



the cpsi

Government Component:
Centre for Public Service Innovation
REPUBLIC OF SOUTH AFRICA



**2nd QUARTER PERFORMANCE REPORT
JULY 2016 TO SEPTEMBER 2016**

Contents

1	Executive Summary.....	3
2	Purpose and scope of the report	3
3	Rating of Performance	3
4	Overview of the Organisation's 2 nd Quarter Performance	3
5	Performance indicators and actual achievement tables	5
6	Expenditure performance for the 2 nd Quarter of 2016/17	13

1 Executive Summary

- 1.1 This is the report on the organisation's progress with regards to the achievement of the 2nd Quarter Targets on the organisation's 2016/17 Annual Performance Plan (APP) as at the end of September 2016.
- 1.2 The report has been compiled by the Executive members of the CPSI based on the analysis of the progress from the different components.
- 1.3 The reported progress has been verified by the Internal Audit and Risk Management Unit.

2 Purpose and scope of the report

- 2.1 The monitoring and reporting of the organisation's performance against its annual performance plan (APP) is a requirements as per;
 - 2.1.1 Section 40(d) of the Public Finance Management Act, 1999 (Act No 1 of 1999), and
 - 2.1.2 National Treasury's Framework for Strategic and Annual Performance Plans (August 2010)
- 2.2 Accordingly the report will be submitted to;
 - 2.2.1 The Minister, Deputy Minister and the Director General of the DPSA;
 - 2.2.2 The National Treasury;
 - 2.2.3 The Department of Monitoring and Evaluation; and
 - 2.2.4 The Audit Committee.
- 2.3 This 2nd Quarter Report highlights the overall performance of the organisation

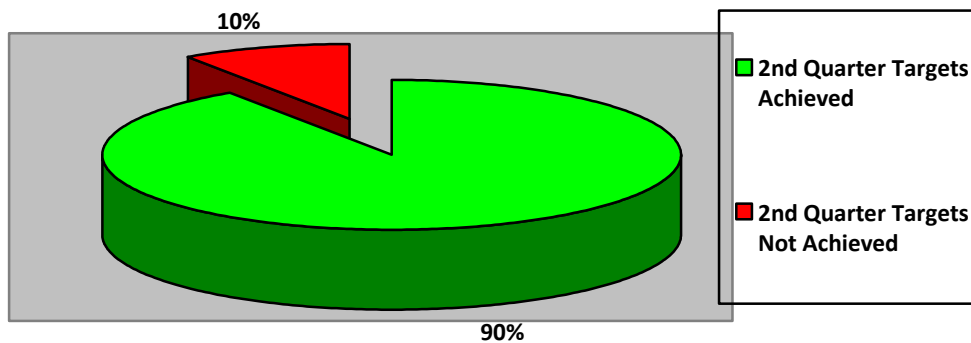
3 Rating of Performance

- 3.1 The assessment of organisation's performance is categorized into the following performance ratings;

Explanation of rating	
The planned Targets have been achieved	Achieved
The planned quarterly Targets have not been achieved	Not Achieved

4 Overview of the Organisation's 2nd Quarter Performance

No of Targets	2 nd Quarter Targets Achieved	2 nd Quarter Targets Not Achieved
21	19	2



- 4.1 During the 2nd Quarter period the organisation had 21 Targets and 19 of the targets were achieved and 2 were not achieved as at end of September 2016.
- 4.2 Mechanisms have been put in place to ensure that the targets that were not achieved will be achieved in the 3rd quarter.
- 4.3 The full achievement (100%) of quarterly targets gives assurance that the planned annual targets, as per the 2016/17 Annual Performance Plan will be achieved.

5 Performance indicators and actual achievement tables

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
1	SM	Quarterly performance reports submitted to MPSA, DPSA, DPME and National Treasury	Submit the 1 st Quarter report of 2016/17 to MPSA, DPSA, DPME and National Treasury by 31 July 2016	1 st Quarter report of 2016/17 was submitted to MPSA, DPSA, DPME and National Treasury	None	None	Achieved
2	SM	Submit the organisation's Performance Plan and Annual Report for tabling in Parliament and submission to DPSA, DPME, the Auditor General and the National Treasury	Submit the first draft of the Annual Performance Plan for 2017/18 to the MPSA by 31 August 2016	First draft of the Annual Performance Plan for 2017/18 submitted to the MPSA	None	None	Achieved
3			Submit final Annual Report to DPSA and National Treasury and MPSA for tabling in Parliament by 31 August 2016	Annual Report submitted to DPSA and National Treasury and MPSA for tabling in Parliament by 31 August 2016	None	None	Achieved
4	CRM	Identify, develop and implement at least two CRM policies, procedures, plans or strategies	Two CRM policies, procedures, plans or strategies consulted	Bereavement Policy and Performance Management Development Policy and procedure consulted with staff	None	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
5	OCFO	Quarterly financial reports submitted to the MPSA, DPSA and the National Treasury	Submit the 1 st Quarter report of 2016/17 to National Treasury and the MPSA by 31 July 2016	1 st Quarter report of 2016/17 submitted to National Treasury and the MPSA by 31 July 2016	None	None	Achieved
6	OCFO	Submit the organisation's medium term expenditure framework input to the DPSA and the National Treasury	Coordinate and submit the MTEF input to DPSA and National Treasury	The MTEF input submitted to DPSA and National Treasury	None	None	Achieved
7	OCFO	Submit the organisation's Adjusted Estimates of National Expenditure to the DPSA and the National Treasury	Submit the 1 st draft of the AENE to DPSA and National Treasury	The AENE submitted to DPSA and National Treasury	None	None	Achieved
8	OCFO	Submit the organisation's Financial Statements to Auditor General, DPSA and the National Treasury on 31 May 2016	Submit the 1 st Quarter Interim Financial Statements to the Auditor General, the DPSA and the National Treasury by 31 July	1 st Quarter Interim Financial Statements was submitted to the Auditor General, the DPSA and the National Treasury by 31 July	None	None	Achieved
9	OCFO	Identify, develop and implement at least two Financial or Supply chain management policies or procedures	Two Financial or Supply chain management policies, procedures, plans or strategies consulted	Asset Management Policy consulted with staff Unauthorized, Irregular and Fruitless Expenditure	Unauthorized, Irregular and Fruitless Expenditure Policy was approved	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				Policy was consulted and approved			
10	R&D	At least three service delivery challenges investigated and possible solutions identified	One service delivery challenge Investigated and potential solutions identified	Department of Home Affairs reporting for front line service delivery challenge investigated	Potential solutions must still be identified	Potential solutions will be identified in the 3 rd Quarter. If no solutions can be found the challenge will be posted for solution on the OpenIX	Not Achieved
11	R&D	At least 5 case studies related to service delivery innovations developed for dissemination	2 Case studies related to service delivery innovations finalised and approved	Two case studies finalised and approved for publishing in the Journal. Namely: Workplace Service Delivery of Medication (2015 Innovator of the Year) and Operation Sukuma Sakhe	None	None	Achieved
12	SSI	At least one new pilot initiated to address service delivery challenges	Stakeholder engagement, risk analysis, and project planning	Health-Sector Innovation Hub project for Bertha Gxowa Hospital: Further Internal and	None	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				external Stakeholder engagements held including engagement with staff at the hospital. Risk analysis and Project planning completed			
13	SSI	Continuation of the pilot initiated in 2015/16 to address service delivery challenges	Stakeholder engagement, risk analysis, and project planning	Piloting of the Helen Joseph Energy Efficiency continued with securing of quotations for solar panels. Technical assessments of the quotations were done by Gauteng Department of Infrastructure Development.	Stakeholder engagement, risk analysis and project planning were completed ahead of schedule.	None	Achieved
14	SSI	Upgrading of equipment of MMIC and updating content as determined by assessment of 2015/16	Equipment procured and installation initiated	2 X All-in-one computers and Retractable belt were procured and installation initiated	None	None	Achieved
15	SSI	Two CPSI award winning and/or other innovation projects facilitated for replication	Risk/threat analysis and stakeholder engagement	Two projects identified for replication. <u>Saving Blood Saving Lives project:</u>	None	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				<p>Far East Rand, Bara, Charlotte Maxeke, Leratong Hospitals – stakeholder engagement/ risk/ threat analyses done</p> <p><u>High Volume Cataract Project:</u> Site visit was done to Baragwanath Hospital and Eerste River Hospital in WC. Three Specialists from Bara Hospital visited Eerste River Hospital. Bara Hospital is busy with revamping theatres and High Volume Cataract requirements will be included in this. Stakeholder engagement/ risk/ threat analyses done</p>			

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
16	EE	At least four projects per category identified and recognised in a formal awards ceremony	Promotion, marketing and soliciting of entries	<p>Promoting and marketing was done and presentations were done to key stakeholders. The awards were marketed through the CPSI website, social media, paylips and in the journal</p> <p>82 Entries were received, shortlisting was done on 5 and 6 September. Site visits were conducted in September 2016.</p>	None	None	Achieved
17	EE	Host the Annual Public Sector Innovation Conference to share at least five innovative case studies and a panel of experts' discussion held	<p>Conference Programme developed.</p> <p>Innovation Conference hosted</p>	<p>Conference Programme was developed and printed and the conference was hosted on 23 and 24 August 2016 in Cape Town.</p> <p>The conference was attended by Minister Cwele and Minister Ramatlhodi. Delegates from the People's Republic of China and</p>	None	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				Namibia were amongst the delegates.			
18	EE	Publish Vol 7 Issue 1 and 2 of the "Ideas that Work" : <i>The South African Public Sector innovation Journal</i> published with at least 5 case studies and copies disseminate copies to the public sector, academia and stakeholders	Vol 7 Issue 1 of "Ideas that Work": <i>The South African Public Sector Innovation Journal</i> Published and disseminated	Layout and design for the edition of the Journal has been done	Final editing needs to be completed. Publishing and dissemination must still be done	The Journal will be published in the 3 rd quarter	Not Achieved
19	EE	Upload 1200 content items on innovation, public administration and finance onto the UNPAN Portal	300 SADC public administration and innovation documents, news and events uploaded on the UNPAN Portal	Uploaded 348 content items during the quarter under review	The targets exceeded the quarterly target by 48 uploads.	None	Achieved
20	EE	Hold two workshops on <i>Innovation in the Public Service</i> to build capacity in the public service	One capacity building workshop on <i>Leading Innovation in the Public Service</i> conducted	Four Innovation Workshops were held for hospital CEOs in 3 provinces. 1-2 September: KZN, attended by 8-9 September: KZN, attended by 22-23 September: Limpopo, 29-30	Four Innovation Workshops were held for hospital CEOs and not one as initially planned, as a result from available	None	Achieved

CPSI – 2nd Quarter Performance Report (July 2016 – September 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	2 nd Quarter Target	Actual Achievement for the 2 nd Quarter	Deviation from planned target to Actual Achievement for the 2 nd Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				<p>September : Mpumalanga, attended by 134 hospital staff, mostly CEOs.</p> <p>The workshops were funded by UNDP.</p>	funding from the UNDP		
21	EE	. Conduct two SADC country visits	Undertake one visit to one SADC country to create awareness on UNPAN	A country visit to Lesotho done on 19 -21 September as part of the foresight workshop.	None	None	Achieved

6 Expenditure performance for the 2nd Quarter 2016/17

1.1. Expenditure in the first six months of 2016/17 was R14.1 million, or 43.9 per cent of the adjusted appropriation of R32.1 million for the year. The expenditure for can be explained as follows:

1.1.1. Compensation of Employees: An amount of R7.7 million was spent from April 2016 to September 2016 (45.7 per cent of the budget);

1.1.2. An amount of R6.2 million was spent on Goods and Services for the same period;

1.1.3. The expenditure per component up to 30 September 2016 is as follows:

Description	2016/17 ENE Original Allocations	Adjusted Estimates	2016/17 ENE Adjusted Allocations	Actual Expenditure 30 September 2016	Budget Unspent	% Budget Spent
	R'000	R'000	R'000	R'000	R'000	%
SM	3 946	-243	3 703	1 652	2 051	44.6
CRM	7 988	-324	7 664	3 149	4 515	41.1
OCFO	4 559	1 745	6 304	2 998	3 306	47.5
Admin	16 493	1 178	17 671	7 799	9 872	44.1
RD	3 572	-542	3 030	1 142	1 888	37.7
SSI	4 325	-397	3 928	1 456	2 472	37.1
EE	7 704	-239	7 465	3 686	3 779	49.4
Innovation	15 601	-1 178	14 423	6 283	8 140	43.6
Total	32 094		32 094	14 082	18 012	43.9

1.1.4. The expenditure per economic classification up to 30 September 2016 is as follows:

Description	2016/17 ENE Original Allocations	Adjusted Estimates	2016/17 ENE Adjusted Allocations	Actual Expenditure 30 September 2016	Budget Unspent	% Budget Spent
	R'000	R'000	R'000	R'000	R'000	%
Compensation of Employees	17 237	-445	16 792	7 669	9 123	45.67
Goods and Services	14 769	464	15 233	6 267	8 966	41.14
Transfers and	19	-19				

CPSI - 2nd Quarter Performance Report (July 2016-September 2016)

Subsidies						-
Machinery and Equipment	69		69	146	-77	211.10
Total	32 094		32 094	14 082	18 012	43.88