

Reference: RCS/C.6

TREASURY CIRCULAR NO. 7/2016

THE PREMIER

THE MINISTER OF ECONOMIC OPPORTUNITIES

THE MINISTER OF COMMUNITY SAFETY

THE MINISTER OF CULTURAL AFFAIRS AND SPORT

THE MINISTER OF EDUCATION

THE MINISTER OF FINANCE

THE MINISTER OF HEALTH

THE MINISTER OF HUMAN SETTLEMENTS

THE MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

THE MINISTER OF SOCIAL DEVELOPMENT

THE MINISTER OF TRANSPORT AND PUBLIC WORKS

THE SPEAKER: PROVINCIAL PARLIAMENT

THE DEPUTY SPEAKER: PROVINCIAL PARLIAMENT

} For information

THE ACCOUNTING OFFICER: VOTE 1: PREMIER (ADV B GERBER)

THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R HINDLEY)

THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (MR Z HOOSAIN)

THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (MR G MORRIS)

THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MS P VINJEVOLD)

THE ACCOUNTING OFFICER: VOTE 6: HEALTH (DR B ENGELBRECHT)

THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (DR R MACDONALD)

THE ACCOUNTING OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR T MGULI)

THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR P VAN ZYL)

THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MS J GOOCH)

THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (MS J ISAACS)

THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR S FOURIE)

THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR B WALTERS)

THE ACCOUNTING OFFICER: VOTE 14: LOCAL GOVERNMENT (MR G PAULSE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR D BASSON)

THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS N PETERSEN)

THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR A GILDENHUYS)

THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M FRIZLAR)

THE CHIEF FINANCIAL OFFICER: VOTE 5: EDUCATION (MR L ELY)

THE CHIEF FINANCIAL OFFICER: VOTE 6: HEALTH (MR A VAN NIEKERK)

THE CHIEF FINANCIAL OFFICER: VOTE 7: SOCIAL DEVELOPMENT (MR JO SMITH)

THE CHIEF FINANCIAL OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR F DE WET)

THE CHIEF FINANCIAL OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR T GILDENHUYS)

THE CHIEF FINANCIAL OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR CR ISMAY)

THE CHIEF FINANCIAL OFFICER: VOTE 11: AGRICULTURE (MR F HUYSAMER)

THE CHIEF FINANCIAL OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MS M ABRAHAMS)

THE CHIEF FINANCIAL OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MS BG RUTGERS)

THE CHIEF FINANCIAL OFFICER: VOTE 14: LOCAL GOVERNMENT (MS B SEWLALL-SINGH)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR P ABRAHAMS)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (DR R OMAR)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR T HARRIS)

THE CHIEF EXECUTIVE OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MR D SOUTHGATE) (ACTING)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS J MOLELEKI)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LANGUAGE COMMITTEE (MS J MOLELEKI)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE HERITAGE (MS HM DU PREEZ) (ACTING)

THE CHIEF EXECUTIVE OFFICER: CASIDRA (MR M BRINKHUIS)

THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LIQUOR AUTHORITY (DR L MDUNYELWA)

THE CHIEF FINANCIAL OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR T SWART) (ACTING)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (MR M BHAYAT)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR I BLACKIE)
 THE CHIEF FINANCIAL OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MR H BONESCHANS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LANGUAGE COMMITTEE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE HERITAGE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: CASIDRA (MR F VAN ZYL)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LIQUOR AUTHORITY (MS V LETSWALO)
 THE SENIOR MANAGER: GOVERNMENT MOTOR TRANSPORT (MR J KOEGELENBERG)
 THE HEAD OFFICIAL: PROVINCIAL TREASURY (MR Z HOOSAIN)
 THE DEPUTY DIRECTOR GENERAL: FISCAL AND ECONOMIC SERVICES (MR H MALILA)
 THE DEPUTY DIRECTOR GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MR A HARDIEN)
 THE CHIEF DIRECTOR: PUBLIC POLICY SERVICES (MS M KORSTEN)
 THE CHIEF DIRECTOR: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS JD GANTANA)
 THE CHIEF DIRECTOR: LOCAL GOVERNMENT PUBLIC FINANCE (MR M SIGABI) (ACTING)
 THE CHIEF DIRECTOR: ASSET MANAGEMENT (MR IG SMITH)
 THE CHIEF DIRECTOR: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN) (PRO TEM)
 THE CHIEF FINANCIAL OFFICER (MR A GILDENHUIS)
 THE HEAD: OFFICE OF THE FINANCE MINISTRY (ADV E PRETORIUS)
 THE DIRECTOR: BUSINESS INFORMATION AND DATA MANAGEMENT (MR PP PIENAAR)
 THE DIRECTOR: FINANCIAL GOVERNANCE (MR B VINK)
 THE DIRECTOR: FISCAL POLICY (MS T VAN DE RHEEDE) (ACTING)
 THE DIRECTOR: INFRASTRUCTURE (MR P CHANDAKA)
 THE DIRECTOR: LOCAL GOVERNMENT ACCOUNTING (MR T MADONDILE) (ACTING)
 THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR ML BOOYSEN)
 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR H MALILA) (PRO TEM)
 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR Z ZONYANE) (ACTING)
 THE DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN)
 THE DIRECTOR: PROVINCIAL GOVERNMENT ACCOUNTING (MR A REDDY)
 THE DIRECTOR: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS R SLINGER)
 THE DIRECTOR: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK)
 THE DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS N EBRAHIM)
 THE DIRECTOR: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS A SMIT)
 THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)
 THE PROVINCIAL AUDITOR
 MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT
 THE DEPUTY DIRECTOR GENERAL: CORPORATE ASSURANCE, DEPARTMENT OF THE PREMIER (MS H ROBSON)

INFRASTRUCTURE REPORTING MODEL (IRM) REQUIREMENTS FOR 2016/17

1. PURPOSE

The purpose of this Circular is to inform all Accounting Officers, Chief Executive Officers and Infrastructure delivery officials of the requirements in terms of section 13(1)(e) of the Division of Revenue Act (DoRA).

2. BACKGROUND AND DELIBERATION

The Division of Revenue Act (DoRA) requires infrastructure departments to provide reports on aggregate spending on infrastructure, based on the prescribed format. The Web-based Infrastructure Reporting Model (IRM) has been prescribed in terms of section 13(1)(e) of DoRA. Respective provincial departments have the responsibility to report progress on infrastructure projects to the Provincial Treasury which will monitor progress and verify data quality.

The provincial department's responsibility regarding the IRM is to record all ongoing projects and to capture all new infrastructure projects at the beginning of each financial year onto a Planning IRM with projected expenditure for the financial year.

National Treasury has transferred all the ongoing infrastructure projects of 2015/16 financial year per department to the 2016/17 financial year, except projects at final completion and terminated projects. A budget will have to be allocated for the project to be regarded as active, whilst those projects with future year budgets will fall under inactive projects. Projects without budget allocation will not be accepted by the system.

On the 3rd March 2016, the B5 Tables (summary of details of expenditure for infrastructure by category) per department has been tabled and submitted to National Treasury. These B5 tables will form the source document to capture project budgets.

Provincial Treasury has provided training to assist departmental officials responsible for capturing project data and budgets to ensure data integrity for the 2016/17 Planning IRM (attendance lists attached).

3. **ACTIONS REQUIRED**

It would be appreciated if:

- 3.1 The Circular is brought to the attention of all staff involved in the planning and delivery of public infrastructure/construction procurement.
- 3.2 Departmental officials commence with the capturing of budget allocations as per 2016/17 Planning IRM and ensure alignment with respective department's 2016/17 B.5 Tables (Summary of details of expenditure for infrastructure by category).
- 3.3 The remaining fields of the 2016/17 planning IRM, such as location, project status, details, contractors, timeframes, project cost, project estimates, cash flows in-year, BAS, etc. are updated after the 31st March 2016. *(To note that BAS training will be provided on **7 April 2016** by National Treasury to ensure that the capturing of project segments are aligned to Standard Chartered Of Accounts (SCOA)).*

3.4 The first draft 2016/17 Planning IRM and the final 2016/17 Planning IRM duly signed off by the Head of Department or delegate with a rank not lower than Chief Director must be submitted on or before the **15th April** and **22nd April 2016** respectively to the following infrastructure analysts:

- Department of Education - Carmen.Lucas@westerncape.gov.za
- Department of Health - Mphuthumi.Lugwali@westerncape.gov.za
- Department of Transport and Public Works (Branch Public Works) - Olivia.Booi@westerncape.gov.za
- Department of Transport and Public Works (Branch Transport) - Engelina.Olifant@westerncape.gov.za
- Department of Environmental Affairs and Development Planning - Clinton.September@westerncape.gov.za

3.5 If you have any enquiries on the content of this circular, you are welcome to contact the officials below:

Mr Reggie Daniels, telephone (021) 483 3803
Email Reginald.Daniels@westerncape.gov.za

Or

Mr Adriaan Visagie, telephone (021) 483 2264
Email Adriaan.Visagie@westerncape.gov.za



MR PVK CHANDAKA
DIRECTOR: INFRASTRUCTURE
DATE: 23 March 2016

IRM TRAINING REGISTER 16 March 2016

| Full Name | Department | Telephone No. | Cell Phone | Email |
|---------------------------|-------------|----------------|-------------|--------------------------------------|
| 1. Althea Bestha-Kirkwood | CAPENATURE | (021) 483 1010 | 0789893403 | abestha@capenature.co.za |
| 2. Wilfred Williams | Cape Nature | X 0071 | 082827 7462 | w.williams@capenature.co.za |
| 3. Tenille September | DOH | X 0890 | 0826908074 | tenille.september@westerncape.gov.za |
| 4. Yvonne Law | DOH | X 0867 | | yvonne.law@westerncape.gov.za |
| 5. Winston Janjies | Education | 483 2205 | 0845254000 | WinstonJanjies@ |
| 6. Lisa Mulder | Water | X 672 118 | 0824367704 | Lisa.Mulder@westerncape.gov.za |
| 7. Sonny Schmitt | PT | | 0834415348 | eeschmidt@mweb.co.za |
| 8. Mphahlele Luguwa PT | | X 9380 | 0736360642 | Mphahlele.Luguwa@westerncape.gov.za |
| 9. Carmen Lucas PT | | X 6862 | 0718497131 | Carmen.Lucas@westerncape.gov.za |
| 10. Clinton September PT | | X 6159 | 0824056585 | Clinton.September@westerncape.gov.za |



Western Cape
Government

Provincial Treasury

IRM TRAINING REGISTER- 17 March 2016

| Full Name | Department | Telephone No. | Cell Phone | Email |
|------------------------|------------|---------------|--------------|---|
| 1. Mohammed Satman | DTPW | 021 483 2599 | 0607317746 | Mohammed.Satman@westerncape.gov.za |
| 2. Engelina Olifant | PT: Infra | 021 483 5777 | 078 7586540 | engelina.olifant@westerncape.gov.za |
| 3. Shuduthoko Rametla | DTPW | 021 483 3436 | 082 5138722 | shuduthoko23.Rametla@westerncape.gov.za |
| 4. Nkululeko Ntantsama | DTPW | 021 483 2451 | 083 620 8643 | Nkululeko.Ntantsama |
| 5. Mandy Enkelbrecht | DTPW | 021 483 3730 | 074 3867413 | Mandy.Enkelbrecht@westerncape.gov.za |
| 6. Olivia N. Booie | DTPW | 021 483 9605 | 083 5353472 | olivia.booi@westerncape.gov.za |