



Western Cape
Government

BETTER TOGETHER.

Department of Social Development

Policy on the Funding of Non-Government Organisations in the Social Development Sector

Amended July 2023

TABLE OF CONTENTS

SUBJECT	PAGE NO
CHAPTER 1 1. Background 2. Core Principles 3. Definitions	3
CHAPTER 2 4. Roles and Responsibilities of Department of Social Development Officials and Office Bearers	6
CHAPTER 3 5. Funding of Social Welfare and Community Development NGOs 6. Methods of Funding of NGOs 7. Notification of Funding Opportunities 8. Assessment of Business Plans 9. Funding Agreements	10
CHAPTER 4 10. Monitoring, Evaluation and Reporting	14
CHAPTER 5 11. Policy implementation guidelines 12. Communication 13. Approval of Policy 14. Short title	15
ANNEXURES A: Legislation and Policy Framework influencing the Funding Policy B: References	16

CHAPTER 1

1. Background

- 1.1 Transfer payments represent a large part of the Western Cape Government: Department of Social Development's (DSD) spending and contributes significantly to the lives of the poor and vulnerable in the Western Cape Province. They are monetary payments to non-government organisations (NGOs) to enable NGOs in the social development sector to further their operations with respect to vulnerable groups such as children, youth, women, older persons and people living with disabilities.
- 1.2 The purpose of this Policy is to ensure that transfer payments are managed in a transparent manner that promotes accountability, access, efficient administration and the principles of administrative justice to enable the DSD to achieve its mission of providing a comprehensive network of social development services that enables and empowers the poor, the vulnerable and those with special needs.
- 1.3 This policy sets out the roles and responsibilities of the DSD in the delivery and management of transfer funding to NGOs in the social development sector in the Western Cape Province.
- 1.4 This policy must be read in conjunction with other related policies and procedures as may from time to time be developed or amended to enable its effective implementation.

2. Core Principles

- 2.1 The DSD will allocate the annual transfer funding provided by a Vote of the Provincial Parliament to the DSD to the NGO sector on the basis of the following core principles:
- 2.2 **Accountability and Transparency:** Public funds allocated for addressing social welfare or community development i.e. social development needs will be utilized for its intended purpose in such a manner that it can be accounted for to the public and competent statutory bodies.
- 2.3 **Appropriate prioritisation:** funds will be prioritised needs assessment by the DSD and using the best available data.
- 2.4 **Efficiency and cost-effectiveness:** A focus on results that meet the prioritised needs of citizens while making the best possible use of resources,
- 2.5 **Equity:** The distribution of resources based on needs and priorities of the social development sector. NGOs shall be given equitable access to apply for funding for social welfare and community development projects by adequate notification of funding availability through print media adverts and, in respect to currently funded NGOs, departmental circulars and through a fair process of assessment and allocation of funding on the basis of these core principles.

- 2.6 Professionalism, best practice, and ethics: Staff involved in administering this NGO funding policy and, staff of the DSD in general, will at all times conduct themselves in a professional manner where applicable, specifically:
- Within the ethical framework and governing practices of professional councils such as the South African Council for Social Service Professionals.
 - Within regulatory requirements and including the Code of Conduct for the Public Service and the Explanatory Manual on the Code of Conduct for the Public Service¹; more specifically:
 - i. A staff member of the DSD may not serve on the board of an organisation/business which the department funds.
 - ii. No staff member may influence appointments or otherwise involve him or herself in any labour relations matters at NGOs funded by the DSD. Any exceptions to this rule must be recorded in this funding policy as proposed amendments for adoption and ratification by the Accounting Officer.
 - iii. In keeping with the June 1997 Code of Conduct for Public Servants issues by the Public Service Commission and, to ensure unbiased service delivery to the Public, a staff member of the DSD shall not be in the employ - part time or otherwise – of any organisation/business to whom the DSD awards transfer funding and/or makes transfer payments.

3. Definitions

- 3.1 "Accounting Officer of the DSD" refers to the Head of the Department of Social Development in the Western Cape Government.
- 3.2 "Business Plan" means the plan that the NGO provides to the Department indicating how it intends to further its organisational mandate should it be awarded or approved for a transfer funding allocation.
- 3.3 "Community development services" means a service which has as its primary objective the promotion of development programmes, primarily that of youth development, poverty alleviation and sustainable livelihood and, institutional capacity building for NPOs, that facilitate the empowerment of communities.
- 3.4 "Developmental Social Welfare" means the maximisation of human potential and fostering self-reliance and participation in decision making. It concentrates on the causes and effects of social vulnerability and marginalisation and the delivery of integrated services to communities, families and persons affected by these phenomena.

¹ Attention should be paid to sections 4.22; 4.3.3; 4.4.5 and 4.4.6 in the Explanatory Manual on the Code of Conduct. 4.4.5 uses as a specific example, that a staff member, " ... may not serve on the board of an organisation/business with which his or her department does business." Page: 38.

- 3.5 "Evaluation" means a systematic and objective examination of a project to determine its efficiency, effectiveness, outputs, impacts, sustainability, and relevance in terms of its objectives.
- 3.6 "MEC" means the Western Cape Minister of Social Development and executive authority of the DSD.
- 3.7 "Monitoring" means the continuous or periodic surveillance of the physical implementation of a project during the life cycle of such project to ensure that inputs, outputs and external factors are proceeding according to plan.
- 3.8 "Non-Government Organisation or NGO" means a non-government organisation that is rendering or associated with social welfare or community development services and include NPOs.
- 3.9 "Non-Profit Organisation or NPO" means a trust, company or other association of persons established for a public purpose, the income and property of which may not be distributed to its members or office-bearers except as reasonable compensation for services rendered.
- 3.10 "Social welfare services" means a service which has as its primary objective the promotion of developmental social welfare.
- 3.11 "Programme 2, 3, and 4" refers to the budget programmes in the DSD and for the purposes of this Policy contains the sub-programmes: Services to Older Persons; Services to Persons with Disabilities; Care and Services to Families; Child Care and Protection; ECD and Partial Care; Child and Youth Care Centres; Community Based Care Services to Children; Crime Prevention and Support; Victim Empowerment; Substance Abuse Prevention and Rehabilitation.
- 3.12 "Programme 5 means the budget programme in the DSD and for the purposes of this Policy contains the sub-programmes: Youth Development as well as Poverty Alleviation and Sustainable Livelihoods
- 3.13 "Project" means a planned activity or sets of activities designed to achieve certain specific objectives within a given budget and within a specified period of time.
- 3.14 "Transfer Payment Agreement" means the written contract between the DSD and relevant NGO concluded once a transfer funding allocation has been approved for the NGO.
- 3.15 "Unsolicited business plan" means a business plan received from an NGO or the NGO sector that was not in response to the funding notification process of the DSD as contained in Chapter 3 of this policy.

CHAPTER 2

4. Roles and Responsibilities of Provincial Government Officials and Office-Bearers

4.1 MEC

- 4.1.1 Provides strategic direction to the DSD.
- 4.1.2 Approval of the DSD transfer funding budget priorities.

4.2 Accounting Officer of DSD

- 4.2.1 Responsible for financial approval of transfer funding allocations to NGOs.
- 4.2.2 Approval of eligibility criteria for allocation of funding to NGOs.
- 4.2.3 Enters into Transfer Payment Agreements with NGOs approved for a transfer funding allocation as prescribed in the DSD approved financial delegation of powers².

4.3 Chief Financial Officer

- 4.3.1 Assesses the extent to which a budget submission from a budget holder for the approval of the funding to an NGO complies with all applicable financial statutory requirements in terms of Provincial Treasury Instruction 2.2.1 and advises the accounting officer; accordingly.
- 4.3.2 Provides quarterly expenditure reports on transfer funding payments versus committed allocations per budget sub-programme to programme directors, chief directors, and the accounting officer.

4.4 Chief Directors: Programme 2; 3; 4 and 5

- 4.4.1 Ensure that NGOs are informed of opportunities to apply for a transfer funding allocation as indicated in the standard operating procedures for the call for proposals.
- 4.4.2 Approve the sub-programme specifications to be included in the notification of funding opportunities/call for proposals advertisements.
- 4.4.3 Assess the written recommendations of Programme 2; 3; 4 and 5 directors for the approval or rejection of funding allocations to NGOs in terms of the core principles of this funding policy (set out in Chapter 1) the core

² A budget submission approved by the Accounting Officer may be used to assign authority to enter into a transfer payment agreement on behalf of the Department to the budget holder of sub-programmes provided that the budget holder is in possession of a written confirmation that she/he has been so appointed.

funding allocation eligibility criteria and sub-programme specifications (set out in Chapter 3) and make a recommendations to the Accounting Officer on each NGO funding allocation.

- 4.4.4 Enter into Transfer Payment Agreements with NGOs in respect of the furtherance of the latter's operations in the social development sector, as prescribed via the DSD approved financial delegation of powers and on written approval by the AO³
- 4.4.5 Ensure the continuous updating of the Non-Profit Organisation Management System as the central database (one point of truth) of all funded NGOs within their assigned sub-programmes.

4.5 Directors: Programme 2; 3; 4 and 5

- 4.5.1 Ensure that NGO business plan annexured to the Transfer Payment Agreement accurately reflects the operations that are funded by the funding allocation.
- 4.5.2 Ensure that where a NGO is awarded only part of the requested funding, that the correspondence advising them thereof, provide clear reasons for the allocation.
- 4.5.3 Where a notification of funding opportunities as indicated in clause 7 hereunder is required, develop the specifications, and obtain approval from the relevant Chief Director for the publication – whether through print media advertising, social media, the DSD website, departmental circular or limited invitation – thereof.
- 4.5.4 Ensure that all business plans/applications received for its relevant sub programme are recorded and that an acknowledgement of receipt thereof is provided to each NGO.
- 4.5.5 Ensure that all business plans/applications received for its relevant sub-programmes are assessed and the results of such assessments are recorded.
- 4.5.6 In accordance with clause 8 hereunder, ensure that NGOs making application are advised in writing of the status – whether successful or unsuccessful - of their applications.
- 4.5.7 Make written recommendations (based on compliance with the core principles and funding allocation criteria and sub-programme specifications as set out in Chapters 1 and 3) for the approval of a funding allocations to individual NGOs to the Chief Director and ensure that such recommendations are within available budget;
- 4.5.8 Ensure sub-programmes carry out Monitoring of NGOs against their Transfer Payment Agreement.

³ As indicated in footnote 1 above.

- 4.5.9 Enters into Transfer Payment Agreements with NGOs for the furtherance of their operations in the social development sector as prescribed via the DSD approved financial delegation of powers and on written approval of the AO⁴.
- 4.5.10 Certify that the NGO has delivered in terms of its business plan at a satisfactory standard and meets the performance, financial and all reporting requirements as stipulated in the Transfer Payment Agreement entered into between the Department and the NGO.

4.6 Programme Managers: Programme 2; 3; 4 and 5

- 4.6.1 Assess Business Plans submitted to DSD by NGOs using the predetermined eligibility criteria and make written recommendations to Programme director with respect to whether or not a particular NGO complies with stated eligibility criteria and sub-programme specifications and should be considered for a transfer funding allocation.
- 4.6.2 Assess currently funded NGOs based on core eligibility criteria and predetermined specifications and make recommendations in respect of whether or not they should be considered for funding for the next financial year.
- 4.6.3 Enter into Transfer Payment Agreements with NGOs for the furtherance of their operations in the social development sector as prescribed via the DSD approved financial delegation of powers and on written approval by the AO⁵;
- 4.6.4 Function as the central point for receipt of quarterly monitoring reports from NGOs on performance against their Transfer Payment Agreement; and maintain records thereof.
- 4.6.5 Assess all quarterly reports received from funded NGOs in their particular sub-programme and make recommendations on whether these meet the requirements as set out in the signed Transfer Payment Agreement.
- 4.6.6 Monitor NGO implementation in accordance with the Transfer Payment Agreement and sub programme's Monitoring & Evaluation plan;
- 4.6.7 Ensure the compilation, quality assurance and authorization of a Transfer Payment Agreement for each NGO approved for funding in terms of this policy.

⁴ As indicated in footnote 1 above

⁵ As indicated in footnote 1 above.

4.7 Director: Business Planning and Monitoring

- 4.7.1 Develop and ensure the implementation of the standard operating procedure for the notification of NGOs of funding opportunities/the call for proposals.
- 4.7.2 Review the standard operating procedure for the notification of NGOs of funding opportunities/call for proposals as required.
- 4.7.3 Review, amend and distribute the admin tools required to implement the notification of NGOs of funding opportunities by the DSD.

CHAPTER 3

5. Funding of Social Welfare and Community Development NGOs

The DSD shall, within its available budgetary resources (as provided for annually by Vote 7 of the Provincial Parliament), make funds available for the furtherance of operations of NGOs in the social development sector for social welfare and community development to achieve the progressive realization of social services rights pertaining to children, older persons, youth, women and persons with disabilities and other vulnerable members of society as envisaged in the Constitution of the Republic of South Africa.

Funding will be considered in accordance with standardized Business Plans/application forms submitted by NGOs which set out the main cost-drivers of the Project/Programme that they implement within communities. The DSD shall analyse the Business Plan/application forms in terms of the DSD approved eligibility funding criteria and project/programme specifications.

6. Methods of funding of NGOs

The following funding methods may be used:

- 6.1 Project outputs must be specifically quantified by the NGO in the Business Plan, and delivery thereon monitored by the budget holder on a quarterly basis or as determined by the sub-programmes monitoring plan.
- 6.2 The unit cost funding method may be utilized for the funding of residential and non-residential services. It is used for benchmarking purposes and may include other funding options depending on the outcomes and outputs that the NGO indicates as furthering its operations as contained in the business plan. This will enable the DSD to regularize the costing and bench marking of the social welfare and/or community development projects or programmes for which the NGO is making application and implement funding level increases as additional funding becomes available. The unit cost shall be reviewed on an annual basis.
- 6.3 Funding may include seed funding for emerging organisations and pilot/new projects as proposed by the business plan of the NGO in order for it to further its operations in the social development sector.

7. Notification of Funding Opportunities i.e the DSD Call for Proposals

- 7.1 The DSD will over a three-year cycle period – or when so required - before the commencement of the new financial year notify the NGO sector in all three official languages of the province by means of print and/or social media adverts and the DSD website of possible funding for NGOs in the social development sector by calling for proposals in the form of a standardized business plan format/application to be submitted by interested NGOs. In the case of currently funded organisations a departmental circular will be issued outlining the criteria to be applied and process to be followed as indicated in the print media advert and on the DSD website.

- 7.2 The DSD will allow a period of at least six weeks from closing date of the notification for such Business Plans/Applications as contemplated in 7.1 to be submitted; where-after DSD shall commence the assessment of the Business Plans/Applications received. Currently funded NGOs will have undergone a period of continuous assessment throughout the financial year and will be notified of the possible funding allocation before the commencement of the new financial year.
- 7.3 The notification of possible funding shall clearly state the criteria and specifications governing the allocation of funding and, the notice together with the criteria and specifications shall be deemed to be the total requirements of the DSD in the event that a DSD funding allocation decision is challenged.
- 7.4 Upon receipt of the Business Plan(s)/Application(s) of an NGO, the DSD must acknowledge this receipt in writing.
- 7.5 The DSD may from time to time, issue limited invitations to NGOs to submit business plans/applications for consideration by the Department. The terms of the limited invitation must be clearly stipulated in a budget submission to the Accounting Officer by the relevant Chief Director.
- 7.6 Unsolicited business plans received from the NGO sector may be considered after the processes contemplated in clause 7.1 – 7.4 have been exhausted and funding remains available for allocation. The proposed funding allocation must be presented via written submission with the relevant motivation and other details for consideration by the Accounting Officer.

8. Assessment of Business Plans

- 8.1 Only Business Plans submitted in terms of clause 7 above that meet the requirements of the DSD as set out hereunder will be considered for an allocation of funding.
- 8.2 The minimum compliance criteria required for NGOs to access funding from the DSD are the following:
- 8.3 Compliance with the following legislation where appropriate:
- 8.3.1 Legislative Compliance:
 - 8.3.1.1 Non- Profit Organisations Act, 71 of 1997.
 - 8.3.1.2 Companies Act, 71 of 2008.
 - 8.3.1.3 Section 30 of the Income Tax Act, 58 of 1962.
 - 8.3.1.4 Trust Property Control Act, 57 of 1988.
 - 8.3.1.5 Service specific legislation namely the Older Persons Act, No 13 of 2006. Children's Act, No 38 of 2005; Prevention and Treatment for Substance Abuse Act, No 70 of 2008; and

- 8.3.1.6 Section 38(1)(b) of the Public Finance Management Act 1 of 1999 as amended and National Treasury Regulations promulgated in terms of this Act.
- 8.4. Alignment with the strategic priorities of the social development sector and the DSD.
- 8.5 Evidence of track record of previous performance:
 - In the case of NGOs currently funded by the DSD and/or NGOs that have been funded within three (3) years of the current notifications as indicated in clause 5 above and/or NGOs who are being considered for funding for the first time by the DSD, in addition to compliance with clause 8.3.1 to 8.4, the following will be considered as part of the assessment process:
 - 8.5.1.1 An onsite line monitoring or rapid assessment report certified by the delegated relevant Programme authority as representing satisfactory performance with respect to the outputs, targets, reporting duties and financial compliance as determined by the NGOs current Transfer Payment Agreement and outlined in the NGO business plan annexured to the Agreement.
 - 8.5.1.2 A capacity assessment report certified by the delegated relevant Programme authorities that indicates that the NGO is currently implementing the operations for which it has applied for funding,
- 8.6 Where a Business Plan/Application is submitted by an NGO on behalf of another NGO, then such NGO must furnish proof of its mandate from and affiliation to such NGO.
- 8.7 The DSD will assess the Business Plans/Applications and supporting documentation submitted in terms of clause 8.
- 8.8 Within two (2) weeks from the date of approval of funding allocations, NGOs shall be notified in writing by the Accounting Officer and/or her/his delegate, of the outcome of the assessment process.
- 8.9 Where an organisation's funding application is partially approved, it should be informed of the right to request written reasons for the decision made. These reasons could alternatively, be included in the letter wherein the decision regarding the funding application is communicated. Where it is included in such letter, the organisation should also be informed of the right to judicial review.
- 8.10 Contestations arising out of the acceptance or rejection of Business Plans must be referred to the Head of Ministry of Social Development in writing within seven (7) calendar days after despatch of such notification as set out in clause 8.8:
 - 8.10.1 The Head of Ministry will constitute a reference group composed of departmental officials to review and consider the contestations in terms

of clause 7.3 where after the Head of Ministry shall make recommendations to the MEC for her/his consideration and decision with respect to the contestation(s).

- 8.10.2 Once a decision regarding the contestation(s) of an organisation has been made and communicated, the decision stands until it is set aside by a court.

9. Funding Agreements

- 9.1 The DSD must enter into Transfer Payment Agreements with NGOs after a funding allocation has been approved in terms of this Policy.
- 9.2 Transfer Payment Agreements concluded in terms of clause 9.1 must, inter alia, make provision for and include the following matters:
- 9.2.1 The Business Plan/Application submitted by the NGO as an annexure to the transfer payment agreement.
- 9.2.2 The financial arrangements, reporting and frequency of reporting requirements.
- 9.3 The DSD shall determine the term of the Transfer Payment Agreement with a particular NGO having regard to inter alia the circumstances prevailing at the time of the allocation of funding and the nature of the NGO operations that will benefit from the funding allocation.
- 9.4 NGOs are not permitted to alter the terms and/or conditions of the Transfer Payment Agreement without the express written consent of the Programme Budget Holder.
- 9.5 The DSD shall make available a list of all NGOs and the allocation awarded each NPO per sub-programme, via its transfer funding budget in its Annual Report. The Annual Report including the list of funded NPOs will also be published on the DSD website.
- 9.6 In order to promote ethical research, DSD funded NGOs are requested to submit any research proposals to the DSD Research Ethics Committee for appraisal prior to implementation.

CHAPTER 4

10. **Monitoring and Reporting**

- 10.1 The DSD may monitor the actual performance of NGOs in accordance with the NGO business plan/Application annexured to the signed TPA and with Provincial and National Treasury requirements.
- 10.2 The performance monitoring of NGOs shall be undertaken on a quarterly basis by way of the provision of quarterly reports by NGOs and where necessary, onsite visits to the NGO.
- 10.3 The DSD will in accordance with the sub-programmes monitoring plan, conduct site visits to the funded NGOs.
- 10.6 The DSD must notify funded NGOs that continuously fail to submit their quarterly reports and/or other specified documentation that they may be ineligible for future funding by the DSD.

CHAPTER 5

11. Policy implementation guidelines

The Accounting Officer may issue policy implementation guidelines from time to time to ensure improved implementation of this Policy.

12. Communication

The policy and subsequent amendments will be made available on the DSD website and MyContent and may be communicated through various social platforms as provided for in the approved Western Cape Government's social media Policy.

13. ADOPTION AND IMPLEMENTATION

The implementation date of this Policy is with effect from the date approved by the Accounting Officer of the WCG: Department of Social Development

14. AUTHORISATION AND APPROVAL

RECOMMENDED

Chief Director: Business Planning & Strategy
Date:

APPROVED

DSD Accounting Officer
Date

Short title

This policy shall be known as the Western Cape Government: Department of Social Development: Policy on the Funding of Non-Government Organisations in the Social Development Sector ("the Funding Policy") and hereby rescinds all previous Funding Policies from date of its approval.

ANNEXURE A

Legislative and policy framework influencing the Funding Policy

Constitutional mandates

Legislation	Impact on Department of Social Development functionality
Constitution of the Republic of South Africa Act, No. 108 of 1996	Section 28 (1) of the Constitution sets out the rights of children with regard to appropriate care (basic nutrition, shelter, health care services and social services) and detention.

Legislative and Policy Mandates

Legislation	Impact on the Department of Social Development functionality
White Paper for Social Welfare (1997)	The White Paper serves as a foundation for social welfare post 1994 by providing guiding principles, policies and programmes for developmental social welfare
White Paper: Population Policy for South Africa (1998)	The White Paper promotes sustainable human development and quality of life of all South Africans through integration of population issues into the development planning of different spheres of government and all sectors of society. The DSD is mandated by the policy to monitor its implementation and impact on population trends and dynamics in the context of sustainable human development.
White Paper on the Rights of Persons with Disabilities (2015)	The main purpose is to guide and coordinate the provision of mainstreamed social development services to persons with disabilities. Its aim is to ensure that the dignity and rights of all persons with disabilities is preserved and met, through the provision of relevant socio-economic programmes and services that ensure their inclusion.
Green Paper on the Family (2011)	The aim of the Green Paper is to foster family well-being, promote and strengthen families and family life and mainstream family issues into government wide policy making initiatives.
Older Persons Act, No. 13 of 2006	The Act was operationalized by the Presidential Proclamation of 1 April 2010 and aims to empower and protect older persons inclusive of their status, rights, well-being, safety and security and combatting abuse against older persons.

Legislation	Impact on the Department of Social Development functionality
	Emphasis was also shifted from institutional to community based care in order to ensure that older persons remain in their communities for as long as is possible. It deals with the establishment, registration and management of facilities and services for older persons.
Children's Act, No. 38 of 2005	Operationalized by the Presidential Proclamation of 1 April 2010, the Act defines the following: <ul style="list-style-type: none"> ○ the rights and responsibility of children; ○ parental responsibilities and rights; ○ determines principles and guidelines for the protection of children; ○ the promotion of the well-being of children and; ○ the consolidation of the laws relating to the welfare and protection of children and provides for incidental matters.
Child Justice Act, No. 75 of 2008	The Act is to establish a criminal justice process for children accused of committing offences and aims to protect the rights of children.
Probation Services Act, No. 116 of 1991	The Act serves as an interim measure to facilitate the transformation of the child and youth care system. The transformation of the child and youth care system relates to: <ul style="list-style-type: none"> ○ Early intervention; ○ Family finding; ○ Home based supervision; ○ Restorative Justice; ○ Services in terms of victims of crime; and ○ Assessment of arrested children who have not been released from custody.
Prevention and Treatment for Substance Abuse Act, No. 70 of 2008	This Act provides for the implementation of comprehensive and integrated service delivery amongst all government departments. The main emphasis of this Act is the promotion of community based and early intervention programmes as well as the registration of therapeutic interventions in respect of substance abuse.
Social service Professions Act, No. 110 of 1978; Amended 1995, 1996 & 1998	The Act established the South African Council for Social Work Professions and professional boards for social service professions and defines its powers and functions.

Legislation	Impact on the Department of Social Development functionality
Non- Profit Organisations Act, No. 71 of 1997	The Act cancelled the Fund-raising Act, 1997 however, still promotes the relief of funds and an environment where NPOs can flourish by providing an administrative and regulatory framework in which they can operate.
Domestic Violence Act, No. 116 of 1998	The purpose of this act is to afford the victims of domestic violence the maximum protection from domestic abuse.
Sexual Offences and Related Matters Amendment Act, No. 6 of 2012	To amend the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007, so as to expressly provide that the imposition of penalties in respect of certain offences contained in the Act is left to the discretion of the courts; and to provide for matters connected therewith.

POLICY

- **Western Cape Provincial Strategy for the Provision of Child and Youth Care Centres 2016:** This strategy governs the provision of an adequate spread of residential care for children through CYCCs across the continuum of care and relevant centre-based programmes throughout the province, aligned with the province's specific needs, circumstances, budgetary allocations and infrastructure availability.
- **Quality Assurance Framework for performance monitoring of social welfare and community development service delivery 2015:** This provincial framework is aligned to the national Quality Assurance Framework for Social Welfare (2013) and proposes comprehensive performance monitoring through a quality assurance approach for community development and social welfare services in the Department as well as the NPO sector in this province. It also focuses on quality improvement in service delivery and defines the standards of service excellence and how it should be monitored and managed.
- **The Quality Assurance Strategy for Child and Youth Care Centres 2015:** This strategy ensures quality assurance is conducted at CYCCs as mandated by Section 211 and regulation 89 of the Children's Act.
- **Enhanced provision of Multi-programme Centres Strategy 2015:** The development and management of a strategy to ensure an appropriate spread of properly resourced, coordinated and managed CYCCs in the province, providing the required range of residential care programmes as contemplated in Section 192 of the Children's Act.
- **Western Cape Youth Development Strategy 2013:** "The purpose of the (provincial) youth development strategy (is) to create more support, opportunities and services for all young people to better engage with their environment and successfully transition into responsible, independent, and stable adults. It focuses on young people in the pre-youth phase between 10 and 14 years of age and the 'youth' phase between 15 and 24".⁶
- **National Policy on the Provision of Social Development Services to Persons with Disabilities 2013:** The main purpose is to guide and coordinate the provision of mainstreamed social development services to persons with disabilities. Its aim is to ensure that the dignity and rights of all persons with disabilities is preserved and met, through the provision of relevant socio-economic programmes and services that ensure their inclusion.
- The **Framework for Social Welfare Services (2011)** This national framework is aligned with the Integrated Service Delivery Model (ISDM) and makes provision for a standardized process through which social workers will provide generic social welfare services that are of requisite quality, comprehensive, integrated, rights based and appropriately resourced.
- **The Generic Norms and Standards for Social Welfare Services (2011)** Provide the benchmarks for the provision of quality social welfare services and form part of the Framework for Social Welfare Services.

⁶ Extract from the Foreword of Western Cape Youth Development Strategy 2013, by Premier Helen Zille.

- The South African Council for Social Service Professions (SACSSP) has developed the **Draft Code of Good Practice and Responsibilities of Employers of Social Service Practitioners (2012)**. Presently only social workers, student social workers and social auxiliary workers are required to register with the SACSSP under the Professional Board for Social Work. However, the ambit of registration may also extend to other practitioners within the social service sector and proposes the inclusion of other, but is not limited to child and youth care workers, community development workers, youth workers, criminologists and victimologists.

ANNEXURE B

References

1. 2017 Western Cape Provincial Government Policy on the Funding of Non-Governmental Organisations for the Rendering of Social Welfare Services.
2. National Department of Social Development: Policy on Financial Awards to Service Providers
3. Code of Conduct for the Public Service, 1997
4. Explanatory Manual on the Code of Conduct for the Public Service, 2002