



Building No.4, No. 7 Government Boulevard, Riverside Park, Ext 2, Mbombela, 1200
Private Bag X 11205, Mbombela, 1200
Tel: 013 766 4572, Fax: 013 766 4604, Int: +27 (13) 766 4572, Int: +27 13 766 4604

SigcinaMafa SesiFundza

UmNyango weeMali ZesiFunda

Provinsiale Tesourie

Enquiries : Mr NM Madike x4281
Ref : MPT12/3/5/1/R

PROVINCIAL TREASURY CIRCULAR NO. 41 OF 2018

TO:

**ACTING DIRECTOR-GENERAL: OFFICE OF THE PREMIER OF MPUMALANGA: VOTE 1:
(MR KM MOHLASEDI)**
SECRETARY: PROVINCIAL LEGISLATURE OF MPUMALANGA: VOTE 2: (MR L MWALE)
HEAD: PROVINCIAL TREASURY: VOTE 3: (MS NZ NKAMBA)
HEAD: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS: VOTE 4: (MR PS NYONI)
**HEAD: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS (ACTING): VOTE
5:(MR LS MONARENG)**
HEAD: ECONOMIC DEVELOPMENT AND TOURISM: VOTE 6 (ACTING): (MR NM SEBITSO)
HEAD: EDUCATION: VOTE 7: (MS MOC MHLABANE)
HEAD: PUBLIC WORKS, ROADS AND TRANSPORT: VOTE 8: (MS SP XULU)
HEAD: COMMUNITY SAFETY, SECURITY AND LIAISON: VOTE 9: (MR W MTHOMBOHI)
HEAD: HEALTH: VOTE 10: (DR S MOHANGI)
HEAD: CULTURE, SPORT AND RECREATION: VOTE 11: (MR GS NTOMBELA)
HEAD: SOCIAL DEVELOPMENT: VOTE 12: (MR MV MAHLALELA)
HEAD: HUMAN SETTLEMENTS: VOTE 13: (MR K MASANGE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR SS SHONGWE)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR C MABUNDA)
THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR MA KHOZA)
**THE CHIEF FINANCIAL OFFICER: VOTE 4: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS
(MR SEB MATSEBULA)**
**THE CHIEF FINANCIAL OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT, LAND AND
ENVIRONMENT AFFAIRS (MR MA LETSWALO)**
**THE CHIEF FINANCIAL OFFICER: VOTE 6 (ACTING): ECONOMIC DEVELOPMENT AND TOURISM
(MS H THRUSH)**
THE CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION (MS GM MASHITENG)
**THE CHIEF FINANCIAL OFFICER: VOTE 8: PUBLIC WORKS, ROADS AND TRANSPORT
(MS H MDAKA)**
**THE CHIEF FINANCIAL OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY AND LIAISON
(MS S SEFALA)**
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MR PP MAMOGALE)
**THE CHIEF FINANCIAL OFFICER: VOTE 11 (ACTING): CULTURE, SPORT AND RECREATION
(MR M THOBELA)**
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MR JB MBATHA)
THE CHIEF FINANCIAL OFFICER: VOTE 13: HUMAN SETTLEMENTS (MR N NYOKA)

SUBMISSION OF FIRST DRAFT OF BUDGET DOCUMENTS FOR 2019 MTEF PERIOD

In terms of Treasury Regulation 5.1, the Accounting Officer of an institution must prepare a plan that is consistent with the period covered by the Medium Term Expenditure Framework for approval by the Executive Authority.

The following policy guidance should be taken into account when preparing the budget submission:

There are NO additional resources available for allocation over the 2019 Medium Term Expenditure Framework (MTEF) period within the expenditure ceiling set in the 2018 Budget. This means that additional allocations to a programme will need to be funded by reductions in funding for another programme within the Department's budget. This may involve the scaling down of non-priority programmes and projects, changing service delivery models, using technology more effectively, etc.

All votes are required to submit the following budget documents to Provincial Treasury:

1. Database
2. Estimates of Provincial Revenue and Expenditure

The following are the consumer price inflation (CPI) assumptions for the 2019 MTEF planning process:

1. 2019/20: 5.3 per cent
2. 2020/21: 5.5 per cent
3. 2021/22: 5.5 per cent

All Votes are requested to adhere to these indicative Consumer Price Index numbers in preparing the estimates and all Votes have to remain within their indicative figures (indicative figures as in the 2018 MTEF Estimates of Provincial Revenue and Expenditure).

Compensation of Employees

Current projections for cost of living and other adjustments to payroll remuneration are:

The cost-of-living adjustment over the 2019/20 MTEF should be projected at CPI numbers plus 1% (Levels 1 to 7) and plus 0.5% (Levels 8 to 10) and only CPI indicator (Levels 11 and 12 and senior managers) as indicated below:

1. 5.3% in 2019/20
2. 5.5% in 2020/21
3. 5.5% in 2021/22

Additional information on compilation of budget documents is included in the **2019 MTEF Technical Guidelines** attached for ease of reference.

Documents required

The budget submission must be accompanied by a narrative letter signed by the Accounting Officer. It is important to keep in mind that this narrative letter is an explanatory analysis of the institution's budget and it is the determinant of the credibility of its budget. This narrative is the main proposal and should clearly articulate the rationale of the proposal, with the

provincial database providing supporting information. This highlights important information taken into account in preparing the budget submission.

The narrative should contain the following elements, together with their underlying reasoning:

1. Votes need to explain the alignment of their budgets and identified key policy priorities that guide resource allocation
2. The general current status of the institutional budget and the trends in the achievement of deliverables (including conditional grants) and in programmes, underlying cost assumptions and prevailing issues
3. Departmental management of personnel expenditure including information on key changes to the department's personnel profile
4. Cost-containment and other efficiency initiatives, including those mandated by the Office of the Chief Procurement Officer (OCPO) and new delivery practices
5. Information on the programmes and projects to be scaled back, rescheduled to a later period or closed, in order to raise resources for higher-priority programmes
6. The costed implications of spending pressures on existing programmes / policy areas / projects and proposed initiatives to manage them
7. The current status of the public entities receiving transfers from the Department, including underlying cost assumptions, prevailing issues and their trends

Importantly, this letter by the Accounting Officer must also indicate that the relevant Executive Authority has agreed to information contained in the budget submission and has been appraised of the requirements of the 2019 Budget process.

You are reminded that submission without an **explanatory narrative letter** will be regarded as a non-submission.


The **MTEC database** will be forwarded electronically to Chief Financial Officers and can also be collected from the relevant programme officer.

Departments that have Public Entities are required to submit databases documents for those entities on the same day.

Submission date

1. All Votes are requested to submit the **2019 MTEF budget documents** (Database and explanatory narrative) on or before **24 July 2018**.
2. Votes are requested to submit first drafts of Estimates of Provincial Revenue and Estimates as well as cost per head on or before **31 August 2018**.

Your co-operation is appreciated.


MS NZ NKAMBA
HEAD: PROVINCIAL TREASURY
DATE: 07/07/2018



provincial treasury
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA

2019 MTEF

Technical Guidelines for

ALL VOTES

GUIDELINES FOR THE PREPARATION OF
EXPENDITURE ESTIMATES FOR THE 2019
MEDIUM TERM EXPENDITURE FRAMEWORK
(MTEF)

July 2018

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1. PURPOSE

- 1.1 The aim of this technical guideline is to ensure that the documentation submitted, and the work undertaken in the 2019 MTEF Budget process, provides relevant information on the main strategic proposals as required by the budget decision-making structures, in order to make recommendations to political structures such as Budget and Finance Committee and Provincial Executive Council.
- 1.2 The Guidelines provide public institutions with guidance on how to prepare their medium-term budget submissions for the 2019 Budget. They are issued in accordance with section 27(3) of the Public Finance Management Act (PFMA), Act No. 1 of 1999.

2. INTRODUCTION

- 2.1 Through the budget process, a large number of public institutions plan, collaborate, negotiate and decide together on a comprehensive government-spending plan for the next three years. Given fiscal limits, resources must be allocated in the most effective and efficient way to meet the policy objectives of South Africa as a democratic state, as set out in the Constitution, the National Development Plan, Governments Nine Point Plan and government's Medium Term Strategic Framework (2014 – 2019).
- 2.2 Due to the elaborate budget process for provinces that needs to align to the national and municipal budget process, National Treasury deems it necessary to develop a guideline document that is specifically poised at integrating these processes to provincial budget activities.
- 2.3 National Treasury has introduced a budget database for public entities which will be used in preparation of 2019 MTEF budget. The database aims to standardise budgeting formats and classification of items across provincial public entities for improved transparency and oversight. National Treasury also introduced a quarterly reporting tool for public entities listed in schedule 3C and 3D to the PFMA and other provincial institutions. It serves to introduce a consistent approach to the quarterly reporting information required from provincial public entities.
- 2.4 National Treasury is in the process of finalising a budget and programme structure for Provincial Gambling Boards to accomplish greater uniformity in aggregating and consolidating their financial and performance information.

3. 2019 MTEF GUIDANCE

- 3.1 The following policy guidance should be taken into account when preparing the budget submission:

There are **NO** additional resources available for allocation over the 2019 Medium Term Expenditure Framework (MTEF) period within the expenditure ceiling set in the

2018 Budget. This means that additional allocations to a programme will need to be funded by reductions in funding for another programme, either within the department's budget, or from another department's budget. This may involve the scaling down of non-priority programmes and projects, changing service delivery models, using technology more effectively etc.

As tasked by Cabinet, the Department of Planning, Monitoring and Evaluation (DPME) is developing a mandate paper on policy priorities to guide the allocation of reprioritised resources. This paper will be issued separately by DPME in due course, and will help to inform deliberations on the budget.

Potentially deteriorating economic circumstances as well as priority programmes require a scenario where proposals are made for non-priority programmes and projects to be scaled down or closed.

The 2019 Budget aims to change the composition of spending towards spending that stimulates economic growth, particularly capital expenditure. Spending on the compensation of employees has grown substantially over the past few years. This trend needs to be reversed to ensure that the spending on compensation of employees does not crowd out spending in critical areas, including on the complementary resources required by personnel to undertake their tasks in an efficient manner. Departments must therefore operate within compensation of employees expenditure ceilings by containing costs and improving efficiency through the undertaking of appropriate operational changes. Any adjustments required as the result of the 2018 public sector wage agreement must be made within institutional compensation of employees expenditure ceilings.

- 3.2** For the 2019 budget process, the narrative is the main submission and must provide the rationale for selected priorities, with the budget numbers comprising the supporting information.
- 3.3** Most of the reforms contemplated in previous years are ongoing, and are being further improved or enhanced each year. The cost-cutting measures continue, and ongoing emphasis will be placed on reprioritising savings toward enhanced service delivery. Departments compiled comprehensive cost-cutting strategies and were able to redirect some of the savings to enhance service delivery, however, departments should be vigilant in achieving more efficiency gains in 2018/19, particularly through procurement reforms.
- 3.4** The fiscal consolidation programme continues over the 2019 MTEF, and the provincial focus should be on inclusive and integrative growth. Thus, the focus for funding initiatives should be on projects or programmes that contribute to these outcomes and, therefore, departments and public entities will need to take note of both national and sub-national (provincial and local) outcomes and incorporate these into their plans. The imperative roles of Education and Health for providing a skilled and healthy economic workforce and an intensive focus on infrastructure towards employment creation should be highlighted. The 14 national outcomes and the nine-point plan, which the President alluded to in his 2015 State of the Nation Address (SONA) should also be emphasised.
- 3.5** Departments should factor the impact of VAT increases over the last year and how it will affect resourcing for service delivery.

4. SCOPE AND APPLICATION

- 4.1 Scope:** These guidelines apply to provincial departments, public entities and other provincial institutions in preparing for provincial MTECs.
- 4.2 Collaboration:** Relevant departments, public entities and other institutions must work collaboratively with each other to prepare their 2019 MTEF expenditure estimates submission, taking all the requirements of the guidelines into consideration. In this regard, sector specific intergovernmental fora are crucial to establish alignment between policy and service delivery of concurrent functions. Provinces must promote and coordinate integrated planning with local government.
- 4.3 Baseline Reprioritisation:** For the 2019 Budget, no additional resources are available for allocation. Institutional priorities must be funded through reprioritisation within current institutional expenditure ceilings: maintaining personnel budgets within compensation budget limits, institutionalisation of cost containment, and improving efficiency by undertaking appropriate operational changes, programme reviews and rescheduling that result in savings.

5. BUDGET SUBMISSION DOCUMENTATION REQUIREMENTS

Provincial Growth and Development Strategy

- 5.1** The PGDS provides a strategic framework to grow the economy for the development and improvement of the quality of life to all people living in the province. It further provides the province with a framework to ensure full alignment with the NDP, as well as to provide a basis for the alignment with the municipal Integrated Development Plans. The 2019 MTEF marks the beginning of the new planning cycle and provinces should be mindful that a new PGDS should be developed for this period.

Alignment between the NDP and the PGDS and IDPs

- 5.2** The NDP focuses on a more capable state in partnership with stakeholders, and the goal is to treble the size of the economy by 2030 so that 11 million more work opportunities are created. The focus on developing and upgrading capabilities is to enable sustainable and inclusive development.
- 5.3** All interventions, indicators and targets contained in the PGDS should be aligned to interventions, indicators and targets set in the 14 outcomes.
- 5.4** Promoting good governance practices and policy alignment to support a growth and development trajectory requires facilitating spatial equity to ensure that all geographic regions of the province receive attention and are optimally developed.
- 5.5** A critical factor in aligning resources with policy intent is to build the discipline around a clear annual planning and budgeting cycle.

A complete budget submission consists of the following requirements:

- 5.6 Narrative:** Each department should submit an explanatory narrative. It is important to keep in mind that this explanatory analysis of the institution's budget is the

determinant of the credibility of its budget. This narrative is the main proposal and should clearly articulate the rationale of the proposal, with the departmental database providing supporting information.

The narrative should contain the following elements, together with their underlying reasoning:

- departments need to explain the alignment of their budgets and identified key policy priorities that guides resource allocation;
- the general current status of the institutional budget and the trends in the achievement of deliverables (including conditional grants) and in programmes, underlying cost assumptions and prevailing issues;
- departmental management of personnel expenditure including information on key changes to the department's personnel profile;
- cost-containment and other efficiency initiatives, including those mandated by the Office of the Chief Procurement Officer (OCPO) and new delivery practices;
- information on the programmes and projects to be scaled back, rescheduled to a later period or closed, in order to raise resources for higher-priority programmes;
- the costed implications of spending pressures on existing programmes / policy areas / projects and proposed initiatives to manage them;
- the current status of the public entities receiving transfers from the department, including underlying cost assumptions, prevailing issues and their trends.

5.7 MTEF databases: The data submission consists of the departmental and public entities databases that provide data to support the information contained in the institution's budget explanatory narrative submission. First draft Budget submissions must be received by the Provincial Treasury by **24 July 2018** while second draft submissions are due on the 09 November 2018.

5.8 Estimates of Provincial Revenue and Expenditure (EPRE) chapters: The information contained in these chapters intend to provide stakeholders with sufficient detail of what departments and public entities intend achieving in the coming MTEF period.

5.9 Cost per head: Departments are expected to submit the personnel cost in preparation for the 2019 MTEF submission.

5.10 Notwithstanding the fact that the province has moratorium on compensation of employees, the key cost drivers of the wage agreement over the 2019 MTEF need to be taken into consideration when preparing the compensation of employees budgets.

5.11 Conditional grant business plans: Conditional grants for the year ahead requires that the business plans be submitted. Business plans seek to promote sufficient planning at the provincial level before the eventual execution that requires funds. Planning should focus on how their envisioned activities for the year, using conditional grant allocations, allows them to appropriately apportion funds to achieve the government priority that each grant seeks to address.

5.12 Although business plans are submitted yearly, they technically form part of a much longer planning horizon, particularly where infrastructure is concerned. As such the business plan for the year shows the activities that will be carried out for a year, and how the activities link with outputs, and in the long run address the priorities under which the grant was created. It is important to ensure that the dates, activities that will take place, the outputs expected from the activities, and when they are expected, are spelt out. This is especially important for activities that are sequential and are required before other activities can be carried out.

Based on an activities and output execution plan, the projected cash flow, matching the dates of the activities will need to be provided. Activities, outputs, and cash flow projections are necessary but not the only inputs into business plans. Business plans should also demonstrate how activities will allow the achievement of some outputs, which eventually should be linked to the outcomes of the grants. Risks to the projected activities, and mitigation strategies against them, should also be spelt out. Business plans templates provided by the national departments responsible for monitoring the grants should be a guiding principle when drafting plans.

5.13 Infrastructure: Infrastructure projects and programmes must be undertaken following the Infrastructure Deliver Management System supported by the Standards for Infrastructure Procurement and Delivery Management. As directed by Cabinet, National Treasury is working with the Presidential Infrastructure Coordinating Commission (PICC) Secretariat, the Departments of Planning, Monitoring and Evaluation (DPME) and Economic Development (EDD) to establish a Budget Facility for Infrastructure (BFI). This establishes specialised structures, procedures and criteria for committing fiscal resources to large public infrastructure spending items.

A separate Guideline for the Preparation of Budget Submissions for Large Strategic Infrastructure Projects must be adhered to by a department when preparing large infrastructure proposals. All National Treasury guidelines can be found at: <http://www.treasury.gov.za/publications/guidelines/>. Departments must comply with this guideline and its requirements.

Infrastructure projects with a total project cost of less than R1 billion per annum as well as projects that do not meet the strategic infrastructure projects criteria stated in the Guideline for the Preparation of Budget Submissions for Large Strategic Infrastructure Projects should form part of the department's normal budget submission in line with the reallocation criteria described in sections 2.1 and 2.2 above. For these projects, the Capital Planning Guidelines should be consulted.

When completing the submissions:

- Departments must submit their 2019 MTEF submission database by 24 July 2018.
- No additional resources are available in aggregate for allocation in the 2019 MTEF; therefore this budget cycle will continue to focus on expenditure control within the existing budget limits.

In budgeting for non-personnel expenditure items within the department's expenditure ceiling, the following projections can be utilised to inform the provisions that departments choose to make for general price increases over the 2019 MTEF period:

Costing Assumptions

(a) Consumer Price Index

2019/20 financial year: 5.3 per cent

2020/21 financial year: 5.5 per cent

2021/22 financial year: 5.5 per cent

(b) Exchange rate – Rand/US\$

2019/20 financial year: R 13.07/US\$

2020/21 financial year: R 13.55/US\$

2021/22 financial year: R 13.82/US\$

Institutions must apply their discretion when using the assumptions. If the outcomes are different from the forecasted estimates, institutions will need to absorb any resultant differences within their budget baselines. It is also expected that budgets for some goods and services items, such as travel and accommodation grow below inflation. The costing assumptions are provisional estimates, which will be updated during the year. There are risks to these estimates originating from the global and domestic environment.

6 THE BUDGET PROCESS

- 6.1** The MTEF details three-year rolling expenditure and revenue plans for provincial departments and public entities.
- 6.2** The MTEF budget process is designed to match the overall resource envelope, estimated through 'top-down' macro-economic and fiscal policy processes, with the bottom-up estimation of the current and medium-term cost of existing departmental plans and expenditure programmes.
- 6.3** The budget process ensures that resources are allocated to meet South Africa's political priorities and to improve the quality and effectiveness of spending within sustainable fiscal limits.

Provincial budget process

- 6.4** The budget process allows departments to:

- Prepare the 2019/20 expenditure estimates in the context of enhancing service delivery and ensuring value for money.
- Strengthen and evaluate the alignment between medium and long-term plans.
- Revise its policy priorities, macro-economic framework and resource envelope.
- Evaluate departmental plans in line with the national outcomes, provincial priorities and the objectives of the PGDS.
- Involve various role-players that provide political and technical advice when faced with trade-offs between competing spending priorities.
- Focus on changing the structure of the economy from a resource extraction economy to a more production-led economy that can create employment opportunities.
- Focus on fiscal prudence by way of cost-cutting, ensuring enhanced service delivery, as well as value for money.
- Compile a reprioritised budget (with the focus on cost-cutting) that is aligned with the national outcomes, the nine- point plan, as well as provincial priorities. Note that this approach builds on previous years' budget reforms.
- Obtain the required authority (voting process) from the Provincial Legislature to spend.

Recommended approach to Provincial MTECS

- 6.5** In order to enhance the integration of policy alignment, planning, budgeting and implementation, provinces are encouraged to adopt the similar approach to the national MINCOMBUD technical committee. Therefore, provincial MTECs should be used as one of the platforms that encourage joint planning between departments, municipalities and public entities. This will further promote the alignment of provincial budgets with strategic planning documents such as the PGDS, NDP, IDPs and Spatial Development Frameworks in support of inclusive growth and transformation.
- 6.6** Provincial MTEC committees should make recommendations to Budget and Finance Committee and Executive Council and other political structures tasked with taking final decisions on the budget proposals. Discussions at provincial MTECs should be led and chaired by MEC of Provincial Treasury, which also assesses the allocative efficiencies of provincial budget taking into account the current fiscal climate affecting the provincial fiscal framework. The departmental delegations are led by the MEC supported by Head of Department, Chief Financial Officer and other senior officials. However, it is highly recommended that the MTEC committees in provinces also be inclusive of the following internal stakeholders:
- ***The Head of Provincial Planning Unit***, who is sitting in the Offices of the Premier in most cases. This is to ensure that budget proposals presented by provincial departments align to the strategic direction of both the province and the national government. Departments will have to demonstrate the responsiveness of their budget to the policy and delivery context envisaged by government.

- **The Head of Provincial Spatial Planning Unit.** This should aim to ensure that departments' plans and budgets transversally align to and support one another in a space and jointly target predetermined spatial locations for maximum impact. Some of the spatial challenges that the country face, include the highly fragmented spatial development, dispersed developments, and socioeconomic fragmentation and polarisation, with the poorest communities often located far from economic and social opportunities. Therefore, the integration and alignment of planning and budgeting should seek to promote local economic development while improving the quality of life.
- **Senior officials from the Department of Cooperative Governance/Local Government** responsible for the assessment of municipal IDPs. This should aim to promote a better coordinated approach to integrated planning between provincial and local government. Both provincial departments and municipalities should be encouraged to respond on the extent to which government priorities have been integrated into their various planning processes as well as policy and budget documents.

Benchmark Process

- 6.7** National Treasury has introduced a first benchmark exercise since the 2002 MTEF. The main objectives of the Benchmark exercises are to assess to what extent provincial MTEF draft budgets give effect to the agreed sector priorities. These deliberations also highlight possible risks in the budgets and propose measures to manage these risks. A differentiated approach is proposed to accommodate provincial specific preferences to benchmarks. Provinces who prefer to have two sessions will be held in December and January while those who lean towards a single benchmark session could have it either in December or January. Sector Benchmark meetings are held for Education and Health in collaboration with the respective national departments to discuss policy dynamics particular to these sectors.
- 6.8** The main objectives of the **Benchmark exercise meetings to be held in December 2018** are to:
- Assess provincial MTEF draft budget including the extent to which the province's budget gives effect to the agreed social sector priorities,
 - Highlight possible risks in the budgets and propose measures to manage these risks;
 - Give a critical view of the draft provincial budget as per the November submissions;
 - Highlight key issues and challenges from National Treasury's perspective; and reach an agreement on key aspects affecting the provincial budget
 - In addition to budget assessment, focus is on improving efficiencies:
 - Participation in the transversal contracts and the efficiencies gained
 - Impact of the implementation of personnel headcount and personnel expenditure control measures
 - PFMA compliance – Irregular, fruitless and wasteful expenditure, and unauthorised expenditure

- Management of accruals and how cash management strategies could be used to address accruals
- Debt owed by provincial departments and the strategy to address it

6.9 The ***Benchmark exercise meetings to be held in January 2019*** will focus on:

- Public entities;
- Investments in provincial economies;
- Infrastructure
- Procurement reforms

6.10 Critical dates for the provincial budget process are provided in the table below. Provincial departments and public entities follow the specific requirements of their own treasuries and provincial budget processes. These guidelines should thus be read together with the Provincial Budget Process Schedule and Guide for Provincial Budget Formats. Provincial treasuries must receive revised baseline estimates from provincial departments and public entities at least two weeks before submission to National Treasury.

ITEM	DATE
Departments submit first draft 2019 Budgets to Provincial Treasury: Estimates of Provincial Revenue and Expenditure and database	24 July 2018
Provincial Budget Visits	July / August 2018
Preliminary conditional grant frameworks submitted to National Treasury by national departments	01 October 2018
Tabling of Medium Term Budget Policy Statement	24 October 2018
Preliminary allocation letters issued to provinces – equitable share allocations	26 October 2018
Departments submit 2nd draft 2019 Budgets to Provincial Treasury: Estimates of Provincial Revenue and Expenditure and database	06 November 2018
Final conditional grant frameworks and allocations submitted to National Treasury by national departments	30 November 2018
Provincial benchmark exercise for 2019 Budget (1st round)	First week - December 2018
Second allocation letter to provinces	Early/mid December 2018
Provincial benchmark exercise for 2019 Budget (2nd round)	Early January 2019
Final allocation letters issued to provinces	End Jan / Early Feb 2019
Provincial 2019 Budgets tabled at provincial legislatures	End Feb / Early March 2019