



**GAUTENG**  
LEGISLATURE

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# ANNUAL PERFORMANCE PLAN 2018/2019



PUBLIC PARTICIPATION



LAW-MAKING



CO-OPERATIVE GOVERNANCE



OVERSIGHT



Accountability by the  
Executive



Meaningful Involvement  
by the People

Responsive Laws

Coherent Legislative  
Sector

Public Confidence in  
Governance



Modernised Business  
Practices



# GAUTENG PROVINCIAL LEGISLATURE ANNUAL PERFORMANCE PLAN 2018/2019 & MTEF ESTIMATES

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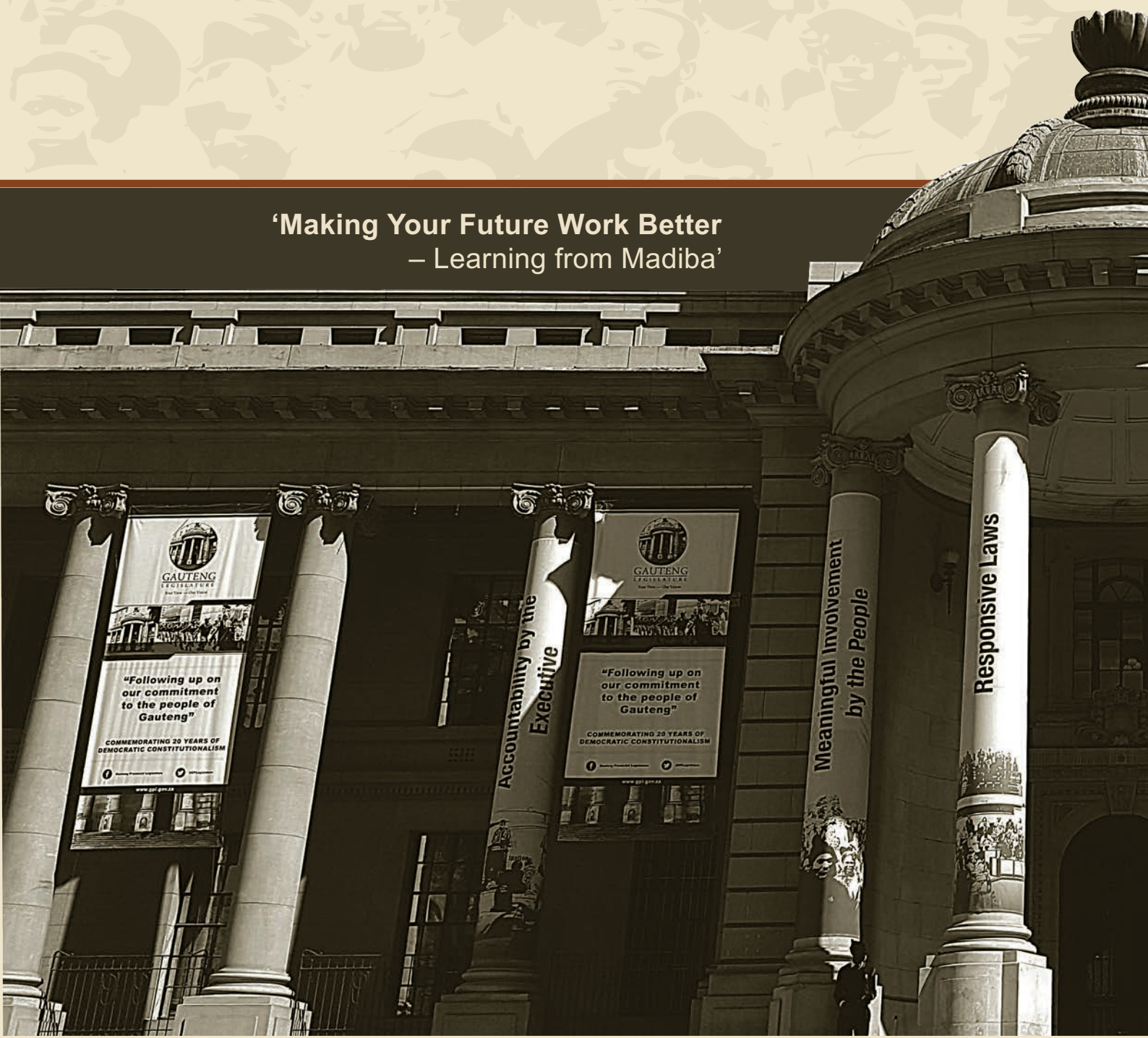
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## LIST OF ABBREVIATIONS

APP	Annual Performance Plans	LSB	Legislature Services Board
AV	Audio Visual	LSS	Legislative Sector Support
AYP	African Youth Parliament	M&E	Monitoring and Evaluation
BEP	Business Enhancement Plan	MPL	Member of the Provincial Legislature
CAR	Citizen Annual Report	MPWC	Multi-Party Women's Caucus
CB	Core Business	MTEF	Medium-Term Expenditure Framework
CFO	Chief Financial Officer	NA	National Assembly
CoC	Chairperson of Committees	NCOP	National Council of Provinces
COVAC	Committees Oversight and Accountability Framework	NCSL	National Conference of State Legislature
CPA	The Commonwealth Parliamentary Association	PI	Performance Information
CPC	Commonwealth Parliamentary Conference	PLOs	Parliamentary Liaison Officers
CSS	Corporate Support Services	POs	Presiding Officers
CSSL	Committee on the Scrutiny of Subordinate Legislation	RSA	Republic of South Africa
ED	Executive Director	PPP	Public Participation and Petitions
FMPPLA	Financial Management of Parliament and Provincial Legislatures Act	SALSA	Secretaries Association of Legislatures in South Africa
GPG	Gauteng Provincial Government	SALS	South African Legislative Sector
GPL	Gauteng Provincial Legislature	SoCATT	Society of Clerks at the Table
GSF	Gauteng Speakers Forum	SOM	Sector Oversight Model
ICT	Information Communication Technology	SOPA	State of the Province Address
IKM	Information Knowledge Management	TIDs	Technical Indicator Descriptors
IPRS	Indicator Protocol Reference Sheet		
LSA	Legislative Service Act		



PUBLIC PARTICIPATION



LAW-MAKING



CO-OPERATIVE GOVERNANCE



OVERSIGHT







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## FOREWORD



HON. L N MEKGWE  
Speaker Of The Gauteng Legislature

On behalf of the Presiding Officers, Members, Board and Administration of the Gauteng Provincial Legislature (GPL), I am privileged and honoured to present the 2018/19 Annual Performance Plan (APP) to you, the people of Gauteng. While the APP is a legislated plan of activities the GPL aims to achieve towards its Strategic Plan, we see it additionally as a commitment to the people of Gauteng.

It sets out to the people the plans and activities the GPL aims to undertake in: Developing laws that are responsive to the people of Gauteng; holding the Executive to account in respect of its service delivery plans; providing opportunities for meaningfully including the people of Gauteng in the work and business of the GPL; and fostering cooperation with other Legislatures and spheres of Government, locally and abroad, all to ensure not only that the Constitutional Mandates are discharged, but more importantly to ensure that the GPL, on behalf of the People of Gauteng undertakes those plans and activities that unlocks and unblocks service delivery in the Province.

Even though 2018/19 represents the last full year before the end of the current 2014-2019 Term of Office, the work of GPL as a beacon of the people should not end or in any way be affected. Thus, our administrative focus this year will be two-pronged: evaluation and enhancement.

On evaluation, we will during this year consolidate our progress made thus far in achievement of our five-year

Strategic Plan. This will include not only recording progress, but also analysing shortfalls, weakness and areas for further enhancement. This will afford us with a good opportunity to report back to the People; and to adequately hand-over to the next administration to ensure continuity.

On enhancement, we will continue to focus on not only on “doing the right things” but also on “doing things right”. Thus, on effectiveness and efficiency which we will achieve through prudent financial management and good corporate governance thereby realising a “clean audit – every day” in order to maintain our ongoing clean audit status.

Through our 5 administrative Programs, we will use evaluation and enhancement to provide exception Leadership and Governance to the Institution to strategically oversee and guide institutional strategy and operations. Continued oversight over Committees of the Legislature will ensure that the Oversight that GPL conducts over the Executive is progressive, constructive and development orientated.

By usage of Sector Parliaments, community feedback sessions, stakeholder engagements, public hearings, Taking the Legislature to the People and the public petitions system to name but a few, we will ensure that the people of Gauteng across all geographic, demographic and economic categories have access to the GPL and the work it does. The Legislature will continue to increase the responsiveness of laws to meet the needs of the people of Gauteng by ensuring that the laws passed respond to the socio-economic challenges. This will be advanced by implementing the resolutions of the High-Level Panel report on the socio-economic impact of laws passed especially those relevant to Gauteng.

We note that no legislature exists in isolation and thus our cooperating, collaboration and interaction with other spheres of government, be it internally through the Gauteng Speaker’s Forum, the NCOP and other similar avenues, or be it externally and globally with our legislatures and other governments and countries will ensure that we remain on the cutting edge of parliamentary governance trends.

The administrative support we render to the House and its Committees and the associated “management by project”



approach will be intensified for effectiveness and efficiency at all levels. This will also apply to our support functions, including HR, IT, the Policy Environment, maintenance and health and Safety - which we aim to enhance through innovation and modernization.

As GPL, we will continue to do this within the ambit of relevant legislative, regulatory and policy frameworks. Thus, we will not deviate from strong financial, supply chain and risk management practices through partnership processes with all Programmes of the GPL and stakeholders for the realisation of the Institutional (GPL) strategic goals and objectives. This will allow effective and efficient management of all financial resources through the implementation of best business practices by linking strategic planning, budgeting and reporting.

We will strive to raise financial resources equitably to ensure adequate funding for the implementation of this Annual Performance Plan whilst promoting effective financial management in respect of revenue, expenditure, assets and liabilities.

The 2018 State of the Province Address has made commitments for the Executive. Since the Legislature is, as set out by the Constitution, a partner with the Executive in

ensuring service delivery to the People, it is in our interest as the GPL to focus on the Priorities and commitments that the Executive has committed to. In so doing, we will be in a better position to conduct oversight, involve the public, make laws and cooperate with various sectors of society in a manner that is relevant to the needs of the people and in a manner, that facilitates the realization of these priorities. In addition, even though these priorities are set out by the executive, for the executive, a Legislature, it is essential that we lead by example in the areas of good governance, Batho Pele Principles, ethical leadership and prudent fiduciary compliance and management

I am confident that in doing so and having regard of all the above, we will remain a financially stable, legally compliant institution that discharges its Constitutional mandates thereby putting the people of Gauteng first and making this beautiful Province a better place for all.



Hon. L N Mekgwe  
Speaker of the Gauteng Provincial Legislature

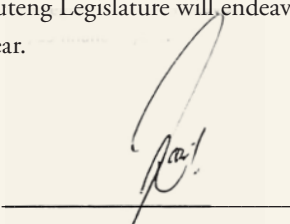


## SIGN-OFF

### It is hereby certified that this Annual Performance Plan:

- » Was developed by the management of Gauteng Legislature under the guidance of the Speaker, Hon. L. N. Mkgwe.
- » Was prepared in line with the current Strategic Plan of the Gauteng Legislature 2014-19.
- » Accurately reflects the performance targets which Gauteng Legislature will endeavour to achieve given the resources made available in the budget for 2018/19 financial year.

**Ismail Rawat**  
Chief Financial Officer

Signature: 

**Mathabo Molobi**  
Head of Planning

Signature: 

**Peter Skosana**  
Secretary to the Legislature

Signature: 

### Approved by:

**Hon. Ntombi Lentheng Mkgwe**  
Speaker to the Legislature

Signature: 





PART A

STRATEGIC  
OVERVIEW



## PART A: STRATEGIC OVERVIEW

### 1. Vision

A modern and transformative legislature that fosters public pride and confidence in democracy and enhances service delivery to the people of Gauteng.

### 2. Mission

In observing our constitutional obligations, GPL is:

- » A modern and dynamic African Legislature of the 21st Century;
- » A caring, responsive, activist and transformative Legislature;
- » Reflects the values, aspirations and cultures of the South African people;
- » Is the most competent, accessible, transparent and accountable Legislature;
- » Fosters ethical and good governance;
- » Attracts, develops, and retains skilled and professional staff;
- » Recognises staff contributions, rewards their achievements and provide a stimulating environment.

### 3. Values

GPL believe and strive for:

- » **Moral integrity:** Being honourable and following ethical principles;
- » **Goal orientated:** working diligently to achieve results;
- » **Professionalism:** Being knowledgeable with a non-partisan, positive attitude as well as proficient in executing duties;
- » **Teamwork:** being cooperative and working well with others;
- » **Courtesy:** being polite and having respect for individual dignity;
- » **Development:** encouraging the achievement of personal growth, learning and development;
- » **Economy:** Using public resources economically, effectively and efficiently
- » **Excellence:** continuous improvement in performance and standards;
- » **Transparency, openness and accountability:** Being sincere and candid in discussions;
- » **Participation:** Foster popular involvement in decision making process;
- » **Social equity:** Promote non-racialism, non-sexism/gender equality and respect for religious and cultural diversity

### 4. Updated Situational Analysis

#### 4.1 Performance Delivery Environment

The core functions of the Gauteng Provincial Legislature are clearly defined in Section 114 of the Constitution of the Republic of South Africa. The afore-mentioned Act gives the GPL powers to exercise Oversight over the executive and the



organs of the state and to facilitate Law-making through considering, passing, amending or rejecting any Bill before the Legislature, including initiating and preparing legislation apart from the Money Bills. In terms of Section 118 the GPL must also ensure public participation in the legislative processes by ensuring that the public have access to and involvement in the legislative processes.

The GPL is one of the provincial legislatures that has pioneered one of the imperative legislative norms and standards, the Sector Oversight Model (SOM). This model has presented the South African Legislative sector with an opportunity to reflect on the role of legislatures in conducting oversight.

The service delivery environment now demonstrates a high level of administrative monitoring and support has been accomplished with regards to adherence by the House and its Committees to the Sector Oversight Model (SOM) imperatives. It is through consistent application of the SOM imperatives i.e. processing of House resolutions, questions and motions, that the effectiveness of GPL in its different areas of competence to support service delivery will be enhanced; thereby improving the quality of life of all the people of Gauteng.

Adherence to SOM has been central in the strides that have been made by the GPL in the current term of administration, towards achievement of its set goal to becoming a responsive legislature that fosters public confidence. There is systematic and continuous execution of the GPL mandate of oversight and scrutiny of the executive; facilitation of public participation in legislative processes; law-making and corporative governance.

The improved level of involvement by the public in Legislature business remains central to the work of the GPL. There is continuous monitoring support through sector parliament reports and support provided to the progress of the Re-engineering of Public Participation initiative. The GPL continues to provide quality support to the institutional public participation initiatives for Committees and House activities, inclusive of 'Taking the Legislature to the people' (Sector Parliaments, Bua le Sechaba), Petitions, Public Hearings, Public Education, Sector Flora, amongst others. However, the main challenge in realizing the full implementation and outcomes of sector parliaments is the lack of feedback to the issues raised by the affected stakeholders after such sector Parliaments are held. It is proposed going forward that feedback sessions on the resolutions and recommendations of the previous year must be held prior to each sector parliament taking place. The Legislature must amend its rules to accommodate sector parliaments as this will enforce processing of resolutions and provision of feedback.

Another challenge is that the GPL public participation processes still lack inclusivity of all races in the province. Efforts are being made to improve inclusivity to ensure that participants in the GPL programmes reflect the demographics of the province. The GPL has not succeeded in attracting participants who are White, Coloured and/or Indian stakeholders in its public participation processes.

Strides have been made to ensure that laws are responsive to the needs of the people of Gauteng. Several engagements took place on pertinent matters such as workshop on questions and developed 'the very first' GPL Questions Booklet. Accordingly, the law-making for Parliamentary Liaison Officers (PLOs) was conducted as well as a successful hosting of the review of the Standing Rules. Through the provision of administrative, procedural, research and legal support, the introduction, consideration and adoption of the Second Provincial Appropriation Bill 2015/16 financial year as Act No. 1 of 2016 was realised; and the Petitions Act Regulations and the Legislature Services Act were reviewed.

The GPL actively participates in SALSA in effort to contribute towards fostering a coordinated legislative sector. Key sector norms and frameworks are incorporated into the GPL way of working. The sector-wide planning approach that incorporates matters pertaining to planning, with regards to Standardised Focus Areas and Sector-wide Performance Indicators were adopted by GPL. These Sector-Wide Standardised Performance Indicators are geared towards strategically elevating the respective institutional annual performance plans of the House and its Committees. This was successfully implemented by GPL. Furthermore, GPL drives the Gauteng Speaker's Forum and has recently launched the Committees Sub-Forum and Ethics Sub-Forum; collaborates with the Multi Party Women's Caucus (MPWC), amongst others. The Legislature continues its effort to be an active member to promote the sector as well as institutionalise sector-wide resolutions.

There are continuous efforts to improve good governance and good performance at the GPL to enhance accountability and performance. To this end, decisions emanating from the LSB, POs and oversight reporting structures. These include the implementation of adopted cost cutting measures with greater control on expenditure; to realise savings and ensure efficient and optimal utilisation of allocated resources. The clean audits attained over the last five (5) consecutive years are a confirmation of effort to improved good governance including adherence to the prescripts of FMPPLA.

Furthermore, a governance framework for the GPL was developed to ensure that GPL will act in the interest of the public. This will further enhance GPL's strong commitment to integrity, ethical values, rule of law, openness and comprehensive stakeholder engagement. In ensuring ethical conduct, members declared their interests and the Register of Members' Interests was compiled and published. The declaration of interests ensured openness and accountability by members and staff. Similarly, the GPL Code of Conduct and ethical framework for GPL employees is implemented continuously. Previously, this was used as a mechanism to ensure that senior management declared their interests and it was extended to all GPL employees to comply with.

The modernised business practices towards supporting the functions of the GPL is aimed at enhancing its performance and productivity. This is an area that also promotes an environment of innovation to maximise productivity and value-add of an e-Legislature by continued reduction of paper usage. Great efforts have been made regarding modernising business practices that provide supporting the functions of the Legislature. Over the years, GPL has been regarded as a trendsetter in the sector, with most of the tools automated.

## 4.2 Organisational Environment

As indicated earlier, the GPL is constitutionally mandated to pass legislation, provide a forum for public debate, involve the public in the law-making process, and oversee the activities of the provincial executive. The GPL consists of 73 Members, elected every five years on a proportional representation system. The Premier and members of the provincial Cabinet are appointed from these Members. It is made up of 73 Members representing 5 political parties. The legislature is organised into 11 Portfolio and two (2) Standing Committees that provide a structure to conduct oversight on the Gauteng Provincial Government. The Members are supported by administrative staff led by the Secretary to the Legislature, who ensures that required support is provided to Members to enable them to fulfil their constitutional mandate.

Currently the administrative arm of the GPL comprises of five (5) programmes as detailed below:

**Table 1:**

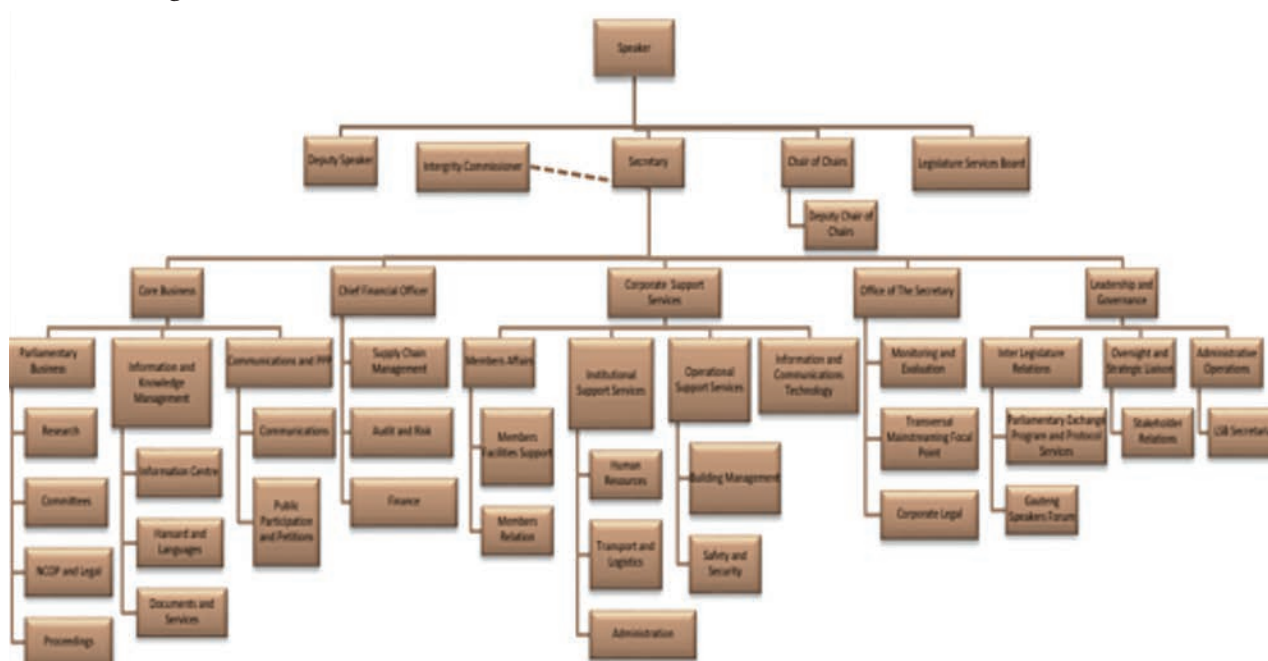
PROGRAMME	AREA OF FUNCTION
<b>PROGRAMME 1:</b> Leadership and Governance	<ul style="list-style-type: none"> <li>Provides the overall strategic leadership and direction to the institution.</li> <li>Ensures alignment of Legislature processes to the outlined strategy for the term 2014-2019.</li> <li>Monitors and oversees the execution of institutional obligations,</li> <li>Provides leadership and direction to the Legislative Services Board (LSB).</li> <li>Ensures strategic Political Management of Presiding Officers and Office Bearers, and the strategic management of committees to ensure political outcomes.</li> </ul>
<b>PROGRAMME 2:</b> Office of The Secretary	<ul style="list-style-type: none"> <li>Serves as a custodian of the development and implementation of the Strategy</li> <li>Provides administrative leadership to achieve the institutional mandate of oversight and scrutiny, law making, public participation and cooperative governance.</li> <li>Is established to enable the Secretary to the Legislature to fulfil his administrative and financial obligations in line with the applicable legislations.</li> <li>Is accountable for the institutional strategic planning, budgeting, monitoring and evaluation, reporting, project management, legal and contract management, and implementation of the transformation agenda through transversal mainstreaming.</li> </ul>
<b>PROGRAMME 3:</b> Corporate Support Services	<ul style="list-style-type: none"> <li>Gives support to all stakeholders internally within areas of Human Resources, Information &amp; Technology, Safety &amp; Security, Building Management, Administration &amp; Logistics, through provision of systems, policies and processes that enables and facilitates service provision in the most effective, efficient and professional manner.</li> </ul>



PROGRAMME	AREA OF FUNCTION
<b>PROGRAMME 4:</b> Core Business	<ul style="list-style-type: none"> <li>Supports the House and its Committees to make laws for the Gauteng Province, conduct oversight over the Executive and facilitate cooperative governance.</li> <li>Supports the involvement of the people of Gauteng in all the GPL processes through its public participation initiatives, and ensure that platforms are created for their effective participation.</li> </ul>
<b>PROGRAMME 5:</b> Office of the CFO	<ul style="list-style-type: none"> <li>Provides professional financial, risk and supply chain management services to stakeholders.</li> <li>Ensures adequate funding for the implementation of the Institutional strategic plan.</li> <li>Promotes strong financial, supply chain and risk management practices, and</li> <li>Ensures continuous implementation of all relevant financial legislation to enhance the fiscal stability, accountability and integrity of the GPL.</li> </ul>

The GPL continues to make a concerted effort to ensure that its structure is appropriate for achieving the organisation's strategic objectives in line with priorities as listed in the approved 5-year strategic plan. This is to ensure that the Strategic and Operational Plans remain relevant and responsive to the political mandates and address the needs of the people of Gauteng. In the next financial year, the GPL will review its organisational structure to ensure that the institutional capacity is adequately and appropriately resourced to discharge its mandate. To this effect, progress has have been made to define the scope of work in the organisational structure review to improve on the efficiency and effectiveness of the structure.

#### 4.2.1 GPL Organisational Structure



## 5. Description of the Planning Process

The GPL Strategic Planning Process for the development of the 2018/19 Annual Performance Plan commenced with the Strategy sessions of the Presiding Officers in April 2017. The Presiding Officers provided key strategic priorities that will receive attention in the 2018/19 financial year. These priorities fall into the following broad areas of work that requires priority focus as per Sector Strategic Framework for the 5th Term (2014-2019):

- » Enhancing scrutiny and oversight
- » Deepening public participation and involvement
- » Strengthening law-making processes
- » Sector coordination and collaboration
- » Improved governance and administration of GPL
- » Capacitating Members and officials of the Legislative Sector

Thereafter the planning followed a two-pronged approach, with the committee planning preceding that of the administration. In line with the Financial Management of Parliament and Provincial Legislatures Act, Act 10 of 2009, the first draft of the Annual Performance Plan for 2018/19 was submitted to the Executive Authority 10 months prior to the start of the financial year. There were several iterations of the APP with the final draft of the APP will be tabled by the Executive Authority at the beginning of the 2018/19 Financial year.

## 6. Revision to Legislative and other mandates

There has not been any changes or revision in legislations governing the work of the legislature. The constitutional mandates of the Legislature remained unchanged. However, in the ensuing financial year, the GPL will further process the development of the Gauteng “Integrity Act” in close collaboration with the National Parliament. Discussions are underway to request that GPL be granted the power of assignment by the National Assembly to enact the legislation for the Province.

The provincial legislatures are established in terms of Chapter 6 of the Constitution of the Republic of South Africa, 1996 (thereafter referred to as the Constitution). Section 114 of the Constitution of the Republic of South Africa clearly states the responsibility of the Gauteng Provincial Legislature. This section entrusts the GPL with the responsibility to pass, amend and reject any bill before it, including initiation or preparation of legislative bills. The Act further extend the responsibilities of the GPL to oversee the Executive over the implementation of their departments’ mandate. The GPL also has the responsibility to facilitate the involvement of the public in the legislative and other processes of the legislature and its committees in line with Section 118 of the Constitution.

The following are key legislative mandates that further outline the GPL responsibilities and requirements:

- » Constitution of the Republic of South Africa, Act No. 108 of 1996 (Chapter 3 and Sections 114, 118 and 142 of the Constitution);
- » Financial Management of Parliament and Provincial Legislatures Act, 2009;
- » Political Party Fund Act, 2007;
- » Preferential Procurement Framework Act, No 5 of 2000;
- » The Promotion of Access to information Act, No 2 of 2000;
- » Public Finance Management Act, No 1 of 1999;
- » The Gauteng Provincial Legislature Service Act, No.5 of 1966; and
- » Treasury Regulations.

## 7. Strategic Outcomes Oriented Goals

The GPL has one outcomes oriented goal, to be a responsive legislature that fosters public confidence, see table 3 below:

**Table 2: Strategic Outcomes Oriented Goal**

Goal	To be responsive legislature that fosters public confidence
<b>Goal Statement</b>	To provide effective and efficient legislative services that contribute to a better life for all Gauteng residents through fulfilling the constitutional mandate of the GPL Parliament, that facilitate support to Members, Committees and the House to make laws, conduct oversight and facilitate public involvement
<b>Justification</b>	The GPL has a constitutional and legislative mandate to execute the functions related to making laws, oversight and facilitate public participation. Through this, GPL contributes to ‘a capable developmental state to foster sustainable socio-economic transformation within the parameters of a robust constitutional democracy.
<b>Links</b>	Chapter 6 of the Constitution of the Republic of South Africa, 1996 with specific reference to S114 (1); S114 (2); S115; S116; S117; and S118; Chapter 13 of the NDP, Gauteng Ten Pillar Programme of Transformation, Modernisation and Re-industrialisation.



## 8. Overview of 2018/19 Budget and MTEF Estimates

### 8.1 Expenditure Estimates

**Table 3: Summary of payments and estimates by Programme: Provincial Legislature**

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Leadership and Governance	22 249	39 160	40 170	51 701	51 701	51 701	36 914	54 104	57 160
2. Office of The Secretary	13 694	14 867	17 127	23 373	20 576	20 576	25 310	25 964	27 451
3. Corporate Support Services	261 751	283 771	303 330	300 180	302 232	302 232	338 073	355 346	375 140
4. Core Business	165 572	186 148	202 799	243 595	244 340	244 340	259 094	267 815	283 684
5. Office of The CFO	34 579	38 125	42 723	56 049	56 049	56 049	56 433	58 201	62 696
<b>Total payments and estimates</b>	<b>497 845</b>	<b>562 071</b>	<b>606 149</b>	<b>674 898</b>	<b>674 898</b>	<b>674 898</b>	<b>715 824</b>	<b>761 430</b>	<b>806 130</b>

**Table 4: Summary of provincial payments and estimates by economic classification: provincial legislature**

	Outcome			Main appropriation	Adjusted appropriation	Revised estimate	Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
<b>Current payments</b>	<b>391 610</b>	<b>443 667</b>	<b>481 538</b>	<b>553 468</b>	<b>553 468</b>	<b>553 468</b>	<b>592 545</b>	<b>628 804</b>	<b>666 111</b>
Compensation of employees	231 742	258 011	280 869	318 120	318 120	318 120	356 885	348 044	375 105
Goods and services	159 868	185 656	200 669	235 348	235 348	235 348	235 660	280 760	291 006
<b>Transfers and subsidies to:</b>	<b>94 734</b>	<b>97 911</b>	<b>110 585</b>	<b>114 907</b>	<b>114 907</b>	<b>114 907</b>	<b>121 572</b>	<b>128 623</b>	<b>135 697</b>
Provinces and municipalities									
Non-profit institutions	94 734	97 911	110 585	114 907	114 907	114 907	121 572	128 623	135 697
Households									
<b>Payments for capital assets</b>	<b>11 501</b>	<b>20 493</b>	<b>14 026</b>	<b>6 523</b>	<b>6 523</b>	<b>6 523</b>	<b>1 707</b>	<b>4 003</b>	<b>4 322</b>
Buildings and other fixed structures	652	12 165	9 823						
Machinery and equipment	10 681	8 328	4 203	6 523	6 523	6 523	1 707	4 003	4 322
Software and other intangible assets	168								
Payments for financial assets									
<b>Total economic classification</b>	<b>497 845</b>	<b>562 071</b>	<b>606 149</b>	<b>674 898</b>	<b>674 898</b>	<b>674 898</b>	<b>715 824</b>	<b>761 430</b>	<b>806 130</b>

In 2018/19, the estimated budget allocation increases by 6 per cent on average from R674.9 million to R715.8 million in 2018/19. The upward increase is noticeable in compensation of employees, goods and services and transfers to political parties. In addition, a substantial portion of the 2018/19 expenditure estimates is also allocated to Corporate Support Services and Core Business at R338 million and R259 million respectively. Corporate Support Services budget is mainly driven by support functions to members as well as transfers to political parties to enable members to fulfil their constitutional obligations. Core Business budget is informed by committee activities and outreach Programmes, as well as public participation initiatives that aims to respond to the Institution's commitment to enhance active interaction and engagements with the public by encouraging and facilitating public participation in the processes of Legislature and strengthening the involvement of Gauteng citizens as crucial patrons of the GPL work. In addition, Committees act as the engine of the Legislature by scrutinising legislation and playing an oversight role of ensuring that departments' service delivery outputs are executed in line with their plans. Core Business budget is similarly influenced using radio and television broadcasts, publications and newsletters with the aim of reaching out to communities and promoting the work of the GPL.

Over the 2018 MTEF the GPL budget increases by 6 per cent on average from R715.8 million to R806.1 million in 2020/21.

Compensation of employees grew by 10 per cent on average from R231.7 million in 2014/15 to R280.9 million in 2016/17 due to a growing staff compliment and implementation of annual salary adjustments. A comparison of the 2016/17 personnel expenditure against the 2017/18 estimated expenditure shows a growth of 13 per cent on average from R280.9 million in 2016/17 to R318.1 million. This can be attributable to time savings from unfilled funded vacancies that led to the decrease in compensation of employees' expenditure during the 2016/17 financial year. However, in 2017/18 and the budget considers all vacancies with the expectation that they will all be filled. In 2018/19, Compensation of employees saw an annual average increase of 12 per cent on average from R318.1 million in 2017/18 to R356.9 million. The increase makes provision for amongst others, anticipated cost of living adjustments, pay progression, funeral benefits, overtime claims, performance bonuses and 13th cheque. The budget increases to R375.1 million over the outer year.

Expenditure on goods and services increased from R159.9 million to R200.7 million between 2014/15 and 2016/17 financial years, showing a slight increase of 12 per cent on average. During 2017/18, the GPL projects to remain within R235.3 million on goods and services. In 2018/19, the budget for goods and services is expected to slightly increase from R235.3 million in 2017/18 to R235.6 million. The growth is due to increase on committees' activities, House sittings, public outreach programmes, operational costs and members benefit tickets. Over the MTEF period, goods and services increases by 12 per cent on average from R235.6 million to R291 million in line with the expected increase in committees' activities and outreach programmes.

Transfer payments to political parties have increased significantly over the years from R94.7 million in 2014/15 to R110.6 million in 2016/17. In 2018/19, transfer payments to political parties have increased moderately by 6 per cent on average from R114.9 million in 2017/18 to R121.6 million. Over the MTEF, transfers are expected to grow at a constant rate of 6 per cent on average from R121.6 million to R135.7 million in 2020/21 financial years. Transfers to political parties comprise of constituency allowance and political party funding and enable members to fulfil their constitutional obligations and thus reducing dependency on private funding and enhancing multi-party democracy.

Between 2014/15 and 2016/17 financial years, payments for capital assets increased from R11.5 million to R14 million, representing an increase of 10 per cent on average. The major increase is evident in 2015/16 as a result of implementation of projects such as the SAGE building project, Rehabilitation of heating ventilation and air-condition installation in the main building as well as procurement of office furniture, laptops, motor vehicles, and members touch screens as well as the X-Ray searching devices and walk through detector. In 2017/18, payments for capital assets increase from R6.5 million to R7.8 million due to implementation of the SAGE building refurbishment project which has been carried from the previous financial year. The allocation for 2017/18 include the replacement of obsolete auditorium video wall and procurement of House sitting chairs and laptops for staff and Members. In 2018/19, payments for capital assets decrease to R1.7 million due to anticipated that budgeted projects would have been completed. The allocation for 2018/19 is earmarked for laptops and desktops that are due for replacement and for new employees. Over the MTEF, capital payments are expected to increase from R1.7 million to R4.3 million to accommodate those assets that will require replacement in line with the assets policy and for the newly elected members following the national elections.

## 8.2 Relating Expenditure Trends to Strategic Goals

The GPL has one outcomes oriented goal and six (6) strategic objectives. In 2018/19, the GPL will continue to strive towards achieving its goal to be a responsive legislature that fosters public confidence by discharging its mandate of performing effective oversight, making laws and promote public participation in the business of the legislature. The GPL will continue to provide an enabling environment, required resources and support systems for political parties and members to accomplish their constitutional obligations. The implementation of the Business Enhancement Plan will be completed in 2018/19.



# PART B

## STRATEGIC OBJECTIVES



This section of the Annual Performance Plan sets performance targets for the 2018/19 financial year and over the MTEF for each strategic objective identified in Part B of the Strategic Plan. The annual performance plan facilitates the assessment of the overall performance of programmes on its respective operational plans, including issues of equity and value for money in relation to the use of resources.

## 9. GPL Programmes

### 9.1 PROGRAMME 1: LEADERSHIP AND GOVERNANCE

The purpose of Programme 1 is to provide the overall strategic leadership and direction to the institution. The core of the programme ensures alignment of Legislature processes to the outlined in the 2014-2019 GPL Strategy, monitors and oversees the execution of institutional obligations. In addition, the programme provides leadership and direction to the Legislative Services Board (LSB) as well as Safeguarding the strategic Political Management of Presiding Officers and Office Bearers, and including the strategic management of committees to ensure political outcomes.

**Table 1: Programme Performance Indicator and Annual Targets for 2018/19 to 2020/21**

No.	Performance Indicator	Audited / Actual Performance		Estimated Performance	Medium Term Targets		
		2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Strategic Objective 1: Improved Accountability by the Executive to the Legislature in respect of service delivery							
1.1	Number of quarterly oversight reports on the performance of Committees	New Indicator	New Indicator	3	4	4	4
Strategic Objective 2: Improved meaningful public involvement by the public in legislature business							
2.1	Number of quarterly oversight reports on feedback provided to Communities	New indicator	New indicator	2	4	4	4
Strategic Objective 4: Fostered coherent and coordinated legislative sector							
4.1	Number of reports on fostering a coherent legislative sector by MPLs	New Indicator	New Indicator	3	4	4	4
Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature							
5.1	Number of initiatives to promote the ethical conduct in the GPL	New Indicator	New Indicator	New Indicator	1	1	1

**Table 2: Quarterly Targets for 2018/19**

No.	Performance Indicator	Reporting Period	Annual Target 2018/19	Quarterly Targets			
				1st	2nd	3rd	4th
Strategic Objective 1: Improved Accountability by the Executive to the Legislature in respect of service delivery							
1.1	Number of quarterly oversight reports on the performance of Committees	Quarterly	4	1	1	1	1
Strategic Objective 2: Improved meaningful public involvement by the public in legislature business							
2.1	Number of quarterly oversight reports on feedback provided to Communities	Quarterly	4	1	1	1	1
Strategic Objective 4: Fostered coherent and coordinated legislative sector							
4.1	Number of reports on fostering a coherent legislative sector	Quarterly	4	1	1	1	1
Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature							
5.1	Number of initiatives to promote the ethical conduct in the GPL	Annually	1	-	-	-	1

#### 9.1.1 Risk and Mitigation

Risk	Mitigation
Poor oversight by the Legislature on the implementation and impact of laws passed	The COVAC Framework will be reviewed to enable reporting against certain / identified legislation (determine implementation through reporting). Furthermore, education session targeting people of Gauteng on laws passed and the impact thereof will be conducted.
Ineffective Cooperative Governance within the Legislative Sector	Development of a GPL Inter-Legislature Strategy, active participation in SALS including implementation of GPL relevant resolution.

### 9.1.1 Reconciling performance Targets with the Budget and MTEF

#### 9.1.1.1 Expenditure Estimates

Table 3: Summary of payments and estimates by Sub-programme: Leadership and Governance

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium Term Estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Office Of The Executive Director	13 845	14 584	15 464	22 197	22 489	22 489	23 270	22 181	23 871
2. Administrative Operations	7 681	17 952	12 323	3 506	3 630	3 630	3 860	3 524	3 700
3. Inter-Legislature Relations				8 415	8 137	8 137	7 964	9 018	9 239
4. Oversight and Liaison	723	6 624	12 383	17 583	17 445	17 445	1 820	19 381	20 350
Total payments and estimates	22 249	39 160	40 170	51 701	51 701	51 701	36 914	54 104	57 160

Table 4: Summary of payments and estimates by economic classification: Leadership and Governance

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium Term Estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
Current payments	22 249	39 160	40 170	51 701	51 701	51 701	36 914	54 104	57 160
Compensation of employees	13 845	14 584	15 464	21 955	21 955	21 955	22 256	21 911	23 586
Goods and services	8 404	24 576	24 706	29 746	29 746	29 746	14 658	32 193	33 574
Transfers and subsidies to:									
Provinces and municipalities									
Households									
Payments for capital assets									
Buildings and other fixed structures									
Software and other intangible assets									
Payments for financial assets									
Total economic classification	22 249	39 160	40 170	51 701	51 701	51 701	36 914	54 104	57 160

#### 9.1.1.2<sup>C</sup> Performance and expenditure trends

The Programme's expenditure between 2014/15 and 2016/17 financial year demonstrates a significant increase of 34 percent, from R22.2 million to R40.2 million. Compensation of employees accounted for 43 per cent of the total expenditure whilst goods and services accounted for 57 per cent over the past 3 financial years. Goods and services expenditure is mainly driven by committees' study tours and international conferences, as well as continued Programme participation in the Legislature Sector and various conferences such as the regional and international Commonwealth Parliamentary Association (CPA), National and Provincial Speakers' Forums and National Conference of State Legislatures (NCSL). Regarding compensation of employees, increased staff compliment and annual adjustments in staff salaries contributed to the increased expenditure.



In 2017/18, the Programme's budget remains constant at R51.7 million. In 2018/19, the budget is expected to decrease by 28 per cent on average, from the main budget of R51.7 million to R36.9 million due to implementation of cost-efficiency measures on non-essential items and anticipated reduction in committees travelling in preparation for the upcoming national elections.

Compensation of employees increase from R22 million in 2017/18 to R22.3 million in 2018/19, representing an increase of 1 per cent on average. The increase includes provisions for cost of living adjustments, pay progression, and other benefits such as funeral cover, performance bonuses and 13th cheque. The increase is minimal due to the expected reduction in the cost of living adjustments and overtime claims. Over the MTEF period, compensation of employees increases by 3 per cent on average from R22.3 million to R23.6 million.

Goods and services reflect a decrease of 50 per cent on average from R29.7 million in 2017/18 to R14.6 million in 2018/19 due to expectation that travelling by committees will be curtailed in preparation for the national elections. Over the MTEF, goods and services increases by 56 per cent on average, from R14.6 million to R33.6 million to ensure continued implementation of the Programme's functions. The allocation for the MTEF period include committees international study tours and conferences, National and Gauteng Speakers forum, annual ethics.

## 9.2 PROGRAMME 2: OFFICE OF THE SECRETARY

The Secretary's Office serves as the custodian of the development and implementation of the strategy and provides strategic, tactical and operational Leadership to GPL administration for the achievement of the institutional mandate of Oversight and Scrutiny, Law Making, Public Participation and Cooperative Governance. The Office is also accountable for the institutional strategic planning, reporting, monitoring, contract management and evaluation and project management.

**Table 5: Programme Performance Indicator and Annual Targets for 2018/19 to 2020/21**

No.:	Performance Indicator	Audited / Actual Performance		Estimated Performance	Medium Term Targets		
		2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
5.2	Number of performance information reports on APP progress	New Indicator	New Indicator	New Indicator	5	5	5
5.3	Number of transversal mainstreaming capacity development initiatives conducted	New Indicator	New Indicator	New Indicator	4	4	4

**Table 6: Quarterly Targets for 2017/18**

No.:	Performance Indicator	Reporting Period	Annual Target 2017/18	Quarterly Targets			
				1st	2nd	3rd	4th
Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature							
5.2	Number of quarterly performance information reports on APP progress	Quarterly	5	1	2	1	1
5.3	Number of transversal mainstreaming capacity development initiatives conducted	Quarterly	4	1	1	1	1

### 9.2.1 Risk and Mitigation

Risk	Mitigation
Material misstatement of the Predetermined Objectives resulting in a negative audit outcome.	Verification and validation of performance information with evidence.

### 9.2.2 Reconciling performance Targets with the Budget and MTEF

#### 9.2.2.1 Expenditure Estimates

**Table 7: Summary of payments and estimates by sub-programme: Office of the Secretary**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Office of The Secretary	13 677	14 813	17 080	23 159	20 362	20 362	25 079	25 720	27 197
2. Office of The Integrity Commissioner	17	54	47	214	214	214	231	244	254
Total payments and estimates	13 694	14 867	17 127	23 373	20 576	20 576	25 310	25 964	27 451

**Table 8: Summary of payments and estimates by sub-programme: Office of the Secretary**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
<b>Current payments</b>	13 694	14 867	17 127	23 373	20 576	20 576	25 310	25 964	27 451
Compensation of employees	8 519	9 503	11 004	14 685	14 685	14 685	16 006	15 876	17 011
Goods and services	5 175	5 364	6 123	8 688	5 891	5 891	9 303	10 088	10 440
<b>Transfers and subsidies to:</b>									
Provinces and municipalities									
Households									
<b>Payments for capital assets</b>									
Buildings and other fixed structures									
Software and other intangible assets									
<b>Payments for financial assets</b>									
Total economic classification	13 694	14 867	17 127	23 373	20 576	20 576	25 310	25 964	27 451

**9.2.2.2 Performance and expenditure trends**

The Programme's expenditure increased from R13.7 million in 2014/15 to R17.1 million in 2016/17, depicting an increase of 12 per cent on average. Of the total expenditure over the past 3 years, compensation of employees accounted for 64 per cent and goods and services for 36 per cent. Goods and services expenditure mainly relates to the Transversal Mainstreaming activities including multi-party women caucus, participation in the South African Legislative sector (SALS), CPA conference and the African Youth Parliament.

During 2017/18, the Programme budget has been adjusted downwards to R20.6 million due to implementation of cost-efficiency measures on foreign travelling. In 2018/19, the Programme expenditure is estimated to increase from R20.6 million to R25.3 million, representing an average increase of 23 per cent. The increase is evidently on both compensation of employees and goods and services. Compensation of employees' increase of 9 per cent makes provision for annual salary increases and benefits, whilst goods and services increase include Multi-Party Women Caucus, Transversal mainstreaming, the printing and publication of the institutional Annual Report and Citizens Annual Report and Leadership development training programme. The Multi-Party Women Caucus is a forum constituting the GPL Women Parliamentarians from across party lines, who are united by a common interest in respect of the economic and socio-political wellbeing of women in Gauteng. In addition, the budget caters for continued participation in the Legislative sector such as the CPA, Society of Clerks at the Table (SoCATT), SALS, and NCSL.

Over the MTEF, the estimated expenditure grows by 7 per cent on average from R25.3 million to R27.5 million in the outer year. The growth is mainly attributed to annual personnel costs adjustments and provision made for inflationary increase on goods and services.



### 9.3 PROGRAMME 3: CORPORATE SUPPORT SERVICES

The purpose of the Corporate Support Services is to give support to all stakeholders internally within areas of Human Resources, Information and Technology, Safety and Security, Building Management, Administration; Transport and Logistics, Member's Affairs and Relations through provision of systems, policies and processes that enables and facilitates service provision in the most effective, efficient and professional manner.

**Table 9: Programme Performance Indicator and Annual Targets for 2018/19 to 2020/21**

No.	Performance Indicator	Audited / Actual Performance		Estimated Performance	Medium Term Targets		
		2015/16	2016/17		2018/19	2019/20	2020/21
6.1	Efficiency of GPL business processes	New Indicator	New Indicator	75% completion	100% completion of the Business Enhancement Plan	N/A	N/A

**Table 10: Quarterly Targets for 2018/19**

No:	Performance Indicator	Annual Target 2018/19	Reporting Period	Quarterly Target			
				1st	2nd	3rd	4th
Strategic Objective 6: Modernised business practices towards supporting the functions of the Legislature							
6.1	Efficiency of GPL business processes	100% completion of the Business Enhancement Plan	Bi-annually	N/A	89%	N/A	100

#### 9.3.1 Risk and Mitigation

Risk	Mitigation
User resistance to change in the application of new information system and/or processes.	Implementation of a change management plan which includes training and awareness sessions for staff, before, during and after the implementation of the new systems and procedures.
GPL not performing optimally	The physical environment between the two buildings of GPL is continuously improved and monitored. All aspects of the Business Continuity Plan have been updated, however, the BCP is to be tested for effectiveness.
Inability to successfully execute projects within budget	The internal Project Management Capacity will be enhanced through formal training and dedicated support. In addition, the adequacy and effectiveness of current controls within project management environment will be reviewed.

#### 9.3.2 Reconciling performance Targets with the Budget and MTEF

##### 9.3.1.1 Expenditure Estimates

**Table 11: Summary of payments and estimates by sub-programme: Corporate Support Services**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Ed Corporate Support Services	74 360	84 239	90 165	97 917	98 197	98 197	113 788	112 653	121 169
2. Members Affairs	104 913	104 678	118 955	127 854	125 684	125 684	131 839	143 069	150 865
3. Institutional Support Services	26 086	30 425	31 631	21 156	24 942	24 942	38 851	32 682	33 316
4. Operational Support Services	37 265	56 438	48 752	38 587	38 587	38 587	39 459	48 926	50 872
5. It And Technology	19 127	7 991	13 827	14 666	14 822	14 822	14 137	18 016	18 917
<b>Total payments and estimates</b>	<b>261 751</b>	<b>283 771</b>	<b>303 330</b>	<b>300 180</b>	<b>302 232</b>	<b>302 232</b>	<b>338 073</b>	<b>355 346</b>	<b>375 140</b>

**Table 12: Summary of payments and estimates by economic classification: Corporate Support Services**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
Current payments	158 590	166 595	180 259	185 273	187 325	187 325	216 501	226 723	239 443
Compensation of employees	74 218	83 968	89 439	97 719	97 719	97 719	112 956	112 270	120 768
Goods and services	84 372	82 627	90 820	87 554	89 606	89 606	103 545	114 453	118 675
Transfers and subsidies to:	94 734	97 911	110 585	114 907	114 907	114 907	121 572	128 623	135 697
Provinces and municipalities									
Non-profit institutions	94 734	97 911	110 585	114 907	114 907	114 907	121 572	128 623	135 697
Households									
Payments for capital assets	8 427	19 265	12 486						
Buildings and other fixed structures	652	12 165	9 823						
Machinery and equipment	7 607	7 100	2 663						
Software and other intangible assets	168								
Payments for financial assets									
<b>Total economic classification</b>	<b>261 751</b>	<b>283 771</b>	<b>303 330</b>	<b>300 180</b>	<b>302 232</b>	<b>302 232</b>	<b>338 073</b>	<b>355 346</b>	<b>375 140</b>

**9.3.1.2 Performance and expenditure trends**

The Programme expenditure has increased from R261.8 million to R303.3 million between 2014/15 and 2016/17 financial years largely on transfers to political parties and followed closely by goods and services and compensation of employees. Goods and services expenditure relates to operational costs comprising maintenance costs, ICT infrastructure, telecommunication, rent and municipal rates and taxes and Members benefits tickets. Spending on capital assets mainly relates to SAGE building projects, procurement of office furniture, laptops and motor vehicles as well as installation of Members touch screens and air-con chillers.

In 2017/18, the Programme's budget has been adjusted upwards to fund the implementation of the SAGE building refurbishment project. In 2018/19, the Programme's estimated expenditure is expected to increase by 12 per cent on average from an amount of R302.2 million in 2017/18 to R338 million in 2018/19. Compensation of employees increases by 16 per cent on average from R97.7 in 2017/18 million to R113 million in 2018/19. The increase is due to estimated annual salary adjustments, employee benefits, funded vacancies and inclusion of political support staff and learner ship programmes.

Goods and services are expected to increase by 16 per cent on average from R89.6 million in 2017/18 to R103.5 million in 2018/19. The budget accommodates contractual obligations and operational costs such as private security services, insurance, ICT, rent, municipal rates and taxes as well as other costs like training and development, staff and members bursaries and recruitment.

Transfers to political parties increase from R114.9 million in 2017/18 to R121.6 million in 2018/19, representing an increase of 6 per cent on average.

Over the MTEF, the Programme's overall budget is expected to increase by 9 per cent on average from R338 million in 2018/19 to R375.1 million in 2020/21 to augment against the effect of inflation.

## 9.4 PROGRAMME 4: CORE BUSINESS

The purpose of the programme is to support the House and its Committees to make laws for the Gauteng Province, conduct oversight over the Executive and facilitate cooperative governance for aligned decision-making in the Province. Core Business also supports public participation in the operations of the Legislature by the people of Gauteng, through public participation initiatives, ensuring that platforms are created for their effective participation.

**Table 13: Programme Performance Indicator and Annual Targets for 2018/19 to 2020/21**

#	Performance Indicator	Audited / Actual Performance		Estimated Performance	Medium Term Targets		
		2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Strategic Objective 1: Improved Accountability by the Executive to the Legislature in respect of service delivery							
1.2	Number of Sector Oversight Model (SOM) Imperative draft reports produced	New Indicator	New Indicator	94	130	130	130
1.3	Percentage of committee enquiries conducted by the Legislature	New Indicator	New Indicator	New Indicator	100%	100%	100%
1.4	Percentage of resolutions processed by the House	New Indicator	100%	100%	100%	100%	100%
1.5	Percentage of questions processed by the House	New Indicator	100%	100%	100%	100%	100%
1.6	Percentage of motions processed by the House	New Indicator	100%	100%	100%	100%	100%
1.7	Percentage provision of records services to the House and its Committees	New Indicator	New Indicator	New Indicator	100%	100%	100%
1.8	Percentage of regulations processed by the House	New Indicator	New Indicator	New Indicator	100%	100%	100%
Strategic Objective 2: Improved meaningful involvement by the public in Legislature business							
2.2	Percentage of petitions considered by the Legislature	New Indicator	New Indicator	100%	100%	100%	100%
2.3	Percentage increase in the people of Gauteng who participate in the business of the GPL	New Indicator	0,02%	5%	15%	20%	25%
Strategic Objective 3: Increased responsiveness of Laws to meet the needs of the people of Gauteng							
3.1	Percentage of Bills processed by the GPL	New Indicator	100%	100%	100%	100%	100%
Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature							
5.5	Number of studies conducted - Public Perception Survey	New Indicator	New Indicator	New Indicator	1	-	

**Table 14: Quarterly Targets for 2018/19**

No.	Performance Indicator	Reporting Period	Annual Target 2018/19	Quarterly Targets			
				1st	2nd	3rd	4th
1.2	Number of Sector Oversight Model (SOM) Imperative reports produced	Quarterly	64 quarterly oversight reports	16	16	16	16
			46 Annual oversight reports	15	-	30	1
			20 committee FIS reports	-	10	-	10
1.3	Percentage of committee inquiries conducted by the Legislature	Annually	100%	-	-	-	100%
1.4	Percentage of resolutions processed by the House	Quarterly	100%	100%	100%	100%	100%
1.5	Percentage of questions processed by the House	Quarterly	100%	100%	100%	100%	100%
1.6	Percentage of motions processed by the House	Quarterly	100%	100%	100%	100%	100%
1.7	Percentage provision of records services to the House and its Committees	Quarterly	100%	100%	100%	100%	100%
1.8	Percentage of regulations processed by the House	Quarterly	100%	100%	100%	100%	100%
<b>Strategic Objective 2: Improved meaningful involvement by the public in Legislature business</b>							
2.2	Percentage of petitions processed in accordance with the relevant legislation	Quarterly	100%	100%	100%	100%	100%
2.3	Percentage increase in the people of Gauteng who participate in the business of the GPL	Quarterly	15%		8%		15%
<b>Strategic Objective 3: Increased responsiveness of Laws to meet the needs of the people of Gauteng</b>							
3.1	Percentage of Bills processed by the GPL	Quarterly	100%	-	100%	-	100%
<b>Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature</b>							
5.5	Number of research studies conducted - Public Perception Survey	Annually	1	-	-	-	1



### Risk and Mitigation Actions

Risk	Mitigation
Loss of Public confidence in the Legislature	GPL continues to strengthen its capacity to implement the Sector Oversight Model and Standing Rules (SOMS) model to ensure its implementation. The re-engineering of the PPP project as well as the integrated communication strategy to build and sustain public confidence in the GPL.
Compromised quality of Public engagement in the Legislature business	Improve awareness campaigns as well as engagement of the Gauteng people in the work of the GPL. Round-table discussions will be conducted on improving public engagements. More targeted audience will be invited to partake in debates.
Communication of wrong or inaccurate resolutions and/or questions to third parties. Late communication of resolutions and/or questions because of insufficient forwarding information; The fluidity of the parliamentary and committee programmes does not provide sufficient time for preparing for public hearings.	Enhance and ensure that the eLims system in place to ensure that set of resolutions to be communicated are correctly captured and accurate. Ensure implementation of internal procedural training programmes. Conduct regular meetings to take place with the Committee to ensure coordination of the programme.

### 9.4.1 Reconciling performance Targets with the Budget and MTEF

#### 9.4.1.1 Expenditure Estimates

**Table 15: Summary of payments and estimates by sub-programme: Core Business**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Ed Core Business	115 732	124 371	133 083	147 348	148 048	148 048	164 125	157 460	170 026
2. Parliamentary Business	18 714	24 580	26 454	34 388	34 388	34 388	33 451	40 047	42 102
3. Information and Knowledge Management	10 293	11 852	13 912	14 915	14 915	14 915	19 609	16 597	17 159
4. Communication	20 833	25 345	29 350	46 944	46 989	46 989	41 909	53 711	54 397
<b>Total payments and estimates</b>	<b>165 572</b>	<b>186 148</b>	<b>202 799</b>	<b>243 595</b>	<b>244 340</b>	<b>244 340</b>	<b>259 094</b>	<b>267 815</b>	<b>283 684</b>

**Table 16: Summary of payments and estimates by economic classification: Core Business**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
<b>Current payments</b>	<b>165 557</b>	<b>186 148</b>	<b>202 799</b>	<b>243 595</b>	<b>244 340</b>	<b>244 340</b>	<b>259 094</b>	<b>267 815</b>	<b>283 684</b>
Compensation of employees	109 508	118 701	131 307	144 802	144 802	144 802	162 302	156 561	169 082
Goods and services	56 049	67 447	71 492	98 793	99 538	99 538	96 792	111 254	114 602
Transfers and subsidies to:									
Provinces and municipalities									
Households									
<b>Payments for capital assets</b>	<b>15</b>								
Buildings and other fixed structures									
Machinery and equipment	15								
Software and other intangible assets									
<b>Payments for financial assets</b>									
<b>Total economic classification</b>	<b>165 572</b>	<b>186 148</b>	<b>202 799</b>	<b>243 595</b>	<b>244 340</b>	<b>244 340</b>	<b>259 094</b>	<b>267 815</b>	<b>283 684</b>

#### 9.4.1.2 Performance and expenditure trends

Between 2014/15 and 2016/17 financial years the Programme's expenditure has increased from R165.6 million to R202.8 million. Compensation of employees accounted for 65 per cent of the total expenditure due to increase in staff complement and implementation of annual salary adjustments. The Programme play a crucial role in supporting the execution of the GPL Constitutional mandate by providing professional support for the House and Committees including facilitating communication

and public participation amongst others, hence the large number of staff and huge personnel costs. Similarly, goods and services expenditure accounted for 35 per cent of the total expenditure which is mostly driven by committees' activities and outreach programmes, public education workshops, House sittings and the annual Opening of the Legislature.

During 2017/18, the Programme's budget has been adjusted upwards from R243.6 million to R244.3 million to fund the Baseline Assessment Study which has been incorporated into the Re-engineering of Public Participation under the Programme.

The Programme estimated expenditure for 2018/19 sits at R259 million from the 2017/18 adjustment budget of R244.3 million, representing an increase of 6 per cent on average. The increase can be ascribed to provision made for inflationary salary adjustments and benefits. Similarly, the budget includes committees' activities and outreach programmes, public education workshops, sector parliaments, public participation as well as other initiatives supporting committee activities through radio and television broadcasts, advertorials, newsletters and publications amongst others. In addition, the allocated budget includes NCOP taking Parliament to the people, public hearings and Hansard outsourcing in support of House sittings and committee programmes, Voter education and the opening of the Legislature.

Over the MTEF, the Programme expenditure is estimated to increase by 8 per cent on average from R259 million to R283.7 million to augment against the expected inflation.

## 9.5 PROGRAMME 5: OFFICE OF THE CHIEF FINANCIAL OFFICER

The purpose of the Programme is to provide professional financial, risk and supply chain management services to stakeholders for the realisation of the Institutional strategic goals and objectives. The Office strives to raise financial resources equitably to ensure adequate funding for the implementation of the Institutional strategic plan whilst promoting effective financial management in respect of revenue, expenditure, assets and liabilities.

The Office promotes effective and efficient management of all financial resources through the implementation of best business practices by linking strategic planning, budgeting and reporting. The Office is also responsible to ensure continuous implementation of all relevant financial legislation to enhance the fiscal stability, accountability and integrity of the GPL.

**Table 17: Programme Performance Indicator and Annual Targets for 2018/19 to 2020/21**

No.	Performance Indicator	Audited / Actual Performance		Estimated Performance	Medium Term Targets		
		2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Strategic Objective 5: Enhanced public confidence in the governance and leadership of the Legislature							
5.7	Results of the audit outcome	Clean audit outcome achieved	Clean audit outcome achieved	Achieve clean audit outcome	Achieve clean audit outcome	Achieve clean audit outcome	Achieve clean audit outcome

**Table 18: Quarterly Targets for 2018/19**

No.	Performance Indicator	Annual Target 2018/19	Reporting Period	Quarterly Targets			
				1st	2nd	3rd	4th
Strategic Objective 4: Fostered coherent and coordinated legislative sector							
5.7	Results of the audit outcome	Achieve clean audit outcome	Annually	N/A	Clean audit outcome achieved	N/A	N/A

### 9.5.1 Risk and Mitigation

Risk	Mitigation
Noncompliance with legislative or statutory obligations resulting in possible legal breaches Material misstatement; incomplete asset register or audit findings on financial transactions.	Ensure all policies and standard operating procedures are in place and implemented. Tightening of control measures regarding the checking of financial statements and transactions; capacitating sections to improve their planning, monitoring and reporting processes; adherence to internal financial procedures as well as applicable Acts and the Departmental Framework for the compilation of financial statements.

### 9.5.2 Reconciling performance Targets with the Budget and MTEF

#### 9.5.2.1 Expenditure Estimates

**Table 19: Summary of payments and estimates by sub-programme: Office of the CFO**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium Term Estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
1. Chief Financial Officer	28 310	34 473	39 530	44 025	44 025	44 025	46 786	46 040	49 503
2. Finance	503	127	239	214	192	192	476	240	250
3. Supply Chain Management	4 129	2 236	1 875	10 361	10 383	10 383	7 722	10 299	11 256
4. Audit, Risk And Governance	1 637	1 289	1 079	1 449	1 449	1 449	1 450	1 622	1 687
<b>Total payments and estimates</b>	<b>34 579</b>	<b>38 125</b>	<b>42 723</b>	<b>56 049</b>	<b>56 049</b>	<b>56 049</b>	<b>56 433</b>	<b>58 201</b>	<b>62 696</b>



**Table 20: Summary of payments and estimates by economic classification: Office of the CFO**

	Outcome	Main appropriation	Adjusted appropriation	Revised estimate			Medium-term estimates		
R thousand	2014/15	2015/16	2016/17	2017/18			2018/19	2019/20	2020/21
Current payments	31 520	36 897	41 183	49 526	49 526	49 526	54 726	54 198	58 374
Compensation of employees	25 652	31 255	33 655	38 959	38 959	38 959	43 365	41 426	44 658
Goods and services	5 868	5 642	7 528	10 567	10 567	10 567	11 361	12 772	13 716
Transfers and subsidies to:									
Provinces and municipalities									
Households									
Payments for capital assets	3 059	1 228	1 540	6 523	6 523	6 523	1 707	4 003	4 322
Buildings and other fixed structures									
Machinery and equipment	3 059	1 228	1 540	6 523	6 523	6 523	1 707	4 003	4 322
Software and other intangible assets									
Payments for financial assets									
Total economic classification	34 579	38 125	42 723	56 049	56 049	56 049	56 433	58 201	62 696

**9.5.2.2 Performance and expenditure trends**

The Programme's expenditure has increased from R34.6 million to R42.7 million between 2014/15 and 2016/17 financial years. The major portion of the expenditure can be credited to compensation of employees which account for 78 per cent of the total expenditure. Goods and services accounted for 16 percent due to payment of internal and external auditors, valuation of GPL artwork and impairment of assets. Equally, capital payments accounted for 6 per cent of the total expenditure mainly for procurement of office furniture in line with the increasing number of new employees in the Institution.

During 2017/18, the Programme's expenditure remains unchanged at R56 million with compensation of employees accounting for R39 million, goods and services for R10.6 million and capital assets for R6.5 million. Goods and services budget include the shifting of the inventory function from Corporate Support Services to the Programme and audit fees. Similarly, capital assets allocation caters for office furniture, replacement of House sitting chairs and auditorium video wall as well as laptops for members and staff.

The 2018/19 expenditure is expected to increase by less than 1 per cent on average from R56 million in 2017/18 to R56.4 million. Compensation of employees increases from R39 million to R43.4 million or 11 per cent on average. The increase make provision for annual salary increases and benefits. Goods and services increase from R10.6 million to R11.3 million due to centralisation of all inventory and assets. The allocation includes internal and external audit fees, inventory, business continuity plan and assets impairments. Capital assets decreases from R6.5 million to R1.7 million due to anticipated completion of the replacement of House sitting chairs and auditorium video wall projects. Capital budget include laptops and desktops that are due for replacement.

Over the MTEF, the Programme expenditure is expected to increase by 9 per cent on average from R56.4 million to R62.7 million to mitigate against the impact of inflation and to ensure that the centralised inventory and assets are accommodated over the MTEF.



PART C  
ANNEXURE

TECHNICAL  
INDICATOR  
DESCRIPTOR



## PART C: ANNEXURE TECHNICAL INDICATOR DESCRIPTOR

### PROGAMME 1:

#### Strategic Objective 1:

##### Improved Accountability by the Executive to the Legislature in respect of service delivery

Indicator Protocol Reference Sheet (IPRS) Number: 1.1	
IPRS Key	Descriptions
Indicator name	Number of quarterly oversight reports on the performance of the committees
Purpose/ importance	This indicator seeks to measure the performance of GPL Committees in line with the COVAC Focus Areas, thereby responding to the oversight role of the Leadership and Governance Program to oversee the performance of Committees
Source/ collection of data	Three (3) quarterly oversight reports
Indicator achievement	The indicator will be counted as achieved when quarterly reports have been submitted to the Chairperson of Committees
Type of indicator	Output
Data limitations	Non / Poor / Late Submission of requested performance information from responsible units
Calculation type	Cumulative
Unit of measurement	Indicator measured in numbers (Number of reports)
Desired performance	Planned performance in accordance with I-APP annual target.
Baseline	Estimated 3 (2017/18)
Accountability/responsibility	Director: Oversight and Strategic Liaison
New indicator	New

#### Strategic Objective 2:

##### Improved meaningful public involvement by the public in legislature business

Indicator Protocol Reference Sheet (IPRS) Number: 2.1	
IPRS Key	Descriptions
Indicator name	Number of quarterly oversight reports on feedback provided to Communities
Purpose/ importance	This indicator responds to measure the effectiveness of the legislature in providing feedback to communities as part of its public participation initiatives.
Source/ collection of data	Reports on Committee Oversight (Budget, Quarterly, Focused Intervention Studies and Annual) reports with public involvement Public Participation Initiatives (Bua le Sechaba, Petitions, Sector Parliaments, Committee Inquiries, Provincial and NCOP Bills) reports
Indicator achievement	The indicator will be counted as achieved when feedback reports are produced or received for tabling at Committees and or sharing with affected stakeholders
Type of indicator	Output
Data limitations	Non-convening of feedback sessions by committees / the legislature
Calculation type	Cumulative
Method of calculation	Count of reports produced
Desired performance	Planned performance in accordance with APP annual target or exceed
Baseline	Estimated 2 (2017/18)
Accountability/responsibility	Office of the Deputy Chair of Chairpersons – Manager: Stakeholder Management
New indicator	New



#### Strategic Objective 4: Fostered coherent and co-ordinated legislative sector

Indicator Protocol Reference Sheet (IPRS) 4.1	
IPRS Key	Descriptions
Indicator name	Number of reports on fostering a coordinated legislative sector
Purpose/ importance	To report on the facilitation of inter-legislature relations within the legislative sector at political level; and to assess the implementation of the inter-legislature activities at administrative level. Fostering a coordinated legislative sector refers to Gauteng Legislature participation in the legislative sector (locally and internationally), and implementation of the resolutions of the forums (e.g. Speakers Forum, South African Legislative Sector, Legislative Sector Services; Commonwealth Parliamentary Association (CPA/ CWP), National Conference of State Legislatures (NCSL), International Legislative Sector activities, etc.). Additionally, cooperation includes legislature's partnerships and cooperation with other institutions (e.g. Chapter 9 institutions).
Source/ collection of data	Reports on parliamentary exchange programme, reports of conferences, Speakers Forum minutes, resolutions of meetings and workshops, study tours reports. reports on fostering a coordinated legislative sector by administration and minutes of the Secretariat meeting.
Indicator achievement	Indicator will be considered as achieved when four (4) reports on fostering a coordinated legislative sector by the GPL are compiled and tabled at the Secretariat on a quarterly basis. Reports will detail the role of GPL in fostering a coherent sector, activities participated in as well as sector resolutions for implementation by GPL.
Type of indicator	Output
Data limitations	None
Calculation type	Number of reports – simple count
Unit of measurement	Number
Calculation Method	Cumulative
Desired performance	Planned performance in accordance with APP Target
Baseline	Estimated 4 (2017/18)
Accountability/responsibility	Director: Inter-Legislature Relations
New indicator	No

#### Strategic Objective 5: Enhanced public confidence in the governance and leadership of the legislature

Indicator Protocol Reference Sheet (IPRS) Number: 5.1	
IPRS Key	Descriptions
Indicator name	Number of initiatives to promote the ethical conduct in the GPL
Purpose/ importance	Strengthen the mechanisms aimed at regulating the conduct of the public representatives and officials; thus, promoting ethical leadership and an accountable government.
Source/ collection of data	Approved Seminar Concept Paper; Seminar Agenda, Presentations, Report and Attendance Registers
Indicator achievement	The indicator will be counted as achieved upon the GPL hosting of a Seminar on Ethics and the final report presented at Secretariat.
Type of indicator	Output
Data limitations	None
Calculation type	Non-cumulative
Unit of measurement	Number
Calculation Method	Simple count
Desired performance	Planned performance in accordance with APP target
Baseline	To be established during 2018/19
Accountability/ responsibility	Executive Director Leadership and Governance
New indicator	Yes

## PROGRAMME 2:

### Strategic Objective 5:

#### Enhanced public confidence in the governance and leadership of the legislature

Indicator Protocol Reference Sheet (IPRS) Number: 5.2	
IPRS Key	Descriptions
Indicator name	Number of quarterly performance information progress reports on 2018/19 APP
Purpose/ importance	GPL has received a clean audit for the last five (5) years and endeavours to maintain the status quo. However, there were findings on the predetermined objectives. The indicator will ensure close monitoring of performance information in compliance with FAMPLA and GPL policy framework.
Source/ collection of data	Quarterly and Annual Performance reports detailing implementation of the 2018/19 APP, the development and submission of the 2019/20 APP.
Indicator achievement	Indicator will be achieved when: Four quarterly reports are submitted to the Executive Authority
Type of indicator	Output Indicator
Data limitations	None
Calculation type	Cumulative
Unit of measurement	Number
Calculation Method	Simple count
Desired performance	Planned performance in accordance with APP target
Baseline	Estimated 4 (2017/18)
Accountability/ responsibility	Office of the Secretary – Strategy, Planning, Monitoring and Evaluation
New indicator	New

Indicator Protocol Reference Sheet (IPRS) Number: 5.3	
IPRS Key	Descriptions
Indicator name	Number of capacity development initiatives conducted to promote transversal mainstreaming
Purpose/ importance	To ensure that Members and staff have the required skills and competencies to incorporate transversal mainstreaming in executing their functions.
Source/ collection of data	Approved programme, attendance registers and implementation reports.
Indicator achievement	The indicator will be achieved with a total of four (4) transversal mainstreaming capacity development initiatives have been conducted.
Type of indicator	Output Indicator
Data limitations	None
Calculation type	Cumulative
Unit of measurement	Number
Calculation Method	Simple count
Desired performance	Planned performance in accordance with APP target
Baseline	To be established in 2018/19
Accountability/ responsibility	Office of the Secretary – mainstreaming focal point
New indicator	New

## PROGRAMME 3:

### Strategic Objective 6:

#### Modernised business practices towards supporting the functions of the legislature

Indicator Protocol Reference Sheet (IPRS) Number: 6.1	
IPRS Key	Descriptions
Indicator name	Efficiency of GPL business processes
Purpose/ importance	Technology is a strategic enabler and the institute recognises the importance of utilising technology to modernise business practices. The business enhancement project implements technology initiatives to enable the institute to modernise business practices to efficiently and effectively achieve its constitutional mandate and administrative function.
Source/ collection of data	Business Enhancement Plan (BEP) and two progress reports
Indicator Achievement	The indicator will be achieved when two progress reports in line with the BEP implementation plan are tabled at the Secretariat/SPOF. Baseline for 2017/18 is 75%
Type of indicator	Output
Data limitations	None
Calculation type	Cumulative
Unit of measurement	Percentage
Calculation Method	Achieved milestones/Planned milestones x 100
Desired performance	Planned performance in accordance with APP Target
Baseline	46%: 2016/17; estimated 75%: 2017/18
Accountability/ responsibility	Director: ICT
New indicator	No

## PROGRAMME 4:

### Strategic Objective 1:

#### Improved Accountability by the Executive to the Legislature in respect of service delivery

Indicator Protocol Reference Sheet (IPRS) Number: 1.2	
IPRS Key	Descriptions
Indicator name	Number of Sector Oversight Model (SOM) imperatives reports produced
Purpose/ importance	This indicator seeks to measure the performance of the Legislature in relation to the implementation of SOM imperatives and contribution to oversight on the Executive.
Source/ collection of data	One hundred and thirty (130) SOM reports
Indicator achievement	The indicator will be counted as achieved when Sector Oversight Model imperatives reports have been tabled in the House.
Type of indicator	Output
Data limitations	Delays in conclusion of committee reports due to congested legislature programme.
Calculation type	Cumulative – count the number of reports
Unit of measurement	Number of reports
Desired performance	Planned performance in accordance with APP annual target.
Baseline	Estimated 2017/18: 94 (for Q2-4)
Accountability/ responsibility	ED: Core Business; Director: Parliamentary Business
New indicator	No

Indicator Protocol Reference Sheet (IPRS) Number: 1.4	
IPRS Key	Descriptions
Indicator name	Percentage of resolutions processed by the House
Purpose/ importance	To gauge the effectiveness of the legislature on its role of oversight and scrutiny to hold the executive accountable on service delivery matters.
Source/ collection of data	Resolution tracking register (e-Resolution aka LIMS); communication to respective Executives; & responses from the Executives; referrals to Committees
Indicator achievement	The indicator will be counted as achieved when: House resolutions are communicated to the relevant Executives in line with the Standing Rules; responses are received and referred to relevant House Committees for oversight purposes and tracking of implementation by departments.
Type of indicator	Output
Data limitations	Ineffective records management Delayed submissions of responses by the Executive
Calculation type	Non-cumulative
Unit of measurement	Percentage
Calculation Method	Step 1. Number of House resolutions communicated to the relevant Executives in line with the Standing Rules divided by the number of resolutions passed by the House X 100 = 50% Step 2. Number of responses are received divided by number of responses referred to relevant House Committees X 100 = 50% NB: Services are demand driven with several dependencies. Where one of the two variables referred to above is not applicable in a particular quarter such a variable will be reported as 'Not Applicable'; and the applicable variable will be weighted at 100% and calculated as such.
Desired performance	Planned performance in accordance with APP annual target.
Baseline	100% (551): 2016/17
Accountability/ responsibility	ED: Core Business; Director: Parliamentary Business
New indicator	No



Indicator Protocol Reference Sheet (IPRS) Number: 1.5	
IPRS Key	Descriptions
Indicator name	Percentage of questions processed by the House
Purpose/ importance	This indicator seeks to assess the effectiveness of the House (i.e. representative multi-party system) on its role of oversight and scrutiny over the Executive.
Source/ collection of data	Question Papers; Questions Tracking Document; & Order Papers
Indicator achievement	The indicator will be counted as achieved when questions submitted by MPLs are referred to the relevant Executives placed on the Question Paper
Type of indicator	Output
Data limitations	Ineffective records management
Calculation type	Count
Unit of measurement	Percentage
Calculation Method	No of questions referred divided by number of questions placed on the Question paper x 100
Desired performance	Planned performance in accordance with APP annual target.
Baseline	100% (905): 2016/17
Accountability/ responsibility	ED: Core Business; Director: Parliamentary Business
New indicator	No

Indicator Protocol Reference Sheet (IPRS) Number: 1.6	
IPRS Key	Descriptions
Indicator name	Percentage of motions processed by the House
Purpose/ importance	This indicator seeks to measure the effectiveness of the House (i.e. representative multi-party system) on its role of oversight and scrutiny over the executive.
Source/ collection of data	Order Paper Agenda and minutes of Programming Committee
Indicator achievement	The indicator will be counted as achieved when the number of substantive motions submitted by MPLs referred to Programming for selection and placed on the Order Paper.
Type of indicator	Output
Data limitations	Ineffective records management
Unit of measurement	Percentage
Calculation type	Non-cumulative
Calculation method	Number of substantive motions placed on the Order Paper/ number substantive motions selected by the Programming Committee x 100
Desired performance	Planned performance in accordance with I-APP annual target.
Baseline	100% (45): 2016/17
Accountability/ responsibility	ED: Core Business; Director: Parliamentary Business
New indicator	No

Indicator Protocol Reference Sheet (IPRS) Number: 1.7	
IPRS Key	Descriptions
Indicator name	Percentage provision of records services to the House and its Committees
Purpose/ importance	This indicator seeks to measure the extent to which the legislature manages the records of the proceedings of the House sittings and Committees.
Source/ collection of data	House sitting registers, Hansard records: audio and transcripts for House sittings; and Hansard – audio records for Committee
Indicator achievement	The indicator will be counted as achieved when the following services have been provided for the House and its Committees: Record of registers for all House sittings; electronic Recordings of House and Committee Proceedings as well as transcripts for all House Proceedings are produced
Type of indicator	Output
Data limitations	Inadequate records management; Systems failure
Unit of measurement	Percentage
Calculation type	Non-cumulative
Calculation Method	Step 1: Number of registers administered / number of House Sittings X100 (20%) Step 2: Number of audio recordings / Number of House sittings 100 (30%) Step 3: Number of audio recordings/ Number of Committee meetings X100 (30%) Step 4: Number of transcripts / Number of House Sittings X 100 (20%)
Desired performance	Planned performance in accordance with APP annual target.
Baseline	To be established in 2018/19
Accountability/ responsibility	Executive Director: Core Business; Director: Information Knowledge Management
New indicator	Yes

Indicator Protocol Reference Sheet (IPRS) Number: 1.8	
IPRS Key	Descriptions
Indicator name	Percentage of regulations processed by the House
Purpose/ importance	This indicator seeks to measure the performance of the Legislature making use of the scrutiny of regulations to oversee the Executive.
Source/ collection of data	Referral Letter, Draft committee report, ATC and Order Paper
Indicator achievement	The indicator will be counted as achieved when are produced and approved: Regulations from the Executive are referred to the CSSL; legal opinion, socio-economic analysis and a draft committee report
Type of indicator	Output
Data limitations	Ineffective records management
Calculation type	Cumulative
Unit of measurement	Number
Calculation method	Number of outputs delivered/ number of outputs planned x 100
Desired performance	Planned performance in accordance with APP annual target.
Baseline	100% (2): 2016/17 (Gauteng Liquor Amendments Regulations and Gauteng Petitions Regulations)
Accountability/ responsibility	ED: Core Business; Director: Parliamentary Business
New indicator	Yes

**Strategic Objective 2:****Improved meaningful public involvement by the public in legislature business**

Indicator Protocol Reference Sheet (IPRS) Number: 2.2	
IPRS Key	Descriptions
Indicator name	Percentage of petitions considered by the Legislature
Purpose/ importance	This indicator responds to GPL constitutional mandate: section 115 of the Constitution, 1996. The percentage of petitions administered and processed in accordance with the Gauteng Petitions Act (5/2002) and Regulations 2016/ applicable regulations. This Act and regulations provide for the public to petition the GPL and makes provision for the processing of petitions in the Legislature.
Source/ collection of data	Petitions Register & Resolution Tracking Document; New Petitions Pack; Acknowledgement of receipt; Adoption/rejection Feedback letters; Referral letters
Indicator achievement	The indicator will be counted as achieved when the petitions have been referred to the Petitions Committee for consideration
Type of indicator	Output
Data limitations	Subject to receipt of petitions
Unit of measurement	Percentage
Calculation Type	Non-cumulative
Calculation method	The number of petitions referred to the Petitions Committee/ number of petitions submitted by Petitioner/s x 100
Desired performance	Planned performance in accordance with APP annual target or exceed.
Baseline	100%: 2016/17
Accountability/responsibility	Executive Director: Core Business; Director: Communications and PPP
New indicator	No

Indicator Protocol Reference Sheet (IPRS) Number: 2.3	
IPRS Key	Descriptions
Indicator name	Percentage increase in the people of Gauteng who participate in the business of the GPL
Purpose/ importance	This indicator seeks to assess the effectiveness of the legislature in its public participation mandate through the following mechanisms: Sector Parliaments, Petitions, Committee Activities / Programmes, House Sitings, Public Education, Workshops, Roadshows / Outreach Programme and Seminars
Source/ collection of data	The concept documents / program Mobilisation plan Media plan Public education plan Schedule Attendance registers Social media statistics Reports (i.e. Close Out Reports)
Indicator achievement	The indicator will be counted as achieved when the number of people who participated in the current year have increased by 15% over the baseline x 100 (baseline = actual for Q1-Q3 of 2017/18 financial year)
Type of indicator	Output
Data limitations	Lack of interest from the public to participate in GPL initiatives; Delayed or non-submission of feedback from the Executives; Lack of Media interests to GPL business; Limited participation of members; Congested Institutional Schedule
Unit of measurement	Percentage
Calculation type	Cumulative
Calculation method	Baseline minus current achievement/ baseline x 100
Desired performance	Planned performance in accordance with APP annual target.
Baseline	2016/17: 0,002%
Accountability/ responsibility	ED: Core Business; Directors: Communication and PPP; Parliamentary Business
New indicator	No

**Strategic Objective 3:****Increased responsiveness of laws to meet the needs of the people of Gauteng**

Indicator Protocol Reference Sheet (IPRS): 3.1	
IPRS Key	Descriptions
Indicator name	Percentage of Bills processed by the GPL
Purpose/ importance	This indicator seeks to assess the effectiveness of the legislature in its law-making mandate.
Source/ collection of data	Order Paper; ATC; Referral Letters; Notices issued; Attendance Register Provincial Gazette; Socio economic analysis; Legal Opinion; Minutes of Committees Committee Reports; Bills; Negotiating mandate; and Voting / Final mandate.
Indicator achievement	<p>Indicator achieved when the following is achieved when the below process has been achieved:</p> <p><b>On Provincial Bills;</b></p> <ul style="list-style-type: none"> <li>• The Bill is referred to Committees</li> <li>• Notices of the Bills have been published</li> <li>• A socio-economic analysis is produced and submitted to Committees</li> <li>• A legal opinion is produced and submitted to Committees</li> <li>• Draft Committee Report on the bill is produced</li> <li>• The Bill is Adopted</li> </ul> <p><b>On National (section 76) Bills:</b></p> <ul style="list-style-type: none"> <li>• A National Bill is referred to Committees</li> <li>• Notices of the Bills have been published</li> <li>• A socio-economic analysis is produced and submitted to Committees</li> <li>• A legal opinion is produced and submitted to Committees</li> <li>• Draft negotiating mandate produced</li> <li>• Draft Committee Report on the bill is produced</li> <li>• Final mandate produced</li> <li>• NB: these steps are time bound and dependent on external factors</li> </ul>
Type of indicator	Output
Data limitations	Ineffective record management; delays in the law-making process; limited consultation, particularly, of the historically marginalised groups.
Calculation type	Cumulative
Unit of measurement	Number
Calculation Method	Number of outputs produced/Number of outputs required per legislative plan or programme X 100 = 100% NB: Services are demand driven and where no requests received, target to be reported as not applicable
Desired performance	Planned performance in accordance with APP annual target
Baseline	100% (12): 2016/17
Accountability/responsibility	Executive Director: Core Business; Director: Parliamentary Business
New indicator	Yes



**Strategic Objective 5:****Enhanced public confidence in the governance and leadership of the legislature**

Indicator Protocol Reference Sheet (IPRS) Number: 5.4	
IPRS Key	Descriptions
Indicator name	Number of research studies conducted: Public Perception Survey
Purpose/ importance	This indicator seeks to solicit the perception of the people of Gauteng in relation to their understating of the core mandate of the Legislature and what the Legislature must do to ensure that the public understand its business
Source/ collection of data	Perception Survey report
Indicator achievement	The indicator will be counted as achieved when a comprehensive evaluation report has been compiled and tabled at the secretariat.
Type of indicator	Output
Data limitations	Ineffective record management; delays in responding to questioners, unavailability of stakeholders.
Calculation type	Cumulative
Unit of measurement	Number
Calculation Method	Simple count
Desired performance	Planned performance in accordance with APP annual target.
Baseline	Estimated 2017/18: 1 (Evaluation of the Gauteng Provincial Legislature oversight mechanisms / tools)
Accountability/responsibility	Executive Director: Core Business; Director: Parliamentary Business
New indicator	Yes

## PROGRAMME 5

### Strategic Objective 5:

#### Enhanced public confidence in the governance and leadership of the legislature

Indicator Protocol Reference Sheet (IPRS): 5.5	
IPRS Key	Descriptions
Indicator name	Results of clean audit
Purpose/ importance	GPL has received a clean audit for the last five years and endeavours to maintain the status quo. Compliance in terms the FMPLA and other applicable legislation and policies will enable the GPL to fulfil its oversight mandate effectively.
Source/ collection of data	Audit Report; Annual Report
Indicator achievement	Indicator will be achieved when: The audit opinion of the AGSA reflects an unqualified opinion with no findings on compliance, performance information and other matters. Audit report signed off on or before 31 July and Annual Report tabled in the House before 31 August.
Type of indicator	Output Indicator
Data limitations	None
Calculation type	Non-Cumulative
Unit of measurement	N/A
Calculation Method	Classification of audit opinion on governance and performance information.
Desired performance	Planned performance in accordance with APP target
Baseline	Clean audit in 2016/17
Accountability/responsibility	Office of the CFO - AFS
New indicator	No





**GAUTENG**  
LEGISLATURE

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## ANNUAL PERFORMANCE PLAN 2018/2019



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