



the cpsi

---

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



## **3<sup>rd</sup> QUARTER PERFORMANCE REPORT OCTOBER 2016 TO DECEMBER 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 3 <sup>rd</sup> Quarter Performance .....	3
5	Performance indicators and actual achievement tables .....	5
6	Expenditure performance for the 3 <sup>rd</sup> Quarter of 2016/17.....	11

## 1 Executive Summary

- 1.1 This is the report on the organisation's progress with regards to the achievement of the 3<sup>rd</sup> Quarter Targets on the organisation's 2016/17 Annual Performance Plan (APP) as at the end of December 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 and Risk Committee.
- 2.3 This 3<sup>rd</sup> Quarter Report highlights the overall performance of the organisation

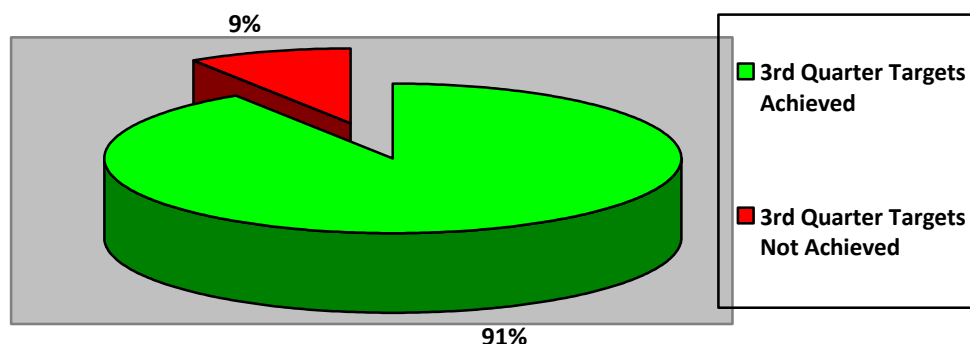
## 3 Rating of Performance

- 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 3<sup>rd</sup> Quarter Performance

No of Targets	3 <sup>rd</sup> Quarter Targets Achieved	3 <sup>rd</sup> Quarter Targets Not Achieved
22	20	2



- 4.1 During the 2<sup>nd</sup> Quarter period it was reported that the organisation had 2 targets (10%) that were not achieved as at end of September 2016. The progress on those targets is as follows:

Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	3 <sup>rd</sup> Quarter Target	Actual Achievement on 30 September	Progress during 3 <sup>rd</sup> Quarter	Performance Rating
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	No solutions were found, the challenge will be posted for solutions on the OpenIX	<b>Not achieved</b>
EE	Publish Vol 7 Issue 1 and 2 of the "Ideas that Work" : The South African Public Sector innovation Journal 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": The South African Public Sector Innovation Journal Published and disseminated	Layout and design for the edition of the Journal done	Vol 7 Issue 1 of "Ideas that Work": The South African Public Sector Innovation Journal Published and disseminated	<b>Achieved</b>

- 4.2 During the 3<sup>rd</sup> Quarter period the organisation had 22 Targets and 20 (91%) of the targets were achieved and 2 (9%) were not achieved as at end of December 2016.
- 4.3 Mechanisms have been put in place to ensure that the targets that were not achieved will be achieved in the 4<sup>th</sup> quarter.
- 4.4 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)	3 <sup>rd</sup> Quarter Target	Actual Achievement for the 3 <sup>rd</sup> Quarter	Deviation from planned target to Actual Achievement for the 3 <sup>rd</sup> 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 2 <sup>nd</sup> Quarter report of 2016/17 to MPSA, DPSA, DPME and National Treasury by 31 October 2016	2 <sup>nd</sup> Quarter report of 2016/17 was submitted to MPSA, DPSA, DPME and National Treasury by 31 October 2016	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 2 <sup>nd</sup> draft of the Annual Performance Plan for 2017/18 to the MPSA by 30 November 2016	2 <sup>nd</sup> draft of the Annual Performance Plan for 2017/18 submitted to the MPSA by 30 November 2016	None	None	Achieved
3	CRM	Identify, develop and implement at least two CRM policies, procedures, plans or strategies	Two CRM policies, procedures, plans or strategies approved	Bereavement Policy and Performance Management Development Policy and procedure approved	None	None	Achieved
4	OCFO	Quarterly financial reports submitted to the MPSA, DPSA and the National Treasury	Submit the 2 <sup>nd</sup> Quarter report of 2016/17 to National Treasury and the MPSA by 31 October 2016	2 <sup>nd</sup> Quarter report of 2016/17 submitted to National Treasury and the MPSA by 31 October 2016	None	None	Achieved
5	OCFO	Submit the organisation's Adjusted	Submit the final input of the AENE to DPSA	Final input of the AENE submitted to DPSA and	None	None	Achieved

CPSI – 3<sup>rd</sup> Quarter Performance Report (October 2016-December 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	3 <sup>rd</sup> Quarter Target	Actual Achievement for the 3 <sup>rd</sup> Quarter	Deviation from planned target to Actual Achievement for the 3 <sup>rd</sup> Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
		Estimates of National Expenditure to the DPSA and the National Treasury	and National Treasury	National Treasury on 5 October 2016			
6	OCFO	Submit the organisation's Estimates of National Expenditure to the DPSA and the National Treasury	Submit the 1 <sup>st</sup> draft of the ENE to DPSA and National Treasury	1 <sup>st</sup> draft of the ENE submitted to DPSA and National Treasury on 14 November 2016	None	None	Achieved
7	OCFO	Submit the organisation's Financial Statements to Auditor General, DPSA and the National Treasury on 31 May 2016	Submit the 2 <sup>nd</sup> Quarter Interim Financial Statements to the Auditor General, the DPSA and the National Treasury by 30 October 2016	2 <sup>nd</sup> Quarter Interim Financial Statements were submitted to the Auditor General, the DPSA and the National Treasury by 30 October 2016	None	None	Achieved
8	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 approved	Asset Management Policy and Unauthorized, Irregular and Fruitless Expenditure Policy were approved	None	None	Achieved
9	R&D	At least three service delivery challenges investigated and possible solutions identified	One service delivery challenge Investigated and potential solutions identified	No service delivery challenge identified for investigation	Discussions were held with Department of Justice and Constitutional Development (DoJCD) to support	Investigation of DoJCD identified challenge will commence and be concluded in	Not Achieved

CPSI – 3<sup>rd</sup> Quarter Performance Report (October 2016-December 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	3 <sup>rd</sup> Quarter Target	Actual Achievement for the 3 <sup>rd</sup> Quarter	Deviation from planned target to Actual Achievement for the 3 <sup>rd</sup> Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
					their innovation programme	Quarter 4	
10		At least one challenge with no available solution posted on the OpenIX Exchange to initiate a development process	One service delivery challenge with no available solution identified and posted on the Open IX	Challenge not posted	Challenge will be posted in Quarter 4 as solution for previous challenge is still in pilot phase	Engagements with The Innovation Hub commenced in Quarter 3 in order to post challenge in Quarter 4	Not Achieved
11	R&D	At least 5 case studies related to service delivery innovations developed for dissemination	3 Case studies related to service delivery innovations developed	3 Case studies related to service delivery innovations developed, namely; <ul style="list-style-type: none"> <li>1) A Reflection on Significant ICT Innovations in the Public Sector</li> <li>2) Diepsloot Community Alarms Pilot</li> <li>3) Foresight for Development in Southern Africa</li> </ul>	None	None	Achieved

CPSI – 3<sup>rd</sup> Quarter Performance Report (October 2016-December 2016)

<b>Targ et no</b>	<b>Responsible unit</b>	<b>Target for 2016/17 as per Annual Performance Plan (APP)</b>	<b>3<sup>rd</sup> Quarter Target</b>	<b>Actual Achievement for the 3<sup>rd</sup> Quarter</b>	<b>Deviation from planned target to Actual Achievement for the 3<sup>rd</sup> Quarter</b>	<b>Comment/ Mechanisms to address differences in targets</b>	<b>Performance Rating</b>
12	SSI	At least one new pilot initiated to address service delivery challenges	Pilot initiation of an innovative service delivery solution	The Health Innovation Hub Pilot was initiated at Bertha Gxowa Hospital	None	None	Achieved
13	SSI	Continuation of the pilot initiated in 2015/16 to address service delivery challenges	Further refinement of the proposed solution and approval of the project plan	Monitoring of energy consumption and expenditure continued in preparation of the installation of PV Panels at Helen Joseph Hospital.	Further refinement of the proposed solution and approval of the project plan completed ahead of schedule	None	Achieved
14	SSI	Upgrading of equipment of MMIC and updating content as determined by assessment of 2015/16	Content updated in line with the assessment	MMIC Content updated. Content also recreated for virtual MMIC on the CPSI website and mobile monitors that are used for exhibitions.	None	None	Achieved
15	SSI	Two CPSI award winning and/or other innovation projects facilitated for replication	Resource mobilisation	Sessions held with various stakeholders to mobilise resources including getting leadership buy-in. The stakeholders included amongst others hospital staff and heads of departments, Blood transfusion Committees, South African National Blood Services, training on the saving blood	None	None	Achieved



CPSI – 3<sup>rd</sup> Quarter Performance Report (October 2016-December 2016)

Target no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	3 <sup>rd</sup> Quarter Target	Actual Achievement for the 3 <sup>rd</sup> Quarter	Deviation from planned target to Actual Achievement for the 3 <sup>rd</sup> Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
				saving lives project was also conducted at different hospitals around Gauteng.			
16	EE	At least four projects per category identified and recognised in a formal awards ceremony	Identified Projects adjudicated and  Finalist workshop conducted  The 2016 Public Sector Innovation Awards Ceremony hosted	Identified projects adjudicated on 4 October 2016  Finalist workshop conducted on 27-28 October 2016  The 2016 Public Sector Innovation Awards Ceremony hosted on 30 October 2016	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	Conference Report developed	Conference Report developed and approved by the ED	None	None	Achieved
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	Vol 7 Issue 2 of "Ideas that Work": The South African Public Sector Innovation Journal drafted	Content solicited and Journal drafted	None	None	Achieved

CPSI – 3<sup>rd</sup> Quarter Performance Report (October 2016-December 2016)

Targ et no	Responsible unit	Target for 2016/17 as per Annual Performance Plan (APP)	3 <sup>rd</sup> Quarter Target	Actual Achievement for the 3 <sup>rd</sup> Quarter	Deviation from planned target to Actual Achievement for the 3 <sup>rd</sup> Quarter	Comment/ Mechanisms to address differences in targets	Performance Rating
		case studies and copies disseminate copies to the public sector, academia and stakeholders					
19	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	One capacity building workshop on <i>Leading Innovation in the Public Service</i> conducted on 22-23 September 2016	Workshop conducted ahead of schedule.	None	Achieved
20	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	340 SADC public administration and innovation documents, news and events uploaded on the UNPAN Portal	40 more SADC public administration and innovation documents, news and events uploaded on the UNPAN Portal	None	Achieved
21	EE	Enter at least eight South African public service innovation projects into International Awards Programmes	8 projects from the CPSI Awards entered in one international Awards Programme	8 projects from the CPSI Awards entered into the All Africa Public Sector Innovation Awards Programme	None	None	Achieved
22	EE	Participate in at least two Regional and International programmes	Participate in one Regional programme	Participated in the Strategic Foresight Workshop in Malawi on 16-18 November 2016	None	None	Achieved

## 6 Expenditure performance for the 3<sup>rd</sup> Quarter 2016/17

6.1 Expenditure in the period 1 April 2016 to 31 December 2016 was R22.1 million, or 68.92 per cent of the adjusted appropriation of R32.1 million for the year. The expenditure for can be explained as follows:

6.1.1 Compensation of Employees: An amount of R11.8 million was spent from April 2016 to December 2016 (70.8 per cent of the budget);

6.1.2 An amount of R9.3 million was spent on Goods and Services for the same period;

6.1.3 The expenditure per component up to 31 December 2016 is as follows:

Description	2016/17 ENE Original Allocations	Adjusted Estimates	2016/17 ENE Adjusted Allocations	Actual Expenditure 31 December 2016	Budget Unspent	% Budget Spent
	R'000	R'000	R'000	R'000	R'000	%
SM	3 946	-243	3 703	2 696	1 007	72.80
CRM	7 988	-324	7 664	5 512	2 152	71.92
OCFO	4 559	1 745	6 304	3 908	2 396	62.00
<b>Admin</b>	<b>16 493</b>	<b>1 178</b>	<b>17 671</b>	<b>12 116</b>	<b>5 555</b>	<b>68.56</b>
RD	3 572	-542	3 030	1 854	1 176	61.18
SSI	4 325	-397	3 928	2 244	1 684	57.12
EE	7 704	-239	7 465	5 904	1 561	79.09
<b>Innov</b>	<b>15 601</b>	<b>-1 178</b>	<b>14 423</b>	<b>10 002</b>	<b>4 421</b>	<b>69.35</b>
<b>Total</b>	<b>32 094</b>		<b>32 094</b>	<b>22 118</b>	<b>9 976</b>	<b>68.92</b>

6.1.4 The expenditure per economic classification up to 30 December 2016 is as follows:

Description	2016/17 ENE Original Allocations	Adjusted Estimates	2016/17 ENE Adjusted Allocations	Actual Expenditure 31 December 2016	Budget Unspent	% Budget Spent
	R'000	R'000	R'000	R'000	R'000	%
Compensation of Employees	17 237	-445	16 792	11 886	4 906	70.78
Goods and Services	14 769	464	15 233	9 346	5 887	61.35
Transfers and Subsidies	19	-19				-
Buidlings & Other Fix Struct				741	-741	-
Machinery and Equipment	69		69	146	-77	211.10
<b>Total</b>	<b>32 094</b>		<b>32 094</b>	<b>22 118</b>	<b>9 976</b>	<b>68.92</b>