

**PROVINSIALE TESOURIE • PROVINCIAL TREASURY •
UNONDYEBU WEPHONDO**



Verwysing
Reference
Isalathiso

PT – 18/7/2/3 (2007/08)

Navrae
Enquiries
Imibuzo

V Bester

TREASURY CIRCULAR NO. 34/2007

THE PREMIER

THE MINISTER OF AGRICULTURE
THE MINISTER OF COMMUNITY SAFETY
THE MINISTER OF CULTURAL AFFAIRS, SPORT AND RECREATION
THE MINISTER OF EDUCATION
THE MINISTER OF ENVIRONMENT, PLANNING AND ECONOMIC DEVELOPMENT
THE MINISTER OF FINANCE AND TOURISM
THE MINISTER OF HEALTH
THE MINISTER OF LOCAL GOVERNMENT AND HOUSING
THE MINISTER OF SOCIAL SERVICES AND POVERTY ALLEVIATION
THE MINISTER OF TRANSPORT AND PUBLIC WORKS

THE SPEAKER: PROVINCIAL PARLIAMENT
THE DEPUTY SPEAKER: PROVINCIAL PARLIAMENT

ALL OTHER MEMBERS OF PARLIAMENT

THE ACCOUNTING OFFICER: VOTE 1: PREMIER (MS V PETERSEN) (ACTING)
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR P WILLIAMS)
THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (DR JC STEGMANN)
THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (DR GA LAWRENCE)
THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MR RB SWARTZ)
THE ACCOUNTING OFFICER: VOTE 6: HEALTH (PROF KG HOUSEHAM)
THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (MS K LUBELWANA) (ACTING)
THE ACCOUNTING OFFICER: VOTE 8: LOCAL GOVERNMENT AND HOUSING (MS S MAJIET)
THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR T TOLMAY)
THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR T MANYATHI)
THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (MS J ISAACS)
THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MS J JOHNSTON) (ACTING)
THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR MN LINDIE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR H ARENDSE)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS A SMIT)
THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR A GILDENHUYS)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M MACIKAMA) (ACTING)
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: LOCAL GOVERNMENT AND HOUSING (MR PAE BREDEKAMP)
THE CHIEF FINANCIAL OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR AA GAFFOOR)
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 (MR A ASSIM)

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)
THE HEAD: SUSTAINABLE RESOURCE MANAGEMENT (MS SMA ROBINSON)
THE HEAD: ASSET MANAGEMENT (MR TD PILLAY)
THE HEAD: FINANCIAL GOVERNANCE (MR TC ARENDSE)
THE HEAD: PUBLIC FINANCE (MR H MALILA)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)
THE SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT (MS PG PIEDT)
THE SENIOR MANAGER: ACCOUNTING (MR A REDDY)
THE SENIOR MANAGER: NORMATIVE FINANCIAL MANAGEMENT (MR F JACOBS) (ACTING)
THE SENIOR MANAGER: ENTERPRISE RISK MANAGEMENT AND GOVERNANCE SYSTEMS (MR TC ARENDSE) (PRO TEM)
THE CHIEF AUDIT EXECUTIVE (MS R JAFTHA)
THE SENIOR MANAGER: ECONOMIC ANALYSIS (MS B BOQWANA)
THE SENIOR MANAGER: FISCAL POLICY: PROVINCIAL GOVERNMENT (MR D BASSON) (PRO TEM)
THE SENIOR MANAGER: FISCAL POLICY: LOCAL GOVERNMENT (MR G PAULSE) (PRO TEM)
THE SENIOR MANAGER: BUDGET MANAGEMENT (MS AJ HICKEY)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MR DG BASSON)
THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (MR G PAULSE)
THE SENIOR MANAGER: IMMOVEABLE ASSET MANAGEMENT (MR NB LANGENHOVEN)
THE SENIOR MANAGER: MOVEABLE ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)
THE HEAD: OFFICE OF THE MINISTRY (MR G GESWINDT)

THE PROVINCIAL AUDITOR

MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT

For information

ADJUSTMENTS ESTIMATE 2007/08: PROGRAMME, FORMAT & ADDITIONAL FUNDS

Purpose

1. To provide accounting officers with the programme for the 2007/08 Adjustments Estimate process, inclusive of the timeframe for shifts between votes and requests for additional funds.
2. For accounting officers to note the format to be used for the 2007/08 Adjustments Estimate.

Programme

3. The National Treasury indicated that the preliminary tabling date of the national 2007/08 Adjustments Estimate will be 23 October 2007.
4. National Treasury Regulation 6.6.3 states that, where a national adjustments estimate allocates funds to a province, the relevant provincial treasury must table an adjustments estimate within 30 days of the tabling of the national adjustments estimate, or within such longer period as the National Treasury may approve.
5. The date for tabling of the *Provincial Government Western Cape Adjusted Estimates of Provincial Expenditure 2007* has thus been set as 20 November 2007.
6. The programme for the 2007/08 Adjustments Estimate process is attached. Please note that some of the dates contained in this programme might be changed at a later stage if needed.

Format


7. In terms of Section 31(3) of the Public Finance Management Act, 1999 (Act 1 of 1999) the National Treasury may determine the format of an adjustments estimate. In the main, the format used for the 2005 and 2006 Adjustments Estimates will again be used for the 2007/08 Adjustments Estimate.
8. To improve the understanding and ease discussion thereof, it has, however, been decided to include tables for the presentation of shifts between/within programmes and sub-programmes. Please note that shifts from (source) and shifts to (application) must be explained separately. See also the additional information required in the summary of receipts table. An example, in which additions and amendments are highlighted, is attached.
9. Where applicable, votes are reminded to also complete the summaries of details for infrastructure, as well as the frameworks for local government allocations.
10. The formats pertaining to your vote are vested at the Provincial Treasury data collators.

Additional funds and shifts

11. In terms of Treasury Regulation 6.6.2, a department requesting additional funds through an adjustments estimate must submit a memorandum to the relevant treasury on a date determined by the relevant treasury.
12. Accounting officers must please provide such requests, fully motivated in terms of Treasury Regulation 6.6.1, to the Provincial Treasury on or before **15 October 2007**.
13. Where possible, departments are encouraged to finance any in-year spending pressure through budget reprioritisation, especially on the compensation of employees budget item. In this regard, accounting officers are referred to the analysis contained in the recent MTEC1 assessment reports to enable easy identification of possible sources of financing within the 2007/08 baseline.
14. With regard to shifts between departments, the customary section 33 certificates, signed by both accounting officers, must also be submitted by 15 October 2007.
15. Please note that the Provincial Treasury will not accommodate large section 31(2)(e) shifts within votes in the Adjustments Estimate. Where such shifts are included in the documentation submitted to the Provincial Treasury, it will be referred back to the vote for amendment, as it undermines the credibility and integrity of the 2007/08 Main Budget.
16. To ensure better coordination of the Social Transformation Project - the provincial government's response to the challenges faced by poor and vulnerable people - departments are sensitised to a discussion on this issue that will take place at the Provincial Top Management's (PTM) meeting of 3 October 2007, that all departments must either shift funds to the value of a deputy director's post (R311 358) to vote 1: Department of the Premier, or provide a person at deputy director level to work on the project. If the latter, this person must be seconded for either a short period of at least one year, or for a longer period of three years.

Actions required

17. Accounting officers to **note** and diarise the programme for the 2007/08 Adjustments Estimate.
18. Accounting officers to **note** the format of the Adjustments Estimate, especially with regard to the presentation of shifts.
19. Accounting officers to **note** the process and timeframe pertaining to shifting of funds and requests for additional funds in 2007/08.



PROVINCIAL TREASURY
HEAD: PUBLIC FINANCE
DATE: 2007.09.27