitated by applicability of FMPPLA and related regulations.

A complete overhaul of our performance reporting system is planned for 2017/18

In 2017/18 the Legislature will implement its procured ERP system SAGE X3 and discontinue the use of BAS and PERSAL. This challenge will require new reporting formats to be agreed with Provincial Treasury for consolidation purposes. The Finance and ITC units will focus on getting the implementation right. At a national level NCPL will form part of task teams to produce more financial regulations in line with FMPPLA.

The precinct rehabilitation project is expected to be completed in the 2017/18 financial year and it is expected that the operations will move back in the coming year. Strict project management will remain the focus of our corporate services team.

In term of Human Resources, plans are also in place to revamp our PMDS system to align it with institutional performance.

In terms of law making, summaries of provincial legislation will continue to be produced as well as manuals on legislation administered by departments. Through the National Council of Provinces office, regional workshops will also be held to enhance the law making process. Laws will also be further explained through a series of articles in the newsletter and through radio. The Hansard Unit will also assist the process by translating at least four summaries in the official languages such as (Xhosa, Setswana, Afrikaans and other) commonly used in the Province.

Strengthening of oversight will continue in the coming financial year, through giving support to committees and improve on the budget allocation.

The seat of the NCPL is in Kimberley. The Institution also has five (5) regional offices in the Northern Cape Province and one NCOP Office in Cape Town. The Cape Town office supports the Northern Cape's permanent and special delegates in their official business in and around Cape Town as well as in the country as determined by the NCOP's programme from time to time. The regional offices of the NCPL are outreach extension offices, supporting and enhancing public education and participation in the province.

With the number of MPLs limited to 30, there is a need for Members to serve on multiple Legislature Committees to affect the Legislature's mandate. The geographic spread of the Northern Cape and the low density of its population require improved planning and diligence in spending its budget to ensure the Legislature effectively executes its mandate.

8. LEGISLATIVE AND OTHER MANDATES

The Northern Cape Provincial Legislature derives its mandate from the following Legislation:

8.1 Constitution of the Republic of South Africa

The Constitution of the Republic of South Africa - 1996, Chapter 6 section 114 (1) and (2) which states that:

1. In exercising its legislative power, a Provincial Legislature may-
    a) Consider, pass, amend or reject any Bill before the Legislature; and
    b) Initiate or prepare legislation, except a money Bill.
2. A Provincial Legislature must provide for mechanisms-
    a) To ensure that all Provincial Executive organs of State in the province are accountable to it;
    b) To maintain oversight over-
        i. The exercise of Provincial Executive Authority of the Province, including the implementation of Legislation; and
        ii. Any Provincial Organ of State.

8.2 Legislative mandates

Legislation

- Northern Cape Provincial Legislature Service Act, No.2 of 2011;
- Powers, Privileges and Immunities of Parliaments and Provincial Legislatures Act, No.4 of 2004;
- Northern Cape Petitions Act, No. 8 of 2009;
- Northern Cape Party Political Fund Act, No 7 of 2009;
- Northern Cape Legislature Witness Act, No 3 of 2013.
- Financial Management of Parliament Act, No 10 of 2009 as amended by Act 34 of 2014.

Rules, Codes and Manuals of the Northern Cape Provincial Legislature

- Standing Rules of the Legislature;
- Code for the Financial Administration of the Northern Cape Provincial Legislature;
- Northern Cape Provincial Legislature: Performance Information Reporting Manual 2012; and
- Policies of the Legislature.

8.3 Policy mandates

Regulations and guidelines issued in terms of the Financial Management of Parliament and Provincial Legislatures Act, No 10 of 2009.

8.4 Relevant court rulings

- Poverty Alleviation Network and Others v President of the Republic of South Africa and Others. CCT/86/08 - Decided 24 February 2010;
- Doctors for Life International v The Speaker of the National Assembly and Others. CCT/12/05 – Decided 17 August 2006; and

- Land Access Movement of South Africa v The Chairperson of the National Council of Provinces and Others. CCT/40/15 – Decided 27 July 2016

8.5 Planned policy initiatives

Implementation of transitional arrangements: Financial Management of Parliament Amendment Act, 2014.

9. OVERVIEW OF 2016/17 BUDGET AND MTEF

The plans for the legislature are aligned to achieve outcome 12: an efficient, effective and development-orientated public service and an empowered and inclusive citizenship the NCPL contributes to this outcome through efficient and effective oversight function to line departments and municipalities

The NCPL's budget for 2017/18 – 2019/20 is allocated at programme level as follows:

Table 2.3 : Summary of payments and estimates by programme: Provincial Legislature

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
1. Administration	45 652	53 150	56 850	56 702	83 627	84 861	77 794	63 798	67 598
2. Facilities For Members And Political Parties	39 003	40 195	39 162	43 460	46 310	46 310	45 722	48 374	51 083
3. Parliamentary Business	37 236	38 112	41 955	43 690	43 690	43 690	46 300	49 086	51 984
Total payments and estimates	121 890	131 457	137 967	143 852	173 627	174 861	169 816	161 258	170 665
Direct Charge on Provincial Revenue Fund	21387	21387	23394	23911	23911	23911	25155	27009	28522
Members Remuneration	21387	21387	23394	23911	23911	23911	25155	27009	28522
Total payments and estimates	143 277	152 844	161 361	167 763	197 538	198 772	194 971	188 267	199 187

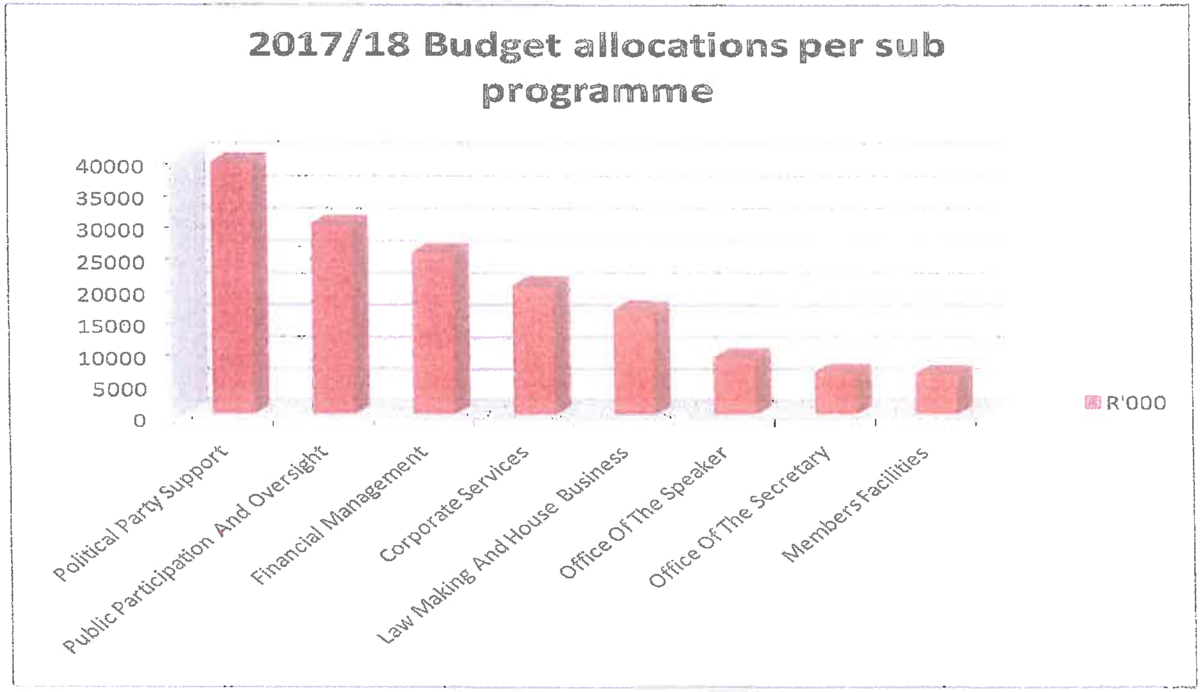
In terms of economic classification, the budget over the MTEF is as follows:

Table 2.4 : Summary of provincial payments and estimates by economic classification: Provincial Legislature

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
Current payments	118 000	122 916	124 538	141 695	141 415	145 329	151 200	159 315	168 614
Compensation of employees	83 612	91 545	96 954	105 543	105 084	107 000	111 934	119 072	126 116
Goods and services	34 388	31 371	27 584	36 152	36 331	38 329	39 266	40 242	42 498
Interest and rent on land	–	–	–	–	–	–	–	–	–
Transfers and subsidies to:	24 770	26 206	32 884	26 068	32 918	32 918	27 365	28 952	30 573
Provinces and municipalities	–	–	–	–	–	–	–	–	–
Departmental agencies and accounts	444	1 337	–	–	–	–	–	–	–
Higher education institutions	–	–	–	–	–	–	–	–	–
Foreign governments and international organisations	–	–	–	–	–	–	–	–	–
Public corporations and private enterprises	–	–	–	–	–	–	–	–	–
Non-profit institutions	22 189	23 298	27 786	25 661	32 511	32 511	26 937	28 499	30 095
Households	2 137	1 571	5 098	407	407	407	428	453	478
Payments for capital assets	508	4 790	3 541	–	23 205	20 525	16 406	–	–
Buildings and other fixed structures	–	–	2 368	–	10 000	10 000	13 354	–	–
Machinery and equipment	290	4 790	1 010	–	2 175	2 062	–	–	–
Heritage Assets	–	–	–	–	–	–	–	–	–
Specialised military assets	–	–	–	–	–	–	–	–	–
Biological assets	–	–	–	–	–	–	–	–	–
Land and sub-soil assets	–	–	–	–	–	–	–	–	–
Software and other intangible assets	218	–	163	–	11 030	8 463	3 052	–	–
Payments for financial assets	–	854	398	–	–	–	–	–	–
Total economic classification	143 278	154 766	161 361	167 763	197 538	198 772	194 971	188 267	199 187

The budget structure is aligned to the programme performance structure making it easier to link resources directly to the performance outcome.

Allocation, ex earmarked funds per performance outcome area for the 2017/18 financial year is as follows:



In line with our strategic goals, resources are allocated in the main to Political Party Support, Public Participation and Oversight. These allocation patterns are prevalent through the MTEF and support the long term strategic goals of the NCPL.

PART B: PROGRAMME AND SUBPROGRAMME PLANS

10. PROGRAMME ONE (1): ADMINISTRATION

Purpose of the Programme: To establish effective Legislature governance structure that will ensure the institution operates optimally. The programme aims to provide effective leadership, financial, human resources, administrative and technological support services and systems to the entire Legislature as well as leading in terms of the strategic management of the administration.

Strategic Objective 1	Strengthen the governance and oversight structures of the Legislature
Objective Statement	Strengthen the governance and oversight structures of the Legislature by overseeing the financial and non-financial performance of the Legislature on a quarterly basis, through the establishment and implementation of an institutional governance framework, governance mechanisms and structures by March 2020.
Baseline	No documented Institutional Governance Framework detailing institutional (corporate) governance mechanisms and structures.
Justification	The programme purpose is linked to ensuring that the institution operates optimally
Links	Objective linked to Goal 1: To strengthen Institutional capacity to render support to Members and Committees to fulfil the Legislature's Constitutional Mandate

10.1 Strategic Objective (Indicator), annual targets 2017/18

Strategic Objective Title: Strengthen the governance and oversight structures of the Legislature								
Strategic objective statement/ Indicator	***Strategic Plan target***	**Audited/Actual performance**			**Estimated performance 2016/17**	**Medium-term targets**		
		2013/14	**2014/15**	**2015/16**		**2017/18**	**2018/19**	**2019/20**
Strengthen the governance and oversight structures of the Legislature by overseeing the financial and non-financial performance of the Legislature on a quarterly basis, through the establishment and implementation of an institutional governance framework, governance mechanisms and structures by March 2020.	March 2020	New	New	New	New	Timeous reporting to oversight structures	Timeous reporting to oversight structures	Timeous reporting to oversight structures
Continuous development of the NCPL workforce	March 2020	New Indicator	New Indicator	New Indicator	New Indicator	Implementation of the approved workskills Plan	Implementation of the approved workskills Plan	Implementation of the approved workskills Plan

Optimal security compliance	Annually	New Indicator	New Indicator	New Indicator	New Indicator	Addressing security audit recommendations to ensure compliance	Addressing security audit recommendations to ensure compliance	Addressing security audit recommendations to ensure compliance

10.2 Programme Performance Indicators and annual targets for 2017/18–2019/20

	Programme performance indicator	Audited/Actual performance			Estimated performance 2016/17	Medium-term targets		
		2013/14	2014/15	2015/16		2017/18	2018/19	2019/20
	OFFICE OF THE SPEAKER							
1	Quarterly Expenditure reports adopted by the Rules Committee	New indicator	New indicator	New indicator	4 quarterly expenditure reports adopted by the Rules Committee	4 quarterly expenditure reports adopted	4 quarterly expenditure reports adopted	4 quarterly expenditure reports adopted
2	An annual committee schedule developed	Draft Parliamentary Programmes developed	Draft Parliamentary Programmes developed	Draft Parliamentary Programmes developed	1 Annual committee schedule developed	1 Annual committee schedule developed	1 Annual committee schedule developed	1 Annual committee schedule developed

3	Quarterly programme schedules developed	Draft Parliamentary Programmes developed	Draft Parliamentary Programmes developed	Draft Parliamentary Programmes developed	4 quarterly committee reports developed	4 quarterly committee reports developed	4 quarterly committee reports developed	4 quarterly committee reports developed
4	Quarterly performance reports on committees developed by the Office of the Chair-of-chairs	New indicator	New indicator	New indicator	4 quarterly committee performance analysis reports developed	4 quarterly committee performance analysis reports developed	4 quarterly committee performance analysis reports developed	4 quarterly committee performance analysis reports developed
5	Bi-annual reports on the implementation of House resolutions developed	New indicator	New indicator	New indicator	2 reports on the implementation of House Resolutions developed	2 reports on the implementation of House Resolutions developed	2 reports on the implementation of House Resolutions developed	2 reports on the implementation of House Resolutions developed
6	Facilitate treasury consultation meetings with the MEC for Finance	New indicator	New indicator	New indicator	2 quarterly treasury consultation reports	2 quarterly treasury consultation reports	2 quarterly treasury consultation reports	quarterly treasury consultation reports
7	Coordinate protocol activities for institutional events and functions	New indicator	New indicator	New indicator	1 annual consolidated Report on	1 annual consolidated Report on	1 annual consolidated Report on	1 annual consolidated Report on

					Protocol activities	Protocol activities	Protocol activities	Protocol activities
OFFICE OF THE SECRETARY								
1	Number of institutional policies reviewed and recommended for approval to the Executive Authority		13	4	12	8	8	8
2	Number of Audit Committees meetings held	New indicator	New indicator	New indicator	New indicator	4	4	4
3	Number of audits completed	New indicator	New indicator	New indicator	New indicator	4	4	4
4	Timeous submission of Annual Performance Plan	New indicator	New indicator	New indicator	New indicator	1	1	1
5	Number of risk assessment reports	New indicator	New indicator	New indicator	New indicator	4	4	4
6	Timeous submission of quarterly report to the Speaker	New indicator	New indicator	New indicator	New indicator	4	4	4
OFFICE OF THE CHIEF FINANCIAL OFFICER.								
1	Percentage implementation of the ICT Governance Framework	New indicator	New indicator	New indicator	New indicator	70%	90%	100%

2	Number of reports on the implementation of the Audit Action Plan	4	4	4	4	3	3	3
3	Nature of the audit opinion for the financial year	Qualified	Unqualified with findings	Unqualified with findings	Clean Audit	Unqualified with findings	Clean Audit	Clean Audit
4	Number of Quarterly financial statements presented to the Audit Committee	3	3	3	3	3	3	3

CORPORATE SERVICES

	Programme performance indicator	Audited/Actual performance			Estimated performance 2016/17	Medium-term targets		
		2013/14	2014/15	2015/16		2017/18	2018/19	2019/20
1	Number of Accredited Learning & Development Programmes	New indicator	New indicator	New indicator	New indicator	6	8	10

2	Report on percentage Implementation of annual security audit recommendations	New indicator	New indicator	New indicator	New indicator	Report on 60% implementation	Report on 80% implementation	Report on 100% implementation

10.3 Programme Performance Indicators and quarterly targets for 2017/18

Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
OFFICE OF THE SPEAKER							
1	Quarterly Expenditure reports adopted by the Rules Committee	Quarterly	4	1	1	1	1
2	An annual committee schedule developed	Annually	1	1	-	-	-
3	Quarterly programme schedules developed	Quarterly	4	1	1	1	1
4	Quarterly performance reports on committees developed by the Office of the Chair-of-chairs	Quarterly	4	1	1	1	1
5	Bi-annual reports on the implementation of House resolutions developed	Bi-annually	2	1	-	1	-

6	Facilitate treasury consultation meetings with the MEC for Finance	Quarterly	4	1	1	1	1
7	Coordinate protocol activities for institutional events and functions	Annually	100%	100%	100%	100%	100%

OFFICE OF THE SECRETARY

Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of institutional policies reviewed and recommended for approval by the Executive Authority	Quarterly	8	2	2	2	2
2	Number of Audit Committees meetings held	Quarterly	4	1	1	1	1
3	Number of audits completed	Quarterly	4	1	1	1	1
4	Timeous submission of Annual Performance Plan	Bi-annual	2	1	-	-	1
5	Number of risk assessment reports	Quarterly	4	1	1	1	1
6	Timeous submission of quarterly report to the	Quarterly	4	1	1	1	1

	Speaker						

OFFICE OF THE CHIEF FINANCIAL OFFICER

	Programme Performance indicator	Reporting period	Annual target 2017/18	Quarterly targets 1st	2nd	3rd	4th
1	Percentage implementation of the ICT Governance Framework	Quarterly	70% implementation of ICT Governance Framework as per the Annual implementation Plan	25% of annual equivalent implementation plan of the ICT governance Framework	50% of annual equivalent implementation plan of the ICT governance Framework	75% of annual equivalent implementation plan of the ICT governance Framework	100% of annual equivalent implementation plan of the ICT governance Framework
2	Number of reports on the implementation of the Audit Action Plan	Quarterly	Quarterly reports on the implementation of the Audit Action Plan	1 Quarterly report on the implementation of the Audit Action Plan of 2016/17	-	1 Quarterly report on the implementation of the Audit Action Plan of 2017/18	1 Quarterly report on the implementation of the Audit Action Plan of 2017/18
3	Nature of the audit opinion for the financial year	Annually	Unqualified audit opinion		Unqualified audit		
4	Number of Quarterly financial statements presented to the Audit Committee	Quarterly	3 sets of Quarterly Financial Statements presented to the Audit Committee	-	Quarterly Financial Statements for the period April	Quarterly Financial Statements for the period April	Quarterly Financial Statements for the period April

					to June presented to the Audit Committee	to June presented to the Audit Committee	to June presented to the Audit Committee

CORPORATE SERVICES

Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of Accredited Learning & Development Programmes	Quarterly	6 x Accredited Learning Programmes	Approved Workplace Skills Plan	3	3	1 x Report on Outcome of Skills Gap Analysis
2	Report on percentage Implementation of annual security audit recommendations	Quarterly	Report on 60% implementation	Consideration of security audits and assessment reports.	Implementation of 30% of Security audit findings as per implementation plan	Implementation of 70% of Security audit findings as per implementation plan	Implementation of 100% of Security audit findings as per implementation plan

10.4 RECONCILING PERFORMANCE TARGETS WITH THE BUDGET AND MTEF: PROGRAMME 1

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
1. Office Of The Speaker	4 583	7 723	8 309	8 549	10 749	11 983	9 095	9 652	10 237
2. Office Of The Secretary	4 410	5 383	5 050	6 287	6 817	6 817	6 664	7 066	7 485
3. Financial Management	17 571	19 042	19 858	20 981	31 981	31 981	25 327	23 627	25 042
4. Corporate Services	19 088	21 002	23 633	20 885	34 080	34 080	36 708	23 453	24 834
Total payments and estimates	**45 652**	**53 150**	**56 850**	**56 702**	**83 627**	**84 861**	**77 794**	**63 798**	**67 598**

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
Current payments	43 057	47 491	51 204	56 295	60 090	63 976	60 960	63 345	67 120
Compensation of employees	27 481	33 178	36 135	41 670	41 670	43 586	44 343	47 065	49 926
Goods and services	15 576	14 313	15 069	14 625	18 420	20 390	16 617	16 280	17 194
Interest and rent on land	–	–	–	–	–	–	–	–	–
Transfers and subsidies to:	2 137	543	2 325	407	407	407	428	453	478
Provinces and municipalities	–	–	–	–	–	–	–	–	–
Departmental agencies and accounts	–	–	–	–	–	–	–	–	–
Higher education institutions	–	–	–	–	–	–	–	–	–
Foreign governments and international organisations	–	–	–	–	–	–	–	–	–
Public corporations and private enterprises	–	–	–	–	–	–	–	–	–
Non-profit institutions	–	–	–	–	–	–	–	–	–
Households	2 137	543	2 325	407	407	407	428	453	478
Payments for capital assets	458	4 458	2 970	–	23 130	20 478	16 406	–	–
Buildings and other fixed structures	–	–	2 368	–	10 000	10 000	13 354	–	–
Machinery and equipment	240	4 458	461	–	2 100	2 015	–	–	–
Heritage Assets	–	–	–	–	–	–	–	–	–
Specialised military assets	–	–	–	–	–	–	–	–	–
Biological assets	–	–	–	–	–	–	–	–	–
Land and sub-soil assets	–	–	–	–	–	–	–	–	–
Software and other intangible assets	218	–	141	–	11 030	8 463	3 052	–	–
Payments for financial assets	–	658	351	–	–	–	–	–	–
Total economic classification	45 652	53 150	56 850	56 702	83 627	84 861	77 794	63 798	67 598

11. PROGRAMME 2: MPL AND POLITICAL PARTY SUPPORT

Purpose of the Programme: To empower Political Office-Bearers in the management of the Legislature business, to enable Members to effectively discharge their constitutional mandate.

This programme funds the activities of party political representatives. Such activities are supported by party political employees (Programme 2) as well as employees in Programme 1 and Programme 3.

Strategic Objective 3	To empower Members of the Provincial legislature through financial support.
Objective statement	To empower Members of the Provincial legislature by providing financial support to undertake their party political work and constituency obligations thus enabling them to effectively discharge their constitutional mandate on an annual basis as prescribed by the NC Political Party Fund Act.
Baseline	Payments made quarterly and annually and quarterly in line with the Political Party Fund Act (Act 7 of 2009).
Justification	Ensuring full compliance with the Party Political Fund Act.
Links	Objective linked to Goal 1: To strengthen Institutional capacity to render support to Members and Committees to fulfil the Legislature's Constitutional Mandate.

11.1 Strategic Objective (Indicator), annual targets 2017/18

Strategic Objective Title: Strengthen the governance and oversight structures of the Legislature								
Strategic objective statement/ Indicator	***Strategic Plan target***	**Audited/Actual performance**			**Estimated performance 2016/17**	**Medium-term targets**		
		2013/14	**2014/15**	**2015/16**		**2017/18**	**2018/19**	**2019/20**
Optimal support to political parties to ensure the effective functioning of parties	Annual payment of political party funds allocations paid to political parties	New indicator	New Indicator	New Indicator	Manage the Political Party fund in terms of legislation and the Constituency.	Annual allocations	Annual allocations paid	Annual allocations paid

11.2 Programme Performance Indicators and annual targets for 2017/18 – 2019/20

Programme performance indicator		Audited/Actual performance			Estimated performance 2016/17	Medium-term targets		
		2013/14	2014/15	2015/16		2017/18	2018/19	2019/20
1	Number of payments made in line with the law, policy and regulations	New indicator	4 Payments made to each political party	4 Payments made to each political party	4 Payments made to each political party	16	16	16

2	% of Spending in line with the budget	New indicator	Budget spent	100% of budget spent	100% of budget spend	100% of budget spend	100% of budget spend	100% of budget spend

11.3 Programme Performance Indicators and quarterly targets for 2017/18

Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of payments made in line with the law, policy and regulations	Quarterly	16	4	4	4	4
2	% of Spending in line with the budget	Quarterly	100%	30-40%	50-65%	70-85%	100&

11.4 RECONCILING PERFORMANCE TARGETS WITH THE BUDGET AND MTEF: PROGRAMME 2

R thousand	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
1. Members Facilities	5 190	5 138	5 380	6 071	6 071	6 071	6 384	6 754	7 132
2. Political Party Support	33 813	35 057	33 782	37 389	40 239	40 239	39 338	41 620	43 951
Total payments and estimates	39 003	40 195	39 162	43 460	46 310	46 310	45 722	48 374	51 083

R thousand	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
Current payments	16 355	15 159	11 376	17 799	13 799	13 799	18 785	19 875	20 988
Compensation of employees	6 525	7 115	5 996	7 513	7 054	7 054	7 963	8 425	8 897
Goods and services	9 830	8 044	5 380	10 286	6 745	6 745	10 822	11 450	12 091
Interest and rent on land	–	–	–	–	–	–	–	–	–
Transfers and subsidies to:	22 633	24 635	27 786	25 661	32 511	32 511	26 937	28 499	30 095
Provinces and municipalities	–	–	–	–	–	–	–	–	–
Departmental agencies and accounts	444	1 337	–	–	–	–	–	–	–
Higher education institutions	–	–	–	–	–	–	–	–	–
Foreign governments and international organisations	–	–	–	–	–	–	–	–	–
Public corporations and private enterprises	–	–	–	–	–	–	–	–	–
Non-profit institutions	22 189	23 298	27 786	25 661	32 511	32 511	26 937	28 499	30 095
Households	–	–	–	–	–	–	–	–	–
Payments for capital assets	15	205	–	–	–	–	–	–	–
Buildings and other fixed structures	–	–	–	–	–	–	–	–	–
Machinery and equipment	15	205	–	–	–	–	–	–	–
Heritage Assets	–	–	–	–	–	–	–	–	–
Specialised military assets	–	–	–	–	–	–	–	–	–
Biological assets	–	–	–	–	–	–	–	–	–
Land and sub-soil assets	–	–	–	–	–	–	–	–	–
Software and other intangible assets	–	–	–	–	–	–	–	–	–
Payments for financial assets	–	196	–	–	–	–	–	–	–
Total economic classification	39 003	40 195	39 162	43 460	46 310	46 310	45 722	48 374	51 083

12. PROGRAMME THREE: PARLIAMENTARY BUSINESS

Purpose of the Programme: To provide the House, Committees and Members with Procedural, Research, Information and Hansard services in the execution of their Constitutional Mandate as well as all other functions delegated by the House.

To provide professional support services to Members and Committees to enable them to discharge their mandate of law-making and oversight; to facilitate public involvement in the legislative and other processes of the Legislature and its committees

Strategic Objective 4	To improve oversight through the implementation of the oversight model
Objective statement	To improve the effectiveness of oversight conducted over the executive through the implementation of the Northern Cape Oversight Model; Oversight model fully implemented by March 2020.
Baseline	NCPL Oversight model partially implemented. Only implemented in 3 of the 13 votes. Current implementation rate=23%
Justification	Ensure compliance with the Constitutional Mandate and NCPL Oversight Model
Links	This objective is linked to Goal 3: To ensure that the Legislature optimally carries out its Constitutional Mandate of law making and oversight.

12.1 PROGRAMME 3.1: LAW MAKING AND HOUSE BUSINESS

12.1.1 Strategic Objective (Indicator), annual targets 2017/18

Strategic Objective Title: Strengthen the governance and oversight structures of the Legislature

Strategic objective statement/ Indicator	*Strategic Plan target*	Audited/Actual performance			Estimated performance 2016/17	Medium-term targets		
		2013/14	2014/15	2015/16		2017/18	2018/19	2019/20
Build a capable and productive parliamentary service that delivers enhanced support to Members of the Legislature in order that they may efficiently fulfill their constitutional functions	Improve public participation and oversight by March 2020	New indicator	New indicator	New indicator	New indicator	Improve public participation and oversight	Improve public participation and oversight	Improve public participation and oversight

12.1.2 Programme Performance Indicators and annual targets for 2017/18 – 2019/20

Programme performance indicator	Audited/Actual performance			Estimated performance	Medium-term targets		
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
LEGAL SERVICES							

1	Number of legislation summaries produced	1	1	1	4	4	4	4
2	Number of compliance manuals produced	1	1	1	1	1	1	1
3	Percentage of legal advice and opinions provided	New indicator	New indicator	New indicator	New indicator	100%	100%	100%
NCOP AND PROCEEDINGS								
1	Number of House sittings held outside the Legislature seat (Kimberley)	New Indicator	New Indicator	4	5	2	2	2
2	Percentage of Mandates submitted to the NCOP.	New Indicator	New Indicator	100%	100%	100%	100%	100%
3	Number of House sittings held where an opportunity to pose questions to the Premier and Executive by MPLs is created	New Indicator	New Indicator	New indicator	12	4	4	4
HANSARD								
1	Percentage of electronic transcripts of House	New indicator	New indicator	56.25%	90%	90%	90%	90%

	debates available within 5 working days after the House Debate							
2	Percentage of public hearings where at least one interpreter for an identified/prevalent language is available	New indicator	New indicator	100%	80%	80%	90%	100%

12.1.3 Programme Performance Indicators and quarterly targets for 2017/18

LEGAL SERVICE							
Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of legislation summaries produced	Quarterly	4	1	1	1	1
2	Number of compliance manuals produced	Annual	1	-	-	-	1
3	Percentage of legal advice and opinions provided	Quarterly	100%	100%	100%	100%	100%

NCOP AND PROCEEDINGS							
Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of House sittings held outside the Legislature seat (Kimberley)	Quarterly	2	-	1	1	-
2	Percentage of Mandates submitted to the NCOP.	Quarterly	100%	100%	100%	100%	100%
3	Number of House sittings held where an opportunity to pose questions to the Premier and Executive by MPLs is created	Quarterly	4	1	1	1	1
HANSARD							
1	Percentage of electronic transcripts of House debates available within 5 working days after the House Debate	Quarterly	90%	100%	100%	100%	100%
2	Percentage of public hearings where at least one interpreter for an identified/prevalent language is available	Quarterly	80%	100%	100%	100%	100%

12.2 PROGRAMME 3.2: PUBLIC PARTICIPATION AND OVERSIGHT

12.2.1 Strategic Objective (Indicator), annual targets 2017/18

Strategic Objective Title: Strengthen the governance and oversight structures of the Legislature

Strategic objective statement/ Indicator	***Strategic Plan target***	**Audited/Actual performance**			**Estimated performance 2016/17**	**Medium-term targets**		
		2013/14	**2014/15**	**2015/16**		**2017/18**	**2018/19**	**2019/20**
To improve the effectiveness of oversight conducted over the executive through the implementation of the Northern Cape Oversight Model; thus ensuring that the executive implements the objectives of the Medium Term Strategic Framework (MTSF 2014-2019) by December 2019	Implementation of the Northern Cape Oversight Model by December 2019	New indicator	New indicator	New indicator	New indicator	Implementation of the Northern Cape Oversight Model	Implementation of the Northern Cape Oversight Model	Implementation of the Northern Cape Oversight Model
Enhanced public involvement in the processes of the legislature to realise participatory democracy	Public Participation Framework	New indicator	New indicator	New indicator	New indicator	Public Participation Framework	Public Participation Framework	Public Participation Framework

through the implementation the Public Participation Framework by March 2019	developed and approved					developed and approved	implemented	implemented
Build a capable and productive parliamentary service that delivers enhanced support to Members of the Legislature in order that they may efficiently fulfill their constitutional functions	Implementation of the Integrated Services model	New indicator	New indicator	New indicator	New indicator	Implementation of the Integrated Services model	Implementation of the Integrated Services model	Implementation of the Integrated Services model

12.2.2 Programme Performance Indicators and annual targets for 2017/18 – 2019/20

Programme performance indicator		Audited/Actual performance			Estimated performance 2016/17	Medium-term targets		
		2013/14	2014/15	2015/16		2017/18	2018/19	2019/20
PORTFOLIO COMMITTEES								
1	Number of Draft Committee reports on the meetings held with provincial departments to monitor and evaluate performance	New Indicator	New Indicator	48 Committee Reports	81 Committee reports	60 Draft Committee reports	60 Draft Committee reports	60 Draft Committee reports

2	Number of draft Contracts prepared	New Indicator	New Indicator	6 contracts were concluded at the Commencement of the appropriation Process	13 draft Contracts	13 draft Contracts	13 draft Contracts	13 draft Contracts
3	Percentage of Public hearings facilitated	New Indicator	New Indicator	6 Public Hearings held	6 Public hearings	8 Public hearings	8 Public hearings	8 Public hearings
4	Number of draft Oversight reports conducted	New Indicator	New Indicator	New Indicator	2 draft Oversight reports	2 draft Oversight reports	2 draft Oversight reports	2 draft Oversight reports
5	Percentage of Committee meetings facilitated outside the Legislature seat	New Indicator	New Indicator	12 Committee meetings held outside the Legislature seat	100%	100%	100%	100%
PUBLIC EDUCATION								
	Number of public education programmes held	New indicator	New indicator	76 Public education programmes undertaken	120 public education programmes held	120 public education programmes	160 public education programmes	200 public education programmes
2	Number of public education/ communication	New indicator	New indicator	15 Public education/ communicati	12 public education/ communication products	12 public education/ communication	12 public education/ communication	12 public education/ communication

	products			on publications produced		products	products	products
3	Number of Tours of the NCPL building	New indicator	New indicator	New indicator	New indicator	12 Tours of the NCPL building	48 Tours of the NCPL building	48 Tours of the NCPL building
4	Number of Reports to submitted to committees on petitions	New indicator	New indicator	4 Reports to committees on petitions submitted to the Petitions Committee	Submit 4 Reports to committees on petitions	4 Reports submitted to committees on petitions	4 Reports submitted to committees on petitions	4 Reports submitted to committees on petitions
5	Update of NCPL Website	New indicator	New indicator	New indicator	New indicator	12 Updates to the NCPL Website	24 Updates to the NCPL Website	36 Updates to the NCPL Website
RESEARCH AND LIBRARY SERVICES								
1	Percentage of Research Reports (Analyses) made available 2 days prior to the committee meeting	New indicator	New indicator	New indicator	New indicator	60%	60%	60%

COMMITTEES SECTION								
	Number of sets of committee minutes submitted to members within 5 working days after the meeting	New indicator	New Indicator	New Indicator	New Indicator	60 sets of committee minutes drafted within 5 working days after the meeting	60 sets of committee minutes drafted within 5 working days after the meeting	60 sets of committee minutes drafted within 5 working days after the meeting
	Number of Committee reports submitted to members within 5 days after the meeting	New indicator	New Indicator	New Indicator	New Indicator	60 Committee reports drafted within 5 days after the meeting	60 Committee reports drafted within 5 days after the meeting	60 Committee reports drafted within 5 days after the meeting
	Number of Reports containing House Resolutions communicated to the executive and the Legislature quarterly	New indicator	New Indicator	New Indicator	New Indicator	60 Reports containing House Resolutions communicated to the executive and the Legislature quarterly	60 Reports containing House Resolutions communicated to the executive and the Legislature quarterly	60 Reports containing House Resolutions communicated to the executive and the Legislature quarterly

12.2.3 Programme Performance Indicators and quarterly targets for 2017/18

PORTFOLIO COMMITTEES							
Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of Draft Committee reports on the meetings held with provincial departments to monitor and evaluate performance	Quarterly	60	27 REPORTS (13 APPs, 13 QPRs and 1 Appropriation Report)	5 REPORTS (1 st Quarter Budget Votes identified by Chairperson of Committees)	23 REPORTS (13 Annual Reports, 9 2nd Quarter Budget Votes identified by Chairperson of Committees and 1 Adjustment Appropriation Report)	5 REPORTS (4th Quarter Budget Votes identified by Chairperson of Committees)
2	Number of draft Contracts prepared	Quarterly	13	13	-	-	-
3	Percentage of Public hearings facilitated	Quarterly	8	2	2	2	2
4	Number of draft Oversight reports conducted	Quarterly	2	-	1	1	-
5	Percentage of Committee meetings facilitated outside the Legislature seat	Quarterly	5	1	2	1	1

PUBLIC EDUCATION AND PUBLIC PARTICIPATION

Programme Performance indicator		Reporting period	Annual target 2017/18	Quarterly targets			
				1st	2nd	3rd	4th
1	Number of public education programmes held	Quarterly	120	30	30	30	30
2	Number of public education/ communication products	Quarterly	12	3	3	3	3
3	Number of Tours of the NCPL building	Quarterly	12	-	-	-	12
4	Number of Reports to submitted to committees on petitions	Quarterly	4	1	1	1	1
5	Update of NCPL Website	Quarterly	12 Updates to the NCPL Website	3 updates on website by end June 2017	3 updates on website by end September 2017	3 updates on website by end December 2017	3 updates on website by end March 2018
RESEARCH AND LIBRARY SERVICES							
1	Percentage of Research Reports (Analyses) made available 2 days prior to the committee meeting	Quarterly	80% of Reports made available 2 days prior the committee meeting	100%	100%	100%	100%

COMMITTEE SECTION							
1	Number of sets of committee minutes submitted to members within 5 working days after the meeting	Quarterly	60	27	5	23	5
2	Number of Committee reports submitted to members within 5 days after the meeting	Quarterly	60	27	5	23	5
3	Number of Reports containing House Resolutions communicated to the executive and the Legislature quarterly	Quarterly	60	27	5	23	5

12.2.4 RECONCILING PERFORMANCE TARGETS WITH THE BUDGET AND MTEF: PROGRAMME 3

Table 2.10.3 : Summary of payments and estimates by sub-programme: Parliamentary Business

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2013/14	2014/15	2015/16		2016/17		2017/18	2018/19	2019/20
1. Public Participation And Oversight	24 364	24 927	28 289	28 167	28 167	28 166	29 844	31 635	33 496
2. Law Making And House Business	12 872	13 185	13 666	15 523	15 523	15 524	16 456	17 451	18 488
Total payments and estimates	37 236	38 112	41 955	43 690	43 690	43 690	46 300	49 086	51 984

R thousand	Outcome 2013/14	2014/15	2015/16	Main appropriation 2016/17	Adjusted appropriation 2016/17	Revised estimate 2016/17	Medium-term estimates 2017/18	2018/19	2019/20
Current payments	37 201	37 985	38 564	43 690	43 615	43 643	46 300	49 086	51 984
Compensation of employees	28 219	28 971	31 429	32 449	32 449	32 449	34 473	36 573	38 771
Goods and services	8 982	9 014	7 135	11 241	11 166	11 194	11 827	12 513	13 213
Interest and rent on land	–	–	–	–	–	–	–	–	–
Transfers and subsidies to:	–	–	2 773	–	–	–	–	–	–
Provinces and municipalities	–	–	–	–	–	–	–	–	–
Departmental agencies and accounts	–	–	–	–	–	–	–	–	–
Higher education institutions	–	–	–	–	–	–	–	–	–
Foreign governments and international organisations	–	–	–	–	–	–	–	–	–
Public corporations and private enterprises	–	–	–	–	–	–	–	–	–
Non-profit institutions	–	–	–	–	–	–	–	–	–
Households	–	–	2 773	–	–	–	–	–	–
Payments for capital assets	35	127	571	–	75	47	–	–	–
Buildings and other fixed structures	–	–	–	–	–	–	–	–	–
Machinery and equipment	35	127	549	–	75	47	–	–	–
Heritage Assets	–	–	–	–	–	–	–	–	–
Specialised military assets	–	–	–	–	–	–	–	–	–
Biological assets	–	–	–	–	–	–	–	–	–
Land and sub-soil assets	–	–	–	–	–	–	–	–	–
Software and other intangible assets	–	–	22	–	–	–	–	–	–
Payments for financial assets	–	–	47	–	–	–	–	–	–
Total economic classification	37 236	38 112	41 955	43 690	43 690	43 690	46 300	49 086	51 984

PART C: LINKS TO OTHER PLANS

13. LINKS TO THE LONG-TERM INFRASTRUCTURE AND OTHER CAPITAL PLANS

	Project Name	Reporting Sub Programme	Project Description	Annual Target MTEF Targets			QUARTERLY PERFORMANCE TARGETS			
				2016/17	2017/18	2018/19	1st	2nd	3rd	4th
1.	Implementation of Organisational Structure	Corporate Services	% of positions filled	70%	100% filling of identified critical vacant positions	-	1. Selection process 2. 50% Appointments	1. Selection process 2. 50% Appointments	-	-
2.	Implementation of the Organisational Strategy	Corporate Services	Transformation – Achieving Employment Equity Targets	70%	80%	90%	30% of overall target percentage 1 Report on EE Targets	30% of overall target percentage 1 Report on EE Targets	10% of overall target percentage 1 Report on EE Targets	10% of overall target percentage 1 Report on EE Targets
			Organisational Effectiveness – Driving employee motivation		2 projects	2 projects		1 Organisational Wellness Programme	1 Organisational Wellness Programme	
3.	Building a Learning Culture	Corporate Services	Building a learning culture	60%	70%	90%	1 report on bursary process for 1st semester	Process 100% bursary applications for	1 report on bursary process for	Process 100% bursary

	through approved bursary applications		through approved bursary applications					2nd semester by due dates	2nd semester	applications for 1st semester by due dates
	Technical identification and specification of work for addressing major and minor defects			Overseeing the structural defects project aimed at addressing all identified structural defects at main facility	Maintain the facilities standard through continuous technical assessment and intervention	Maintain the facilities standard through continuous technical assessment and intervention	Submission of 1 x Technical assessment report on the facilities status of the building Submission of 1 x draft U-amp narrative and template to Executive Management for approval	Submission of 1 x Technical assessment report on the facilities status of the building Submission of 1 x draft U-amp narrative and template to Provincial Treasury and Dept Roads and Public Works	Submission of 1 x Technical assessment report on the facilities status of the building Monitoring U-amp status at the Legislature, by submitting 1 x progress report	Submission of 1 x Technical assessment report on the facilities status of the building Evaluating the U-amp compliance for the year by submitting 1 x impact assessment report

Annexure D (Changes to the Strategic Plan)

The following strategic objectives /Objective Statement were amended.

2015-2020 Approved Strategic Plan	Revised Strategic Plan 2017/2018
Strengthen the governance and oversight structures of the Legislature by ensuring that controls form monitoring financial and non-financial institutional performance are in place commencing in April 2015	Strengthen the governance and oversight structures of the Legislature by ensuring that controls for monitoring financial and non-financial institutional performance is in place by March 2020.

ANNEXURE E: TECHNICAL INDICATOR DESCRIPTIONS

Programme 1: Administration

Indicator Title	Quarterly Expenditure reports adopted by the Rules Committee
Short Definition	In order to strengthen the governance and oversight structures of the Legislature, quarterly Expenditure reports will be presented to **the Rules Committee**.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Meeting notices, agendas, attendance registers and minutes
Method of Calculation	Numeric
Data Limitations	Demand for meeting
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Head of Staff, Office of the Speaker**

Indicator Title	An annual committee schedule developed
Short Definition	The **Annual Committee** schedule will be developed to guide the work of Committees for the financial year. All committees must schedule the required meetings, hearings and oversight interventions in terms of the Oversight Model.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Annual Schedule, Meeting notices, agendas, attendance registers
Method of Calculation	Numeric
Data Limitations	None
Type of Indicator	Output
Calculation Type	Once
Reporting Cycle	Annually
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Programme Coordinator, Office of the Chair-of-chairs**

Indicator Title	Quarterly programme schedules developed
Short Definition	The Quarterly programme schedule will be developed to guide the work of Committees during a specific quarter. All committees must schedule the required meetings, hearings and oversight interventions in terms of the Oversight Model.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Quarterly Schedule, Meeting notices, agendas, attendance registers
Method of Calculation	Numeric
Data Limitations	None
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Programme Coordinator, Office of the Chair-of-chairs**

Indicator Title	Quarterly performance reports on committees developed by the Office of the Chair-of-chairs
Short Definition	A comprehensive consolidated quarterly report is prepared by the **Office of the Chair-of-Chairs** on **Committee performance**. Governance and oversight will be strengthened by raising the current baseline where a lack of regular reporting occurs to a situation where

	reporting on the performance of committees is done consistently on a quarterly basis.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Consolidated Reports
Method of Calculation	Numerical
Data Limitations	Committee reports
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Programme Coordinator, Office of the Chair-of-chairs**

Indicator Title	Bi-annual reports on the implementation of House resolutions developed
Short Definition	Bi-annual reports are prepared by the **Office of the Chair-of-chairs** on the tracking and implementation of House resolutions will provide a measure of the effectiveness of committees. Oversight will be strengthened by way of ensuring that Sector departments take resolutions seriously. The current baseline is that no reports are prepared on the tracking of resolutions.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Consolidated Reports
Method of Calculation	Simple mathematical calculation
Data Limitations	Report on resolution implementation from Department and entities, Dispatching of resolutions from the Secretaries office, Committees providing reports to Chair-of-chairs
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Bi-annual
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Programme Coordinator, Office of the Chair-of-chairs**

Indicator Title	Facilitate treasury consultation meetings with the MEC for Finance
Short Definition	Consultation meetings with MEC of Finance for Provincial Legislature Annual Budgets and Adjustments. There is **no baseline** as it derives from the FMPLA.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Meeting notices, agendas, attendance registers, Reports
Method of Calculation	Numerical
Data Limitations	Demand driven depending on availability of Speaker and MEC
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Head of Staff, Treasury Official, Office of the Speaker**

Indicator Title	Coordinate protocol activities for institutional events and functions
Short Definition	Bi-annual reports are prepared by the **Office of the Chair-of-chairs** on the tracking and implementation of House resolutions will provide a measure of the effectiveness of committees
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Consolidated Report
Method of Calculation	Numeric
Data Limitations	Protocol events
Type of Indicator	Output

Calculation Type	Once
Reporting Cycle	Annual
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	Head of Staff, Office of the Speaker

Indicator Title	Number of institutional policies reviewed and recommended for approval by the Executive Authority
Short Definition	Co-ordinate the process of review of policies for approval by the Executive Authority
Purpose Importance	The policy review and approval of policies will strengthen governance and oversight within the Provincial Legislature.
Source/Collection of Data	-Internal policies compiled by relevant departments/units -Draft policies; minutes of Policy Development & Review group (PDRG) and Management Committee (MANCOM) and Acknowledgement of receipt by the Office of the Speaker.
Method of Calculation	Simple count
Data Limitations	Reliance on internal departments, PDRG and MANCOM to fast-track processes
Type of Indicator	Output indicator
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Timeous review of institutional policies
Indicator Responsibility	Office of the Secretary – Secretary to the Legislature

Indicator Title	Number of Audit Committees meetings held
Short Definition	Attend quarterly Audit Committee meetings by Executive Management and Audit Committee Members to facilitate oversight mechanism for the Provincial Legislature
Purpose Importance	The attendance of Audit Committee meetings by stakeholders of the Provincial Legislature will strengthen the governance and oversight structures of the institution. Thus this will result in compliance with relevant laws and regulations within the Legislative sector.
Source/Collection of Data	-Schedule of Audit Committee meetings -Internal Audit Reports -Financial and Non-Financial Information presentation -Minutes of the meeting
Method of Calculation	Simple count
Data Limitations	Change of meeting schedules and unavailability of Exec and Audit Committee Members
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improved oversight and monitoring assessment by Audit Committee
Indicator Responsibility	Office of the Secretary – Internal Auditor

Indicator Title	Number of audits completed
Short Definition	Complete risk based approached internal audits as per International Standards for the Professional Practice of Internal Auditing (Standards)
Purpose Importance	To ensure that the control environment of the institution is tested on a continuous basis and recommendations are made to improve controls)
Source/Collection of Data	-issuing of draft report for management response -issuing of final report for implementation of recommendations
Method of Calculation	Simple count
Data Limitations	Limited resources to conduct audits and availability of key personnel and systems during audit execution Non-submission of information by auditees
Type of Indicator	Output

Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Improve control environment and internal controls of the institution
Indicator Responsibility	Office of the Secretary – Internal Auditor

Indicator Title	Timeous submission of Annual Performance Plan
Short Definition	Submission of the Annual Performance Plan (a plan that outlines predetermined objectives, related performance indicators and targets that the institution need to achieve in the current financial year in relation to the approved Strategic Plan) to the Executive Authority by 31 May 2017 and 28 February 2018 for the Draft APP and Final APP respectively.
Purpose Importance	The plan outlines how the strategic plan will be implemented in the current financial year
Source/Collection of Data	Draft APP submitted by programmes and budget information
Method of Calculation	One (1) Draft Annual Performance Plan and one (1) final Annual Performance Plan
Data Limitations	Dependence of data collected to compile the strategic document may be incomplete, inaccurate and valid.
Type of Indicator	Output
Calculation Type	Non - cumulative
Reporting Cycle	Bi-Annual
New Indicator	Yes
Desired Performance	Compliance with Financial Management of Parliament an Provincial Legislature Act, 10 of 2009
Indicator Responsibility	Office of the Secretary – Manager: Risk and M&E

Indicator Title	Number of risk assessment reports
Short Definition	Risk reports provide the reader with an account of status of risk management in the institution
Purpose Importance	The level of maturity of the institution on whether is increased /decreased or remained stagnant can be assessed by management
Source/Collection of Data	Quarterly Risk Registers
Method of Calculation	Simple count
Data Limitations	Availability of risk and action owners to perform assessment
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Increase the risk maturity level of the institution
Indicator Responsibility	Office of the Secretary – Manager: Risk and M&E

Indicator Title	Timeous submission of quarterly report to the Speaker
Short Definition	Report of the institutions performance against planned targets
Purpose Importance	Provides an assessment of the achievement of organisational/programme/departmental performance
Source/Collection of Data	Signed of reports by Executive Manager Performance Evidence
Method of Calculation	Simple count
Data Limitations	Late submission of reports and performance evidence
Type of Indicator	Output
Calculation Type	Non - cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Compliance with Financial Management of Parliament an Provincial Legislature Act, 10 of 2009
Indicator Responsibility	Office of the Secretary – Manager: Risk and M&E

Indicator Title	Percentage implementation of the ICT Governance Framework
Short Definition	The ICT governance framework provides a guideline for managing ICT effectively in the NCPL. Institutional governance will be strengthened by implementing the framework. The targeted implementation rate is 70% implementation of the framework, which equates to 14 of 21 processes identified.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally.
Source/Collection of Data	Approved Framework Implementation Plan Reports indicating rate of Implementation of the framework
Method of Calculation	Simple mathematical calculation (percentage of processes implemented out of 14)
Data Limitations	None
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly and Annually
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Office of the CFO**

Indicator Title	Number of Quarterly Financial Statements presented to the Audit Committee
Short Definition	In order to strengthen the governance and oversight structures of the Legislature, quarterly Financial Statements will be presented to the Audit Committee.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Meeting notices, agendas, attendance registers and minutes
Method of Calculation	Simple mathematical calculation
Data Limitations	Availability of Audit Committee
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly and Annually
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	**Office of the CFO**

Indicator Title	Number of Reports on the implementation of the Audit Action Plan
Short Definition	In order to strengthen the governance and oversight structures of the Legislature, quarterly Reports on the implementation of the Audit Action Plan will be prepared
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Progress report, audit action plan
Method of Calculation	Simple mathematical calculation
Data Limitations	Magnitude of audit queries
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly and Annually
New Indicator	Yes
Desired Performance	Improve and strengthen institutional governance
Indicator Responsibility	Office of the CFO

Indicator Title	Nature of the audit opinion for the financial year
Short Definition	The nature of the audit opinion expressed by the Auditor General on the finances of the legislature provides a good indication of whether sound financial management practices are adhered to. The Legislature received an unqualified audit opinion during the 2014/15 financial year. The NCPL aims to ensure sound financial management by maintaining an unqualified audit opinion and gradually moving to a clean audit opinion by March 2019.
Purpose Importance	The programme purpose is: To establish an effective Legislature governance structure that will ensure that the institution operates optimally
Source/Collection of Data	Audit report
Method of Calculation	Data Verification – audit report

Data Limitations	Availability of audit report
Type of Indicator	Outcome
Calculation Type	Cumulative
Reporting Cycle	Annually
New Indicator	Yes
Desired Performance	Ensure sound financial management
Indicator Responsibility	Office of the CFO, Financial Services, SCM

Indicator Title	Number of Accredited Learning & Development Programmes
Short Description	To improved performance due to training and development
Purpose Importance	In order to ensure that the NCPL has an appropriately skilled workforce. The NCPL has to use the information obtained from the skills assessment to introduce structured, accredited training programmes
Source / Data Collection	Skills Assessment Reports; Performance Worksheets; Workplace Skills Plan; NCPL Training Programme; NCPL Training Reports; Service Provider Feedback Reports; Attendance Register
Method of Calculation	1 Workplace Skills Plan; 2 Reports on training attended
Data Limitations	Delay in Supply Chain Management processes; Legislature Programme; Availability of Managers; Lack of Performance Evaluations
Type of Indicator	Output / Outcome
Calculation Type	Cumulative / Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Achieve a developed and competent workforce
Indicator Responsibility	Corporate Services: Manager Human Capital

Indicator Title	Report on percentage implementation of annual security audit recommendations
Short Description	To address security audit recommendations to ensure compliance
Purpose Importance	To ensure that the Legislature, as a law-making Institution, plays a leading role in complying with audits and assessment findings and recommendations; Compliance with external stakeholders inputs (annual security audits) will enable the Legislature to strengthen its security abilities and position, in as far as safeguarding of people, goods and information is concerned;
Source / Data Collection	Security Advisory Services (SAS) assessments and audits, National Key Point (NKP) assessments and appraisal reports, State Security Agency (SSA) Information Security Appraisal report, Security Compliance Plan, Security Implementation Plan, Security Progress Report, Security Impact Report
Method of Calculation	1 x Security Compliance Plan, 1 x Security Implementation Plan, 1 x Security Progress Report, 1 x Security Impact Report
Data Limitations	Legislature reliant on data submission from SAS, SSA and NKP (external stakeholders), of which are subjected to their availability to conduct assessments and finalize reports
Type of Indicator	Output / Outcome
Calculation Type	Cumulative / Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Safe and secured Legislature environment
Indicator Responsibility	Corporate Services: Manager: Security, Records & Facilities

Programme two: Facilities for Members and Political Parties

Indicator Title	Number of payments made in line with law, policy and regulations
Short Definition	Payments made to each political party in line with policy and Legislation
Purpose Importance	To enable parties to perform their constitutional obligations
Source/Collection of Data	Expenditure reports from finance indicating allocations and transfers made Programme Managers report

Method of Calculation	Simple mathematical calculation & expenditure trends
Data Limitations	None
Type of indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Expenditure is controlled and within budget
Indicator Responsibility	Corporate Services: Executive Manager

Indicator Title	% of spending in line with the budget
Short Definition	100% spending in line with the budget
Purpose Importance	To enable parties to perform their constitutional obligations
Source/Collection of Data	Expenditure reports from finance indicating allocations and transfers made Programme Managers report
Method of Calculation	Simple mathematical calculation & expenditure trends
Data Limitations	None
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Expenditure is controlled and within budget
Indicator Responsibility	Corporate Services: Executive Manager

Programme three: Parliamentary Services

Programme 3.1: Law Making & House Business

Indicator Title	Number of legislation summaries produced
Short Definition	Produce 4 legislation summaries Baseline 2015/16 –4 legislation summaries produced
Purpose Importance	To promote knowledge and compliance to laws
Source/Collection of Data	Legislation and case law
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	Capacity, research engines (no internet)
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	Legal Services
Strategic Risk	Lack of meaningful public participation, which is a constitutional(RSA, 1996) imperative
Mitigation	Produce qualitative simplified and concise summaries and refer to Hansard services for translation and to public education to conduct workshops to ensure meaningful public participation.

Indicator Title	Number of compliance manuals produced
Short Definition	Produce 1 NCPL compliance manual Baseline 2057/16 – 1 NCPL compliance manual
Purpose Importance	To promote knowledge and compliance to laws
Source/Collection of Data	Legislation, case law, Juta Stat, Sabinet, sectoral document
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	Capacity, research engines (no internet)
Type of Indicator	Output
Calculation Type	Non-cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	Legal Services

Strategic Risk	Audit findings due to non compliance to legal prescripts and possible litigation
Mitigation	Produce a compliance manual for use by relevant stakeholders

Indicator Title	Percentage of legal advice and opinions provided
Short Definition	To provide timeous legal advice to staff and members and prevent litigation/ incorrect application of the law by NCPL
Purpose Importance	To advice on possible litigation
Source/Collection of Data	Legislation, case law, Juta Stat, Sabinet, sectoral document
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	None
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	Legal Services
Strategic Risk	Audit findings due to non compliance to legal prescripts and possible litigation and litigation cost
Mitigation	Produce legal opinions/advice

Indicator Title	Number of House sittings held outside the Legislature seat (Kimberley)
Short Definition	2 House sittings held outside the Legislature seat (Kimberley) Baseline 2014/15 – no external house sittings held
Purpose Importance	Promote the role of the legislature
Source/Collection of Data	NCPL Programme, Correspondence, House sitting transcripts, Draft Order Paper signed by leader Of Government Business
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	Sittings not scheduled on the NCPL Programme
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	NCOP & Proceedings

Indicator Title	Percentage of Mandates submitted to the NCOP
Short Definition	100% of Mandates submitted to the NCOP for each Sec 76 bill referred to the NCPL Baseline 2014/15 – no statistics kept
Purpose Importance	To contribute to law making
Source/Collection of Data	Correspondence, email receipts, fax confirmation, register of bills referred
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	None
Type of Indicator	Output
Calculation Type	Non-cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	NCOP & Proceedings

Indicator Title	Number of House sittings held where an opportunity to pose questions to the Premier and Executive by MPLs is created
Short Definition	12 House sittings held where questions are posed to the Premier and the Executive by MPLs Baseline 2014/15 – no statistics kept
Purpose Importance	To contribute to public accountability
Source/Collection of Data	House sitting – question papers/House documents
Method of Calculation	Email to programme committee and political parties. Simple mathematical calculation; Verification of data
Data Limitations	None
Type of Indicator	Output

Calculation Type	Non-cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support to MPLs and Committees enhanced support
Indicator Responsibility	NCOP & Proceedings

Indicator Title	Percentage of electronic transcripts ofHouse debates available within 5 working days
Short Definition	90% of electronic transcripts ofHouse debates available within 5 working days Baseline 2014/15 – No statistics kept
Purpose Importance	To contribute to public accountability and oversight
Source/Collection of Data	Electronic Transcripts, email correspondence
Method of Calculation	Simple mathematical calculation; verification of data
Data Limitations	None
Type of Indicator	Output
Calculation Type	Non-cumulative
Reporting Cycle	Quarterly
New Indicator	No.
Desired Performance	Parliamentary service support to MPLs and enhanced Committees support
Indicator Responsibility	Hansard Services

Indicator Title	Percentage of public hearings where at least one interpreter for an identified/prevalent language is available
Short Definition	60% of public hearings where at least one interpreter for an identified/prevalent language is available Baseline 2014/15 – Interpretation of 2 or more languages not always available during public hearings
Purpose Importance	To contribute towards public participation
Source/Collection of Data	Public Hearing transcripts, reports and attendance registers
Method of Calculation	Simple mathematical calculation; Verification of data
Data Limitations	Not enough Language Practitioners/Interpreters to service all five Regions simultaneously.
Type of Indicator	Output
Calculation Type	Non-cumulative
Reporting Cycle	Quarterly
New Indicator	No.
Desired Performance	Parliamentary service support to MPLs and enhanced Committees support
Indicator Responsibility	Programme 3: Programme Manager

Programme 3.2: Public Participation and Oversight

Indicator Title	Number of Draft Committee reports on the meetings held with provincial departments to monitor and evaluate performance
Short Definition	Reports contain information on deliberations, observations and recommendations that has taken place at the meetings of the oversight Committee. (what are we doing with these reports)
Purpose Importance	Oversight meetings are conducted in line with the requirements of the oversight model. Committee reports provide record of oversight related deliberations.
Source/Collection of Data	Draft Reports prepared on behalf of the Oversight Committee Records of the Oversight meetings that has resulted in the report – Agenda and attendance register
Method of Calculation	Simple count to record the number of reports
Data Limitations	Changes to the programme resulting in oversight meetings being postponed or cancelled.
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Oversight model implemented
Indicator Responsibility	Manager: Committees

Indicator Title	Number of draft Contracts prepared
Short Definition	Contracts serve as Service Level Agreements between the NCPL and the department. It provides guidance in terms of the areas that the NCPL will oversee in a specific financial year.
Purpose Importance	Oversight priorities are established through contracting
Source/Collection of Data	Draft Contracts Records of the Oversight meetings that has resulted in the report – Agenda and attendance register
Method of Calculation	Simple count to record the number of contracts
Data Limitations	Changes to the programme, resulting in oversight meetings being postponed or cancelled
Type of Indicator	Output
Calculation Type	Non cumulative
Reporting Cycle	Annually
New Indicator	No
Desired Performance	Oversight model implemented
Indicator Responsibility	Manager: Committees

Indicator Title	Percentage of public hearings facilitated
Short Definition	Number of Public hearings held on Legislation referred to the Province by the NCOP
Purpose Importance	Obtaining the view of the Public on new and proposed changes to Legislation assists the NCPL in its oversight role.
Source/Collection of Data	Register of legislation referred. Public Hearing Reports and attendance registers
Method of Calculation	Simple count to record the number of public hearings held
Data Limitations	Legislation not referred to the NCPL by NCOP Short timeframes in which to submit NCOP mandates – resulting in not enough time to convene public hearings
Type of Indicator	Output
Calculation Type	Non cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Oversight enhanced
Indicator Responsibility	Manager: Committees

Indicator Title	Number of draft reports on oversight visits conducted
Short Definition	Oversight visits are focused intervention studies that are undertaken by MPLs in specific areas. It allows MPLs to physically verify progress on service delivery.
Purpose Importance	To enable Committees to verify the performance of the executive thus enhancing oversight.
Source/Collection of Data	Draft Oversight Reports and attendance registers
Method of Calculation	Simple count to record the number of oversight reports
Data Limitations	Changes to the programme, resulting in oversight meetings being postponed or cancelled
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Oversight enhanced
Indicator Responsibility	Manager: Committees

Indicator Title	Percentage of Committee meetings facilitated outside the Legislature seat
Short Definition	Number of Committee meetings held outside the Legislature seat. The NCPL seat is Kimberley.
Purpose Importance	External committee meetings expose the community to the business of the NCPL and create opportunities to obtain the views of the public regarding the performance of departments.
Source/Collection of Data	Reports, minutes and attendance registers, invitations, notice
Method of Calculation	Simple count to record the number of meeting held
Data Limitations	Changes to the programme, resulting in oversight meetings being postponed or cancelled
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly

New Indicator	No
Desired Performance	Community exposed to the oversight role of the Legislature
Indicator Responsibility	Portfolio Committee Chairpersons

Indicator Title	Number of public education programmes held
Short Definition	Number of public education programmes held with the members of the public to educate them about the role and function of the Legislature and its Members.
Purpose Importance	The political priority over the 2015/2020 legislative term is to increase knowledge about the legislature and its Members.
Source/Collection of Data	Reports and attendance registers.
Method of Calculation	Simple count
Data Limitations	Funding constraints
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Enhanced public education
Indicator Responsibility	Manager: Public Education and Communication

Indicator Title	Number of public education/communication products
Short Definition	Number of public education/communication products
Purpose Importance	To inform the public about the Legislature, its role and its MPLs
Source/Collection of Data	Newsletters, calendar, leaflets, adverts, media releases, banners, flyers, marketing material, etc.
Method of Calculation	Simple count
Data Limitations	Funding constraints
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Enhanced public education
Indicator Responsibility	Manager: Public Education and Communication

Indicator Title	Number of Tours of the NCPL building
Short Definition	Number of Tours of the NCPL building
Purpose Importance	To illustrate the significance of the NCPL building and explain how and where Legislature processes takes place.
Source/Collection of Data	Tour register
Method of Calculation	Simple count
Data Limitations	The NCPL building is currently a construction site. It is estimated that the Building will only be in use during the last quarter of the 2017/18 financial year
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Enhanced public education
Indicator Responsibility	Manager: Public Education and Communication

Indicator Title	Number of reports submitted to the committee on petitions
Short Definition	Number of reports submitted to the committee on petitions– reports provide information on the status of petitions received by the legislature.
Purpose Importance	Petitions allow MPLs to become aware of challenges experienced by communities, thus creating an avenue for the public to articulate their views and opinions in terms of the performance of the executive.
Source/Collection of Data	Reports, evidence indicating the date on which the report was submitted to the committee
Method of Calculation	Simple count
Data Limitations	None
Type of Indicator	Output

Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	No
Desired Performance	Enhanced public involvement in NCPL processes
Indicator Responsibility	Manager: Public Education and Communication

Indicator Title	Update of NCPL Website
Short Definition	The number of update of information on the Legislature website on issues related to the Provincial Legislature, new information and changes to contact details, names of Members of the Provincial Legislature, replacements and information related to oversight, public participation and law making. Increase the number of updates 2016/17 from 12 updates to 36 updates in 2020
Purpose Importance	To inform members of the public, stakeholders, government department and the international community on process and function of the provincial legislature
Source/Collection of Data	Status Report
Method of Calculation	Verification of data
Data Limitations	None
Type of Indicator	Output
Calculation Type	Cumulative
Reporting Cycle	Quarterly and Bi-annually
New Indicator	Yes
Desired Performance	Enhanced public participation
Indicator Responsibility	Public Education and Communications

Indicator Title	Percentage of Research Reports (Analyses) made available 2 days prior to the committee meeting
Short Definition	77 Research Reports (Analyses) produced for Committees Researchers analyse the Annual Performance Plans, Budgets and Reports submitted to oversight Committees in order to simply information on behalf of MPLs thus enhancing oversight deliberations.
Purpose importance	To enable Committees to conduct meaningful oversight
Source/Collection of Data	Analyses Reports, email records indicating when the report was submitted to the line manager.
Method of Calculation	Simple count to record the number of reports
Data Limitations	Departments not submitting reports on time; Changes in the Legislature programme
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary service support provided to MPLs and Committees
Indicator Responsibility	Manager: Research

Indicator Title	Number of sets of committee minutes submitted to members within 5 days after the meeting
Short Definition	Number of sets of committee minutes drafted within 5 days after the meeting
Purpose Importance	To provide record of oversight related deliberations
Source/Collection of Data	Draft minutes; email records indicating when the minutes were submitted to the line manager.
Method of Calculation	Simple count to record the number of minutes
Data Limitations	None
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary services support provided to MPLs and Committees

Indicator Responsibility	Manager: Committees

Indicator Title	Number of Committee reports submitted to members within 5 days after the meeting
Short Definition	Number of Committee reports drafted within 5 days after the meeting
Purpose Importance	To provide record of oversight related deliberations and resolutions
Source/Collection of Data	Reports, email records indicating when the minutes were submitted to the line manager.
Method of Calculation	Simple count to record the number of reports
Data Limitations	None
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary services support provided to MPLs and Committees
Indicator Responsibility	Manager: Committees

Indicator Title	Number of Reports containing House Resolutions communicated to the executive and the Legislature quarterly
Short Definition	Number of Reports containing House Resolutions communicated to the executive and the Legislature quarterly
Purpose Importance	To communicate oversight related resolutions to the executive for implementation.
Source/Collection of Data	Singed off Resolutions; Fax or email records indicating that the resolutions were transmitted to the Executive.
Method of Calculation	Simple count
Data Limitations	None
Type of Indicator	Output
Calculation Type	Non Cumulative
Reporting Cycle	Quarterly
New Indicator	Yes
Desired Performance	Parliamentary services support provided to MPLs and Committees
Indicator Responsibility	Manager: Committees