

2007 *Annual Report* 2008



2007 *Annual Report* 2008

PART 1

GENERAL INFORMATION

2

PART 2

PROGRAMME PERFORMANCE

11

PART 3

REPORT OF THE SHARED AUDIT COMMITTEE

48

PART 4

ANNUAL FINANCIAL STATEMENTS

51

PART 5

HUMAN RESOURCE MANAGEMENT

111

Western Cape Department of Agriculture

Private Bag X1

Eisenburg

7607

Tel: (021) 808 5111

Fax: (021) 808 5120

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without prior written permission of the copyright holder.

All rights reserved.

© Copyright: Western Cape Department of Agriculture

ISBN: 978-0-620-41955-0

PART 1

GENERAL INFORMATION

1.1 Submission of the annual report to the executive authority

I have the honour of submitting the 2007/2008 Annual Report of the Western Cape: Department of Agriculture in terms of the Public Finance Management Act, 1999.



Ms JS Isaacs
Accounting Officer

31 July 2008

1.2 Introduction by the head of the institution

During 2007/08 the province experienced two flood events (West Coast and Eden), one frost event (Winelands) and one hail event (Piketberg) in addition to the existing drought in the Central Karoo, the 2006 floods in Eden and hail damages at Haarlem.

The declaration of a disaster area based on the 2006 Eden and Central Karoo disasters had a profound effect on the outputs of the Programme: Sustainable Resource Management, as the planned targets and schedules had to be adapted to concentrate on completing surveys, verification of flood damages on 550 farms, design and implementation of disaster works in two district municipalities. The Haarlem hail and the Central Karoo drought disaster aid schemes further increased the workload on the limited technical staff available. In total payments of R35 million were made for the three disaster aid schemes.

The programme: Sustainable Resource Management is under pressure to deliver, with a very limited technical staff compliment, on engineering services, pertaining to effective and efficient water use as well as infrastructure development, veld management to prevent over-grazing, the prevention of pollution of water resources and run-off from over-irrigated fields as well as animal waste management interventions.

Nevertheless, emerging farmers and rural communities were the beneficiaries of twenty nine agricultural infrastructure projects to the value of R10.7 million. These projects ranged from irrigation water storage dams, repair work to irrigation dams, irrigation systems, replacing earth furrows with pipelines, on-farm value adding, fencing, stock watering points, animal housing projects and on-farm value adding projects.

On a small budget and in partnerships with landowners the LandCare projects created 38 850 person days of labour for unemployed people in 2007/08 by clearing alien invasive vegetation. These actions allowed fountains to flow again, which contributed to the base flow of streams and rivers, and with the additional flow and space created by the removals, indigenous plants re-established. The outcomes of these projects contributed towards the preservation of the provincial biodiversity and in some cases contributed towards increased agricultural production. In addition 3 913 youth were brought in contact with the Landcare and conservation principles by attending camps at various locations within the province.

A pilot project to estimate the water use efficiency of certain crops (kilograms of crop produced per cubic meter of water) in the De Doorns, Worcester and Franschhoek – Paarl areas has been completed in collaboration with the CSIR and WaterWatch in the Netherlands. This is a first for our country and has provided reliable results when compared to field data collected over the last 6 years. This methodology provides a cost-effective and reliable way to monitor the effectiveness of the use of irrigation water and will be used to provide guidance and motivation to irrigation farmers to increase their water use efficiency. This project will be extended to the Sandveld area during 2008/09 to determine their water use efficiency as well as the impact of the potato and rooibos tea farming on biodiversity in the area. Co-funding for the project is currently sourced from the

Department of Water Affairs and Forestry (DWAF), Cape Action for the People and the Environment (CAPE), the Department of Environmental Affairs and Development Planning (DEA&DP) and possibly Potatoes South Africa.

The increase in applications to be evaluated for the sub-division and/or rezoning of agricultural land and making recommendations to the relevant authorities, within the strict time scales for providing comments prescribed in the relevant acts, is putting tremendous strain on the limited manpower. Nine hundred and thirty three (933) applications were dealt with in 2007/08.

The Programme: Farmer Support and Development (FSD) implemented 167 CASP projects of which 60 formed part of cluster projects during the year under review. A total of 52 projects were directly linked to the land reform programme with 5 390 beneficiaries reached. In the Integrated Sustainable Rural Development Programme (ISRDP) nodes 19 projects were implemented and in the Urban Renewal Programme nodes eight (8) projects were executed.

The planning of the 2008/09 projects was finalised timeously in accordance with prescripts governing the conditional grant. All quarterly reports were submitted to the National Department of Agriculture (DoA) in accordance with the Division of Revenue Act (DORA) prescripts.

The Provincial Land Reform Office (PLRO) and the Provincial Department of Agriculture (PDA) have followed the Project Management Team approach to improve collaborative planning and support of land reform projects. The launch of the national Settlement and Implementation Support Strategy (SIS) has emphasised the need for integrated service delivery and subsequently lead to a process of developing support implementation guidelines specifically for the Western Cape which will be finalised in the next financial year (2008/09).

Provision of comprehensive government support for land reform beneficiaries remains a challenge, however, the Land and Agrarian Reform Programme (LARP) as approved by ITCAL (Integrated Technical Committee on Agriculture and Land Affairs) in February 2008 has created the platform for successful dialogue between the Department of Land Affairs and the PDA to work towards the signing of an Memorandum of Understanding (MoU) between the two Departments.

In its endeavour to realise the Millennium Development Goal 1 (MDG1), FSD coordinated the Provincial World Food Day event to heighten public awareness on issues of poverty, hunger and malnutrition. The World Food Day was commemorated on 12 October 2007 in Murraysburg and graced by the presence of Minister Dowry who delivered a keynote address. At the event the Department provided starter packs in the form of indigenous chickens to 41 households in Murraysburg.

The Programme exceeded the 20% target of expanding Food Security projects during 2007/08. The Programme delivered a total of 94 projects as compared to 73 projects implemented in 2006/07, thus realising an increase of 28%.

The Department is committed to drive the efforts to rid the agricultural sector of the terrible scourge of substance abuse, especially alcohol abuse, within the farm worker community. During June 2007 the Department convened a historical multi-stakeholder conference entitled *CONFERENCE ON MISUSE OF ALCOHOL AMONGST FARM WORKERS IN THE WESTERN CAPE* as a basis for the development of a Mini-Drug Master Plan. This Plan was completed at the end of the financial year and will be implemented during the 2008/09 financial year with a budget of R200, 000.

The Western Cape also experienced high numbers of farm worker evictions during the reporting period. One of the Department's key deliverables is to create a project to start the process of re-skilling unemployed and evicted farm workers which is in line with the *iKapa Elihlumayo* strategy. In this regard the Department finalised a partnership agreement with Graham Beck Wines in terms of the Graham and Rhona Beck Skill Training Centre that is being built in the Breede River Winelands Municipal area at a cost of R18 million. Funds to the amount of R450,000 have been allocated to this project for the 2008/09 financial year.

The Sub-Programme: Farm Worker Development funded 17 projects for farm workers at a total cost of R2,9 million. The focus of these projects was mainly on training and skills development as presented by various NGO's including: Women on Farms, FASfacts, Water Wise, Rudnet, Cape Womens Forum and the Christian Lecture Fund, to mention a few.

The sub-programme further sponsored ten wine farm and cellar workers to obtain diplomas in winemaking at the CFPPA (Centre De Formation Professionnelle Et De Promotion Agricole) in Burgundy, France. This training formed part of the Thuthukile Skweyiya Western Cape-Burgundy Wine Exchange Programme between the Western Cape and the Regional Council of Burgundy.

The FSD programme appointed 38 new staff in different locations across the province for better service delivery.

The Programme: Veterinary Services is mainly a regulatory programme, and as such plays a major role in the establishment and maintenance of export standards towards the economic growth and development objectives in the Province.

In line with its vision: Healthy Animals, Healthy Food, and Healthy People, the four sub-programmes of the Programme: Veterinary Services guarded the health of the provincial herds to ensure food security for the people of the Western Cape and to grow the economy of the livestock farming sector. These outcomes added to the maintenance of the socio-economy of the “platteland” by creating working opportunities and upliftment of farm workers.

Intensive structured surveillance by veterinary officials in close cooperation with the involved industries, led to the re-instatement of ostrich and poultry exports by our trading partners, demonstrating the good international standing of this component. Horse exports could also continue due to the successful maintenance of the African horse sickness control zones.

To ensure that the diagnostic abilities of the Programme keep tread with international standards the capacity to perform Polymerase Chain Reaction (PCR) procedures has been established at the Provincial Veterinary Laboratory (PVL). At this stage PCR procedures to detect Notifiable Avian Influenza types can be carried out.

Individual development through training is considered to be of importance to the Programme: Veterinary Services. During the report year a staff member of the PVL completed a M.Sc. (Microbiology) degree while two other staff members are enrolled for post-graduate degrees at the Faculty of Veterinary Science. Of the persons on lower post levels one completed Grade 12 while another is studying towards his Grade 10.

Free basic animal health care services are provided by Veterinary Services at various localities (both urban and rural) for emerging farmers and previously disadvantaged pet owners. These people who can ill afford to pay for these services are also often at relatively great risk of contracting zoonotic diseases, mostly caused by poor nutrition and unhealthy living conditions. They rely on the Department for advice, information, veterinary technology transfer and assistance with basic procedures like vaccination, deworming, parasite control and wound and common ailment treatment of their animals. As an example a total of 43 711 dogs and cats were vaccinated against Rabies and 20 878 dewormed in various areas on the Cape Flats.

In addition 297 carthorses belonging to indigent vendors and scrap collectors based on the Cape Flats were microchipped to aid in the positive identification of individual animals and vaccinated against Equine Influenza. The Department again carried the full cost of these actions. In early 2007, Veterinary Services also donated 500 doses of African horse sickness vaccine as well as 500 doses of anthelmintic to the Cart Horse Protection Association.

The Programme: Veterinary Services carried out inspections and audits on a regular basis at all the 82 abattoirs in the province. This contributed to the general health of consumers of all socio-economic spheres, especially those of immuno-compromised status. No meat related food borne diseases were reported in the Province during the reporting year. The Programme also persisted in its Food Safety Awareness Programme, which is aimed at the resource poor areas where informally slaughtered (uninspected) meat is still freely available and causes a major health risk for consumers.

Inspections, auditing and export certification continued at the Province's 118 export approved establishments, thereby maintaining access to international markets and contributing to the socio-economic growth in the Province.

The Programme: Technology, Research and Development delivered its research mandate with the execution of 191 research projects within three research institutes on seven research farms.

The Programme was playing a pivotal role as member of the National Agricultural Research Forum (NARF) and has secured the role of provinces in executing research in the National Agricultural Research and Development Strategy which was approved during the latter part of 2007. Furthermore, provincial departments will now also take part in the research priority setting process at national level.

The Climate Change Strategy and Action Plan for the Western Cape was completed during June with the Department of Environmental Affairs and Development Planning as lead department. As part of its efforts in adaptation and mitigation towards climate change in the agricultural sector, a website was designed by the Programme Technology, Research and Development as part of the Department's action plan for climate change. This website not only informs the reader on the Department's endeavours in this regard, but also provides the most important reports from the Provincial Climate Change Committee.

Educating youth on the career opportunities in agriculture forms part of the Programme's annual human development objectives. Three school days, organised by the Institute for Animal Production, brought more than 1 500 primary school learners from previously disadvantaged schools to Elsenburg and exposed them to various aspects of agriculture.

The Programme: Technology, Research and Development delivered the following outputs and also received several accolades during the reporting year:

- Thirteen (13) scientific publications, 108 semi-scientific and popular publications, 24 congress papers and posters at national and international conferences, 16 infopaks and 72 lectures at farmers' and information days.
- 6 information days were organised.
- A DVD on the Oudtshoorn research farm was completed and is the first in a series of DVD's on the Department's research farms.
- The third ostrich auction was held at Oudtshoorn research farm and all breeding birds of superior genetic quality were sold.
- A specialist dairy researcher from the Institute for Animal Production was appointed as Extraordinary Professor at the Department of Animal Sciences at the University of Stellenbosch.
- A specialist researcher (also an Extraordinary Professor) from the Institute for Animal Production received the Silver Medal from the South African Society for Animal Sciences for continued excellence in the field of research on nutrition and feeding systems.
- A specialist researcher from the Institute for Plant Production received the Agriculturist of the Year Award from the Western Cape branch of the SA Agricultural Writers' Association for his pioneering work on crop rotation systems in the Southern Cape and the Swartland.
- A research technician from the Institute for Plant Production received an award for Outstanding Achievement from the Protein Research Foundation, one of the industry bodies financially supporting the research efforts of the Department. This is the first time that a technical person of the Department was the recipient of this award.
- The fine wool sheep flock at Tygerhoek research farm was nominated as the top performer in the Province with regard to the price for wool achieved.
- The dairy research herd at Outeniqua research farm received the award for the best genetic herd in South Africa – the second year that this accolade was awarded to this herd. The leader of this research team, also a specialist dairy researcher, was nominated to serve as judge in the Western Cape Master Dairy Farm competition.

As reported in 2006/07 financial year, the department continued with its key deliverable: "develop and deliver market access and marketing services to emerging farmers through researching opportunities and facilitating access to local, national and international markets". A highlight under this key deliverable is 28 emerging or group of farmers that have been linked with local markets. Also, the department assisted 10 emerging farmers to gain exposure in the international market, to interact with agents and retail buyers and also to negotiate export contracts. The countries visited include London, Germany and the Netherlands. In this, partnerships and/or collaborations proved to be valuable for effective use of scarce resources, bridging the gaps and for broadened access of services by farmers.

To ensure the performance of individual farming enterprises, and where possible to be able to get group averages, a financial enabling software, SimFini has been implemented with five projects or group of emerging farmers. The financial year also witnessed the approval of a policy priority on AgriBEE and Agribusiness Investment Unit for implementation in 2009/10 financial year with the latter to be established within Wesgro. For proper planning to be done by any institution and or organisation, good quality data and or baseline information is essential. As a result, a database on emerging farmers in the Western Cape have been developed and is expanded and maintained on a continuous basis. Farm price and game species price databases were established and are also maintained on a weekly basis. Rural data statistics for various regions in the Western Cape have been compiled and will allow access to the latest rural data.

The wine model developed in 2006/07 financial year in collaboration with the Bureau for Food and Agricultural Policy (BFAP) was updated and improved in this reporting year. The outlook results were included in the Baseline document of BFAP, which was launched in June 2007. The research report for the barley industry with the title, "The profitability and competitiveness of the barley industry in South Africa" was completed in April 2007. Also, an input-output SAM was developed in response to a request from the Levy Economics Institute at Bard College in the United States of America. In addition, a partial equilibrium model for the South African Table Grape Industry was developed and has been completed.

Among a few highlights of the Programme: Agricultural Economics in this reporting year are:

Eleven (11) scientific/peer reviewed articles

A prestige award for the best conference paper and a second place for the best poster of the conference of Agricultural Economics Association of South Africa

161 popular reports/articles

7 MSc studies registered (3 under the Young Professional Programme)

3 PhD's registered

5 workshops (3 on AgriBEE, one on Geographical Indications and one on MAFISA)

One short TV programme on marketing support to emerging farmers for AgriTV and Ulimo and a radio talk on AgriBEE for Cape Talk.

The high demand for training and skills development in the sector continued during the past year, which resulted in the continued need for expansion of Programme: Structured Agricultural Training. The organisational growth and growth in student numbers led to a restructuring of the Programme, with addition of a Subprogramme: Quality Assurance and increase in lecturing posts.

The Cape Institute for Agricultural Training continued to offer training and skills programmes over a very broad spectrum to existing and prospective clients of the Department. A total of four hundred and twenty two (422) students, of which 37% from historically disadvantaged groups, registered at the beginning of the academic year in the Tertiary Education (TE) band in the following programmes: three-year B.Agric. (316), three-year Diploma in Agriculture (26), two-year Higher Certificate (76) and Certificate in Equestrian Studies (6). The following number of students graduated at the end of 2007: B.Agric 124, Diploma 35 and Higher Certificate 8.

The sub-programme: Further Education and Training continued in offering skills development training to primarily farm workers and emerging farmers. The 4 decentralised training centres established during the past four years, are now fully operational. A number of training interventions are being delivered at all the centres and this have proven to be an appropriate model for taking training to communities in line with the Batho Pele principles. Skills-based training was in the form of short courses was offered to approximately 2 800 learners. The learnership training programme was expanded quite significantly. One hundred and seventy (170) learners enrolled in the learnership training programme during 2007/08. National certificates were awarded to 78 learnership students who graduated on NQF levels 1 to 4 at the December 2007 graduation ceremony.

Excellent working relationships with most local, national and some international training institutions in agriculture were maintained. The Cape Institute for Agricultural Training is still being regarded as the model for excellence in agricultural training in the country, with a number of Colleges and provinces adopting the model being implemented in the Western Cape Province. The co-operative agreement with Stellenbosch University is still continuing, with both parties benefiting from this initiative.

The Cape Institute for Agricultural Training: Elsenburg continued with its strong international programme. The Institute continued its active participation in the Western Cape / Burgundy Exchange programme. In the past year, 5 cheese-makers were sent for training in cheese making in Dijon. In addition to this, 10 farm workers received training in vineyard and wine-making, 8 cellar workers received training in barrel management and maintenance, 5 sommeliers from the industry received training in wine and food servicing, and 8 extension workers received training in project management at the CFPPA in Beaune. The Cape Institute for Agricultural Training: Elsenburg (CIAT) also hosted 10 French students for training in viticulture and wine marketing.

The CIAT also continued its participation in the Global Seminar project with Cornell University in the USA.

The Farmer-To-Farmer project with Florida Agricultural and Mechanical University (FAMU) project continued, with approximately 500 beneficiaries of LRAD projects benefiting from training in business and entrepreneurial skills.

During the past year, the CIAT also actively participated in initiatives by the National Department of Agriculture, including activities of the National Education and Training Forum and its investigation into the future governance of Agricultural Colleges.

The Programme: Structured Agricultural Training also actively participated in the development and implementation of a Human Capital Development Strategy for the Department and Agriculture in the Western Cape.

1.3 Information on the Ministry

Food Security, the plight of Farm workers, Human Capital Development, Land Reform and Black Economic Empowerment remain the focal points for the Minister of Agriculture in the Western Cape, Mr Cobus Dowry. These are critical issues that contribute to the social, political and economic stability of the people of the Western Cape and South Africa. Not only does it ask for a clear understanding of these issues but also requires definite implementation plans that will ensure the sustainability of the projects that the Department of Agriculture in the Western Cape are involved in.

It is part of our mission to provide our people the necessary means to cultivate the land and to experience the right of food security and access to safe and nutritious food that is necessary for an active and healthy life. It is our task to provide the necessary support to producers in enabling them to put food on the nation's table, whilst at the same time we are helping our people to produce their own food within their limited means.

As a Department we have committed ourselves to ensure that 30% of Agricultural land is in hands of the previously disadvantaged by 2014. We have readjusted ourselves to ensure that this process is managed in an orderly and responsible manner in order to establish new Farmers to become sustainable commercial farmers.

Financial viability of agricultural enterprises particularly for emerging farmers remains fundamental. For this reason investigations into the economic viability and market potential of various agricultural products such as essential oils give producers an advantage when choosing the most economic venture.

Four hundred and twenty two (422) students were registered at the Cape Institute for Agricultural Training at the beginning of 2008, with 37% of the students coming from previously disadvantaged communities. This is a feat in itself as our aim to promote accessibility, equity, equality and representivity is hereby fulfilled. Due to the increase of students with little financial means we had to increase our bursaries and to make up for the lack of sufficient science and maths background of these students, summer and winter schools are held.

During May 2007 the department convened a historical multi-stakeholder conference on the misuse of alcohol amongst farm workers as a basis for the development of its Mini-Drug Master Plan. The conference was attended by all key stakeholders in the sector including: farm workers organisations, producers, researchers and government departments. The engagement was rigorous and while there was considerable ideological diversity among the represented stakeholders, consensus was reached on the formation of a coordinating structure to be mandated to drive the development of the Western Cape Department of Agriculture's Mini-Drug Master Plan for farm workers.

The **Alcohol Abuse Forum** that was established after the Conference is functioning well and the first draft of the Drug and Alcohol Master Plan for farm workers in the Western Cape, was launched on 15 and 16 November 2007.

One of the key deliverable for 2007/08 related to the expansion of food security projects by 20%. The Provincial World Food Day celebrations were held in Murraysburg on Friday, 12 October 2007 with great success, heightening public awareness of the world food problem and to strengthen solidarity in the struggle against hunger, malnutrition and poverty. A total of 41 households were presented with starter packs in the form of 25 chickens to each household in order to enhance their ability and enable them to meet their dietary requirements.

The Ministry and the Department are always driven by the words of the late Nkosi Albert Luthuli when he said: *"The task is not finished, South Africa is not yet a home for all her sons and daughters. Such a home we wish to ensure. The past cannot hope to have a life sustained by itself, wrenched from the whole. There remains before us the building of a new land, a home for man who are black, white, brown, from the ruins of the old narrow groups, a synthesis of the rich cultural strains, which we have inherited. Somewhere ahead there beckons a civilization, a culture, which will take its place in the parade of God's history. It will not necessarily be all black, but it will be African."*

Only when we have finally succeeded to create an environment where our people are totally free; where they are the rightful owners of the land; where they are full participants in the economy; only when we have finally shifted the frontiers of poverty, and the shackles of the past is truly "no more", will we be able to say that we have finished our task".

Institutions reporting to the Executive Authority:

Casidra (Pty) Ltd.

Bills submitted to the legislature during the financial year

None were submitted.

Ministerial visits abroad

Date: 4 Augustus to 12 August 2007

Country: China: Beijing

Purpose: To attend and participate in the 53rd international congress of Meat Science and Technology and to extend an invitation to the meat Producing Countries of the World Meat Congress to be held at Cape Town International Convention Centre during September 2008.

Date: 14 October to 23 October 2007

Country: France: Paris and Dijon

Purpose: To give practical effect to the current Cooperation Agreement between Burgundy and the Western Cape and to strengthen the bilateral relations between these two regions and to attend the Diploma ceremony of 10 winemakers who are completing a course in winemaking in Beaune, Burgundy.

1.4 Vision and Mission statement**Vision:**

Global success, competitive, inclusive, socially responsible and in balance with nature.

Mission:

To enhance the economic, ecological and social wealth of the people of the Western Cape through:

- Promoting the production of affordable, nutritious, safe and accessible food
- Caring for natural resources
- Supporting sustainable development of rural communities
- Providing economic opportunities for farming and rural communities
- Promoting export opportunities for agricultural products and services
- Reducing hunger in the Western Cape
- The creation of favourable working conditions for our staff
- Exceptional service delivery.

1.5 Legislative mandate

The core functions and mandates of the Department of Agriculture are governed by the following:

General Constitutional matters	National Constitution of South Africa (Act 108 of 1996) The Constitution of the Western Cape (Act 1 of 1998)
Staff matters	Labour Relations Act (Act 66 of 1995) Basic Conditions of Employment Act (Act 75 of 1997) Skills Development Act (Act 97 of 1998) Skills Development Levies Act (Act 9 of 1999) Occupational Health and Safety Act (Act 85 of 1993) Compensation for Occupational Injuries and Diseases Act (Act 130 of 1993) Public Holidays Act (Act 6 of 1994)

Government Employees Pension Law (1996)
 Employment Equity Act (Act 55 of 1998)
 Public Service Act (Act 103 of 1994)
 Engineering Profession Act, 2000 (Act 46 of 2000)
 Natural Scientific Professions Act (Act 20 (3) of 2003)

Financial matters

Public Finance Management Act (Act 1 of 1999 as amended by Act 29 of 1999)
 Division of Revenue Act (Annually)
 Western Cape Direct Charges Act (Act 6 of 2000)
 Western Cape Appropriation Act (Annually)
 Western Cape Finance Act (Annually)
 Preferential Procurement Policy Framework Act (Act 5 of 2000)
 Companies Act (Act 61 of 1973)
 Income Tax Act, 1962 – 4th standard

Administrative matters

Extension of Security of Tenure Act (Act 62 of 1997)
 National Archives Act (Act 43 of 1996)
 Promotion of Access to Information Act (Act 2 of 2000)
 Administrative Justice Act (Act 3 of 2000)

Agricultural and training matters

Adult Basic Education and Training Act (Act 52 of 2000)
 South African Qualifications Act (Act 58 of 1995)
 National Education Policy Act (Act 27 of 1996)
 Further Education and Training Act (Act 98 of 1998)
 General and Further Education and Training Quality Assurance Act (Act 58 of 2001)
 Employment of Education and Training Act (Act 76 of 1998)
 Conservation of Agricultural Resources Act (Act 43 of 1983)
 Subdivision of Agricultural Land Act (Act 70 of 1970)
 Meat Safety Act (Act 40 of 2000)
 Animal Diseases Act (Act 35 of 1984)
 Higher Education Act (Act 101 of 1997)
 Land Redistribution Policy for Agricultural Development
 Soil user planning ordinance (Ordinance 15 of 1985)
 National Water Act (Act 36 of 1998)
 Water Services Act (Act 108 of 1997)
 Act on Marketing of Agricultural Products (Act 47 of 1996)
 Land Reform Act (Act 3 of 1997)
 Act on Agricultural Products Standards
 Veterinary and Para-Veterinary Professions Act (Act 19 of 1982).
 Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act
 (Act 36 of 1947)
 The International Code for the Control of Animal Diseases of the World Organisation for
 Animal Health (OIE – Office International des Epizooties)
 The International Code for Laboratory Diagnostic Procedure for Animal Diseases of the
 World Organisation for Animal Health.
 The International Sanitary and Phyto Sanitary Code of the World Trading Organisation.
 Codex Alimentarius of the World Trade Organisation (International Code of Food
 Safety).

Public Entities

Casidra (Pty) Ltd

The total shareholding in Casidra (Pty) Ltd is with the Provincial Government of the Western Cape under the oversight of the Provincial Minister of Agriculture.

Casidra (Pty) Ltd is structured as a private company under the Companies' Act (Act 63 of 1973) with a unitary Board of Directors. The organisational structure comprises of a General Manager, responsible for operational activities, and a Chief Financial Officer responsible for finance and administration, both reporting directly to the Managing Director as Chief Executive.

Casidra (Pty) Ltd is a schedule 3D company (Provincial Government Business Enterprise) under the Public Finance Management Act (Act 1 of 1999). This status has been assessed together with their current structure and financial viability.

It is the mission of Casidra (Pty) Ltd to improve the quality of life of particularly the low-income section of the population, mainly in rural areas of the Western Cape through integrated, people-orientated development, thereby aiding the establishment of self-sufficient communities.

In alignment with the policy priorities of the Western Cape Provincial Government, their four main objectives are the following:

- Poverty alleviation through economic growth
- Development of human resources through training and empowerment
- Financial independence through restructuring, and
- Effective business management.

PART 2

PROGRAMME PERFORMANCE

2.1 Voted Funds

Appropriation	Main Appropriation R'000	Adjusted Appropriation R'000	Actual Amount Spent R'000	(Over)/Under Expenditure R'000
	290 212	331 560	325 623	5 937
Responsible Minister	Minister of Agriculture			
Administering Dept	Department of Agriculture			
Accounting Officer	Deputy Director-General			

2.2 Aim of the Vote

To provide a professional, reliable and impartial service through motivated, informed competent and committed personnel that enjoys provincial, national and international recognition.

To promote the more efficient use of water in the agricultural sector by both commercial and emerging farmers.

To promote the conservation and sustainable use of the environment, especially agricultural natural resources by integrated community based natural resource management.

To create integrated centres to facilitate co-operative governance in natural resource management.

To create temporary job opportunities that will alleviate poverty.

To pro-actively shape the future use of our resources within the Provincial Spatial Development Framework and to protect our scarce agricultural resources from urbanisation and recreational land uses.

To protect our scarce water resources from pollution by animal waste by providing a planning and design service for animal husbandry.

To promote agricultural development through supporting institutional capacity building, land reform projects and initiatives, infrastructure development and implementing the Comprehensive Agricultural Support Programme (CASP) for increased economic participation by the historically disadvantaged.

To deliver a competitive and appropriate farmer support service (including extension) to a broad spectrum of clients, with emphasis on the emerging farming sector on a geographically responsible basis.

To recognise food security as a priority and create sustainable interventions to prevent food insecurity through agricultural solutions as a contribution to a sustainable safety net.

To support rural development through the provincial business enterprise, Casidra (Pty) Ltd, that is under the oversight of the Department. This falls within the Department's mandate of agricultural development.

To promote conservation agriculture to increase the sustainability of grain, rooibos and vegetable farming.

To create an environment for black economic empowerment and social upliftment opportunities within the agricultural sector with special emphasis on farm workers.

To deliver a competitive and technological advanced animal disease diagnostic service.

To monitor and minimise animal disease risks, facilitate access to services and enhance the hygiene management at animal product establishments in accordance with national and international standards for veterinary service delivery.

To facilitate the production, availability and export of healthy and high quality foods and products, creating a platform for sustained economic growth.

To seek and establish national and international partnerships for enhanced service delivery of veterinary services.

To develop economically accountable cutting-edge technology in animal production, plant production and resource utilisation, considering the current and future needs of commercial producers, emerging farmers and consumers nationally and internationally, to enhance competitiveness and defend agricultural job opportunities.

To promote novel agricultural products by means of cutting-edge technology, introduction of new and alternative crops, value adding through processing and expanding agricultural production for increased growth.

To seek new and adapt existing production practises in order to alleviate the challenges of changing climatic patterns.

To seek, establish and expand national and international partnerships to build human capacity and secure funding whereby service delivery (research, training, etc.) could be enhanced.

To enhance the competitiveness of the agricultural and agribusiness sector through agricultural economic support towards optimal farming systems, the enhancement of sustainable use of natural resources based on economic principles and the support of marketing of agricultural products and services.

To provide agricultural economic intelligence for effective decision making in the agricultural and agribusiness sector through the sourcing and provision of reliable agricultural data and the provision of economic intelligence to clients in the Western Cape as well as Southern Africa.

To train prospective and current agriculturalists, employers (farmers) and employees (including farm workers) in the agricultural industry, through South African Qualifications Authority (SAQA) approved training programmes at the General Education and Training (GET), Further Education and Training (FET) as well as Higher Education (HE) levels of the National Qualifications Framework (NQF).

To promote career opportunities in agriculture, to especially the rural youth and women and facilitate human capital development in the agricultural sector.

To strengthen the department's links with other provinces and African countries and enhance and support South Africa's role as a modern African state.

Mission

To enhance the economic, ecological and social wealth of the people of the Western Cape through:

- Promoting the production of affordable, nutritious, safe and accessible food.
- Caring for natural resources.
- Supporting sustainable development of rural communities.
- Providing economic opportunities for farming and rural communities.
- Promoting export opportunities for agricultural products and services.
- Reducing hunger in the Western Cape.
- The creation of favourable working conditions for our staff.
- Exceptional service delivery.

2.3 Key Measurable objectives

The Department had seven key deliverables, i.e.:

1. Deliver on the Human Capital Development Strategy by

- Offering 170 Learnerships and 100 internships and 50 bursaries for target groups

2. Addressing sustainable Land Reform through

- Supporting 150 projects with infrastructure to improve primary production and value addition

3. Invest in Second Economy initiatives by

- Re-skilling of unemployed, evicted farm workers
- Instituting a comprehensive mentorship programme for all BEE and land reform projects
- Expanding food security projects (20%) in presidential nodes, schools and in communities with high prevalence of HIV/Aids

4. Highlight the importance of Water, Biodiversity and Natural Resources of the Province by

- Launching a water wise and biodiversity awareness campaign in the 2 district municipalities with highest agricultural water consumption

5. Ensure Export Compliance and access to Markets (local, national and international) through

- Facilitating market access for emerging farmers through the Philippi Fresh Produce market and 15 export contracts

6. Invest and investigate Alternative Agricultural Practices /Industries and Markets by

- Completing the mapping for the indigenous honey bush tea species in the Western Cape

7. Implement a Regional Development Approach through

- Completing the decentralisation model for improved service delivery at district level
- Linking the Head Office to two districts through wireless technology to head office

The key measurable objectives will be reported on under the individual programmes.

2.4 Summary of programmes

Programme	Sub-programme
1. Administration	1.1. Office of the MEC 1.2. Senior Management 1.3. Corporate Services 1.4. Financial Management 1.5. Communication Services
2. Sustainable Resource Management	2.1. Engineering Services 2.2. LandCare
3. Farmer Support and Development	3.1. Post Farmer Settlement 3.2. Farmer Support Services 3.3. Food Security 3.4. Casidra (Pty) Ltd 3.5. Farm Worker Development

4. Veterinary Services	<ul style="list-style-type: none"> 4.1. Animal Health 4.2. Export Control 4.3. Veterinary Public Health 4.4. Veterinary Laboratory Services
5. Technology Research and Development Services	<ul style="list-style-type: none"> 5.1. Research 5.2. Information Services 5.3. Infrastructure Support Services
6. Agricultural Economics	<ul style="list-style-type: none"> 6.1. Marketing Services 6.2. Macro Economics and Statistics
7. Structured Agricultural Training	<ul style="list-style-type: none"> 7.1. Tertiary Education 7.2. Further Education and Training (FET) 7.3. Quality Assurance 7.4. Training Administration and Support

2.5 Achievements

2.5.1 Overview of the service delivery environment for 2007/08

A pilot project to estimate the water use efficiency of certain crops (kilograms of crop produced per cubic meter of water) in the De Doorns, Worcester and Franschhoek – Paarl areas has been completed in collaboration with the CSIR and WaterWatch in the Netherlands. This is a first for our country and has provided reliable results when compared to field data collected over the last 6 years. This methodology provides a cost-effective and reliable way to monitor the effectiveness of the use of irrigation water and will be used to provide guidance and motivation to irrigation farmers to increase their water use efficiency.

The declaration of a disaster area based on the 2006 Eden and Central Karoo disasters had a profound effect on the outputs of the programme Sustainable Resource Management, as the planned targets and schedules had to be adapted to concentrate on completing surveys, verification of flood damages on 550 farms, design and implementation of disaster works in two district municipalities. The Haarlem hail and the Central Karoo drought disaster aid schemes further increased the workload on the limited technical staff available. In total payments of R 35 million were made through the three disaster aid schemes.

Through adaptive research the production of Rooibos tea within a conservation farming system will be extended by establishing additional field trials and the development of appropriate equipment.

The programme: Sustainable Resource Management is under pressure to deliver, with a very limited technical staff compliment, on engineering services, pertaining to effective and efficient water use as well as infrastructure development, veld management to prevent over-grazing, the prevention of pollution of water resources and run-off from over-irrigated fields as well as animal waste management interventions. Nevertheless, emerging farmers and rural communities were the beneficiaries of twenty nine agricultural infrastructure projects to the value of R10.7 million. These projects ranged from irrigation water storage dams, repair work to irrigation dams, irrigation systems, replacing earth furrows with pipelines, on-farm value adding, fencing and stock watering points.

On a small budget and in partnerships with landowners the LandCare projects created 38 850 person days of labour in 2007/08 by clearing alien invasive vegetation. These actions allowed fountains to flow again, which contributed to the base flow of streams and rivers, and with the additional flow and space created by the removals, indigenous plants re-established. The outcomes of these projects contributed towards the preservation of the provincial biodiversity and in some cases contributed towards increased agricultural production.

The increase in applications to be evaluated for the sub-division and/or rezoning of agricultural land and making recommendations to the relevant authorities, within the strict time scales for providing comments prescribed in the relevant acts, is putting tremendous strain on the limited personnel. Nine hundred and thirty three applications were dealt with in 2007/08 and the number of applications during 2008/09 is expected to increase.

Field staff of the Programme: Farmer Support and Development (FSD) were actively and unremittingly involved in the activities and implementation of approved DIP (Departmental Infrastructure Projects) and CASP (Comprehensive Agricultural Support Programme) projects with the latter in accordance with the CASP Road Map as provided by the National Department of Agriculture. FSD successfully delivered on its mandate during the 2007/08 financial year by completing 114 CASP and 46 DIP projects. Seventy-three percent (73%) of the projects implemented were linked to land reform with a total of 5,390 beneficiaries within the Province.

For the first time and in accordance with the principles of Batho Pele the availability of the CASP funds was made known via the written media, through advertisements placed in provincial, local and community newspapers. Although this ensured greater awareness and equal opportunity to apply, it also generated some new and unexpected challenges which created increased pressure on officials to complete the prescribed process within the set time frames. An example of this was the fact that substantially more applications were received in comparison to previous years.

A sharp rise was noted in applications received from urban areas with many project proposals related to food security needs as well as a high number of requests for the funding of inputs rather than infrastructure. The increase in the latter, confirmed the extensive need for government support. The challenges to comprehensively fund projects still remain, however, FSD has actively participated in the different forums that have been established by ITCAL (Inter-governmental Technical Committee on Agriculture and Land Affairs) to address the short comings of CASP and to align our activities with that of the Department of Land Affairs. The Programme is of the opinion that the new LARP (Land and Agrarian Reform Project) process will enable the Department to respond appropriately to the needs of clients. It is therefore crucial that LARP be implemented before the next round of applications is due. As prescribed by the Road Map, the final recommended list of CASP projects for 2008/09 was successfully submitted to the National Department of Agriculture on 28 September 2007. It is envisaged that the LARP process will afford the Programme the opportunity to also influence the Road Map to ensure a more flexible approach to the approval process of CASP applications. The FSD Programme is playing a lead role in the Agricultural Support Standing Committee that was established by ITCAL in March 2008.

The time lag between the application process and the actual implementation of the projects lead to difficulties related to seasonality factors and price hikes of implements, inputs and services, limit the FSD Programme's ability to timeously respond to the need of the client. The consequences of this delay manifest in frequent requests for the reallocation of funds within projects for items other than those initially approved in the business plan. The Department has subsequently sought to respond to and address these challenges through the establishment of the Departmental Project Allocation Committee (DPAC), chaired by the Chief Director of FSD. This committee reviews applications submitted from the various districts for project cancellations, the registration of project savings as well as the allocation of these surplus funds to qualifying projects applying for additional funds.

Monthly Programme Evaluation Meetings (PEM's) with all the Programme's senior managers and district managers in attendance were initiated and have proven especially valuable in terms identifying challenges, dealing with blockages and improving expenditure control. Collective solutions are sought and experiences gained within certain districts are shared with others as to pro-actively sensitise all with regards to possible hurdles and ways to overcome them. This same forum is used to plan projects and draw up activity check lists to ensure the timeous conclusion of projects.

To improve service delivery in the land reform context, especially with the development of the LARP approach, the Provincial Land Reform Office (PLRO) and Provincial Department of Agriculture are currently in the process of developing a Memorandum of Agreement. Managers within FSD continue to attend the monthly District Assessment Committees (DAC's) and Provincial Grant Committees (PGC's) as hosted by the municipalities and Department of Land Affairs respectively. The challenges however, have been the threat of repossessions of farms by financial institutions and the fact that 'sleeping/silent partners' within land reform projects often heavily influence the decision to sell farms to generate income for short term needs. A stakeholder forum comprising of the Department of Agriculture, the PLRO, Productivity SA and Banks, was also facilitated in view of finding a model that will work for the Western Cape.

In its endeavour to realise the Millennium Development Goal 1 (MDG1) which seeks to reduce hunger and poverty by 2014, the Food Security sub-programme devoted many hours to ensure that the aim of the World Food Day celebrations, being a heightened public awareness of the world food problem and the strengthening of solidarity in the struggle against hunger, malnutrition and poverty, was achieved. The event was hosted with great success in Murraysburg which is regarded to be one of the poorest towns in the Western Cape due to its isolated location, unemployment and underdevelopment. The celebrations centred on the theme "Right to Food" and took place on 12 October 2007.

As part of the key deliverables of the Programme, it was decided that the mentorship programme for land reform projects would be broken up into two parts namely, a programme for current extension officers and a hand-holding programme for the beneficiaries of conditional grants and land reform. The first programme will be implemented in cooperation with Structural Agricultural Training, while the latter was executed and completed in March 2008 in collaboration with the SA Agri Academy.

In collaboration with National Department of Agriculture (DoA), the FSD Programme sent four field officers to Kenya for training in Agricultural Extension. This is an exchange programme between the Kenyan Department of Agriculture and DoA with the purpose of capacity building to provide more effective support to emerging farmers.

The second round of NUFFIC training as planned under the CAPRI Programme was hosted in the first week of October 2007. Nineteen of the Programme's officials participated, of whom approximately 80% were new appointees within FSD.

As part of the agreement between the Western Cape Province and the Province of Burgundy in France, the Programme sent seven officials to France for two weeks during February 2008 to acquire skills in small business development and project management. The courses were especially designed according to needs identified beforehand by the FSD Programme.

The Alcohol Abuse Forum that was established after the Alcohol Abuse Conference in June 2007 is functioning well and has finalised the Mini Drug Master Plan for the Department which will be implemented in the 2008/09 financial year with a budget of R200,000.

Negotiations with Graham Beck Wines with regards to the training of evicted farm workers at the new training facility near Robertson, is on target. A Memorandum of Agreement between the Department and the training centre has been finalised and will be signed during the second quarter of the 2008/09 financial year. The official launch of the project will be announced by the end of May 2008. This project has also been nominated as part of the risk matrix projects as required by the Cabinet Lekgotla.

All the regional Farm Worker of the Year competitions were completed successfully and the final judgement for the Provincial Farm Worker for 2007 took place on 10 October 2007. The project culminated in a prestigious award ceremony that was hosted at the Techno Park Protea Hotel in Stellenbosch on Thursday, 25 October 2007. A planning session for the new financial year (2008/09) that involved all the stakeholders, took place on 28 January 2008. At least 10 regions will take part in the competition in the new financial year. In addition, discussions amongst the Department of Agriculture: Western Cape, SANLAM and the National Department of Agriculture took place in March 2008 to explore the possibility of rolling out the competition on a national level.

The programme also contributed to the review of the role and mandate of Casidra. A submission in this regard was drafted and approved by Cabinet in October 2007. The new mandate of Casidra relates to agricultural development within a land and agrarian reform context. This new mandate emphasises the important role that CASIDRA plays to assist this programme with the implementation of CASP and LARP. Furthermore, the transformation process of the said organisation is well on track and a new CEO will be appointed soon.

The overall challenge for the Programme Veterinary Services is to address the needs of its expanded clientele, effectively manage the risks posed through globalisation for the introduction of animal and food-borne diseases and to change its disease surveillance and monitoring activities from a manual and physical inspection service to a more targeted scientifically and technically focused approach supported by the effective utilisation of scientifically verifiable technologies and diagnostic procedures.

The staff establishment of Veterinary Services needs to be extended significantly. When compared to international standards, the staff establishment of Veterinary Services in this province falls short by about 40%. As it is, the current personnel base cannot effectively cope with normal demands from the various sectors. During serious animal disease outbreaks this lack of capacity becomes glaringly obvious. If this situation continues disease breakthroughs and uncontrollable epidemics can be expected with concomitant potential loss of the Province's and country's export status.

Following two critical inspections by the Food and Veterinary Office (FVO) of the European Commission and hasty shuttle diplomacy by senior officials of the national Department of Agriculture with their counterparts in Brussels, a very circumspect and qualified approval was given for the continued export of ostrich and game meat to the European Union. Exports to the EU of dairy products, mutton and beef were however suspended. Decisive action needs to be taken with respect to, amongst others, the filling of critical posts within Veterinary Services countrywide and correction of shortcomings pertaining to residue monitoring, targeted disease surveillance, product and animal traceability and export certification.

In the medium term Veterinary Services will have to become more science-based by being able to verify the absence or presence of animal diseases through targeted surveillance and statistical monitoring of animal diseases. This alternative to the blanket sampling and testing of huge numbers of animals, can effectively increase capacity by allowing veterinary officials more time to inspect and audit systems and procedures. In addition, the outsourcing of routine veterinary interventions by establishing partnerships locally, nationally and internationally can further enhance effective service delivery. This is an approach which is fast becoming a necessity to gain acceptance of our animals and products into lucrative international markets.

The coding for the integrated Cape Animal Disease Information System (CADIS) has been completed. This programme is currently in the final testing phase. The system will be deployed to regional offices where capture of data will proceed. Various other provincial Veterinary Services as well as the national component have indicated that they wish to implement the system. Upon completion the programme will be made available to all interested parties wishing to utilise it.

The Veterinary Epidemiology unit is functioning well. Officials of this unit proved their worth in designing and managing various databases to handle surveillance and movement control data and statistical sampling grids for the PRRS (Blue ear disease of pigs), Avian Influenza and Classical Swine Fever surveys.

The Sub-programme: Export Control filled the 50% vacancies in posts for certifying veterinarians towards the end of the previous reporting year and enjoyed the benefits of a full component during the 2007/08 year. A work study aimed to address urgent personnel shortages in the section was approved in the beginning of 2008. Additional money has been made available by the Department to fill some of these posts during 2008/09. This will undoubtedly strengthen the Department's export certification capacity. Despite the negative findings for the country as a whole, two reviews by the European Food and Veterinary Office confirmed acceptable export certification in the Western Cape Province.

Personnel shortages prevented the Sub-programme: Food Safety to reach all their annual performance goals. The area that suffered most was the service to consumers in previously disadvantaged areas where the Food Safety Awareness plan could not be fully implemented due to the constraints. Good control was, however, maintained at the existing abattoirs in the province which, assured safe meat to all consumers.

The allocated budget of Veterinary Services sufficed for normal expenditure. To cater for national programmes, additional funds were sourced from the national Department of Agriculture via claims for services rendered. Funds resulting from retention of income were used to purchase equipment to enhance Veterinary Service's rapid response capabilities.

The technology, research and development mandate of the Department, executed through the Programme: Technology, Research and Development, was carried out as planned. The service delivery environment remained stable, and the research programmes and projects of the three institutes were continuously critically evaluated against the set objectives of each institute, as well as industry and client priorities. During the reporting period, 191 projects were executed. The project registration process was further refined, whilst interactions, formally and informally, with major agricultural industries continued as the need for cutting-edge research leading to sustainable farming practises is growing. The effect of climate change on agriculture in the Western Cape has also urged the Programme to include adaptation and mitigation actions in its service delivery portfolio.

Working committee meetings on the seven research farms were held according to a set agenda and were pivotal in securing the research base for the various projects executed on these farms. The management of the Programme started a programme of strategic sessions on each of the research farms in order to determine the needs and priorities for the next five years. Although the infrastructure budget was limited, the Programme managed to secure several new pieces of equipment by adjusting priorities. This was of particular importance since the research farms should stay abreast of the latest farming procedures.

The most significant challenges of the Programme were: 1) expanding research infrastructure and research services with a limited budget, 2) absorbing the sharp increase of diesel, animal feeds (due to the high cost of maize and other components) and fertiliser and other farming products within the existing budget, and 3) appointing research and technical staff against employment equity goals of the Programme and the Department. Several of these positions became vacant due to the application for voluntary severance packages. The sharp increase in the cost of animal feed mentioned under point 2 had a major impact on the cost of feeding the research herds on the seven research farms. These herds are not only the support base for the research efforts of the Institute for Animal Production, but are of pivotal importance (reference herds of national importance) to the industries in the Western Cape and South Africa which it supports.

The Presidential Priorities and a full roll out of Micro Finance Institutions for South Africa (MAFISA) that was announced in the third quarter of 2007/08 financial year emphasised the need for enterprise budgets to assist farmers in financial decision making. As a result the Programme: Agricultural Economics showed tremendous progress in revamping the national programme, Micro Combud, which is a programme that is aimed at developing enterprise budgets. As a result, by the end of financial year 2007/08, all old data that was kept under Combud II programme was imported into new Micro Combud III for updating. About 33 budgets, were compiled on an excel model for easy importation into the new programme. This year also marked signing of memorandum of agreements with five provinces as they are also the shareholders of the programme. An engagement with the senior officials of Land Bank and the National Department of Agriculture to effectively roll out MAFISA led to training of 50 officials in preparation for implementation.

Farmers, and especially emerging farmers, often do not keep records and if they do, the records are poorly done. An electronic record keeping programme, SimFini, has been piloted in six (6) projects and / or group of farmers and financial information is being collected and downloaded to the programme for evaluation. A case study was undertaken to identify the value-bearing characteristics of agricultural land for buyers purchasing such land for lifestyle purposes and two surveys were concluded in this regard. As part of this case study, two surveys were conducted in extensive production areas (Beaufort-West, Laingsburg and Ceres) and intensive areas (Stellenbosch and Paarl). The surveys aimed to identify the diverse considerations of buyers when they purchase agricultural land in order to better understand which characteristics of agricultural land bear value to these buyers. The results will be presented to valuers of agricultural land. These results are also considered to be of value for the progress of land reform.

The Programme: Agricultural Economics championed one of the key deliverable of the department i.e. “facilitate 15 emerging and / or group of farmers to gain access in the domestic market and export contracts to 15 emerging and / or group of farmers”. Through collaboration with ECI Africa, 28 projects and or group of farmers were linked with domestic markets. Also, 10 emerging farmers were supported to gain market access in London, Germany and the Netherlands and also to gain exposure of the international market. This was achieved through collaboration with the South African Agri Academy. Considerable efforts were made in producing the quarterly market reports to assist the emerging farmers in making informed decisions especially bargaining for better prices from the buyers. The support of the development of cooperatives led to the establishment of the Koekedouw Cooperative in the fruit industry through a partnership with the Deciduous Fruit Producers Trust. Among those cooperatives supported, this proves to have enormous potential as a number of these members are already participating in the export market.

Research focused on the integration of emerging farmers into the agri value chains and explored the potential of a cooperative model, contract farming and the role of government in assisting emerging farmers to gain market access in the retail sector. As a result, two scientific papers were presented in a national conference and the one at a international conference. Attention was also given to the means of protecting indigenous products, including rooibos, honeybush and the karoo lamb from exploitation by individuals and other countries especially developed countries. A highlight was a poster paper that won the second prize in a national conference.

The programme, in collaboration with the extension officers of the Farmers Support and Development Programme participated in the national project, Food Price Monitoring. The project entails monitoring prices of 16 food items that are perceived to form the food basket on a monthly basis in order to monitor price trends. The results are useful for policy decision making and are communicated to the highest structures, including the National Minister of Agriculture.

Two champions’ workshops were organised and about 45 officials were trained on AgriBEE. The department, under the leadership of Programme: Agricultural Economics was also a partner in organising the National Annual AgriBEE Showcase event. The highlight of this event was an AgriBEE project from the Western Cape Province that was awarded the status of being the best profile in complying with the AgriBEE principles.

The statistics database on emerging farmers in the Western Cape proved to be a managerial tool with immense potential. Therefore continuous efforts are made with the maintenance and expansion of the database. Farm price and game species price databases were established and are maintained by the Statistics Division on a weekly basis. Rural data statistics for various regions in the Western Cape have been compiled and will allow access to the latest rural data and enable all involved to quote the same statistics where needed. The programme is also responsible for the maintenance of various flat screens in the head office and regional offices of the Department. These screens are viewed to be contributing in improving the image of the Department as a technologically driven and advanced Department and have gained momentum in other provinces as well. The Programme also engaged in an indicators project and it is envisaged that these indicators will be sourced from the various districts and whenever possible, put on the Elsenburg GIS in order to facilitate spatial analysis.

The wine model developed in collaboration with the Bureau for Food and Agricultural Policy (BFAP) was updated and improved. The outlook results from the wine and apple models were prepared and included in the Baseline document of BFAP, which was launched in June 2007. The research report for the barley industry with the title, "The profitability and competitiveness of the barley industry in South Africa" was completed in April 2007. Also, an input-output SAM was developed in response to a request from the Levy Economics Institute at Bard College in the United States of America. This is suitable for research with regard to the impact of public employment guarantee strategies on gender equity in particular, and on pro-poor economic development in general, by exploring the synergies between Employment Guarantee Schemes (EGS) and unpaid work, including unpaid care work.

A partial equilibrium model for the South African table grape industry was developed and has been completed. A report containing a baseline outlook and two scenarios were submitted to the industry. Among the highlights of this programme were the three papers presented at a national conference where one of the papers received the prestige award for the best conference paper. The programme also presented the preliminary results of some of its research projects in conference workshops with the title "socio-economic impact of a free trade agreement with China". An article on 'Agricultural efficiency and welfare in South Africa' was published in the journal 'Development Southern Africa'. Also, a chapter entitled 'Economic modelling and regional impact analysis' that presents an overview of the modelling conducted at the Western Cape DoA over the past 15 years was included in the Provincial Economic Review and Outlook for 2007 publication of Western Cape Provincial Treasury.

Other articles were submitted to journals i.e. *Agrekon*, *Journal of Wine Economics*, and popular platforms such as *Farmers Weekly*, the *Wynboer* (2), and the quarterly bulletin of the National Agricultural Marketing Council: *TradeProbe*. The programme also produced reports, one on the impact of a possible extended CASP programme for the National Department of Agriculture. The other report was on the possible impacts of productivity losses as a result of the electricity shortages which was a response to the electricity crisis that is affecting the sector. Results from this report were published in the Business section of the *Burger*, as well as a semi-scientific article in the *Eisenburg Journal*.

Difficulties in filling positions of agricultural economists have a potential to jeopardise continuity of certain projects, as having only a few qualified economists with skills to handle critical and / or special projects. As a result, the programme entered into agreements with outside companies for additional capacity to be able to achieve its targets and for improved service delivery.

The recent electricity crisis, soaring fuel prices, drought, etc. required urgent attention and impact analysis to be conducted. Therefore this had an impact on some of the targets of the programme e.g. study groups. The AgriBEE continued to demand services of Programme: Agricultural Economics and has also contributed to the cost pressures of the programme.

All the targets for the Programme: Structured Agricultural Training had been met and in some instances the targets were exceeded. However, the impact assessment study could not be achieved because of a no response received through the tender process. Increased demand for training in agriculture led to the rapid expansion of the Programme during the last two years. Organisational growth and growth in student numbers led to increased demands on Programme's management and logistical support that needs to be rendered to training staff. Further demands are made because of the attempts to transform agriculture through training as stated in the Human Capital Development Strategy.

In our attempt to achieve the targets set for transformation we find that especially the PDI students are struggling to cope with the math and science subjects because of the lack exposure to these subjects at school. This requires extensive academic support to students in the form of summer schools to afford them an opportunity to "catch up".

All virements were the result of cost pressures due to excessive price increases (diesel, fodder, chemicals, fertiliser, etc.) and securing the transformation process of Casidra (Pty) Ltd.

All roll-overs from 2006/07 were for disasters (R12.617 million) and R47 000 for LandCare which was promptly spent within the financial year.

The regularity of natural disasters (floods, drought, hail) has prompted the Department to consider a more structured and less reactionary approach by setting up a specialist unit for these disasters as a matter of urgency, within the constraints of the fiscus.

2.5.2 Overview of the organisational environment for 2007/08

The increased recurrence of natural disasters necessitates the establishment of an agricultural disaster management unit within the Department and specifically in the Programme: Sustainable Resource Management (SRM). A work study is currently being performed to determine the composition and size of the proposed unit.

Dealing with the applications for the sub-division and/or rezoning of agricultural land is an important task of the SRM Programme and the existing resources allocated for the task should be increased as a matter of urgency, to fulfil our legal obligations. A work study will be performed to determine the composition and size of the resources required to deal with all the application timeously.

The challenge is to retain scarce skills (engineers and engineering technicians) in the SRM Programme and to attract suitable candidates in scarce skills disciplines at head office and in the different district municipality offices of the Department. Only four engineers are currently employed by the Department. Urgent attention is required to enable the Department to attract candidates for engineering posts. It will also be necessary to introduce or enhance current human capital development initiatives to address scarce skills and to promote agricultural careers thus bringing youth into Agriculture. A bursary scheme has been implemented to attract new as well as final year engineering students, to allow a quicker delivery of suitably qualified engineers and technicians to the Department.

The FSD Programme appointed 38 personnel during this reporting period and it is expected that further appointments will be made within the next financial year as to fill all the existing vacant positions. The Sub-programme: Farm Worker Development has successfully filled all its vacancies.

Challenges are still being experienced in terms of the filling of the Subject Matter Specialists (SMS) posts due to not finding candidates with sufficient experience as well as a number of persons who declined appointment offers due to counter-offers, etc. Another factor that influences the filling of posts is that internal candidates are often successful in applying for higher positions in other districts/units, thus leaving their previous posts in the Programme vacant. This also impacts negatively on the service delivery ability as it again leaves a void in the human resource capacity to implement the projects. Knowledge and experience gained in a specific region is thereby also lost. A request for the re-evaluation of the Monitoring and Evaluation posts were submitted to HR.

Strategic sessions were hosted in November 2007 and March 2008 and involved all the sub-programme managers and district managers with the administrative assistants also joining the latter session, hosted in Caledon. The sessions were aimed at developing a common understanding of the requirements in terms of reporting and record keeping, to identify project management and monitoring tools and to standardise lines of communication and administrative procedures.

Progress has been made with regards to the registration of projects on the Project Information Management System (PIMS) despite challenges relating to connectivity in the districts. The FSD Programme has since resolved that projects be registered manually, forwarded to head office and checked for completeness. A Project Registration Form has been developed for this purpose and was distributed to district offices. Meetings will be hosted in the new financial year to address the issue of customising the PIMS to include the reporting requirements of the Programme, e.g. the APP targets.

Two very experienced Chief State Veterinarians were lost during the year due to retirement. The first veterinary science bursary recipient, an Indian male graduate, took up one of the vacant posts. It remains extremely difficult to source experienced veterinarians. This is due in large to the lack of a career path for State Veterinarians, as appointment and retirement levels are exactly the same. Salaries are also not competitive with either academia or the corporate and private sectors.

Although challenging, good progress was made in the filling of vacancies (research, technical and support staff), especially vacancies due to the voluntary severance package procedure. Most of these vacancies were filled during the last two quarters of 2007/08. The critical positions of Chief farm manager at Elsenburg and Outeniqua farms were filled and completed the management component of the Sub programme Infrastructure Support Services. The position at Elsenburg was filled with a person of colour, the first manager of a previously disadvantaged group to be appointed. Twenty one intern students joined the Programme during the year, not only allowing the Programme to partake in human capacity development, but also developing new incumbents of colour for positions that might become available in the near future.

The filling of positions of agricultural economists and retention of key personnel is a major challenge. Another observation is

the decrease in the number of applicants per position. This is attributed to the less attractive salaries in government compared to the private sector. However, it is worth mentioning that the playing field is also not level within government itself. The national benchmarking process of certain positions including those of agricultural economists is working towards levelling the playing field, but only within the Department of Agriculture. This benchmarking process is very crucial for the stability of the programme and will necessitate additional funding for implementation.

A combined policy priority for AgriBEE and the establishment of the Agribusiness Investment Unit was approved and funding received only for 2009/10 financial year. As a result, only key positions will be prioritised in establishing the unit. The accelerated land reform will result into increased demand for services offered by agricultural economics and especially services offered by the Subprogramme: Marketing Services. After the proposal for the transformation of the PROVIDE project into a research centre was withdrawn from ITCAL, it was then submitted to the National Department of Agriculture and approval is still awaited. This is very crucial for the continuation of research and capacitating of young agricultural economists especially in the field of modelling to be able to have a quick response to the current issues that the sector is facing e.g. energy and food crisis.

However, regardless of the challenges faced, the programme believes that staff development is the cornerstone. As a result, 3 officials embarked on their PhD's and 5 officials on their MSc studies.

Increased demand for training in agriculture led to the rapid expansion of the Programme during the last two years. Organisational growth and growth in student numbers led to increased demands on Programme management and logistical support that needs to be rendered to training staff.

The appointment of new lecturers to meet employment equity targets and operational challenges is of great concern. The time lag between resignation and filling of posts has a severe detrimental effect on effective service delivery.

2.5.3 Policy developments and legislative changes for the 2007/08 financial year

The FSD Programme and the National Department of Agriculture worked in collaboration to implement a Farmer-to-Farmer Mentorship pilot project aimed at nine land reform projects, however only eight completed the programme. The ninth project was sold to a developer and hence could not complete the programme.

The Settlement and Implementation Support (SIS) Strategy has been launched by the National Department of Land Affairs and Agriculture. The development of the broad implementation guidelines for the Western Cape has been facilitated by a service provider, Phuhlisani Solutions and has had input from the FSD Programme.

The Area Based Planning (ABP) Process driven by the Provincial Land Reform Office (PLRO) has been supported by FSD officials at district level to enable better collaboration between land reform role players and inclusion of land reform priorities into the Integrated Development Plans (IDP's).

A starter pack programme (Food Security Suitcase) has been developed and will enable the Programme to respond timeously to ad hoc requests for support by vulnerable households. The project will be rolled out in each district with priority given to women, youth, differently abled persons and those living with HIV/AIDS. As part of the World Food Day celebrations starter packs which included 25 indigenous chickens were provided to 41 households in Murraysburg.

The newly developed LARP process will have a bearing on the functioning of the Programme and overall 'Universal Support'. In order to implement this project a session will be arranged with the PLRO and all other stakeholders to unpack how the different committees will function as prescribed by the LARP concept document which will also inform the development of the Memorandum of Agreement between the Department and the PLRO.

The TRD Programme was member of several working committees of importance to agriculture in the Western Cape. In this regard, the role of the Department in the Provincial Climate Change Work stream was critical in ensuring that our sector are being prepared for the effects of climate change. In a similar way the Programme was also involved in the Fish and Aquaculture Task Team of the Western Cape and member of the Board of Trustees of the Aquaculture Institute of SA (AISA). The aquaculture sector is one of the growing sectors in the Western Cape, is one of the cornerstones in poverty relief in the fishing villages and also a promising venture for emerging farmers. The Department is playing an important role in developing a new Special Purpose Vehicle (SPV) for the aquaculture sector, with the Department of Economic Development and Tourism as the lead department.

The TRD Programme was playing a pivotal role as member of the National Agricultural Research Forum (NARF) and has secured the role of provinces in executing research in the National Agricultural Research and Development Strategy which was approved during the latter part of 2007. Furthermore, provincial departments will now also take part in the research priority setting process at national level.

The most important policy development, however, is the expansion of the research and infrastructure budget and human capacity development. In this regard, concerted efforts are made to increase the research budget (internal and external lobbying for additional funds), whilst human capacity needs are addressed by skills development, formal and informal collaboration with tertiary institutions with regard to interns, YPP students and post-graduate students. Educating youth on the career opportunities in agriculture forms part of the Programmes' annual human development objectives. Three school days, organised by the Institute for Animal Production, brought more than 1 500 primary school learners from previously disadvantaged schools to Elsenburg and exposed them to various aspects of agriculture.

The 2007/08 financial year is the year where many policies affecting the sector were finalised and / or introduced. One of the finalised policies is the Biofuels Strategy and was approved by Cabinet on 6 December 2007. Although Biofuels are viewed to have a contribution to the soaring food prices, their contribution is only estimated at 5% at a global level. However, the approved strategy is perceived to have taken the food security issues into consideration, as certain crops have been completely excluded from the initial stages of the development of the biofuels industry. The strategy does not explicitly support wheat in the production of bio-ethanol, as such the potential impact on Western Cape Agriculture is expected to be relatively limited. However, research will continue in search for alternatives. After a very long time, the other policy that was approved is the AgriBEE Charter. The approval of this is perceived to have raised some expectations already and one of those is the provision of support from the government. Also, under the realm of the presidential priorities, it is expected that black entrepreneurs be increased by 10%. This therefore indicates a greater need for a dedicated unit that has to be implemented with greater urgency. However, the challenge will also be in getting the right people with the required skills to be able to run with it. Also, the Expropriation Bill was brought into parliament by March 2008 and one of its aims is to speed up land reform. This also indicates a greater demand for government services and emphasise a need for increased capacity within various programmes of the Department if proper service delivery is to be given.

Current transformation processes in the agricultural sector results in an increasing demand for suitably qualified and skilled labour on all levels. This in turn results in a shortage of skills (i.e. scarce and critical skills) in certain fields. To ensure that the shortage of scarce and critical skills is being addressed in a structured and orderly manner, the Programmes for Structured Agricultural Training and Administration (Sub programme: Corporate Services) were tasked to facilitate the development of a Human Capital Development Strategy for the Department and the sector in the Province. An implementation plan is currently being formulated.

Policy amendments to internal policies, i.e. hostel admissions, bursary criteria and admission to the B-Agric programme were done and consulted with the various stakeholders.

Nominations to serve on the Provincial Agricultural Education and Training Forum (PAETF) were received.

2.6 Departmental revenue

Departmental Revenue	Actual 2004/05 R'000	Actual 2005/06 R'000	Actual 2006/07 R'000	Target 2007/08 R'000	Actual 2007/08 R'000	% deviation from target
Current Revenue						
Tax Revenue	183 508	242 332	306 307	316 597	316 597	0
Non-Tax Revenue	11 836	15 742	18 887	14 963	21 969	47
Capital revenue						
Financial transactions (Recovery of loans and advances)	1 549	441	1 779	-	2 193	100
Departmental Revenue	196 893	258 515	309 973	331 560	340 759	3

The Department has once again exceeded budget in terms of own revenue and will revisit the targets in a less conservative manner. However, at least half of the own revenue is climate dependant and therefore not totally reliable.

Specific challenges and responses

Challenge 1:

Due to the difficulties brought forward by the ESTA Act the potential bad debt of house rent increases monthly without the Department being able to apply practical remedies to curb this.

Response to Challenge 1:

Although working closely with the State Attorney and provincial legal services there is no successful remedy yet.

Issues requiring ongoing attention

The above challenge requires ongoing attention until a proper practical remedy is found that will be accepted by all stakeholders.

The implementation of market related rent also deserves ongoing attention until the provincial policy in this regard is finalised.

Since the provincial fiscus remains under pressure it becomes more important to source income from other sources such as international funding.

2.7 Departmental expenditure (R'000)

Programmes	Voted for 2007/08	Rollovers and Adjustments	Virement	Total voted	Actual Expenditure	Variance
Administration	46 298	7 373	(3 281)	50 390	50 254	136
Sustainable Resource Management	37 383	36 974	(479)	73 878	69 251	4 627
Farmer Support and Development	84 586	143	3 014	87 743	87 633	110
Veterinary Services	33 383	696	(2 557)	31 522	30 759	763
Technology Research and Development Services	50 025	2 457	939	53 421	53 403	18
Agricultural Economics	9 050	(2 401)	317	6 966	6 965	1
Structured Agricultural Training	29 487	(3 894)	2 047	27 640	27 358	282
Total	290 212	41 348	0	331 560	325 623	5 937

Specific challenges and responses

Challenge 1:

Increasing the Department's budget in a sustainable way.

Response to Challenge 1:

Leveraging additional funds from provincial resources, as well as from external sources (nationally and internationally).

Challenge 2:

To minimise the fluctuations between projected cash flow and actual spending within an ever changing environment.

Response to Challenge 2:

Building up of a spending history, taking abnormal years into account, and actual manipulation of spending through planning and strict cash flow management.

Challenge 3: To decentralise identified HR and Finance services to district level.
Response to Challenge 3: Appointment of staff incrementally in identified priority districts.
Challenge 4: Highly indebted projects with threat of repossessions.
Response to Challenge 4: The Programme has engaged with Provincial Land Reform Office and the relevant stakeholders to find solutions to such projects.
Challenge 5: Change of items on already approved business plans for CASP.
Response to Challenge 5: This situation is caused by the time lag between the application and the actual implementation of projects and there is very little that the Programme can do since this is mainly due to the CASP Road Map which is driven by the National Department of Agriculture. The challenge has partly been addressed by the development of the Departmental Project Reallocation Committee.
Challenge 6: Establishment of an interdepartmental committee to implement the strategic plan for Farm Worker Development.
Response to Challenge 6: Coordinate more with other Departments in order to deliver on Cabinet decision (Cabinet Minute 297/05).
Challenge 7: The filling of vacancies has proven to be challenging as we only have a filling success rate of approximately 50%.
Response to Challenge 7: To re-advertise the positions until a suitable appointment is made.
Challenge 8: Lack of alignment in terms of planning and support mechanisms between PLRO and the PDoA.
Response to Challenge 8: To finalise a MoA between the PLRO and the PDoA with standard operating procedures to ensure alignment and a common understanding of roles and responsibilities.

Issues requiring ongoing attention

The recruitment costs that are not considered as part of compensation of employees are posing a greater challenge and are causing a strain on the goods and services budget. This could be detrimental to service delivery.

Project planning and monitoring

The FSD Programme will involve have to plan projects better to ensure that implementation timeframes are adhered to.

Finalisation of appointments

The FSD Programme will seek to conclude the process of appointments for all vacant posts within the next financial year.

Data gathering

The FSD Programme will ensure that all CASP projects for 2008/09 are reported on within a standardised monitoring and reporting system.

Cooperation with other Programmes

The FSD Programme will continue to coordinate the District Coordinating Committees (DCCs) as a vehicle to improve service delivery to the farming sector. The Programme's capacity to deliver effective services to clients depends largely on support from other Programmes, thus FSD will seek to engage all the programmes within the Department for the improvement of service to the clients

Alignment with PLRO

There is still a need for better alignment between PDoA and PLRO regarding land acquisition, transfer and land and agrarian beneficiary support.

Engagement with DoA, Land Settlement

The FSD Programme will engage DoA to conclude the FALA process across the Province.

2.8 Transfer Payments

NAME OF INSTITUTION	AMOUNT TRANSFERRED R'000	ESTIMATE EXPENDITURE R'000
Casidra (Pty) Ltd	4 500	4 500
Fasfacts	782	782
Koue Bokkeveld Opleidingsentrum	30	30
Universiteit van Stellenbosch	6	6
Welgelegen Natuurkamp Trust	750	531
SA Agri Academy	1 800	1 514
Agritrain	200	200
Goedgedacht Trust	150	150
Montagu Ontwikkelingstrust	150	150
University of Western Cape	194	194
Flom Community Theatre: Keep the dream 183	80	51
National Sea Rescue Institute Water Warriors	120	80
Boland Farming Community Upliftment (BFCLU)	150	137
Cape Woman's Forum	155	128
Landsdiensfonds Boland	125	125
Christian Literature Fund	50	38
South African Scout Association	200	200
Casidra (Nelspoort)	1 742	960
Casidra (M'hudi Family Trust)	142	0
Casidra (Klein Eikeboom Farm (Pty) Ltd)	380	365
Casidra (Harmony trust)	320	220
Casidra (Skoonvlei cc)	290	0
Casidra (Omega Farming Trust)	430	156
Casidra (Am Boerdery cc)	305	252
Casidra (Verdun Farm Workers Trust)	288	8
Casidra (Robertson Kleinboere)	590	3
Hexvalley Tablegrape (Osplaas Boerdery projek)	425	425
De Goree Farming (Pty) Ltd	400	400
Klapmustkop Renosterveld Conservancy	100	98
Berg en Dal Workers Trust	1 000	1000
Casidra (Pty) Ltd	120	120
Women on Farm project	888	888
Agri-expo	4	4
Potatoes South Africa	400	237
Casidra (Pty) Ltd	168	168
Koue Bokkeveld Opleidingsentrum	61	61
Rudnet (rural development network)	234	234
Casidra (Pty) Ltd	6 318	6 318
SA Agri Academy	350	350
Bonnievale Wine Cellar	85	72
Denou Farming	206	206
Crispy Farming	226	226
De Goree Farming (Pty) Ltd	383	343
Cape West Coast Biosphere Reserve	50	0
Casidra (Klipfontein Trust)	521	0
Casidra (Rietpoort Grazing)	282	0
Casidra (Elandskloof Grazing)	200	0
Casidra (Hardeveld Pig Farmers)	245	0
Casidra (Winlopark Trust)	231	110
Casidra (Swellendam Small Scale Farmers)	260	0
Casidra (Gelukshoop Farming)	100	60
Casidra (Philippi Market)	855	855
Casidra (Kliprivier Trust)	2 966	0
Casidra (Ebenhaezer Pig Production)	295	0
Morceaux Boerdery Trust	224	224
Casidra (Meiland Farm)	312	0
Casidra (Karoo Community)	337	0
Leopont 484	343	343
University Of Stellenbosch	70	70
Casidra (10 Small Stock Farms Central Karoo)	835	0
Casidra (Haarlem Retrenched Workers)	200	0
Casidra (Gelukshoop Farming)	200	0
Casidra (Matjiesrivier)	839	0
Casidra (Cape Agulhas P/F)	360	0
Casidra (Prince Albert Commonages Treintjiesrivier)	258	185
Casidra (Viskuil Farm)	140	0
De Hoop Vineyards	390	390
N2 South Cape Rural Development Forum	47	26
Casidra (Sir Lowry Pass)	92	0
Elim Opseinersraad	1 332	0
Disaster Beneficiaries	39 231	34 656

Casidra (Pty) Ltd is the main implementing agent of the Comprehensive Agricultural Support Programme (CASP) grant. Most of the transfers to Casidra (Pty) Ltd followed by an institution in brackets were transfers for the implementation or continuation of CASP projects.

The two amounts of R4.5 million and R6.318 million were towards maintaining the core capacity of Casidra (Pty) Ltd as per a shareholder's compact and a cabinet resolution to restructure the entity.

The R34.656 million was paid towards floods, droughts and hail to various beneficiaries in the Province.

The South African Agri Academy is an institution that trains emerging farmers for export readiness, bring them in contact with prospective importers and help with subsequent contracting where successful.

Farm worker needs are attended to by institutions like Fasfacts, Flom Community Theatre: Keep the dream 183, Women on Farm, Koue Bokkeveld Opleidingsentrum, Agritrain and Rudnet (rural development network), Goedgedacht Trust, National Sea Rescue Institute: Sea Warriors, BFCU, Cape Women's Forum and Christian Literature Fund.

LandCare support was obtained from Welgelegen Natuurkamp Trust, Landsdiensfonds Boland, South African Scout Association, Klappustkop Renosterveld Conservancy and Cape West Coast Biosphere Reserve.

Almost all the other payments were made directly to emerging farming institutions complementing their own contributions.

All transfers that are linked to memoranda of agreement also have reporting prescripts, including spending, for the scrutiny of the Department. In the case of Casidra (Pty) Ltd a monthly financial reporting is done and a quarterly narrative report is also submitted.

In all cases where full spending did not take place it is expected to be fully spent before 31 March 2009.

2.9 Conditional Grants and earmarked funds (R'000)

Conditional Grant	Total Allocation	Total transfers
Comprehensive Agricultural Support Programme (CASP)	33 426	16 372
LandCare	3 317	500
Disaster – Drought	20 000	19 663
Disaster - Floods	10 000	10 000
Disaster - Hail	9 231	4 993
Earmarked Funding	10 100	987
TOTAL	86 074	52 515

All objectives were met with the grants being paid.

With regards to the Comprehensive Agricultural Support Programme R33.426 million was received in terms of schedule 4 of DORA. The amount of R33.366 million was spent on emerging farmers in empowerment projects as well as on their own, mostly on infrastructure needs. All objectives were met and the R60 000 unspent is due to money left after all obligations were met.

In terms of schedule 5 of the Act (DORA) R3.317 million was received in terms of the Land Care Grant Programme. The amount of R3.268 was spent at 31 March 2008. All objectives were met and the R49 000 unspent is due to money left after all obligations were met.

Transfers were received as scheduled and made as planned. This was also reported to the transferring department (DoA in both cases) as prescribed by DORA.

No part of these amounts was used for administration purposes. All of the conditions of these grants were continuously observed.

All the above grants were deposited into the accredited bank account of the Provincial Treasury.

The unpaid disaster grants were requested to be rolled over.

2.10 Capital investment, maintenance and asset management plan

Capital Investment

- (a) Completed building projects will be reported on by the Department of Transport and Public Works (Vote 10) as the budget and all processes lies with them.
- (b) There are no plans to close down or down grade facilities any current facilities.

Asset Management

The Department is per prescript using LOGIS as an asset register and not by choice. This system only just meets the minimum conditions of asset record keeping and, as an asset management tool, is inadequate – this does not remotely meet with the specifications of a proper asset register.

A monthly reconciliation between LOGIS and BAS ensures an updated asset register.

The condition of moveable assets varies from very good to poor. Firstly, there are vehicles (sedans and one-tonners) that are mostly in good maintainable condition, but the buses and bigger trucks are already beyond the normal replacement date. The tractors and other implements on the research farms are in a bad state. The normal lifespan of the tractors is 8 years. Our tractors are on average in excess of 20 years old. There is also a lack of high technology equipment like seed planters and crop spraying equipment.

The laboratories and other research buildings are inadequate for the research work needed and considerable upgrading has to be done to meet the standards for the Health and Safety Act and other ISO standards.

On computer equipment the Department tries to maintain a life cycle of no more than four years and is 80% successful in this regard. Other infrastructure (cabling and servers) is in reasonable condition.

The telephone system has also reached the end of its technological and economical lifespan and should be replaced or upgraded and expanded soonest as maintenance is skyrocketing and replacement of instruments that are irreparable is restricted or unavailable.

No major projects were undertaken this year.

Tendering procedures are run in compliance with the prescripts of the PFMA, NTR's, PTI's and AO system.

Maintenance

Ideally the Department needs to complete one maintenance cycle of 7 years at a deflated cost of R3.7 million per year instead of R2 million now. Currently the Department can only complete such a cycle in 14 years that increases the risk of replacing expensively instead of repairing affordably. At the moment the calculated backlog is R19.2 million.

At present the Department does not keep to its own maintenance schedule and is only barely able to negotiate the worst.

Specific challenges and responses

Challenge 1:

Maintenance backlog.

Response to Challenge 1:

Shortage of funds remains the single most constraint that results in consideration of using operational MTEF-funds for this purpose.

Challenge 2:

The modernising of some of the research equipment is reaching critical proportions.

Response to Challenge 2:

The most significant source remains the reprioritising of MTEF-funding. Soliciting overseas funding is also pursued.

Issues requiring ongoing attention

The above challenges require ongoing attention.

2.11 Programme performance

Programme 2: SUSTAINABLE RESOURCE MANAGEMENT

Purpose:

The objective of this programme is to pro-actively provide sustainable resource management projects and communicate methodologies to our clients and partners by providing agricultural engineering and LandCare services. In many cases it includes the facilitation and implementation of projects, which range from water resource development studies, optimal water use, irrigation, mechanisation, on-farm value adding, animal housing and handling facilities, soil conservation works, farm planning, provisioning of infrastructure (CASP, DIP, LandCare), optimal resource utilisation, capacity building through technology transfer, rezoning of agricultural land, agricultural disaster aid assistance and the compilation of spatial area wide plans.

The Provincial and National Department of Agriculture's priority to preserve and enhance natural resources by empowering people is greatly assisted by this Programme. This Programme adheres to the department's strategy with regard to rural development, spatial planning, efficient use of natural resources, economic growth, protecting the environment, poverty alleviation and quality governance.

Strategic objectives:

STRATEGIC OBJECTIVE 1:

To promote the optimal and efficient use of agricultural water through technology transfer, support services, on-farm training and water conservation projects.

STRATEGIC OBJECTIVE 2:

To render a mechanisation planning service and to promote conservation agriculture through on-farm trails and demonstration blocks and the development of appropriate proto-type implements and equipment.

STRATEGIC OBJECTIVE 3:

To render a planning and engineering design service for river bank erosion protection structures, on-farm value adding projects and for animal housing, animal handling and animal waste management facilities.

STRATEGIC OBJECTIVE 4:

To conserve the agricultural resources, to development sustainable resource management farm plans and to implement LandCare projects.

STRATEGIC OBJECTIVE 5:

To implement LandCare Area Wide Planning as a comprehensive problem solving process that integrates social, economic and ecological concerns over defined geographical areas.

STRATEGIC OBJECTIVE 6:

To prevent the fragmentation of agricultural land by providing advice according to the rezoning of Agricultural Land Act 70 of 1970 and the Land Use Planning Ordinance 15 of 1985 to the relevant authority as to the recommended land use.

STRATEGIC OBJECTIVE 7:

To render a planning and engineering design, tender procurement and construction supervision service for infrastructure projects to increase the economic viability of farming enterprises of emerging farmers and LRAD beneficiaries

STRATEGIC OBJECTIVE 8:

To access damages, motivate for funding and manage disaster relief schemes in terms of Act 43 of 1983.

Sub programme 2.1: ENGINEERING SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
To promote the optimal and efficient use of agricultural water through technology transfer, support services, on-farm training and water conservation projects	Services rendered and implementation of projects	Evaluation of LRAD initiatives and business plans: 20	7	(65)
		Design of dams and irrigation systems (emerging farmers): 30	21	(30)
		Installation and inspection of irrigation systems (emerging farmers): 25	12	(52)
		Hydrological studies to determine availability of water: 30	16	(47)
		General technology transfers: 150 projects (commercial farmers 90, emerging farmers 60)	114	(24)
Reduce input costs by providing a mechanisation planning service and to promote conservation agriculture through on-farm trails and demonstration blocks and the development of appropriate prototype implements and equipment	Services rendered and implementation of projects	50 projects (commercial farmers 40, emerging farmers 10)	40	(20)
Improvement in profitability of farming enterprises	Services rendered and implementation of projects	4 projects (commercial farmers 2, emerging farmers 2)	4	0
Improvement in the profitability and quality of animal products	Services rendered and implementation of projects	50 projects (commercial farmers 25, emerging farmers 25)	36	(28)
Improvement in the quantity and quality of river erosion protection works constructed	Services rendered and implementation of projects	6 projects (commercial farmers)	9	50
Improvement in the sustainability of farming projects through the implementation of water related, animal housing and handling and storage infrastructure projects	Number of projects implemented	6 projects (emerging farmers)	6	0
		88 emerging farmers assisted	87	(1)
Sub programme 2.2: LANDCARE				
Implementation of Conservation projects based on the Agricultural Resources Act (Act 43 of 1983)	Number of farm plans approved	250 farm plans	940	276
	Number of projects implemented			
Improvement in the protection of natural resources through the implementation of LandCare projects	Number of projects implemented	30 LandCare Projects resulting in:	54	80
		3 000 youth trained	3 913	30
		25 000 person days job creation	38 850	55
Improvement in the protection of natural resources by implementing LandCare Area Wide Planning	Number of planning projects implemented	20 Projects	10	(50)
To prevent the fragmentation of agricultural land by providing advice to the relevant authority as to the recommended land use	Number of applicants processed on time	800 applications & proactive communications	933	17

Specific challenges and responses

From the above statistics it might seem that Engineering Services struggle to meet its set targets as the sub-programme is recording under-performance in most of the measurable objectives. The fact is that these services are demand driven and the current drought and floods have decreased the demand for our services. All the requests for engineering services and technology transfers have been dealt with, despite the additional workload imposed by the flood repair and rehabilitation work.

The delays in obtaining water licences for emerging farmer projects from the Department of Water Affairs continue to be a challenge but do not currently inhibit performance. The reason for this is that we have more requests for water infrastructure than can be accommodated within the very limited infrastructure budget and when delays occur with obtaining water licences, the funds are transferred to unfunded projects for which water licences are not required, which are then implemented.

This challenge does however receive continuous attention through meetings with DWAF staff as well as through the Coordinating Committee for Agricultural Water (CCAW).

The programme is also under pressure due to the lack of capacity in engineering staff (engineers and technicians) and this remains a challenge. The steps taken to alleviate this problem is an awareness campaign that was launched to highlight career opportunities in agriculture amongst learners and students (as part of the Water Wise and Biodiversity Campaign), the bursary scheme that was implemented and the opportunity we provide for engineering students to do their practical work within the programme.

The Department has significantly exceeded its targets for the number of farm plans approved for farming purposes (940 vs. the target of 250) under the LandCare sub programme. The reason for this drastic increase is that the opportunity was utilised to update farm plans at the same time as the verifications for the 2006 Eden floods were done.

The increase in the number of LandCare projects implemented is due to the allocation of equitable share funds to these projects in addition to the grant received from national Department of Agriculture. This also resulted in the increase in the number of person days of employment created. Similarly the number of Junior LandCare camps were increased with own funding.

Disaster management, specifically related to the 2006 and 2007 Eden floods as well as the Central Karoo drought remains a challenge for the programme Sustainable Resource Management.

Challenge 1:

Limited water resources are becoming a survival challenge, especially in view of the climate change challenges and the natural disasters caused by this change.

Response to Challenge 1:

Research into efficiency and effectivity of agricultural water use, as well as alternative sources are ongoing. Five hundred and fifty (550) farm applications processed for flood relief in the Eden, Central Karoo and Overberg districts.

Challenge 2:

Water conservation.

Response to Challenge 2:

Implement projects that promote water saving, create jobs, enhance biodiversity and lever financial and social partnerships.

Challenge 3:

Implementation of infrastructure and LandCare projects as well as providing technical support for CASP projects.

Response to Challenge 3:

Optimum utilisation of limited technical staff and creating partnerships with other programmes within the Department and service providers outside the Department. Increase in LandCare projects and a decrease in Conservation (Act 43 of 1983) and Area Wide Planning projects, due to less demand for projects caused by the drought and flood disasters in the Province.

Issues requiring ongoing attention

To promote the more efficient use of water in the agricultural sector by both commercial and small-scale farmers.

To investigate the better utilisation of existing water resources as well as alternative water resources such as ground water and determine the viability of these development options.

To promote the protection of our biodiversity and conservation of our agricultural resources.

To promote conservation and sustainable use of the environment, especially agricultural natural resources by integrated community based natural resource management.

To appoint and retain suitably qualified and trained technical personnel in the field of civil and mechanical engineering.

To bring career opportunities in agricultural engineering to the attention of learners at school, especially the previously disadvantaged sector of our community and to provide bursaries for these students in the field of civil and mechanical engineering.

To create integrated centres to facilitate co-operative inter-governmental governance in natural resource management and provide a one-stop service to our clients.

To create jobs that will alleviate poverty and the work done will enhance and protect our natural resources.

To pro-actively shape the future use of our resources within the Provincial Spatial Development planning framework.

To protect our scarce agricultural resources from urbanisation and recreational land uses.

Programme 3: FARMER SUPPORT AND DEVELOPMENT

Purpose:

The Farmer Support and Development Programme encompasses the broad development agenda of the Department of Agriculture, meaning that the design and implementation are predominantly focussed on supporting black farmers in the Western Cape Province, but this does not exclude the commercial sector. The functions include the provision of extension support, the facilitation of training to farmers - with special emphasis on developing emerging farmers, the implementation of land reform programmes and agricultural rural development projects.

Strategic objectives:

STRATEGIC OBJECTIVE 1: FARMER SETTLEMENT

To provide training and coordinate the implementation of the Land Reform Beneficiary Programme including the administration, management and disposal of Agricultural State land.

STRATEGIC OBJECTIVE 2: FARMER SUPPORT SERVICES

To support and strengthen farmers to produce optimally through the provision of extension and advisory services, the facilitation of training for commercial and emerging farmers, the coordination of rural agricultural projects as well as the facilitation of organisational development and capacity building of farmer groups.

STRATEGIC OBJECTIVE 3: FOOD SECURITY

To strengthen food security through the coordination and implementation of various food security projects as highlighted and adopted in the Integrated Food Security Strategy of South Africa.

STRATEGIC OBJECTIVE 4: CASIDRA

To focus on agricultural and economic development within a rural and land reform context.

STRATEGIC OBJECTIVE 5: FARM WORKER DEVELOPMENT

To address farm worker development needs through the coordination of government services to farm worker communities and contributing to the upliftment of farm workers through skills development initiatives.

Sub programme 3.1: POST FARMER SETTLEMENT				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Viability and sustainability of land reform projects assessed	Number of PGC attended	12 PGC	7	(42)
Facilitate and implementation of approved LRAD business plans	Facilitate and provide advisory contacts	Bi-weekly advisory contacts (26).	157	504
	Facilitate training offered to projects according to business plans	234 beneficiaries will be trained	376	61
	Number of business plans evaluated	50 plans	121	142
	Number of projects assisted through CASP	40 projects	208	420
Implement the projects using the CASP process (includes DIP projects as well) *Note that the projects span across the sub programme	Number of projects implemented in the 6 district municipalities and project proposals based on designed format	117 projects	280	139
Improve linkages with national and provincial departments to facilitate land reform	Number of meetings with national Departments of Land Affairs Water Affairs and Forestry and Agriculture, and provincial departments of Social Development, Transport and Public Works, Economic Development and Housing	10 scheduled meetings and ad hoc meetings based on projects	142	1 320
Finalise the FALA processes	All FALA land allocated or identified for future agricultural development	Based on outcomes of meetings, initiated planning process	8	0
All 60 agricultural land claims supported via the Regional Land Claims Commission	Project teams established for each project	2 projects (53 claims)	4	100
	Business plans developed	0	0	100
	Land claims beneficiaries settled successfully	0	0	100
Sub programme 3.2: FARMER SUPPORT SERVICES				
Identify and prioritised agricultural development opportunities	Number of enterprise submissions analysed	20 commercial and	125	525
		25 emerging farmers	49	96
Transfer technology and information	Number of enterprises successfully assisted	61	97	59
	Number of technology projects	17 commercial and	27	59
		69 emerging	37	(46)
	Number of enterprises benefited from transfer	17 commercial and	60	253
		58 emerging	73	26
	Developing and distribution of technology pamphlets	17 commercial and	24	41
		58 emerging	52	(10)
Presentation made to farmers and farmers' days	17 commercial and	15	(12)	
	58 emerging	35	(40)	
	Number of emerging farmers trained (CIAT)	450	1 166	159

Sub programme 3.2: FARMER SUPPORT SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Provision of techno-economic advice on request of clients	Number of commercial farmers advised (excluding farm visits)	500	1 191	138
	Number of emerging farmers advised (excluding farm visits)	1 000	2 825	183
Publication of relevant articles regarding production techniques	Number of articles published	18	6	(67)
Publication and distribution of a district-based newsletter for clients	Number of newsletters published	6	19	217
Presentation of relevant farmers' days to transfer information to clients	Number of farmers' days presented	12	36	200
	Number of commercial farmers who attended	300	841	180
	Number of emerging farmers who attended	300	910	203
Execution of technology transfer (guidance and advisory) projects	Number of projects in progress	60	92	53
	Number of projects completed	6	16	167
Execution of capacity building and institutional strengthening projects	Number of projects in progress	24	74	208
	Number of projects completed	12	16	33
Design and implement a mentorship scheme for LRAD projects	Scheme implemented	Pilot	6	0
	Number of mentors involved	6	23	283
	Number of projects involved	10	24	140
Design a programme for the development of district client forums in all 6 municipal areas	Programme implemented	6 forums (pilot 1 forum per district municipality)	0	(100)
	Number of clients involved in forums	0	0	0
Financial support to strengthen the client forums, including capacity building initiatives. Planning, negotiations and workshops to develop a programme	Number of initiatives launched	0	0	0
	Budget spent in support of organisational capacity of forums	0	0	0
	Number of inputs (meetings and workshops)	24	0	(100)
Implement the NUFFIC training programme to all field staff	Number of training interventions	5	4	(20)
	Number of staff members who attended	40 staff members trained	48	20
Sub programme 3.3: FOOD SECURITY				
Community projects / gardens in urban areas	Number of gardens or projects successfully established	50	237	374
	Number of participants	350	1 453	315
	Number of training sessions	100	85	(15)
	Number of projects maintained	60	123	105
	Number of external organisations involved	8	90	1 025

Sub programme 3.3: FOOD SECURITY				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Food security awareness in the Province	Coordinate provincial World Food Day	1	1	0
ISRDP projects	Number of gardens or projects established successfully	9	161	1 689
	Number of participants	63	123	95
	Number of training sessions facilitated	18	18	0
	Number of external organisations involved	4	12	200
Agricultural Starter Packs	Number of starter packs distributed to community gardens or projects	26	80	208
Sub programme 3.4: CASIDRA (PTY) LTD				
Investigate the reorientation of the mandate, strategic objectives and organisational structure	Investigation completed and the organisation redesigned	0	0	0
Sub programme 3.5: FARM WORKER DEVELOPMENT				
Trained farm workers in different technical and life skills	Number of farm workers	9 500	9 700	2
	Different training courses	150	145	(3)
Farm workers more confident to participate in discussions and meetings	Number of invitations to farm workers	1 000	1 000	0
	Farm workers from different districts participating in forums	10	12	20
Participation of farm workers and stakeholders in the design and adoption of the "agenda" of the Sub programme	Meetings and minutes of the advisory group	10	20	100
Farm workers and farmers are using the referral system	Number of queries successfully referred	600	620	3
Project formats and proposals called, and groups apply for funding	2-3 projects per district	30	25	(17)
Communication plan accepted by advisory group and implemented	One communication plan	Update communication plan	Updated	Updated
	Media coverage in at least the local news-papers	10	15	50
Support farm worker development and promote farm workers' achievements	Annual farm worker of the year competitions within the different districts	9 regional and	22	144
		1 provincial competition	1	0

Specific challenges and responses

Challenge 1:

Support to farm workers is challenging because of the fact that most of the needs of farm workers are not within the mandate of the Department of Agriculture. Therefore we have to also engage Departments such as: Health, Education and Land Affairs.

Response to Challenge 1:

The establishment of an inter-governmental task team to ensure a holistic approach to address the need of farm workers.

Challenge 2:

Budget constraints for the Programme as a whole.

Response to Challenge 2:

At the moment the demand for project funding for farm worker development and land reform project is much more than the allocated budget.

Challenge 3:

Training of unemployed farm workers in technical skills.

Response to Challenge 3:

A partnership with Graham Beck Training Centre was established in 2007/08 and training will start in 2008/09. Unemployed farm workers will be trained and empowered in welding and masonry.

Challenge 4:

Support and implement the Land Reform Programme for historically disadvantaged communities. The misalignment between the two departmental road maps (DoA - CASP & DLA - land reform) complicates implementation and effectiveness.

Response to Challenge 4:

Implementation of LARP committees to ensure alignment not only with other departments, but also with local government.

Challenge 5:

The CASP requires intensive involvement of all our field staff including the Subject Matter Specialists (SMS) whose main functions are to do structured extension support, to establish client forums, do presentations and write articles for publication.

Response to Challenge 5:

A great percentage of CASP projects will in the new financial year be implemented by Casidra, thus making more time available for officials to do aftercare. With the implementation of the Extension Revitalization Plan it is envisaged that new extension staff can be recruited and along with the existing staff be trained and equipped to improve service delivery and the quality of advice given to farmers.

Challenge 6:

The CASP cycle (road map) complicates matters in terms of it not linking to the growing season.

Response to Challenge 6:

We will engage the National Department further with regards to the agricultural review on how CASP is implemented by the Provincial Departments.

Issues requiring ongoing attention**Approval system for CASP**

This system is not flexible enough and the process to redirect money if a project has been cancelled takes time leading to some of the targets not being met. The current system will have to change to respond to the need of a project, to the specific product and to be in line with the industry needs.

Number of Extension Officials

To perform better, more extension staff are needed to implement and monitor progress of all the projects. More time must be spend on practical demonstrations and technology transfers and less time on administration, hence the implementation of the Extension Revitalisation Plan.

Administrative Support

The need for Administrative support is crucial if we want to meet all our targets, the pressure to move toward more qualitative reporting and the number of reports that must be generated place a considerable burden on the current staff. This needs to be reviewed as a matter of priority.

Project monitoring and evaluation

This process is of an ongoing nature. It is crucial that the role of the extension officer in the field be strengthened and to encourage outside organisations to review our work. The point is that without good, accurate data about projects, we will never be able to assess the return on investment for government.

Programme 4: VETERINARY SERVICES

Purpose:

- Promotion of food security through disease free animal production
- Creation of wealth in the rural farming areas of the province by facilitating exports of animals and animal products, and
- Promotion of public health by limiting diseases transmissible from animals and animal products to humans.

Strategic objectives:

- Effective animal disease surveillance utilising generic, passive as well as targeted active animal disease surveillance approaches and methodologies
- Rapid response actions to contain detected disease outbreaks
- Development and implementation of cost effective and scientifically justified disease control and eradication protocols in line with national and international legislation and standards
- A high standard of export control and certification ensuring maximal market access for the export of animals and animal products from the Western Cape Province and the country as a whole
- Comprehensive and inclusive veterinary service delivery to stock farmers and animal owners with respect to disease risk mitigation approaches and promotion of basic animal health care, with specific emphasis on emerging stock farmers from previously disadvantaged groups, and
- Ensure the production of safe meat from all abattoirs in the province.

Sub programme 4.1: ANIMAL HEALTH				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
To effectively monitor animal health risks through active surveillance	Design and implement targeted active surveillance projects– sampling completed within specified time limits – 95% samples correct and suitable	6-monthly sampling and testing of poultry and ostrich farms for Avian Influenza (3 020 / 2 816 farms)	3 020	7
To effectively monitor animal health risks through passive surveillance	On-farm inspections and census – all farms completed in a 2-year cycle	50% farms (7 200) and all non-commercial/ small-scale animal farming enterprises	5 206	(28)
To prevent the introduction and spread of animal diseases	Maintenance of AHS free zone through effective movement control Containment of PRRS and AHS	Continuation horse exports if new agreement can be reached with trading partners	0 outbreaks	0
To effectively control the spread of controlled animal diseases	Prevent the spread of dog rabies to the Western Cape by means of vaccinations	70 000 vaccinations	48 996	(30)
To adequately monitor disease risks on export farms (dairy, sheep, ostrich, poultry, game) to be able to certify exports	All farms intending to export to fully comply with the relevant export protocols: Ostrich 448 Dairy 190 Game 10 Sheep 6	>4 visits /farm/year –100% compliance on initial inspection 1 792 visits = target	2 377	33
Animal health care and primary care training Testing against certain diseases Vaccination of stock	Cost effective animal production as related to good animal health control and husbandry practises to ensure food security	40 projects in conjunction with FSD	50 projects (486 interactions)	25

Sub programme 4.2: EXPORT CONTROL				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Ensure compliance of all export establishments with standards set by importing countries and international standards.	Pass annual internal audits and audits by outside bodies and importing countries.	All export establishments	All export establishments audited for compliance (44 audits)	0
Certification of food of animal origin	Certify all export applications	100% exports certified	100% of exports certified (6300T)	0
Create export database for food of animal origin	Accurate, uniform and complete export statistics for food of animal origin	Maintain	Maintained	0
Evaluate all applications for export of food derived from animal origin	Evaluation reports and export approval where applicable	100% of applications	All new export applications evaluated (7 Applications)	0
Collection of samples for the national chemical residue-monitoring programme	Collect all samples in the time periods specified by DOA	100% of samples collected and submitted	100% of samples collected and submitted (2176 samples)	0
Collection of samples for disease surveillance as prescribed by DOA or Sub programme Animal Health	BSE sample collection AI sample collection Other as required	100% of samples collected	100% of samples collected (888 Samples)	0
Obtain changes in relevant international requirements to ensure market access	Follow developments of the following international bodies: OIE, Codex Alimentarius EC, New Zealand, Australia, USA	Link to all relevant bodies and follow policy development changes	Completed	0
Increased personnel capacity to support strategic objective	Appointment of 1 Chief State Veterinarian	Appoint 1 Chief State Veterinarian	0 Chief State Vet appointed	(100)
Sub programme 4.3: VETERINARY PUBLIC HEALTH				
Compliance of all abattoirs with the Meat Safety Act, 2000, and regulations	Regular abattoir visits for monitoring, inspection, audits and Hygiene Assessment System (HAS) evaluations	2 visits per abattoir per year	5.2 visits per abattoir during year	160
Create objective baselines for measurement of hygiene at meat plants in the Province	Microbiological baseline	Baseline for beef at high throughput abattoirs & Baseline for mutton at high throughput abattoirs & Baseline for poultry at high throughput abattoirs & Baseline for pork at high throughput abattoirs	Not initiated	(100)
	Hygiene Assessment System (HAS) evaluation average	Do HAS baseline for all High Throughput Abattoirs (HTP) red meat abattoirs	Completed	0
		Develop HAS for poultry abattoirs	Completed	0
Structural status report	No. of abattoirs listed for upgrading	First structural reports issued for all poultry abattoirs Progressive structural compliance reports for all red meat abattoirs	Completed (54 Red meat and 18 Poultry)	0
Implementation of Hygiene Management Systems at all abattoirs.	No. of systems implemented in the Province	Implementation of 6/16 systems	Completed	0
Collect all samples in the time period specified by the programme	Number of samples collected	40 Samples for each of Beef Mutton Pork Chicken	694	334
Road show	Number and effectivity of communication	3 exhibitions in targeted areas	6	100

Sub programme 4.3: VETERINARY PUBLIC HEALTH				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Appointment of 4 meat inspectors dedicated to the food safety awareness programme		Appointment of 2 additional meat inspectors dedicated mainly to the food safety awareness programme	1	(50)
Visits to primary schools by meat inspectors and animal health technicians		0	0	0
Information pamphlet on safe meat.	Number of pamphlets distributed	Active distribution of >3 000 copies in target areas.	8 000	167
Number of posters distributed	0	Distribute 100 posters	212	112
Publish articles on meat safety in media		Publish 1 article in 25 % of community newspapers	Not initiated	(100)
Cross border audits of abattoirs	Number of cooperation visits and audits	0	0	0
Appoint a Deputy Director to manage local meat safety	Deputy Director for local meat safety	Fill post	0	(100)
Abattoir in Khayelitsha	Abattoir constructed in Khayelitsha	Construction of abattoir Khayelitsha	0	(100)
Sub programme 4.4: VETERINARY LABORATORY SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Put in place Standard Operating Procedures (SOP's) and manage a monitoring system	% of the method and equipment SOPs completed	95	95	0
	Internal audits of tests carried out	100	6	(94)
	Inter-laboratory test batches	36	26	(28)
Increased monitoring of export and local market abattoirs and imported products	Samples of imported products and from export abattoirs	2 700	3 253	20
	Residue monitoring of abattoir products (inhibitory substances)	160	347	117
	Microbiology samples to monitor local market abattoirs	2 000	829	(59)
Staff registered with tertiary institutions and completing post-graduate training	Number of staff registered for applicable post-graduate training	2	2	0
	Number of staff that completed post-graduate training successfully	3	3	0
Create the laboratory space and provide the resources to perform PCR procedures	Build laboratory to house PCR section	0	Completed 2006/7	0
	Acquire equipment	Calibrate equipment and take part in inter-laboratory testing	Equipment calibrated; No interlab tests	(50)
	Staff and operating	Validate tests for trade sensitive diseases	Validate for All	0
		R 210 000	187 586	11

Specific challenges and responses

Challenge1:

Passive disease surveillance through farm inspections only at 72% of target.

Response to Challenge 2:

Activities had to be redirected to ostrich industry because of 28-day sampling and testing required by national Protocol to maintain exports. The Ostrich Business Chamber was utilised as a service provider to make up for limited personnel capacity to handle additional work load.

Challenge 2:

To maintain the extremely high levels of sampling required by the ostrich surveillance protocol to maintain exports and retain export markets. Surveillance activities increased by 43% over anticipated target.

Response to Challenge 2:

Activities supporting routine key performance areas had to be reprioritised. This led to rabies vaccinations only reaching 70% of the annual target. In order to reach routine objectives the staff complement will have to be increased in line with the work study proposals.

Challenge 3:

Internal audits of tests and inter laboratory testing.

Response to Challenge 3

Due to the delays in approving the new post for a Quality Controller internal audits and inter laboratory testing was hampered. In addition the post at the National Department of Agriculture that arranged for inter laboratory testing for controlled diseases has been vacant and these round-robin testing ceased. With approval of the Quality Controller post and funding being available in 2008/9 it is anticipated that the post will be filled during the second quarter of the next financial report year.

Challenge 4:

Increased monitoring of export and local market abattoirs and imported products: Microbiology samples to monitor local market abattoirs.

Response to Challenge 4:

Due to limited human resources in the sub-programme handling veterinary public health and the urgency of dealing with export facilities the monitoring of local abattoirs were not sampled to the anticipated extent. Since this situation is likely to continue over the next one to two years the planned output in this regard needs to be down scaled to about 1 000 samples per year.

Challenge 5:

Create the laboratory space and provide the resources to perform PCR procedures: Calibrate equipment and take part in inter-laboratory testing.

Response to Challenge 5:

The technologist that has been appointed in the PCR section transferred from the biochemistry section. With an appointment that had to be made from outside the laboratory the technologist was involved in training the new appointee and also performed procedures in biochemistry. As a result only some of the objectives for the PCR section have been realised. The inter laboratory testing will be done during the 2008/9 report year.

Challenge 6:

Various essential posts not filled as planned because of delay in work study outcome and consequently no budget allocations for 2007/08.

Response to Challenge 6:

Work study approved during January 2008. R6 million increase in the budget of Veterinary Services to fill a few of the most crucial posts.

Challenge 7:

Some of the planned outcomes for extension of food safety service delivery to previously disadvantaged communities could not be completed due to lack of personnel.

Response to Challenge 7:

Work study approved during January 2008. A R6 million increase in the budget of Veterinary Services to fill a few of the most crucial posts.

Issues requiring ongoing attention

The dearth of African, Indian and Coloured students currently studying at the Faculty of Veterinary Science at Onderstepoort remains a problem. Recruiting graduate veterinarians of the designated groups thus becomes virtually impossible. Long term solutions, starting with grade 9 school goers to choose the required subjects, will have to be found to address this dilemma. This is borne out by the fact that 8 of the current 9 Departmental bursary recipients studying veterinary science are white.

Programme 5: TECHNOLOGY RESEARCH AND DEVELOPMENT SERVICES**Purpose:**

The mandate of the Programme Technology, Research and Development is to render an agricultural research service and develop information systems with regard to crop production technology, animal production technology and resource utilisation technology.

Strategic objectives:

- To facilitate, conduct and co-ordinate provincial specific and relevant research, identify agricultural research needs, develop/adapt or transfer appropriate technology to farmers and to participate in multi-disciplinary agricultural development projects to enable agricultural producers to compete sustainable in the global economy.
- To co-ordinate the development and dissemination of information to clients including the development and utilisation of various information systems.
- To provide and maintain infrastructure and facilities on research farms for the line function to perform their research and other related functions.

Sub programme 5.1: RESEARCH SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Establish three research institutes for Plant, Animal production and Resource utilisation	Structure approved Structure funded	Implement adapted programme structure (if funded)	Three fully operational research institutes	0
Participate in: industry organisations, district coordinating committees	8 meetings	8 meetings	31	288
	4 meetings	12 meetings	12	0
Evaluate research projects per meeting	4 committee meetings annually	4 meetings	6	50
Number of projects	Reaching of project goals	180 projects (115 projects on animals, 50 on plants and 15 on resource utilisation)	191	6
Scientific dissemination of research information	Increase the pool of scientific information, enhance decision-making abilities and scientific status	50 scientific publications	13 scientific publications	(74)
		65 semi-scientific and popular papers	108 semi-scientific and popular publications	66
		50 congress papers 75 lectures at farmer's days	24 congress papers 72 lectures at farmers days	(52) (4)
Number of projects	Reaching of project goals	Develop action plan for agriculture – align projects to plan	Provincial Climate Change Strategy and Action Plan completed by DEADP – strategy and action plan for agriculture to follow 3 new projects proposed and approved, climate change website completed	0 300
Establish vegetable research unit	Number of research projects on vegetables and alternative crops	4 research projects on vegetables and alternative crops	4 research projects	0
Establish demonstration trials	Number of demonstration trials	2 demonstration trials	2 demonstration trials	0
Training of emerging farmers			23 emerging farmers trained	(49)
Map of honeybush tea in Western Cape	Successful farmers supplying to Philippi market	Train 45 emerging farmers in market access requirements for Philippi market	Project completed	0
	Complete map to be used by role players in honeybush tea industry	Complete the mapping of the indigenous honeybush tea species in the Western Cape		

Sub programme 5.1: RESEARCH SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Establish game research unit. Identify research partners	Number of projects on game farming	Identify projects from survey – roll out if funded	Workshop held to determine research priorities – no additional funds available to start with new projects, two meetings held with researchers in the Eastern Cape re game research/ farming	0
Fully operational programme	Aquaculture research and extension to Western Cape	Appoint aquaculture extension officer	Aquaculture job description completed – FSD to proceed with appointment	0
		Two new aquaculture projects	No new project, one project expanded on	(100)
		Attend Fish and Aquaculture task team meetings on quarterly basis	12 meetings attended	200
Number of YPP's mentored	Completion of YPP's Master studies	Successfully mentor 4 YPP's	3 YPP students	(25)
Number of interns mentored	Completion of practical period	6 internship students	21 internship students	250
Sub programme 5.2: INFORMATION SERVICES				
Website with new information	Upgraded website	Update and improve website	Website updated and improved, climate change website designed	0
Compilation of information packages	Number of info packs	6 info packs per institute	16 infopacks in total	(11)
Organising information dissemination events	Number of events	Two information days	6 information days	200
Organise school days for learners to experience agriculture and research	Number of days	Two school days	3 school days	50
Sub programme 5.3: INFRASTRUCTURE SUPPORT SERVICES				
Upgrade seven research farms	Upgrade two research farms per annum	Upgrade 3 farms and maintain the rest	Langgewens, Outeniqua, Worcester upgraded	0
		Roll out technical committees per farm – meetings every quarter	23 technical committee meetings held	(18)
Continuous improvement on infrastructure and expansion as required	Annually determined in collaboration with Department of Public Works	Projects to the value of R3 million to be executed	All maintenance projects scheduled were executed according to plan	0
	Improved maintenance	Day to day maintenance according to requests from Programmes	Maintenance jobs completed as requested	0
Improvement of skills and career pathing of workers	Skilling and re-skilling of workers according to skills plan	Skills plan annually determined per research farm	ABET classes in progress, 5 learnerships completed, 124 workers trained in operational issues	0

Specific challenges and responses

Challenge 1:

Recruitment and appointment of suitable researchers and technicians from designated groups.

Response to Challenge 1:

Support and expand upon involvement in the YPP programme, internship programme, collaboration with tertiary institutions (post-graduate programme) and head-hunting of candidates with potential.

Challenge 2:

Budget constraints with regard to maintenance of research infrastructure and funding of research projects.

Response to Challenge 2:

Motivate for income retention, lobbying for external funding from private sector organisations, nationally and internationally, collaboration and lobbying with National Department of Agriculture.

Issues requiring ongoing attention

- Continuous expansion of centres of excellence within the three research institutes, viz. Animal Production, Plant Production and Resource Utilisation.
- Increasing research and infrastructure funding, especially against the background of a growing need for cutting-edge technology which could ensure the competitiveness of producers locally and internationally.
- Increasing technology transfer and improving on methods of transfer – converting scientific information into user-friendly information packages. This includes the increased use of the Department's website as a preferred form of information dissemination.
- Addressing the recruitment and retaining of employees with scarce skills. Capacity building within the Programme is also receiving ongoing attention.
- Updating the Project Management Information System (PIMS) on a continuous basis.
- Addressing the challenges of climate change in a focussed and multi-disciplinary way, by taking part in the Provincial Climate Change Committee (PCCC), with special focus on a strategy and action plan for agriculture.
- Increase linkages with national and international partners and agricultural industries, collaborators and tertiary institutions with regard to funding, agricultural research and technology transfer.
- Increase collaboration and linkages with provincial departments, i.e. Department of Environmental Affairs and Development Planning.

Programme 6: AGRICULTURAL ECONOMICS

Purpose:

The purpose of this Programme is to provide an effective agricultural economics support service to internal and external clients. The Department's clients expect of this Programme to provide advice and support ranging from micro (farm) level to macro level. Furthermore, this advice and support should be timely, relevant and reliable based on sound scientific principles and research.

Strategic objectives:

- The enhancement of the competitiveness of the agricultural and agri-business sector.
- The provision of agricultural economic intelligence for effective decision making in the agricultural and agribusiness sector.
- The support of AgriBEE in the Western Cape (although this will be implemented in 2009/10 financial year, the support is already given in this regard).

Sub programme 6.1: MARKETING SERVICES				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Develop / update user friendly model (Combud) to do budgets for commercial farmers / new entrants to agriculture	Enhanced sound decision making abilities as reflected by the number of enquiries for Combuds	Upgrade Micro Combud	Action plan developed & good progress	0
		Recruit personnel	3 positions	0
		Employ personnel	2 positions	(33)
		Update old budgets	All budgets transferred from Combud II to III	0
		Compile 70 new budgets with more emphasis on new entrants to agriculture	32	(54)
Establish/ update existing channels	Enhanced sound decision making abilities through publications & invited lectures	On request	Three presentations and a popular article	0
Develop more detailed evaluation techniques to measure viability	Enhanced sound decision making abilities	29	41	41
Establish study groups to ensure that, with record keeping as tool farming operates on a sound financial basis	Enhanced sound decision making abilities	Expand study groups to more areas (12) Do comparisons between groups	System developed & Income and Expenditures as well as Inventory statement books were compiled 5 groups identified and given books	0
Research on relevant environmental economics topics	Enhance long-term strategic decision-making related to environmental economics	Establish Environmental Resource Economics Division	Division established	0
Public dissemination of research		Conduct 2 projects on water and land	One project	(50)
		Publish 3 papers	3 (1 paper & 2 surveys)	0
Provide business linkages to resource poor farmer projects	Improved market access as indicated by the number of projects/communities supported	Support 15 projects-/communities in marketing their products	28	86
Execution of scientific projects	Access to relevant and timely market information through:			
	Semi scientific reports	8	0	(100)
	Press releases	22	0	(100)
	Market reports	16	11	(31)
Dissemination of marketing, trade and agribusiness research results to selected target groups	Dissemination of market information through popular articles	9 articles	42	367
	Dissemination of market information through scientific publications	6 papers	11	83
	Dissemination of market information through presentations	32 presentations	47	47
Support development of agricultural cooperatives	Development of agricultural cooperatives as indicated by projects supported	Support 10 projects to establish cooperatives	8	(20)

Sub programme 6.2: MACRO ECONOMICS AND STATISTICS				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Dissemination of information to selected target groups	Support rational decision making by providing GIS-based documents	Strengthen GIS capacity	2 GIS case studies & 2 GIS maps	0
	Access to timely information Transparency	Retain competent personnel through motivation and personal development	Current staff retained and attended courses	0
	Access to timely information Transparency	Expand electronic access	Electronic access available & expanded	0
	Value-added information available for improved decision making	Transfer econometrics capacity to macro economics	Capacity transferred to Macro economics	0
	Seamless cooperation with external role players	7x Presentations at regional farmer union meetings /farmers' days	6 presentations & 1 paper	0
Development of a series of datasets (Social Accounting Matrices)	Availability of datasets	Update datasets to new base year	4	0
	Macro-economic policy analysis	3 case studies	2	(33)
	Research reports	6 reports	6	0
	Peer review of outputs	2 publications	11	450

Specific challenges and responses

Challenge 1:

The Combud Programme is not yet operational but towards completion and hence an impact in establishing new and updating of old budgets.

Response to Challenge 1:

New budgets were drafted on excel.

Challenge 2:

The SimFini group was also at its development stages and completed towards the end of the third quarter.

Response to Challenge 2:

Farmers and / or groups of farmers have been identified already in order to reach more farmers in 2008/09 financial year.

Challenge 3:

The programme had negative deviations on some of the targets.

Response to Challenge 3:

Some performance measures were discontinued and hence positive deviations on some indicators.

Issues requiring ongoing attention

The recruitment and retention of human capacity remain a major problem. This situation is exacerbated by remuneration packages which simply do not compete with external remuneration packages, even within the same provincial government structures. To fill in a vacant position is a lengthy process because positions are sometimes advertised more than two times and this has a huge implication to the budget of the programme.

There is also a need for greater collaboration between economists at head office and those decentralised within rural areas. A programme should be developed to ascertain that skills and duties are shared and that personnel cooperate with projects so as to enhance productivity and outcomes of departmental projects.

Programme 7: STRUCTURED AGRICULTURAL TRAINING

Purpose:

To provide training to and create opportunities for practising and prospective farmers (commercial, emergent and subsistence) advisors technicians, youth, marginalised groups and farm workers in order to enhance human resource development in agriculture.

Strategic objectives:

- To provide leadership and an effective administrative and logistical support service with regard to general administration, human resource provision, transport, inventory and student administration.
- To provide hostel accommodation and expand the training capacity of the Institute and its decentralised centres to accommodate an increased intake of students from the previously disadvantaged groups
- To improve access from FET to HET through academic development programmes and recognition of prior learning (RPL)
- To identify and prioritise training needs and to develop and present suitable and needs driven training programmes, skills programmes, short courses, structured learnerships, curricula modules and methodologies
- To ensure effective monitoring, evaluation and quality assurance of education and training interventions and to assess the impact of education and training interventions
- To promote co-operation and strategic partnerships with peer institutions on local, national and international level, which is mutually beneficial
- To ensure accessibility of training programmes to potential students and to provide adequate student support services and to facilitate financial support to students in line with legislative prescripts
- To promote and implement skills development in disadvantaged communities, youth and women and marginalised groups in partnership with the Youth Commission and other strategic training providers
- To build internal human capital development and manage talent and to build a culture of research in education and training.

Sub programme 7.1: HIGHER EDUCATION				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Training programme on TE level (level 4-6)	Number of students registered in TE programme	400	474	19
	Number of courses offered	Higher Certificate Diploma B.Agric. Post-degree	3	(25)
	Quality assurance evaluation	Self-evaluation	4	300
Research study	Commission research study on best practices in E & T		0	0
Increase accessibility to TE	Set targets to increase uptake of PDI's	30%	37%	23
Coordinate academic development	Implement relevant academic development programme		1	0
Mechanisms for impact assessment for Education and Training (FET/ TE)	Impact assessment study of training	Commissioning of assessment study	0	(100)
Marketing of TE	Marketing plan / strategy for TE and awareness campaign to market agriculture as potential career	Participation in at least 15 career expo's and 20 school visits	9 22	(40) 10
Mechanisms for the establishment of Provincial Agriculture Education and Training Forum (PAETF)	Recruitment of mentors and establish provincial Agri-Forum	Functional PAETF	1	0

Sub programme 7.2: FURTHER EDUCATION AND TRAINING				
Measurable Objectives	Performance Measure Indicator	Planned Target 2007/08	Actual Achieved 2007/08	Deviation from Target (%)
Presentation of short courses and learnerships on FET level	Number of students enrolled in short courses	2 500	2 894	16
	Number of students enrolled in learnership training	70	198	183
Offering of accredited training programme	Quality assurance evaluation	Evaluation by AgriSETA and relevant ETQA's	8	0
Mechanisms for RPL implementation	Establishment of RPL Unit	Development of RPL structure and instruments	11 students articulated	0
Mechanisms for impact assessment for Education and Training (FET/ TE)	Impact assessment study of training	Commissioning of assessment study	0	(100)
Capacitation of decentralised training centres	Operationalisation of decentralised training centres	Bredasdorp functional Infrastructure development at Clanwilliam	1	0
Marketing of FET programmes	Marketing plan / strategy for FET and awareness campaign to market agriculture as potential career	Participation in at least 15 career expo's	26	73
Mechanisms for the establishment of Agri-Mentorship Forum / Prov. Agri-Forum	Recruitment of mentors and establish provincial Mentorship forum	Compile terms of reference for Agri-Mentor Forum and Provincial Mentorship forum	1	0
Establishment of mentorship training programme	Development of a mentorship training programme	Implement mentorship training programme	0	(100)
Sub programme 7.3: QUALITY ASSURANCE				
Evaluation of training standards, programmes, modules and courses	Number of training programmes evaluated	2	2	0
	Number of short courses evaluated	10	10	0
	Number subjects evaluated	3	37	1 133
Sub programme 7.4: TRAINING ADMINISTRATION AND SUPPORT				
Training administration and office support service rendered timeously and efficiently	Daily training, administration / office services rendered to the sub programmes	Daily provision of administration and office support service	Done	0
Student administration and support service rendered timeously and efficiently	Daily student administration and support service rendered	Provision of daily student administration and support service	Done	0
Establish financial and supply chain management controls	Daily financial and supply chain management services rendered with PFMA framework	Daily provision of financial and procurement systems/ processes	Done	0

Specific challenges and responses

Challenge 1:

On-going articulation of FET students to HE band.

Response to Challenge 1:

Establishment of RPL Unit to fast-track assessment of students and to increase intake to HE-band; proposed new staff establishment will support this initiative. Internal assessment tools being used in conjunction with institutions such as Higher Education in South Africa (HESA).

Challenge 2:

Implement academic Development Programme/Framework/ Pilot Sessions.

Response to Challenge 2:

Summer schools for math and science piloted.

Challenge 3:

To provide on-campus hostel accommodation to Higher Education and Further Education and Training students due to increased demand for training in agriculture.

Response to Challenge 3:

Utilisation of staff housing facilities as they become vacant to accommodate students enrolling for training programmes. The possibility of obtaining state owned buildings or private facilities to this end will be investigated. More stringent rules around academic performance to be used as measure for access to accommodation as well as means testing.

Challenge 4:

Determining the impact of various training programmes offered on HE and FET-levels.

Response to Challenge 4:

Unable to implement due to non responsive tender.

Challenge 5:

Research best practice in education and training.

Response to Challenge 5:

Research proposal in progress. Insufficient capacity to finalise document.

Challenge 6:

Career expos.

Response to Challenge 6:

Unable to attend schools due to unavailability of schools and few career expos held during this period. Visits will be coordinated earlier in the year.

Challenge 7:

Mentorship pilot training.

Response to Challenge 7:

Mentorship framework in place based on national mentorship programme, however pilot sessions for 'master mentors' not held; awaiting suitable candidate list from FSD in relation to LRAD projects.

Issues requiring ongoing attention

- Increased security measures to ensure safety of students on campus
- Integration of student activities across academic streams
- Transformation of student profile and academic/ professional staff
- Adequate funding provision for operational activities for the Programme deliverables
- Establishment of a central administration and student support services to support the sub programmes and Programme
- Establishment a centralised quality assurance unit to coordinate internal self-evaluation and external assessments.

PART 3**PROVINCIAL GOVERNMENT WESTERN CAPE
DEPARTMENT OF AGRICULTURE (VOTE 11)****AUDIT COMMITTEE REPORT
for the financial year ending 31 March 2008**

We are pleased to present our report for the above-mentioned financial year.

Appointment of Audit Committees

The Department of Agriculture (Vote 11) was served by a Shared Audit Committee appointed under Cabinet Resolution 75/2003 on 23 June 2003 which was subsequently extended by Cabinet Resolutions 95/2005 and 77/2007. The term of the Shared Audit Committee expired on 31 December 2007.

Commencing 1 January 2008 the Department is served by the Economic Cluster Audit Committee, under Cabinet Resolution 55/2007.

Audit Committee Members and Attendance

The Audit Committee is required to meet a minimum of 4 times per annum as per its approved Terms of Reference. During the term of the Shared Audit Committee the following meetings were held and attended from 1 April 2007 until 31 December 2007:

Member	Meetings Attended
Mr J.A. Jarvis (Chairperson)	9
Mr J. January	4
Mr P. Jones	8
Mr R. Warley	2

No formal meetings for the Economic Cluster Audit Committee were held for the period 1 January 2008 to 31 March 2008.

Audit Committee Responsibility

The Audit Committees have complied with their responsibilities arising from section 38(1) (a) of the PFMA and Treasury Regulation 3.1.13 and 27(1) (10). The Audit Committees have also regulated their affairs and discharged their responsibilities in terms of the Audit Committee Charter.

Effectiveness of Internal Control**Internal Audit Function**

In 2004 the Sihluma Sonke Consortium was appointed to develop and transfer internal audit skills to the staff of the Provincial Government over a three-year period. At the end of December 2006 the Consortium contract was extended for a further 2 years to allow the development of the Internal Audit function to be completed. Some progress was made to internalise internal audit capacity and skills within Provincial Treasury. Significant progress is being made in the new financial year.

Internal Control

The evaluation of internal control comprises an evaluation of:

- The adequacy of the design of the control environment;
- The extent of compliance to established policies, procedures and applicable legislation; and
- The efficiency and effectiveness of controls implemented by management to achieve the overall departmental objectives.

In line with the Operational Internal Audit plan for 2007/8 approved by the Shared Audit Committee the internal audit effort was focused on assessing design and compliance for the following processes:

1. Compliance to Division of Revenue Act
2. Transfer Payments
3. Sub-division and Rezoning of Land
4. Asset Management
5. Epidemiology Surveillance (surveillance of specific disease)
6. Food Security
7. Evaluate and Approve Research
8. Various Follow-up audits

Based on the results of the above audits, the system of internal control is adequate; however in some instances it was not operating as intended for the year under review, as compliance with certain prescribed policies and procedures was lacking.

Internal Audit received commitment from Management to implement corrective action on weaknesses identified.

Enterprise Risk Management

Enterprise Risk Management is at an early stage of implementation. The Economic Cluster Audit Committee is monitoring the progress of implementation on a quarterly basis.

Information Technology

In the previous financial year the Shared Audit Committee expressed its concerns regarding the growing crisis of IT within the Provincial Government. This included the need to replace outdated equipment, improve security, backup information and develop plans to address the business needs of its customers including this department.

During the year under review internal audit results showed no significant progress largely due to the transversal nature of the underlying IT service.

The Economic Cluster Audit Committee strongly urges Provincial Government to escalate this crisis to the highest level of priority for action to prevent a collapse of the IT systems.

In Year Management Reporting

The In Year Management Reports (IYM) were submitted to the Audit Committees as required and the Committees were accordingly informed of the financial situation of the Department in relation to its budget. The Committees continue to monitor these reports.

Evaluation of Financial Statements

The Economic Cluster Audit Committee has:

- Reviewed and discussed the audited Annual Financial Statements to be included in the Annual Report with the Auditor-General and the Accounting Officer;
- Reviewed the Auditor-General's management letter and management's response thereto; and
- Reviewed significant adjustments resulting from the audit.

The Economic Cluster Audit Committee concurs and accepts the Auditor-General's conclusions on the Annual Financial Statements, and is of the opinion that the audited Annual Financial Statements read together with the report of the Auditor-General be accepted.

Appreciation

The Audit Committees wish to express their appreciation to the Provincial Treasury, Officials of the Department, the Auditor General and the Internal Audit Unit for the information they have provided for us to compile this report.



Mr. J.A. Jarvis
Chairperson of the Shared Audit Committee
Date: 4 August 2008



Mr. P.C. Jones
Chairperson of the Economic
Cluster Audit Committee
Date: 4 August 2008

PART 4**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11****ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

Report of the Accounting Officer	52
Report of the Auditor-General	65
Accounting Policies	68
Appropriation Statement	74
Notes to the Appropriation Statement	83
Statement of Financial Performance	84
Statement of Financial Position	85
Cash Flow Statement	86
Notes to the Annual Financial Statements	87
Disclosure Notes to the Annual Financial Statements	96
Annexures	103

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

Report by the Accounting Officer to the Executive Authority and the Provincial Legislature of the Western Cape and Parliament of the Republic of South Africa.

1. General review of the state of financial affairs

The Department's administration component remains under pressure due to fiscal and capacity constraints. The expansion of budgets and personnel of the most of the line programmes, the decentralisation of services throughout the Province and the subsequent increase in transactions and other administrative actions have surpassed the administrative ability of the Department. The Corporate Services, Financial Management, Communication components, as well as the Office of the Accounting Officer are bearing the brunt of this pressure.

The first quarter started with several issues flowing from the 2006/07 financial year.

The Flood Disaster Relief Scheme (FDRS 2006) were finalised in March 2006 and the verification process of flood damages on some 550 farms were done from May 2007. This verification work, together with the present drought in the Central Karoo, which started in 2006, the hail damage in Haarlem in November 2006 and the recent flood in the West Coast during June 2007 is putting additional pressure on the already over-utilised technical staff members. Due to the reactive nature of disaster management, this work is being done at the expense of pro-active area planning projects as well as the implementation of priority LandCare and infrastructure projects, which are focusing on poverty alleviation and resource conservation.

Current transformation processes in the agricultural sector results in an increasing demand for suitably qualified and skilled labour on all levels. This in turn results in a shortage of skills (i.e. scarce and critical skills) in certain fields. To ensure that the shortage of scarce and critical skills is being addressed in a structured and orderly manner, the programmes for Structured Agricultural Training and Administration (Sub programme: Corporate Services) were tasked to facilitate the development of a Human Capital Development Strategy for the Department and the sector in the Province. A service provider was appointed and tasked to develop a comprehensive Human Capital Development Strategy for the agricultural sector in the Western Cape inclusive of a draft implementation for further stakeholder engagement. This Human Capital Development Strategy was finalised towards the end of 2007/08 financial year.

The different programmes within the Department are seriously working on meeting Employment Equity targets and matching the required skills for service delivery. This report highlights the different approaches, dilemmas, and challenges the Department is facing in terms of recruitment of staff and the retention of qualified staff.

The national target by DPSA (2%) regarding the employment of disabled people was exceeded.

Despite many challenges the Department has participated in several important initiatives, which adds to the creation of better working relationships (and hopefully more formalised partnerships) and sharing of knowledge and expertise with a broader agricultural sector. Some of the initiatives were:

- The agricultural imbizo in the Central Karoo
- A conference on "Alcohol Abuse" was hosted at Goudini Spa on 11 & 12 June 2007
- A wine model used in strategic analysis for the wine industry, developed in collaboration with the Bureau for Food and Agricultural Policy, was updated and improved
- The outlook results from the wine and apple models were prepared and included for the Baseline Document by the Bureau for Food and Agricultural Policy (BFAP), which was launched in June 2007
- The research report for the barley industry, "The profitability and competitiveness of the barley industry in South Africa", was completed in April 2007
- An input-output Social Accounting Matrix (SAM) was developed in response to a request from the Levy Economics Institute at Bard College

- A comprehensive spatially linked database on emerging farmers in the Western Cape was completed towards the end of the previous financial year, and is now updated regularly to ensure up-to-date information
- A meeting was held with all the major commercial banks in May 2007 to bring them on board to pursue alternatives financial assistance models as MAFISA was put on hold at the national level
- One verbal agreement was reached with Fresh Mark and Tiger Brands markets for the supply of fresh vegetables and fruit by emerging farmer groups and another with E n' E meat buyers in Worcester for emerging farmers to supply the market
- Ten (10) farm workers were selected to participate in the Burgundy – Western Cape exchange programme for farm and cellar workers. These students were prepared through a Learnership training programme for their visit to France on 3 September 2007
- Preparations for a country-wide inspection of Animal Product Residue Monitoring and Control by the Food and Veterinary Office of the European Commission in June 2007 required a lot of time and attention
- The third ostrich auction took place and all breeding birds presented at the auction were sold
- The Africa Agriculture Science Week and FARA (Forum for Agricultural Research in Africa) General Assembly in Johannesburg during June 2007 was attended
- The Climate Change Summit held during the latter part of June 2007 arranged by the Province was attended
- Good working relations were built with the Mozambique Agricultural Department in regards to the feasibility study on Food and Mouth disease zoning around Maputo
- Five people of the Western Cape left for Burgundy in June 2007 to receive cheese making training as part of our existing Exchange Programme. The cheese making exchange programme is proving very popular as the successes achieved are shared widely and this has created a demand for participation.
- A meeting was also conducted with the SADC office in Botswana in May with regard to the establishment of ties with and services to SADC countries
- The Nuffic agreement is still on track and involves the training of extension officers in the three Cape Provinces and the development of curricula for anchoring extension training for the future generation of students and learners.

Several challenges were laid on the path of the Department in this year, but the most important one is that of recruitment of suitable technically trained staff that also fits the EE plan to deliver services to our clients. Another critical challenge is the support by the administration to ensure compliance especially in terms of reporting as the request for reports have exponentially increased.

The second quarter was one of consolidation as well as the planning and preparation for 2008/09 budget and conditional grants: CASP and LandCare.

Resolution 1 of 2007 issued by DPSA on the Improved Conditions of Service of Employees brought about new challenges for the Department e.g. the implementation of the deadlines for filling of vacant posts, new overtime and housing allowances as well as educating our employees, about these new changes.

The third quarter highlighted again the challenges with recruiting and retaining specialists' staff. The Human Capital Development Strategy was in its final stages of completion, with only the implementation plan outstanding.

An assessment of the key deliverables for 2007/08 showed progress and almost all targets set for the 10 key deliverables were met. In fact, 10 emerging farmers visited three European countries and early indications are that they have secured markets.

The budget process has started in the second quarter and the key deliverables of the last two years were built on. Two new key deliverables were added to start addressing the Provincial Climate Change strategy.

Many acknowledgements and awards were received by staff members, showing the relevancy and appropriateness of services to our clients. There are still gaps in our service delivery processes but we are working out these through the appointment of skilled personnel and re-looking and introducing better systems.

Disasters (natural and animal) kept the Department and the relevant programmes under pressure regarding service delivery. The drought in parts of the Central Karoo, the floods in Eden, West Coast and Overberg municipal districts as well as the continued implementation of support to the farmers affected by the 2006 flood in Eden and the Haarlem hail kept, especially the programme: Sustainable Resource Management, extremely busy. The next quarter was used to plan for the additional human resources required for a departmental disaster unit, which will be instituted in 2008/09.

The graduation ceremony was held on 13 December. And a total of 140 students graduated from the formal courses of which 97 are from the B.Agric course, 8 from Higher Certificate, and 35 from the different Diploma courses. The Programme: Structured Agricultural Training is managing the Burgundy – Western Cape Exchange programme, and most of the agreed upon targets have been reached.

The Programme: Farmer Support and Development facilitated a World Food Day event in Murraysburg as well as the Provincial Farm Worker of the Year in Stellenbosch. These two events showcase the importance of current projects and programmes in the Department as well as highlight agricultural issues, which require dedicated attention.

The last quarter of 2007/08 brought the challenge of advertising positions and filling key positions as part of Resolution 1 of 2007 implementation. The Department was able to reduce the vacancy rate but then had to deal with resignation of staff members especially in December and January. Some key staff with specialist skills proved difficult to recruit and this highlighted the need for the Department to finalise the Human Capital Development Strategy and to start thinking about recruitment of suitable candidates from school level.

The implementation of different disasters schemes in the Province highlighted the staff's commitment towards the farmers and showed the capacity shortages, especially in the Sustainable Resource Management Programme. The need for a disaster management unit was identified, and a concerted effort is on its way to implement this unit within the next financial year.

The cost of doing research has escalated considerably as the prices of feed, fertilisers and fuel has increased beyond the inflation rate. This has manifested into re-thinking future research projects and also highlighted the struggles farmers are experiencing currently in the sector. In addition, infrastructure costs have also escalated and the development projects planned for in 2006/07 for and with emerging farmers had to be managed within the budgets available, bringing challenges in terms of expected outputs versus outputs achieved.

A very successful Agri-BEE showcase event was hosted by national Department of Agriculture with the Province, and De Gooie, an equity scheme project in Robertson was chosen as the best national project.

The Farm Worker of the Year competition was held again, and this highlighted the positive activities in the sector. This competition will continue and discussions are in progress with the national Department to roll it out at national level.

The staff at the Programme: Farmer Support and Development and other programmes, as well as other stakeholders from the Western Cape Province attended the national extension indaba, where the need for proper and relevant extension services was highlighted. Needless to say, this Department will have to improve on the current extension services through a number of initiatives to increase the knowledge of level of our staff members.

The Programme: Structured Agricultural Training has implemented an exciting new initiative, the summer school, to start addressing the need of especially of previously disadvantaged students' additional needs for extra classes in Maths and Science.

Market access and marketing information remains high on the agenda of the Department. Market access is seen as a result of our extension and other services been successful and improving, and results in emerging farmers starting (albeit slow) to access local, national and international markets.

The veterinary laboratory is moving towards delivering an even more comprehensive service to the livestock industry, not only in this Province but also to other Provinces and countries in SADC. The challenge of capacity and recruiting suitable candidates will remain.

The challenge to deliver on administrative services has been highlighted in that our staff establishment has grown with 31% and increase in conditional grant allocations (financial transactions) and this programme necessitates a in-depth re-look to fulfil the requirements in terms of the different Acts and Regulations governing the Department's business.

With reference to spending trends the following need to be emphasised:

The amount of under spending, R5.937 million or 1.8% of the adjusted budget is within the national benchmark of 2%. However, further investigation reveals the following:

Equitable share unspent amounts to R1.253 million or 0.38% of the adjusted budget that compares favourably with the provincial accepted benchmark of 1% or less.

This Department under spent on the following:

- R60 000 (0.18%) of the R33.426 million Comprehensive Agricultural Support Programme (CASP) was not spent
- R337 000 (1.69%) on the drought allocation of R20 million that was not claimed by farmers at 31 March 2008
- R4.238 (45.91%) million of R9.231 million for hail disaster was unspent, but needs to be rolled over as the help is season bound over a period of three years; and
- R49 000(1.48%) of LandCare funding was not spent.

The Department is applying to roll over the hail relief and drought relief funding.

Virements effected were done to relieve unforeseen cost pressures caused by higher than expected price increases, as well as unforeseen commitments through the reprioritisation of the available budget.

Virements were made from Programme 1 (R3.281 million), Programme 2 (R479 000) and Programme 4 (R2.557 million) to Programme 3 (R3.014 million), Programme 5 (R939 000), Programme 6 (R317 000) and Programme 7 (R2.047 million). In all cases the virements were approved by the accounting officer in terms of section 43 (1) of the PFMA and were the virements kept within the eight percent limitation in terms of section 43 (2) of the PFMA.

Interest on a telephone account that was condoned as an expenditure to the amount of R1 440 has been included in the statements as fruitless and wasteful expenditure. This was addressed with the person involved to prevent this from reoccurring.

2. Service rendered by the department

2.1 A list of services rendered by Agriculture can be divided into the following categories while a complete list is available on request:

- Conduct the overall management and administrative support of the department.
- Support institutional capacity building initiatives to implement the service delivery plan.
- Facilitate co-operative governance and buy-in from rural communities in natural resource management (specifically LandCare) by forming partnerships with all agencies (private and public).
- Provide a support service to enhance the sustainable utilisation of natural agricultural resources to conserve the environment.
- Provide an engineering support service to increase water use efficiency of irrigation farmers in the province.
- Plan, develop and provide agricultural engineering products and services to enhance environmentally and economic sustainable farming practices including the prevention of water pollution by animal waste from animal husbandry.
- Promote sustainable agricultural development in historically disadvantaged communities through a range of opportunities and initiatives with special emphasis on the emerging farmers and farm workers but not excluding the commercial agricultural sector.
- Apply technologically advanced diagnostic procedures for the diagnosis and research on animal diseases of economic importance to the province and zoonotic diseases that may pose a risk to human health.
- Monitor and minimise animal health risks.
- Enhance the hygiene management at animal product establishments in accordance with national and international standards to ensure food safety and export certification.
- Disseminate appropriate new and adapted technology, generated by concerted research efforts, in the form of user-friendly information packages.
- Promote novel agricultural products by means of cutting-edge technology and introduction of new and alternative crops, value adding through processing and expanding agricultural production for increased growth.
- Provide research support services to research units of the Department and the Agricultural Research Council (ARC) and other role-players by well-established and maintained research farms.
- Expand on the research support to commercial and emerging farmers with cutting-edge technology generated by three research institutes, viz. animal production, plant production and resource utilisation, each operating as a centre of excellence.

- Provide a full range of agricultural economics services through research, model and database development and maintenance, monitoring of trends and the provision of advice and training in the fields of macro - and micro economics.
- Provide agricultural training to, and create career opportunities for practising and prospective producers (commercial, emerging and subsistence), advisors, technicians and farm workers and enhancement of human resource development in agriculture.
- Cooperate with other departments and private organisations to implement initiatives and projects to the benefit of the Department's clients and towards the fulfilment of the *iKapa Elihlumayo* strategies.

2.2 Tariff policy

The fees charged and recovered for services rendered and surplus products produced as a result of research by the Department, have been calculated in accordance with either Provincial or National policy directives and paid into the Provincial Revenue Fund and accounted for as prescribed. These tariffs are reviewed annually and are based on sound economic and cost recovery principles in consultation with the Provincial Treasury. All tariffs have been listed in a tariff register that is kept in electronic format and is available on the Department's intranet.

2.3 Free Services

Free services that are rendered by the Department are extension services that could lead to substantial income in consultation fees. However, by far the biggest users of these services are the emerging farmers who can ill afford to pay for these services and rely on the Department for advice, information and technology transfer.

Tuberculosis and Brucellosis treatments were performed on cattle belonging to the emerging stock farmers in the province. Treatment was given to 392 herds (with an average of 8 cattle per herd) at a total cost of R42 445.

Free clinical services to the previously disadvantaged communities in the Greater Karoo are rendered by the Veterinary Services of the Department. For this year 1 190 dogs and cats were examined and treated for diseases. The cost of this service amounted to R148 750 in total for veterinary medical usages. Of the large animals 626 were treated to the amount of R112 680 (R180 per animal). Subsidised professional expenditure or transport costs have been included within this total. In addition 15 dogs were sterilised to the value of R9 750, 200 vaccinated against Distemper/Parvo to the value of R20 000 and 392 dogs euthanized amounting to R9 800 – all for free.

Seven hundred and fifty (750) carthorses, belonging to indigent vendors and scrap collectors from the Cape Flats, were again vaccinated against African Horse Sickness at a cost of R37 610, as well as 300 hundred horses in the Eden region at a cost of R15 456. This improved the general health of the carthorses enabling the community to improve their livelihoods.

Rabies vaccinations (R1.85 vaccine and 50c consumables per animal) of dogs and cats in the poor communities throughout the province were done as a preventative measure to protect companion animals against transmission of the disease. The numbers of animals vaccinated in the different communities free of charge were as follows:

George 3 487;

Swellendam 3 615;

Malmesbury 4 273;

Vredendal 103;

Boland 14 354;

Beaufort West 4 820 – a total of 30 652 at a cost of R72 032.

2.4 Inventories

The inventory below is for all stores on hand at year-end in the Department. The costing method used for stationery, cleaning material and provisions (food) are based on the average price of acquisition. With regard to the bottled wine the method of costing is based on the Department's approved tariff register. Bulk wine is a valued price as at 31 March 2008.

Supply Chain Management (Central Store)	R	167 575
Stationery Store (Finance)	R	22 198
Plant Production (Outeniqua Pastures)	R	61 405
Consumable Store (Outeniqua Pastures)	R	20 416
Plant Production (Elsenburg – General)	R	1 213
Plant Production (Elsenburg)	R	61 542
Plant Production (Elsenburg – D1-22)	R	108 149
Poison Store (Elsenburg)	R	9 735
Poison Store (Elsenburg – Animal Health)	R	214 319
Poison Store (Worcester Field Reserve)	R	7 905
Animal Production (Dairy Cattle)	R	153 639
Animal Production (Sheep and Wool)	R	44 927
Animal Production (Ostriches)	R	99 233
General Veterinary Store (Swellendam)	R	94 264
Langgewens Research Farm	R	494 078
Nortier Research Farm	R	1 092
Tygerhoek Research Farm	R	268 308
Oudtshoorn Research Farm	R	635 237
Wine Cellar	R	343 187
TOTAL		<u>R 2 808 422</u>

Included in the total of R2 808 422 is an amount of R174 958.40 for credit sales as at 31 March 2008.

3. Capacity constraints

As stated above the Programme: Administration is battling not to fall too far short of its service delivery target already as it must catch up with a rapidly increasing and decentralising line function.

It has also become evident that the Department's services and achievements are well in excess of what it is being credited for. A re-look and re-design of the communication function has started in this financial year and will be completed in 2008/09 book year.

4. Utilisation of donor funds

A three year co-operative agreement was entered into with the Wageningen University Consortium (Netherlands), to expand the training capacity of the Cape Institute for Agricultural Training: Elsenburg (CIAT) in Agricultural Extension Science and to train and re-train extension staff in the Western, Northern and Eastern Cape Provinces. This project is funded by Nuffic (Netherlands Organisation for International Cooperation in Higher Education) to the tune of €1,8 million over three year agreement period.

The 2007/08 financial year was the third year of implementation and R1.059 million was received of which R589 000 was spent at 31 March 2008. Together with the roll-over from 2006/07 of R1.134 million, the balance has come to R1.604 as at 31 March 2008.

The three year funding agreement will come to an end in September 2008.

5. Trading entities and public entities

CASIDRA (Pty) Ltd was established under the Companies' Act of 1973 (National Act 61 of 1973) – No 1973/006186/07. The Department has an oversight role of this provincial business enterprise. Accountability of this institution rests with its Board who is appointed by the Provincial Minister of Agriculture. The Provincial Government of the Western Cape holds all the shares in this institution.

Functions:

Delivery of services to improve the quality of life in rural areas through:

- a) Poverty alleviation through economic growth and rural development.
- b) Unlocking of human resources and capacity.

Accountability Arrangements:

- a) CASIDRA complies with the Companies' Act and the PFMA.
- b) A shareholder's compact is drafted with the Department and monitored through quarterly reports.
- c) It submits a monthly cash flow to the Department.
- d) A year-end audit of the financial statements is performed (attached).

Since 1998 to 31 March 2005 this institution has accrued a loss in excess of R12,4 million. An investigation was ordered by Cabinet of which the resolution, after discussion by the Economic Cabinet Committee and submission to the Provincial Cabinet, on 24 October 2007 was:

"Casidra's mandate be changed to 'agricultural and economic development within a rural and land reform context'...", amongst others.

This will be fully implemented in 2008/09.

6. Organisations to whom transfer payments have been made

Beneficiary	Reason for Transfer	Accounting Arrangements	Amount Appropriated R'000	Amount Paid R'000
Casidra (Pty) Ltd	Shareholders Compact	Shareholder's Compact	4 500	4 500
Fasfacts	Foetal Alcohol Syndrome	Memorandum of Agreement	782	782
Koue Bokkeveld Opleidingsentrum	Funding National Youth Day celebrations	Memorandum of Agreement	30	30
Universiteit van Stellenbosch	Contribution to establishment of lecture rooms	Memorandum of Agreement	6	6
Welgelegen Natuurkamp Trust	Presentation of 46 Junior LandCare camps	Memorandum of Agreement	750	750
SA Agri Academy	Training of emerging farmers for Land Redistribution for Agricultural development	Memorandum of Agreement	1 800	1 800
Agritrain	Facilitation of access by PDIs to institutions of higher learning	Memorandum of Agreement	200	200
Goedgedacht Trust	Colour photos story in Afrikaans which contain educational messages in semi-literate agricultural communities	Memorandum of Agreement	150	150
Montagu Ontwikkelingstrust	Training and renovation of the facilities of the farming business: Zionsberg	Memorandum of Agreement	150	150
University of Western Cape	PhD Scholarship to R Kingwill	Memorandum of Agreement	194	194
Flom Community Theatre: Keep the dream 183	Train and promote learners in art and cultural activities	Memorandum of Agreement	80	80
National Sea Rescue Institute Water Warriors	Promotion of water safety near rivers, dams and lakes	Memorandum of Agreement	120	120
Boland Farming Community Upliftment (BFCU)	Feeding scheme at farm schools for children	Memorandum of Agreement	150	150

Beneficiary	Reason for Transfer	Accounting Arrangements	Amount Appropriated R'000	Amount Paid R'000
Cape Woman's Forum	Develop a programme for crèche teachers with limited literacy to enable them to prepare children of farm workers	Memorandum of Agreement	155	155
Landsdiensfonds Boland	Training to 600 learners and 16 camp leaders	Memorandum of Agreement	125	125
Christian Literature Fund	Awareness of the danger of Foetal Alcohol Syndrome during pregnancy	Memorandum of Agreement	50	50
South African Scout Association	Provision of environmental education to previously disadvantaged children	Memorandum of Agreement	200	200
Casidra (Nelspoort)	Implementation of phase four of the Nelspoort community farm development	Memorandum of Agreement	1 742	1 742
Casidra (M'hudi Family Trust)	Upgrade farm shed for a packing facility for vegetables products and the provision of training	Memorandum of Agreement	142	142
Casidra (Klein Eikeboom Farm (Pty) Ltd)	Upgrade the grazing pastures and purchase implements	Memorandum of Agreement	380	380
Casidra (Harmony trust)	Purchase of irrigation material, renovate existing buildings and the provision of training	Memorandum of Agreement	320	320
Casidra (Skoonvlei cc)	Assistance to Skoonvlei Poultry in strengthening farming activities and the provision of training	Memorandum of Agreement	290	290
Casidra (Omega Farming Trust)	Purchase implements for fruit and vegetables production and the provision of training	Memorandum of Agreement	430	430
Casidra (Am Boerdery cc)	Start up and strengthen farming activities	Memorandum of Agreement	305	305
Casidra (Verdun Farm Workers Trust)	Start up and strengthen farming activities	Memorandum of Agreement	288	288
Casidra (Robertson Kleinboere)	Start up and strengthen farming activities	Memorandum of Agreement	590	590
Hexvalley Tablegrape (Osplaas Boerdery projek)	Establishment of 3 hectares of table grapes	Paid on invoice after completion	425	425
De Goree Farming (Pty) Ltd	Establishment of 5.5 ha of vineyards	Memorandum of Agreement	400	400
Klapmustkop Renosterveld Conservancy	An alien clearing follow-up and children's fieldtrips	Memorandum of Agreement	100	100
Berg en Dal Workers Trust	Contribution towards the capital expenditure of Berg en Dal Rooibos	Memorandum of Agreement	1 000	1 000
Casidra (Pty) Ltd	Empowerment of farm worker organisations	Memorandum of Agreement	120	120
Women on Farm project	Training of women on farms	Memorandum of Agreement	888	888
Agri-expo	Enable cheese makers from Western Cape to participate in the Burgundy exchange. Amendment	Memorandum of Agreement	4	4
Potatoes South Africa	Research and new technology will be presented to farmers through training sessions and annual publications on the potato value chain	Memorandum of Agreement	400	400
Casidra (Pty) Ltd	Contribution towards the Acorn project for creating jobs, provision of training for machinery and assistance to the project	Memorandum of Agreement	168	168
Koue Bokkeveld Opleidingsentrum	Skills training of 40 farm workers	Memorandum of Agreement	61	61

Beneficiary	Reason for Transfer	Accounting Arrangements	Amount Appropriated R'000	Amount Paid R'000
Rudnet (rural development network)	Contribution towards the costs relating the beneficiary's annual health award project	Memorandum of Agreement	234	234
Casidra (Pty) Ltd	Transformation plan implementation	Shareholder's Compact and Cabinet Resolution	6 318	6 318
SA Agri Academy	Mentorship training and business advice on export, market information and strategic international linkages	Memorandum of Agreement	350	350
Bonnievale Wine Cellar	Wellville School Project, aimed at the establishment of a vineyard	Memorandum of Agreement	85	85
Denou Farming	Contribution towards purchasing farming equipment	Memorandum of Agreement	206	206
Crispy Farming	Contribution towards establishing a nectarine orchards	Memorandum of Agreement	226	226
De Goree Farming (Pty) Ltd	Contribution towards acquiring irrigation equipment	Memorandum of Agreement	383	383
Cape West Coast Biosphere Reserve	Promotion of awareness and empowering disadvantaged youth in environmental information training	Memorandum of Agreement	50	50
Casidra (Klipfontein Trust)	Procurement and construction of a steel structure for storage	Memorandum of Agreement	521	521
Casidra (Rietpoort Grazing)	Construction of fences and support for the stock-watering systems	Memorandum of Agreement	282	282
Casidra (Elandskloof Grazing)	Construction of fences and support for the stock-watering systems	Memorandum of Agreement	200	200
Casidra (Hardeveld Pig Farmers)	Construction of a pig production unit	Memorandum of Agreement	245	245
Casidra (Winlopark Trust)	Start up and strengthen the project's farming activities	Memorandum of Agreement	231	231
Casidra (Swellendam Small Scale Farmers)	Start up and strengthen the project's farming activities	Memorandum of Agreement	260	260
Casidra (Gelukshoop Farming)	Start up and strengthen the project's farming activities	Memorandum of Agreement	100	100
Casidra (Philippi Market)	Establishment and implementation of a supply base for Philippi Mark	Memorandum of Agreement	855	855
Casidra (Kliprivier Trust)	Construction of a winter water storage dam and rising mains as well as installation of pumps	Memorandum of Agreement	2 966	2 966
Casidra (Ebenhaezer Pig Production)	Construction of a pig production unit for Ebenhaezer Pig Farmers	Memorandum of Agreement	295	295
Morceaux Boerdery Trust	Purchase of standard A grade crates for fruit and vegetables	Memorandum of Agreement	224	224
Casidra (Meiland Farm)	Strengthen the project's farming activities	Memorandum of Agreement	312	312
Casidra (Karoo Community)	Strengthen the project's farming activities	Memorandum of Agreement	337	337
Leopont 484	Contribution towards building ablution facilities, acquisition of tractors and provision of training.	Memorandum of Agreement	343	343
University Of Stellenbosch	Provision of bursaries to students for research relating to the Agrifutura Project.	Memorandum of Agreement	70	70
Casidra (10 Small Stock Farms Central Karoo)	Strengthen the project's farming activities	Memorandum of Agreement	835	835

Beneficiary	Reason for Transfer	Accounting Arrangements	Amount Appropriated R'000	Amount Paid R'000
Casidra (Haarlem Retrenched Workers)	Assistance to an identified group of "retrenched personnel of Department of Housing" for strengthen their farming activities	Memorandum of Agreement	200	200
Casidra (Gelukshoop Farming)	Strengthen the project's farming activities	Memorandum of Agreement	200	200
Casidra (Matjiesrivier)	Assistance to the Matjiesrivier Kleinboervereniging to strengthen their farming activities	Memorandum of Agreement	839	839
Casidra (Cape Agulhas P/F)	Assistance to the Cape Agulhas pig farming project to procure and construct pig housing including waste management, water connections and fencing	Memorandum of Agreement	360	360
Casidra (Prince Albert Commonages Treintjiesrivier)	Assistance to the beneficiaries of the Treintjiesrivier Farm to strengthen their farming activities	Memorandum of Agreement	258	258
Casidra (Viskuil Farm)	Plan and construct an irrigation system	Memorandum of Agreement	140	140
De Hoop Vineyards	Contribution towards a drip irrigation system, a borehole and the provision of training	Memorandum of Agreement	390	390
N2 South Cape Rural Development Forum	Establishment of vegetable gardens at five schools in the Southern Cape region	Memorandum of Agreement	47	47
Casidra (Sir Lowry Pass)	Test the quality and quantity of water prior to the establishment of irrigation infrastructure	Memorandum of Agreement	92	92
Elim Opsiensersraad	Contribution towards the Elim Dairy Project for the establishment of relevant infrastructure	Memorandum of Agreement	1 332	1 332
Disaster Beneficiaries	Disaster Payments	Government Gazette	39 231	34 656

7. Public private partnerships (PPP)

No public private partnerships were entered into in the year under review.

8. Corporate governance arrangements

The initial generic fraud prevention plan was customised through the 2003/04 financial year, but could only be partially implemented during the past four years due to restructuring, lack of capacity, the time lag waiting for a provincial approved risk management unit and unsuccessful efforts to capacitate this unit. Internal control systems for the Department are continuously further developed and implemented with the personnel appointments for the internal control component. Funds have been obtained for filling these vacancies in 2008/09.

Currently the Department makes use of a centralised audit component and shared audit committee for the economic cluster departments as approved by Provincial Parliament.

A complete risk assessment was done on the Department during the 2004/05 year which led to the mapping and 10 audit reports of the highest priority risk areas in 2005/06, a further 6 non-IT reports and 9 follow-up reports in 2006/07 and 7 non-IT reports and 7 follow-up reports in 2007/08 which are used by the Department as a starting point for the implementation of newer and better systems.

Conflict of interest is managed through annual formal written declarations by the members of the Senior Management Service, as well as that bid committee members are compelled to declare their interest at every meeting of this committee. In 2006/07 declaration of financial interest has been expanded to include all members of the Bid Adjudication Committee, Specification Committee, Evaluation Committee and Disposal Committee. Non-designated members of the staff are regularly reminded to

declare interest where applicable. In 2007/08 declarations were obtained from all responsibility managers and higher (anybody who can authorise expenditure) with regard to related party transactions.

The Department has an Occupational Health and Safety Officer who is responsible for safety, health and environment issues.

The Department was also assigned a Departmental Security Manager by the Department of Community Safety as per a Provincial Cabinet decision.

Financial delegations were done to conform to Treasury Regulations, DPSA prescripts and the Accounting Officer's System to direct Supply Chain Management processes, including the Bid Committee.

The comprehensive guide to the financial statement was very helpful although templates had some teething problems of which most were promptly addressed. Also the input of the Accounting Standards Board with their directive (*Framework for the Preparation and Presentation of Financial Statements*) was very appropriate and helpful, as was the *Risk Management Framework*.

With reference to King II and sections 38 to 40 of the Public Finance Management Act, Act 1 of 199, this Department puts extra endeavour into the responsibilities of the Accounting Officer, through transparent systems, an Accounting Officer System for procurement and provisioning, collecting debts with proper policies in place, safeguarding of assets, complying with the prescripts of the Division of Revenue Act of 2007, Act 1 of 2007, transfer funds to other entities only when proper agreements are signed and proper assurances from them regarding effective, efficient and transparent financial systems and management, strict budgetary control, a value for money principle, keeping proper records and reporting timely and properly – monthly, quarterly and annually.

9. Discontinued activities/activities to be discontinued

No activities have been discontinued.

10. New/proposed activities

No new/proposed activities were entered into.

11. Asset Management

It was the decision of this Province to proceed with LOGIS as the asset register of departments. All the assets of this Department are recorded on LOGIS and reconciliation between LOGIS and BAS is performed monthly.

There is an asset management unit in the Supply Chain Management Section consisting of three people and each sub-section has an appointed asset controller or responsible person. However, one left the Department on promotion at the end of February 2008.

To the best of my knowledge this Department currently complies with the minimum requirements.

Due to capacity constraints this Department has only minimally embarked on the road to Asset Management Reform and are the milestones thereof mostly still beyond our reach.

12. Events after the reporting date

None to report.

13. Performance information

Refer to Part two, Programme performance, of the Annual Report in terms of reporting on the actual performance of the period under review by the different programmes.

For the year under review monthly and quarterly reports on conditional grants, as well as this annual report were used to deliver performance information. For the 2007/08 financial year total performance reporting was done on a quarterly basis.

The Department heavily relied on the assessment of the internal audit component and the Auditor-General Report and management letters for independent verification of its own performance whilst the internal monitoring and evaluation capacity is in a process of establishment.

14. SCOPA resolutions

Reference to previous audit report and SCOPA resolutions	Subject	Findings on progress
SCOPA resolutions:	The fact that a marketing and business intelligence service (to include an agricultural investment unit) was discussed, but not established between Wesgro and the Department after initial discussions	An appointment was made by Wesgro to pursue this and funding was obtained for the 2008/09 financial year for the establishment of the unit
	The non-compliance of the Department with National Treasury Regulation 7.2 regarding the existence of a revenue management policy	Was written and implemented

15. Prior modifications to audit reports

There were no qualifications, nor emphases of matter, of the annual financial statements in the audit report for the 2006/07 financial year.

Reference to previous audit report	Subject	Findings on progress
Audit Report – Other:	Existence of a written revenue management policy	Was written and implemented
	Existence of a written finance instruction for recovery, disallowance and adjustment of payments	Was written and implemented
	Existence of a written policy on banking and cash management	Was written and implemented
	Insufficient controls over transfer payments	An electronic transfer payment register was implemented
	Two material corrections after submission of financial statements	Done on statements
	Insufficient control measures on travel and subsistence policy	Policy amended and implemented
	Insufficient systems and controls of infrastructure projects	New systems and controls implemented
	No complaints register at the Supply Chain Management Unit	Register implemented
	Accounting Officer System was incomplete regarding risk management, regular assessment of supply chain performance, asset management and disposal management	Accounting Officer System updated to include the said omissions
	No access of National Treasury Website prior to awarding of contracts to ensure no business is done with people and institutions prohibited from doing business with the public sector	This omission was immediately rectified and implemented
	All the key elements of a control environment were not implemented	Implementation is taking place
	The effectiveness of control activities are not adequate	New control measures are being implemented
	Lack of records regarding performance information	New systems were implemented
	Delay in the finalisation of the audit due to strikes nationally	Not under the control of the department

16. Exemptions and deviations received from National Treasury

No exemptions or deviations were received from National Treasury.

17. Other

With regards to the Comprehensive Agricultural Support Programme R33.426 million was received in schedule 4. The amount of R33.366 million was spent on emerging farmers in empowerment projects as well as on their own, mostly on infrastructure needs. All objectives were met and the R60 000 unspent is due to money left after all obligations were met.

In terms of schedule 5 of the Act R3.317 million was received in terms of the Land Care Grant Programme. The amount of R3.268 was spent at 31 March 2008. All objectives were met and the R49 000 unspent is due to money left after all obligations were met.

All the above transfers were paid into the primary provincial bank account as prescribed.

18. Approval

The Annual Financial Statements set out on pages 52 to 110 have been approved by the Accounting Officer.



Ms JS Isaacs
Accounting Officer
29 July 2008

**REPORT OF THE AUDITOR-GENERAL TO THE WESTERN CAPE PROVINCIAL PARLIAMENT
ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF VOTE 11:
DEPARTMENT OF AGRICULTURE FOR THE YEAR ENDED 31 MARCH 2008**

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the accompanying financial statements of the Department of Agriculture which comprise the appropriation statement, statement of financial position as at 31 March 2008, statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes, and the accounting officer's report, as set out on pages 52 to 110.

Responsibility of the accounting officer for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting determined by the National Treasury, as set out in accounting policy note 1.1 and in the manner required by the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA) and Division of Revenue Act, 2007 (Act No 1 of 2007 (DoRA). This responsibility includes:
 - designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
 - selecting and applying appropriate accounting policies
 - making accounting estimates that are reasonable in the circumstances.

Responsibility of the Auditor-General

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA) and section 40(2) of the PFMA, my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with the International Standards on Auditing and *General Notice 616 of 2008*, issued in *Government Gazette No. 31057 of 15 May 2008*. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance on whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
6. An audit also includes evaluating the:
 - appropriateness of accounting policies used
 - reasonableness of accounting estimates made by management
 - overall presentation of the financial statements.
7. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Basis of accounting

8. The department's policy is to prepare financial statements on the modified cash basis of accounting determined by the National Treasury as set out in accounting policy note 1.1.

Opinion

9. In my opinion the financial statements present fairly, in all material respects, the financial position of the Department of Agriculture as at 31 March 2008 and its financial performance and cash flows for the year then ended, in accordance with the, modified cash basis of accounting determined by the National Treasury as set out in accounting policy note 1.1 and in the manner required by the PFMA.

OTHER MATTERS

Without qualifying my audit opinion, I draw attention to the following matters that relate to my responsibilities in the audit of the financial statements:

Matters of governance

10. The PFMA tasks the accounting officer with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of certain key governance responsibilities, which I have assessed as follows:

Matter of governance	Yes	No
Audit committee		
• The department had an audit committee in operation throughout the financial year.	√	
• The audit committee operates in accordance with approved, written terms of reference.	√	
• The audit committee substantially fulfilled its responsibilities for the year, as set out in section 77 of the PFMA and Treasury Regulation 3.1.10.	√	
Internal audit		
• The department had an internal audit function in operation throughout the financial year.	√	
• The internal audit function operates in terms of an approved internal audit plan.	√	
• The internal audit function substantially fulfilled its responsibilities for the year, as set out in Treasury Regulation 3.2.	√	
Other matters of governance		
The annual financial statements were submitted for audit within legislated deadlines per section 40 of the PFMA.	√	
The financial statements submitted for audit were not subject to any material amendments resulting from the audit.		√
No significant difficulties were experienced during the audit concerning delays or the unavailability of expected information and/or the unavailability of senior management.	√	
The prior year's external audit recommendations have been substantially implemented.	√	
SCOPA resolutions have been substantially implemented.	√	

OTHER REPORTING RESPONSIBILITIES

REPORT ON PERFORMANCE INFORMATION

11. I have reviewed the performance information as set out on pages 11 to 47.

Responsibility of the accounting officer for the performance information

12. The accounting officer has additional responsibilities as required by section 40(3)(a) of the PFMA to ensure that the annual report and audited financial statements fairly present the performance against predetermined objectives of the department.

Responsibility of the Auditor-General

13. I conducted my engagement in accordance with section 13 of the PAA read with *General Notice 616 of 2008*, issued in *Government Gazette No. 31057 of 15 May 2008*.

14. In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.

15. I believe that the evidence I have obtained is sufficient and appropriate to report that no significant findings have been identified as a result of my review.

APPRECIATION

16. The assistance rendered by the staff of the Department of Agriculture during the audit is sincerely appreciated.

Auditor - General

Cape Town
31 July 2008



A U D I T O R - G E N E R A L

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11****ACCOUNTING POLICIES
for the year ended 31 March 2008**

The Financial Statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. However, where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the Financial Statements and to comply with the statutory requirements of the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the Act and the Division of Revenue Act, Act 1 of 2007.

1. Presentation of the Financial Statements**1.1 Basis of preparation**

The Financial Statements have been prepared on a modified cash basis of accounting, except where stated otherwise. The modified cash basis constitutes the cash basis of accounting supplemented with additional disclosure items. Under the cash basis of accounting transactions and other events are recognised when cash is received or paid.

1.2 Presentation currency

All amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

1.3 Rounding

Unless otherwise stated all financial figures have been rounded to the nearest one thousand Rand (R'000).

1.4 Comparative figures

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

1.5 Comparative figures - Appropriation Statement

A comparison between actual amounts and final appropriation per major classification of expenditure is included in the appropriation statement.

2. Revenue**2.1 Appropriated funds**

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the appropriated funds made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

Total appropriated funds are presented in the statement of financial performance.

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund. Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

2.2 Departmental revenue

All departmental revenue is paid into the National/Provincial Revenue Fund when received, unless otherwise stated. Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

Amounts receivable at the reporting date are disclosed in the disclosure notes to the annual financial statements.

2.2.1 Tax revenue

Tax revenue consists of all compulsory unrequited amounts collected by the department in accordance with laws and or regulations (excluding fines, penalties & forfeits).

Tax receipts are recognised in the statement of financial performance when received.

2.2.2 Sales of goods and services other than capital assets

The proceeds received from the sale of goods and/or the provision of services is recognised in the Statement of Financial Performance when the cash is received.

2.2.3 Fines, penalties & forfeits

Fines, penalties & forfeits are compulsory unrequited amounts which were imposed by a court or quasi-judicial body and collected by the department. Revenue arising from fines, penalties and forfeits is recognised in the Statement of Financial Performance when the cash is received.

2.2.4 Interest, dividends and rent on land

Interest, dividends and rent on land is recognised in the statement of financial performance when the cash is received.

2.2.5 Sale of capital assets

The proceeds received on sale of capital assets are recognised in the Statement of Financial Performance when the cash is received.

2.2.6 Financial transactions in assets and liabilities

Repayments of loans and advances previously extended to employees and public corporations for policy purposes are recognised as revenue in the Statement of Financial Performance on receipt of the funds.

Cheques issued in previous accounting periods that expire before being banked are recognised as revenue in the Statement of Financial Performance when the cheque becomes stale. When the cheque is reissued the payment is made from Revenue.

Forex gains are recognised on payment of funds.

2.2.7 Transfers received (including gifts, donations and sponsorships)

All cash gifts, donations and sponsorships are paid into the National/Provincial Revenue Fund and recorded as revenue in the Statement of Financial Performance when received. Amounts receivable at the reporting date are disclosed in the disclosure notes to the financial statements.

All in-kind gifts, donations and sponsorships are disclosed at fair value in an annexure to the financial statements.

2.3 Local and foreign aid assistance

Local and foreign aid assistance is recognised as revenue when notification of the assistance is received from the National Treasury or when the department directly receives the cash from the donor(s).

All in-kind local and foreign aid assistance are disclosed at fair value in the annexures to the annual financial statements.

The cash payments made during the year relating to local and foreign aid assistance projects are recognised as expenditure in the Statement of Financial Performance. The value of the assistance expensed prior to the receipt of the funds is recognized as a receivable in the statement of financial position.

Inappropriately expensed amounts using local and foreign aid assistance and any unutilised amounts are recognised as payables in the statement of financial position.

3. Expenditure

3.1 Compensation of employees

3.1.1 Short-term employee benefits

Salaries and wages comprise payments to employees (including leave entitlements, thirteenth cheques and performance bonuses). Salaries and wages are recognised as an expense in the Statement of Financial Performance when final authorisation for payment is effected on the system (by no later than 31 March of each year). Capitalised compensation forms part of the expenditure for capital assets in the Statement of Financial Performance¹.

All other payments are classified as current expense.

Short-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the Statement of Financial Performance or Position.

3.1.2 Post retirement benefits

The department provides retirement benefits (pension benefits) for certain of its employees through a defined benefit plan for government employees. These benefits are funded by both employer and employee contributions.

Employer contributions (i.e. social contributions) to the fund are expensed when the final authorisation for payment to the fund is effected on the system (by no later than 31 March of each year). No provision is made for retirement benefits in the financial statements of the department. Any potential liabilities are disclosed in the financial statements of the National/Provincial Revenue Fund and not in the financial statements of the employer department.

The department provides medical benefits for certain of its employees. Employer contributions to the medical funds are expensed when final authorisation for payment to the fund is effected on the system (by no later than 31 March of each year).

3.1.3 Termination benefits

Termination benefits such as severance packages are recognised as an expense in the Statement of Financial Performance as a transfer (to households) when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

3.1.4 Other long-term employee benefits

Other long-term employee benefits (such as capped leave) are recognised as an expense in the Statement of Financial Performance as a transfer (to households) when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Long-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the Statement of Financial Performance or Position.

¹ This accounting policy is only relevant where the department elects to capitalise the compensation paid to employees involved on capital projects.

3.2 Goods and services

Payments made for goods and/or services are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). The expense is classified as capital if the goods and services were used for a capital project or an asset of R5000 or more is purchased. All assets costing less than R5000 will also be reflected under goods and services.

3.3 Interest and rent on land

Interest and rental payments are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). This item excludes rental for the use of buildings or other fixed structures. If it is not possible to distinguish between payment for the use of land and the fixed structures on it, the whole amount should be recorded under goods and services.

3.4 Financial transactions in assets and liabilities

Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or underspending of appropriated funds. The write off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts but amounts are disclosed as a disclosure note.

All **other losses** are recognised when authorisation has been granted for the recognition thereof.

3.5 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is recovered from the responsible person or written off as irrecoverable in the Statement of Financial Performance.

3.6 Transfers and subsidies

Transfers and subsidies are recognised as an expense when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

3.7 Expenditure for capital assets

Payments made for capital assets are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

4. Assets

4.1 Cash and cash equivalents

Cash and cash equivalents are carried in the statement of financial position at cost.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

4.2 Other financial assets

Other financial assets are carried in the Statement of Financial Position at cost.

4.3 Prepayments and advances

Amounts prepaid or advanced are recognised in the statement of financial position when the payments are made.

Pre-payments and advances outstanding at the end of the year are carried in the statement of financial position at cost.

4.4 Receivables

Receivables included in the statement of financial position arise from cash payments made that are recoverable from another party. Receivables outstanding at year-end are carried in the statement of financial position at cost.

4.5 Inventory

The costing method used for stationery, cleaning material and provisions (food) are based on the average price of acquisition. With regard to the bottled wine the method of costing is based on the Department's approved tariff register. Bulk wine is a valued price as at 31 March 2008.

4.6 Capital assets

A capital asset is recorded on receipt of the item at cost. Cost of an asset is defined as the total cost of acquisition. Where the cost cannot be determined accurately, the capital asset should be stated at fair value. Where fair value cannot be determined, the capital asset is included in the asset register at R1.

Projects (of construction/development) running over more than one financial year relating to assets, are only capitalised as assets on completion of the project and at the total cost incurred over the duration of the project.

Disclosure Notes 27 and 28 reflect the total movement in the asset register for the current financial year.

5. Liabilities**5.1 Voted funds to be surrendered to the Revenue Fund**

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund. Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the Statement of Financial Position.

5.2 Departmental revenue to be surrendered to the Revenue Fund

Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the Statement of Financial Position at cost.

5.3 Payables

Recognised payables mainly comprise of amounts owing to other governmental entities. These payables are recognised at historical cost in the Statement of Financial Position.

5.4 Contingent liabilities

Contingent liabilities are included in the disclosure notes.

5.5 Commitments

Commitments are not recognised in the Statement of Financial Position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

5.6 Accruals

Accruals are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

5.7 Employee benefits

Short-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the disclosure notes to the financial statements. These amounts are not recognised in the statement of financial performance or the statement of financial position.

5.8 Lease commitments

Lease commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

Operating and finance lease commitments are expensed when the payments are made. Assets acquired in terms of finance lease agreements are disclosed in the annexures and disclosure notes to the financial statements.

6. Receivables for departmental revenue

Receivables for departmental revenue are disclosed in the disclosure notes to the annual financial statements.

7. Net Assets

7.1 Capitalisation reserve

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are transferred to the National/Provincial Revenue Fund on disposal, repayment or recovery of such amounts.

7.2 Recoverable revenue

Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year.

8. Related party transactions

Specific information with regards to related party transactions is included in the disclosure notes.

9. Key management personnel

Compensation paid to key management personnel including their family members where relevant, is included in the disclosure notes.

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**APPROPRIATION STATEMENT
for the year ended 31 March 2008**

Appropriation per programme									
	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Administration									
Current payment	51,610	(772)	(3,281)	47,557	47,423	134	99.7%	37,738	37,821
Transfers and subsidies	313	1,320	-	1,633	1,633	-	100.0%	943	901
Payment for capital assets	1,748	(548)	-	1,200	1,198	2	99.8%	451	395
2. Sustainable resource management									
Current payment	28,756	(542)	(479)	27,735	27,685	50	99.8%	32,489	32,058
Transfers and subsidies	44,062	(1,213)	-	42,849	38,273	4,576	89.3%	46,037	10,525
Payment for capital assets	1,539	1,755	-	3,294	3,293	1	100.0%	1,463	1,539
3. Farmer support and development									
Current payment	48,979	(4,678)	3,014	47,315	47,300	15	100.0%	39,264	39,349
Transfers and subsidies	28,143	5,519	-	33,662	33,662	-	100.0%	24,229	24,139
Payment for capital assets	7,607	(841)	-	6,766	6,671	95	98.6%	8,333	8,332
4. Veterinary services									
Current payment	31,099	1,980	(2,557)	30,522	29,910	612	98.0%	26,883	26,684
Transfers and subsidies	1	179	-	180	180	-	100.0%	129	325
Payment for capital assets	2,979	(2,159)	-	820	669	151	81.6%	879	882
5. Technology research and development									
Current payment	48,042	187	939	49,168	49,161	7	100.0%	45,813	45,807
Transfers and subsidies	641	699	-	1,340	1,339	1	99.9%	2,077	2,083
Payment for capital assets	3,799	(886)	-	2,913	2,903	10	99.7%	1,458	1,446
6. Agricultural economics									
Current payment	6,502	(69)	317	6,750	6,749	1	100.0%	7,276	7,257
Transfers and subsidies	91	(9)	-	82	82	-	100.0%	906	909
Payment for capital assets	56	78	-	134	134	-	100.0%	217	209
7. Structured agricultural training									
Current payment	25,218	(169)	2,047	27,096	26,873	223	99.2%	23,023	23,446
Transfers and subsidies	40	129	-	169	159	10	94.1%	1,705	1,304
Payment for capital assets	335	40	-	375	326	49	86.9%	977	975
Subtotal	331,560	-	-	331,560	325,623	5,937	98.2%	302,209	266,386
Reconciliation with Statement of Financial Performance									
Add:									
Departmental revenue				7,006				6,308	
Local and foreign aid assistance received				2,193				1,375	
Actual amounts per Statements of Financial Performance (Total revenue)				340,759				309,973	
Add:									
Local and foreign aid assistance					589				241
Actual amounts per Statements of Financial Performance (Total expenditure)					326,212				266,627

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**APPROPRIATION STATEMENT
for the year ended 31 March 2008**

Appropriation per economic classification									
	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments									
Compensation of employees	140,486	(6,007)	(3,913)	130,548	130,123	425	99.7%	117,168	117,188
Goods and services	99,732	1,795	3,913	105,440	104,825	615	99.4%	95,135	95,051
Financial transactions in assets and liabilities	6	149	-	155	153	2	98.7%	183	183
Transfers and subsidies									
Provinces and municipalities	75	(8)	-	67	58	9	86.6%	4,758	4,681
Departmental agencies and accounts	19	-	-	19	19	-	100.0%	52	12
Universities and technikons	77	(1)	-	76	76	-	100.0%	642	170
Public corporations and private enterprises	24,999	5,596	-	30,595	30,595	-	100.0%	15,306	15,536
Non-profit institutions	6,903	(288)	-	6,615	6,614	1	100.0%	5,297	5,495
Households	41,218	1,325	-	42,543	37,966	4,577	89.2%	49,971	14,292
Payments for capital assets									
Buildings and other fixed structures	4,419	(1,952)	-	2,467	2,407	60	97.6%	4,562	4,657
Machinery and equipment	13,235	(356)	-	12,879	12,637	242	98.1%	8,930	8,827
Biological or cultivated assets	277	(215)	-	62	57	5	91.9%	92	75
Software and other intangible assets	132	(38)	-	94	93	1	98.9%	194	219
Total	331,560	-	-	331,560	325,623	5,937	98.2%	302,290	266,386

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 1 - ADMINISTRATION
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1.1 Office of the MEC									
Current payment	4,615	-	-	4,615	4,584	31	99.3%	4,119	4,119
Transfers and subsidies	-	-	-	-	-	-	0.0%	1	1
Payment for capital assets	35	-	-	35	33	2	94.3%	20	20
1.2 Senior management									
Current payment	4,241	25	-	4,266	4,261	5	99.9%	2,994	2,994
Transfers and subsidies	148	82	-	230	230	-	100.0%	602	617
Payment for capital assets	109	(15)	-	94	94	-	100.0%	45	25
1.3 Corporate services									
Current payment	22,890	(303)	(1,619)	20,968	20,951	17	99.9%	20,598	20,681
Transfers and subsidies	1	1,024	-	1,025	1,025	-	100.0%	335	278
Payment for capital assets	1,110	(704)	-	406	406	-	100.0%	344	308
1.4 Financial management									
Current payment	15,021	(445)	(1,072)	13,504	13,436	68	99.5%	10,027	10,027
Transfers and subsidies	76	68	-	144	144	-	100.0%	5	5
Payment for capital assets	268	153	-	421	421	-	100.0%	42	42
1.5 Communication services									
Current payment	4,843	(49)	(590)	4,204	4,191	13	99.7%	-	-
Transfers and subsidies	88	146	-	234	234	-	100.0%	-	-
Payment for capital assets	226	18	-	244	244	-	100.0%	-	-
TOTAL	53,671	-	(3,281)	50,390	50,254	136	99.7%	39,132	39,117

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	26,536	(1,313)	(2,664)	22,559	22,498	61	99.7%	19,564	19,564
Goods and services	25,070	502	(617)	24,955	24,882	73	99.7%	18,161	18,244
Financial transactions in assets and liabilities	4	39	-	43	43	-	100.0%	13	13
Transfers and subsidies to:									
Provinces and municipalities	1	(1)	-	-	-	-	-	12	13
Departmental agencies and accounts	1	(1)	-	-	-	-	-	-	-
Universities and technikons	-	70	-	70	70	-	100.0%	-	-
Public corporations and private enterprises	50	50	-	50	50	-	100.0%	-	-
Non-profit institutions	15	883	-	898	898	-	100.0%	590	614
Households	296	319	-	615	615	-	100.0%	341	274
Payment for capital assets									
Machinery and equipment	1,748	(559)	-	1,189	1,187	2	99.8%	409	359
Software and other intangible assets	-	11	-	11	11	-	100.0%	42	36
Total	53,671	-	(3,281)	50,390	50,254	136	99.7%	39,132	39,117

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 2 - SUSTAINABLE RESOURCE MANAGEMENT
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
2.1 Engineering services									
Current payment	13,522	(855)	-	12,667	12,668	(1)	100.0%	13,202	13,059
Transfers and subsidies	2,369	(902)	-	1,467	1,467	-	100.0%	1,067	1,317
Payment for capital assets	386	2,167	-	2,553	2,553	-	100.0%	754	647
2.2 LandCare									
Current payment	15,234	313	(479)	15,068	15,017	51	99.7%	19,287	18,999
Transfers and subsidies	41,693	(311)	-	41,382	36,806	4,576	88.9%	44,970	9,208
Payment for capital assets	1,153	(412)	-	741	740	1	99.9%	709	892
TOTAL	74,357	-	(479)	73,878	69,251	4,627	93.7%	79,989	44,122

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	12,657	(469)	(479)	11,709	11,710	(1)	100.0%	11,540	11,536
Goods and services	16,097	(77)	-	16,020	15,970	50	99.7%	20,946	20,519
Financial transactions in assets and liabilities	2	4	-	6	5	1	83.3%	3	3
Transfers and subsidies to:									
Provinces and municipalities	-	1	-	1	1	-	100.0%	6	7
Public corporations and private enterprises	1,772	298	-	2,070	2,070	-	100.0%	485	736
Non-profit institutions	2,559	(1,159)	-	1,400	1,400	-	100.0%	650	650
Households	39,731	(353)	-	39,378	34,802	4,576	88.4%	44,896	9,132
Payment for capital assets									
Buildings and other fixed structures	126	18	-	144	144	-	100.0%	510	510
Machinery and equipment	1,303	1,847	-	3,150	3,149	1	100.0%	893	990
Software and other intangible assets	110	(110)	-	-	-	-	-	60	39
Total	74,357	-	(479)	73,878	69,251	4,627	93.7%	79,989	44,122

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 3 - FARMER SUPPORT AND DEVELOPMENT
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
3.1 Post farmer settlement									
Current payment	11,823	(1,952)	632	10,503	10,506	(3)	100.00%	9,983	10,040
Transfers and subsidies	8,269	3,684	-	11,953	11,953	-	100.0%	8,947	8,890
Payment for capital assets	3,463	(1,077)	-	2,386	2,351	35	98.5%	2,625	2,625
3.2 Farmer support services									
Current payment	16,344	(1,444)	268	15,168	15,154	14	99.9%	10,793	10,933
Transfers and subsidies	4,110	953	-	5,063	5,063	-	100.0%	2,878	2,733
Payment for capital assets	2,337	(234)	-	2,103	2,103	-	100.0%	2,738	2,737
3.3 Food security									
Current payment	16,274	(1,499)	1,096	15,871	15,870	1	100.0%	13,867	13,905
Transfers and subsidies	2,296	786	-	3,082	3,083	(1)	100.0%	285	247
Payment for capital assets	1,807	405	-	2,212	2,152	60	97.3%	2,934	2,934
3.4 Casidra (PTY) Ltd									
Transfers and subsidies	10,800	18	-	10,818	10,818	-	100.0%	8,500	8,500
3.5 Farm worker development									
Current payment	4,538	217	1,018	5,773	5,770	3	99.9%	4,621	4,471
Transfers and subsidies	2,668	78	-	2,746	2,745	1	100.0%	3,619	3,769
Payment for capital assets	-	65	-	65	65	-	100.0%	36	36
TOTAL	84,729	-	3,014	87,743	87,633	110	99.9%	71,826	71,820

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	22,699	(1,355)	384	21,728	21,728	-	100.0%	17,857	17,848
Goods and services	26,280	(3,340)	2,630	25,570	25,555	15	99.9%	21,393	21,487
Financial transactions in assets and liabilities	-	17	-	17	17	-	100.0%	14	14
Transfers and subsidies to:									
Provinces and municipalities	24	(9)	-	15	15	-	100.0%	4,651	4,584
Departmental agencies and accounts	-	-	-	-	-	-	-	40	-
Universities and technikons	-	-	-	-	-	-	-	30	-
Public corporations and private enterprises	22,876	5,242	-	28,118	28,119	(1)	100.0%	14,169	14,142
Non-profit institutions	4,328	(12)	-	4,316	4,315	1	100.0%	4,057	4,231
Households	915	298	-	1,213	1,213	-	100.0%	1,282	1,182
Payment for capital assets									
Buildings and other fixed structures	3,693	(1,595)	-	2,098	2,038	60	97.1%	3,849	3,910
Machinery and equipment	3,627	984	-	4,611	4,576	35	99.2%	4,392	4,347
Biological or cultivated assets	272	(215)	-	57	57	-	100.0%	82	75
Software and other intangible assets	15	(15)	-	-	-	-	-	10	-
Total	84,729	-	3,014	87,743	87,633	110	99.9%	71,826	71,820

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 4 - VETERINARY SERVICES
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
4.1 Animal Health									
Current payment	17,446	101	-	17,547	17,545	2	100.0%	15,476	15,465
Transfers and subsidies	1	174	-	175	175	-	100.0%	117	128
Payment for capital assets	579	(159)	-	420	420	-	100.0%	409	409
4.2 Export control									
Current payment	2,121	9	-	2,130	2,130	-	100.0%	1,515	1,515
Transfers and subsidies	-	2	-	2	2	-	100.0%	1	1
4.3 Veterinary public health									
Current payment	3,043	(27)	-	3,016	2,769	247	91.8%	2,824	2,636
Transfers and subsidies	-	3	-	3	3	-	100.0%	4	193
Payment for capital assets	70	-	-	70	69	1	98.6%	6	5
4.4 Veterinary laboratory services									
Current payment	8,489	1,897	(2,557)	7,829	7,466	363	95.4%	7,068	7,068
Transfers and subsidies	-	-	-	-	-	-	-	7	3
Payment for capital assets	2,330	(2,000)	-	330	180	150	54.5%	464	468
TOTAL	34,079	-	(2,557)	31,522	30,759	763	97.6%	27,891	27,891

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	24,363	(510)	(1,176)	22,677	22,408	269	98.8%	20,468	20,468
Goods and services	6,736	2,485	(1,381)	7,840	7,498	342	95.6%	6,405	6,206
Financial transactions in assets and liabilities	-	5	-	5	4	1	80.0%	10	10
Transfers and subsidies to:									
Provinces and municipalities	-	-	-	-	1	(1)	-	21	14
Public corporations and private enterprises	1	2	-	3	2	1	66.7%	-	1
Households	-	177	-	177	177	-	100.0%	108	310
Payment for capital assets									
Buildings and other fixed structures	-	-	-	-	-	-	-	75	75
Machinery and equipment	2,967	(2,159)	-	808	662	146	81.9%	774	703
Biological or cultivated assets	5	-	-	5	-	5	-	-	-
Software and other intangible assets	7	-	-	7	7	-	100.0%	30	104
Total	34,079	-	(2,557)	31,522	30,759	763	97.6%	27,891	27,891

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 5 - TECHNOLOGY RESEARCH AND DEVELOPMENT
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
5.1 Research									
Current payment	26,195	1,069	921	28,185	28,184	1	100.0%	27,143	27,143
Transfers and subsidies	405	266	-	671	670	1	99.9%	837	837
Payment for capital assets	1,143	(80)	-	1,063	1,062	1	99.9%	558	558
5.2 Information services									
Current payment	1,929	(591)	-	1,338	1,337	1	99.9%	1,558	1,551
Transfers and subsidies	-	59	-	59	59	-	100.0%	781	788
Payment for capital assets	800	(515)	-	285	277	8	97.2%	496	496
5.3 Infrastructure support									
Current payment	19,918	(291)	18	19,645	19,640	5	100.0%	17,112	17,113
Transfers and subsidies	236	374	-	610	610	-	100.0%	459	458
Payment for capital assets	1,856	(291)	-	1,565	1,564	1	99.9%	404	392
TOTAL	52,482	-	939	53,421	53,403	18	100.0%	49,348	49,336

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	34,183	(1,114)	-	33,069	33,067	2	100.0%	30,662	30,662
Goods and services	13,859	1,230	939	16,028	16,023	5	100.0%	14,008	15,002
Financial transactions in assets and liabilities	-	71	-	71	71	-	100.0%	143	143
Transfers and subsidies to:									
Provinces and municipalities	45	(4)	-	41	40	1	97.6%	46	51
Public corporations and private enterprises	350	4	-	354	354	-	100.0%	500	503
Households	246	699	-	945	945	-	100.0%	1,531	1,529
Payment for capital assets									
Buildings and other fixed structures	600	(375)	-	225	225	-	100.0%	120	133
Machinery and equipment	3,199	(552)	-	2,647	2,637	10	99.6%	1,328	1,313
Biological or cultivated assets	-	-	-	-	-	-	-	10	-
Software and other intangible assets	-	41	-	41	41	-	100.0%	-	-
Total	52,482	-	939	53,421	53,403	18	100.0%	49,348	49,336

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 6 - AGRICULTURAL ECONOMICS
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
6.1 Marketing services									
Current payment	4,066	122	317	4,505	4,505	-	100.0%	4,778	4,774
Transfers and subsidies	71	(58)	-	13	13	-	100.0%	886	898
Payment for capital assets	-	35	-	35	35	-	100.0%	142	134
6.2 Macro economics and statistics									
Current payment	2,436	(191)	-	2,245	2,244	1	100.0%	2,498	2,483
Transfers and subsidies	20	49	-	69	69	-	100.0%	20	11
Payment for capital assets	56	43	-	99	99	-	100.0%	75	75
TOTAL	6,649	-	317	6,966	6,965	1	100.0%	8,399	8,375

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	4,430	(254)	-	4,176	4,176	-	100.0%	4,506	4,506
Goods and services	2,072	183	317	2,572	2,571	1	100.0%	2,770	2,751
Financial transactions in assets and liabilities	-	2	-	2	2	-	100.0%	-	-
Transfers and subsidies to:									
Provinces and municipalities	-	-	-	-	-	-	-	10	3
Universities and technikons	71	(71)	-	-	-	-	-	177	170
Public corporations and private enterprises	-	-	-	-	-	-	-	152	154
Households	20	62	-	82	82	-	100.0%	567	582
Payment for capital assets									
Machinery and equipment	56	78	-	134	134	-	100.0%	175	169
Software and other intangible assets	-	-	-	-	-	-	-	42	40
Total	6,649	-	317	6,966	6,965	1	100.0%	8,399	8,375

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DETAIL PER PROGRAMME 7 - STRUCTURED AGRICULTURAL TRAINING
for the year ended 31 March 2008**

Programme per subprogramme	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
7.1 Tertiary education (TE)									
Current payment	9,725	586	305	10,616	10,438	178	98.3%	17,195	17,613
Transfers and subsidies	23	114	-	137	127	10	92.7%	1,579	1,181
Payment for capital assets	33	175	-	208	193	15	92.8%	156	156
7.2 Further education and training (FET)									
Current payment	8,628	(878)	-	7,750	7,706	44	99.4%	5,828	5,833
Transfers and subsidies	-	-	-	-	-	-	0.0%	126	123
Payment for capital assets	42	80	-	122	88	34	72.1%	821	819
7.3 Quality assurance									
Current payment	80	(56)	-	24	24	-	100.0%	-	-
7.4 Training administration and support									
Current payment	6,785	179	1,742	8,706	8,705	1	100.0%	-	-
Transfers and subsidies	17	15	-	32	32	-	100.0%	-	-
Payment for capital assets	260	(215)	-	45	45	-	100.0%	-	-
TOTAL	25,593	-	2,047	27,640	27,358	282	99.0%	25,705	25,725

Economic Classification	2007/08							2006/07	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	15,600	(992)	22	14,630	14,536	94	99.4%	12,571	12,604
Goods and services	9,618	812	2,025	12,455	12,326	129	99.0%	10,452	10,842
Financial transactions in assets and liabilities	-	11	-	11	11	-	100.0%	-	-
Transfers and subsidies to:									
Provinces and municipalities	5	5	-	10	1	9	10.0%	12	9
Departmental agencies and accounts	18	1	-	19	19	-	100.0%	12	12
Universities and technikons	6	-	-	6	6	-	100.0%	435	-
Non-profit institutions	1	-	-	1	1	-	100.0%	-	-
Households	10	123	-	133	132	1	99.2%	1,246	1,283
Payment for capital assets									
Buildings and other fixed structures	-	-	-	-	-	-	-	8	29
Machinery and equipment	335	5	-	340	292	48	85.9%	959	946
Software and other intangible assets	-	35	-	35	34	1	97.1%	10	-
Total	25,593	-	2,047	27,640	27,358	282	99.0%	25,705	25,725

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2008**

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in note 7 (Transfers and subsidies) and Annexure 1 (A-L) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on financial transactions in assets and liabilities

Detail of these transactions per programme can be viewed in note 6 (Details of special functions (theft and losses)) to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after Virement):

4.1 Per Programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
Programme 1: Administration	50,390	50,254	136	0.27%
Surplus of R136 000 which can mainly be ascribed to as earmarked funds to be surrendered to the Provincial Revenue Fund.				

Programme 2: Sustainable Resource Development	73,878	69,251	4,627	6.27%
Surplus of R4 627 000 can mainly be ascribed to funds which were made available to the Western Cape province for hail assistance in the adjustment budget that is spread over a 3 year period to the amount of R4 238 000, R337 000 for drought assistance on claims still outstanding and an amount of R49 000 for LandCare projects and R3 000 to be surrendered to the Provincial Revenue Fund. Application for roll over to the amount of R4 575 000 has been requested.				

Programme 3: Farmer Support and Development	87,743	87,633	110	0.13%
Surplus of R110 000 which is mainly for Comprehensive Agriculture Support Programme (Casp) projects for R60 000 and R50 000 on mainly goods and services to be surrendered to the Provincial Revenue Fund.				

Programme 4: Veterinary Services	31,522	30,759	763	2.43%
Surplus of R763 000 on Compensation of employees and goods and services to be surrendered to the Provincial Revenue Fund.				

Programme 7: Structured Agricultural Training	27,640	27,358	282	1.03%
Surplus of R282 000 of which R281 000 is savings on earmarked allocation, funds to be surrendered to the Provincial Revenue Fund.				

4.2 Per Economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Current payment:				
Compensation of employees	130,548	130,123	425	0.33%
Goods and services	105,440	104,825	615	0.60%
Financial transactions in assets and liabilities	15	153	2	1.29%
Transfers and subsidies:				
Provinces and municipalities	67	58	9	13.43%
Departmental agencies and accounts	19	19	-	-
Universities and Technikons	76	76	-	-
Public corporations and private enterprises	30,595	30,595	-	-
Non-profit institutions	6,615	6,614	1	0.02%
Households	42,543	37,966	4,577	10.76%
Payments for capital assets:				
Buildings and other fixed structures	2,467	2,407	60	2.43%
Machinery and equipment	12,879	12,637	242	1.88%
Biological or cultivated assets	62	57	5	8.07%
Software and other intangible assets	94	93	1	1.06%

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
REVENUE			
Annual appropriation	1	331,560	302,290
Departmental revenue	2	7,006	6,308
Foreign aid assistance	3	2,193	1,375
TOTAL REVENUE		340,759	309,973
EXPENDITURE			
Current expenditure			
Compensation of employees	4	130,123	117,188
Goods and services	5	104,825	95,051
Financial transactions in assets and liabilities	6	153	183
Foreign aid assistance	3	589	217
Total current expenditure		235,689	212,639
Transfers and subsidies	7	75,328	40,186
Expenditure for capital assets			
Buildings and other fixed structures	8	2,407	4,657
Machinery and equipment	8	12,637	8,827
Biological or cultivated assets	8	57	75
Software and other intangible assets	8	93	219
Foreign aid assistance	3	-	24
Total expenditure for capital assets		15,194	13,802
TOTAL EXPENDITURE		326,212	266,627
SURPLUS			
Add back fruitless and wasteful expenditure	9	1	-
SURPLUS FOR THE YEAR		14,548	43,346
Reconciliation of Surplus for the year			
Voted Funds to be surrendered to the revenue fund	13	5,938	35,904
Departmental Revenue to be surrendered to the revenue fund	14	7,006	6,308
Foreign aid assistance	3	1,604	1,134
SURPLUS FOR THE YEAR		14,548	43,346

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**STATEMENT OF FINANCIAL POSITION
as at 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
ASSETS			
Current assets		13,820	44,593
Cash and cash equivalents	10	11,477	43,040
Prepayments and advances	11	331	153
Receivables	12	2,012	1,400
TOTAL ASSETS		13,820	44,593
LIABILITIES			
Current liabilities		13,820	44,593
Voted funds to be surrendered to the Revenue Fund	13	5,938	35,904
Departmental revenue to be surrendered to the Revenue Fund	14	568	770
Payables	15	5,710	6,785
Foreign aid assistance unutilised	3	1,604	1,134
TOTAL LIABILITIES		13,820	44,593
NET ASSETS		-	-

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**CASH FLOW STATEMENT
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
		354,538	322,767
Annual appropriated funds received	1	331,560	302,290
Departmental revenue received	2	21,918	19,311
Foreign aid assistance received	3	1,060	1,166
Net (increase)/decrease in working capital		(1,865)	(1,084)
Surrendered to Revenue Fund	16	(58,075)	(30,186)
Current payments		(235,689)	(212,639)
Transfers and subsidies paid	7	(75,328)	(40,186)
Net cash flow available from operating activities	16	(16,419)	38,672
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	8	(15,194)	(13,802)
Proceeds from sale of capital assets	16	50	-
Net cash flows from investing activities		(15,144)	(13,802)
Net increase/(decrease) in cash and cash equivalents		(31,563)	24,870
Cash and cash equivalents at the beginning of the period		43,040	18,170
Cash and cash equivalents at end of period	17	11,477	43,040

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

1. Annual Appropriation

1.1 Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act for Provincial Departments (Equitable Share):

	Final Appropriation	Actual Funds Received	Funds not requested/ not received	Appropriation received 2006/07
	R'000	R'000	R'000	R'000
Administration	50,390	50,390	-	39,132
Sustainable Resource Management	73,878	73,878	-	79,989
Farmer Support and Development	87,743	87,743	-	71,826
Veterinary Services	31,522	31,522	-	27,891
Technology Research and Development	53,421	53,421	-	49,348
Agricultural Economics	6,966	6,966	-	8,399
Structured Agricultural Training	27,640	27,640	-	25,705
Total	331,560	331,560	-	302,290

	<i>Note</i>	2007/08 R'000	2006/07 R'000
--	-------------	------------------	------------------

1.2 Conditional grants **

Total grants received	<i>Annex 1A</i>	71,290	70,577
Provincial grants included in Total Grants received		-	3,000

1.3 Unconditional grants

Transfer received	<i>Annex 1B</i>	-	1
-------------------	-----------------	---	---

** It should be noted that the conditional grants are included in the amount per the final appropriation in note 1.1.

2. Departmental revenue

Sales of goods and services other than capital assets	2.1	21,295	18,785
Fines, penalties and forfeits		8	-
Interest and dividends	2.2	27	84
Sales of capital assets	2.3	50	-
Financial transactions in assets and liabilities	2.4	565	424
Transfer received	2.5	24	18
Total revenue collected		21,969	19,311
Less: Departmental Revenue Budgeted	14	14,963	13,003
Departmental revenue collected		7,006	6,308

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
2.1 Sales of goods and services other than capital assets			
Sales of goods and services produced by the department		21,289	18,772
Sales by market establishment		330	179
Administrative fees		-	1
Other sales		20,959	18,592
Sales of scrap, waste and other used current goods		6	13
Total		21,295	18,785
2.2 Interest and dividends			
Interest		21	79
Dividends		6	5
Total		27	84
2.3 Sales of capital assets			
Biological assets sold (2 horses)		50	-
Total		50	-
2.4 Financial transactions in assets and liabilities			
Receivables		47	107
Other Receipts including Recoverable Revenue		518	317
Total		565	424
2.5 Transfers received			
Other governmental units		-	1
Public corporations and private enterprises		24	17
Total		24	18
3. Foreign aid assistance received in cash			
Opening Balance		1,134	209
Revenue		1,059	1,166
Expenditure		589	241
Current		589	217
Capital		-	24
Closing Balance		1,604	1,134
Analysis of balance			
Local and foreign aid unutilised		1,604	1,134
Closing balance		1,604	1,134

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
4. Compensation of employees			
4.1 Salaries and Wages			
Basic salary		87,721	80,070
Performance award		1,788	1,976
Service Based		339	148
Compensative/circumstantial		4,172	4,441
Periodic payments		1,268	1,211
Other non-pensionable allowances		17,639	14,465
Total		112,927	102,311
4.2 Employer contributions			
Pension		11,016	9,989
Medical		6,155	4,863
Bargaining council		25	25
Total		17,196	14,877
Total compensation of employees		130,123	117,188
Average number of employees		833	840
5. Goods and services			
Advertising		3,359	3,099
Attendance fees (including registration fees)		839	578
Bank charges and card fees		70	93
Bore waterhole drilling		889	-
Bursaries (employees)		354	352
Catering		1,266	1,054
Communication		5,422	5,099
Computer services		1,239	920
Consultants, contractors and special services		21,444	23,735
Courier and delivery services		115	93
Drivers' licences and permits		9	94
Entertainment		67	113
External audit fees	5.1	1,755	1,111
Equipment less than R5000		4,313	5,928
Honoraria (Voluntary workers)		1	-
Inventory	5.2	23,229	21,562
Legal fees		41	-
Licence agency fees		5	5
Maintenance, repairs and running costs		3,741	1,855

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
Medical Services		377	87
Municipal Services		7,054	4,427
Operating leases		1,441	867
Personnel agency fees		149	29
Photographic services		1	1
Plant flowers and other decorations		49	41
Printing and publications		341	168
Professional bodies and membership fees		75	73
Resettlement costs		543	351
Roadworthy tests		1	1
Subscriptions		51	66
Owned and leasehold property expenditure		1,893	3,982
Translations and transcriptions		158	221
Transport provided as part of the departmental activities		125	179
Travel and subsistence	5.3	21,063	17,530
Venues and facilities		898	199
Protective, special clothing & uniforms		392	416
Training & staff development		2,054	722
Witness and related fees		2	-
Total		104,825	95,051
5.1 External audit fees			
Regularity audits		1,755	1,111
Total		1,755	1,111
5.2 Inventory			
Strategic stock		89	105
Domestic consumables		428	208
Agricultural		10,732	10,903
Learning and teaching support material		41	-
Food and food supplies		2,116	1,884
Fuel, oil and gas		1,259	1,250
Laboratory consumables		1,377	929
Other consumables		349	371
Parts and other maintenance material		3,427	3,059
Stationery and printing		2,744	2,157
Veterinary supplies		644	696
Road construction and supplies		23	-
Total		23,229	21,562

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
5.3 Travel and subsistence			
Local		18,828	15,843
Foreign		2,235	1,687
Total		21,063	17,530
6. Financial transactions in assets and liabilities			
Other material losses written off	<i>6.1</i>	110	123
Debts written off	<i>6.2</i>	16	46
Theft	<i>6.3</i>	27	14
Total		153	183
6.1 Other material losses written off			
Damages to government garage vehicles (13 cases)		91	27
Damages to private motor vehicles (7 cases)		17	-
Fruitless and Wasteful expenditures written off (3 cases)		2	-
Fire damage		-	96
Total		110	123
6.2 Debts written off			
Interest on services rendered, written off (2 cases)		-	46
Inter-Departmental debt written of (2 cases)		12	-
Staff debt written off (7 cases)		4	-
Total		16	46
6.3 Detail of theft			
Theft of equipment (3 cases)		10	14
Theft of motor vehicle (1 case)		12	-
Diesel stolen at Worcester office (1 case)		5	-
Total		27	14
7. Transfers and subsidies			
Provinces and municipalities	<i>Annex 1D</i>	58	4,681
Departmental agencies and accounts	<i>Annex 1E</i>	19	12
Universities and technikons	<i>Annex 1F</i>	76	170
Public corporations and private enterprises	<i>Annex 1G</i>	30,595	15,536
Non-profit institutions	<i>Annex 1H</i>	6,614	5,495
Households	<i>Annex 1I</i>	37,966	14,292
Total		75,328	40,186

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000			
8. Expenditure for capital assets						
Buildings and other fixed structures	27	2,407	4,657			
Machinery and equipment	27	12,637	8,827			
Biological or cultivated assets	27	57	75			
Software and other intangible assets	28	93	219			
Total		15,194	13,778			
9. Fruitless and wasteful expenditure						
Opening balance		-	-			
Fruitless and wasteful expenditure – current year		1	-			
Current expenditure		1	-			
Amounts condoned		(1)	-			
Current expenditure		(1)	-			
Transfer to receivables for recovery (not condoned)		-	-			
Fruitless and wasteful expenditure awaiting condonement		-	-			
10. Cash and cash equivalents						
Consolidated Paymaster General Account		172	37			
Disbursements		(144)	1			
Cash with commercial banks (Local) *		11,449	43,002			
Total		11,477	43,040			
* “Cash with commercial banks” represents cash not required by the department for immediate use and is invested by the Provincial Treasury at various commercial banks. Interest earned on these investments is reflected in the financial statements of the Provincial Revenue Fund.						
11. Prepayments and advances						
Travel and subsistence		331	153			
Total		331	153			
12. Receivables						
	<i>Note</i>	Less than one year	One to three years	Older than three years		
Households and non profit institutions	12.1	-	-	-	-	171
Staff debtors*	12.2	267	69	20	356	289
Other debtors*	12.3	177	5	-	182	32
Intergovernmental receivables	Annex 4	1,313	161	-	1,474	908
Total		1,757	235	20	2,012	1,400

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
12.1 Households and non-profit institutions			
Prosopis eradication		-	171
Total		-	171
12.2 Staff Debtors			
Deductions on salaries		59	10
Tax on salaries		31	2
Private telephone debt		2	2
Other staff debt		-	12
Medical aid		-	2
Ex-employees and staff debt* **		264	261
Total		356	289
* The comparative figure for Staff Debt has been adjusted with R5 000.00 and moved to note 12.3, Other debtors as supplier debt.			
** Included in the current year's total amount for receivables is an amount of R42 475.57 that represents recoverable revenue that was incorrectly allocated in prior years.			
12.3 Other debtors			
Theft and losses not yet approved for write off (6 cases)		171	27
Nedbank: Payment recall outstanding		6	-
Supplier debt*		5	5
Total		182	32
* The comparative figure has been adjusted with R5 000.00 from note 12.3 for supplier debt.			
13. Voted funds to be surrendered to the Revenue Fund			
Opening balance		35,904	10,711
Transfer from Statement of Financial Performance		5,938	35,904
Paid during the year		(35,904)	(10,711)
Closing balance		5,938	35,904
14. Departmental revenue to be surrendered to the Revenue Fund			
Opening balance		770	934
Transfer from Statement of Financial Performance		7,006	6,308
Departmental revenue budgeted	2	14,963	13,003
Paid during the year		(22,171)	(19,475)
Closing balance		568	770
15. Payables – current			
	Notes	30 Days	30+ Days
Advances received	15.1	-	-
Clearing accounts	15.2	170	8
Other payables	15.3	-	5,532
Total		170	5,540
		5,710	6,785

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
15.1 Advances received			
Photocopy credit keys for students		-	3
Total		-	3
15.2 Clearing accounts			
Private telephone cost		1	2
Credit payable to debtors		2	11
Income tax and pension fund		51	15
Debt receivable interest		6	-
Credit payable to GMT		109	-
PERSAL deductions payable		9	-
Total		178	28
15.3 Other payables			
Cultivar evaluation project		-	27
Impumelelo project		20	20
Provide project		3,598	3,707
Flood funds from National		-	1,614
SANP: ABI		743	743
Female farmer		-	19
SKOG		-	117
Classical Swine Fever		-	1
DOW Evaluation		-	10
Combud		-	103
Small Grain Institute		62	51
Rainbow Farm		292	303
Protein research		-	39
Agriseta		168	-
NSF Learnerships		649	-
Total		5,532	6,754
16. Net cash flow available from operating activities			
Net surplus/(deficit) as per Statement of Financial Performance		14,548	43,346
Add back non cash/cash movements not deemed operating activities		(30,967)	(4,674)
(Increase)/decrease in receivables – current		(1,745)	782
(Increase)/decrease in prepayments and advances		(178)	12
Increase/(decrease) in payables – current		(1,075)	(1,878)
Proceeds from sale of capital assets		(50)	-
Expenditure on capital assets		15,194	13,802
Surrenders to Revenue Fund		(58,075)	(30,186)
Department revenue budgeted		14,962	12,794
Net cash flow generated by operating activities		16,419	38,672

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08	2006/07
		R'000	R'000
17. Reconciliation of cash and cash equivalents for cash flow purposes			
Consolidated Paymaster General account		172	37
Disbursements		(144)	1
Cash with commercial banks (Local)		11,449	43,002
Total		11,477	43,040

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08 R'000	2006/07 R'000
18. Contingent liabilities			
Housing loan guarantees for employees	<i>Annex 3A</i>	500	708
Claims against the department*	<i>Annex 3B</i>	1,843	44
Other departments (interdepartmental unconfirmed balances)	<i>Annex 5</i>	20	1,261
Total		2,363	2,013
* The comparative figure has been adjusted with R44 441.00 for claims against the department not previously disclosed.			
19. Commitments			
Approved and contracted			
Current expenditure		2,339	2,142
Capital expenditure		518	441
Total Commitments		2,857	2,583
20. Accruals			
Listed by economic classification			
	30 Days	30+ Days	
Compensation of employees	-	-	78
Goods and services	624	1,783	4,722
Buildings and other fixed structures	-	74	-
Machinery and equipment	79	-	-
Software and other intangible assets	-	-	32
Total	703	1,857	4,832
Listed by programme level			
Programme 1: Administration		1,375	1,160
Programme 2: Sustainable Resource Management		186	713
Programme 3: Farmer Support and Development		198	1,639
Programme 4: Veterinary Services		63	177
Programme 5: Technology Research and Development		301	409
Programme 6: Agricultural Economics		40	162
Programme 7: Structured Agricultural Training		397	572
Total		2,560	4,832
Confirmed balances with other departments	<i>Annex 5</i>	1,187	111
Total		1,187	111

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	<i>Note</i>	2007/08	2006/07
		R'000	R'000
21. Employee benefits			
Leave entitlement		3,542	3,435
Thirteenth cheque		3,054	2,861
Performance awards		1,945	1,758
Capped leave commitments		9,563	9,631
Total		18,104	17,685
22. Lease Commitments			
22.1 Operating leases: Machinery and equipment			
Not later than 1 year		418	44
Later than 1 year and not later than 5 years		352	703
Total present value of lease liabilities		770	747
22.2 Finance leases: Machinery and Equipment			
Not later than 1 year		499	450
Later than 1 year and not later than 5 years		163	200
Total present value of lease liabilities		662	650
23. Receivables for departmental revenue			
Sales of goods and services other than capital assets*		3,415	2,931
Total**		3,415	2,931
* Receivables represent amounts outstanding for services rendered by the department as at 31 March 2008. The amount outstanding mainly comprises of Laboratory services, Veterinary services, Student fees and House rentals.			
** The comparative figure has been adjusted with the amount of R1 291 000 due to an adjustment to student fees disclosed in 2006/07.			
24. Irregular expenditures			
Opening balance		-	-
Irregular expenditure (Finance lease expenditures)		444	410
Less: Amount condoned in terms of Practice Note 5 of 2006/07		(444)	(410)
Irregular expenditure awaiting condonement		-	-
25. Related party transactions			
Purchases from Related Parties:			
The department incurred business to the value of R685 000 with Home Base Trade 8cc. This company is considered to be a related party as Mr. AH Februarie, an employee of the department, has a kinship with the owner of the company. The transaction was concluded in full compliance with the Supply Chain Management policy of the department and the transaction is considered to be at arm's length.			
Other related party transactions:			
Casidra (Pty) Ltd falls under the portfolio of the MEC of Agriculture. The total shareholding in Casidra (Pty) Ltd is with the Provincial Government of the Western Cape under the oversight of the Provincial Minister of Agriculture			

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

During the year the department received services from the Department of Transport and Public Works that is related to the department as indicated: The department of Agriculture occupies various buildings and research farms in the province provided by the Department of Transport and Public Works free of charge.

Dr Ilse Trautmann, Director: Technology, Research and Development from the Department of Agriculture serve as chairman and director without compensation in SA Agri Academy (Article 21 Company). During the financial year 2007/08 two transfer payments to the amount of R2 150 000.00 were made to SA Agri Academy for the "Market Access for Emerging Farmers" initiative of the department.

	No. of Individuals	2007/08 R'000	2006/07 R'000
26. Key management personnel			
Political office bearers	1	1,003	938
Officials:			
Level 15 to 16	1	800	773
Level 14 (incl. CFO)	4	2,346	1,370
Total		<u>4,149</u>	<u>3,081</u>
27. Provisions for Potential irrecoverable debts			
Staff debtors		30	44
Services rendered		1,319	225
Total		<u>1,349</u>	<u>269</u>

28. Tangible Capital Assets

**MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2008**

	Opening balance R'000	Current Year Adjustments to prior year balances R'000	Additions R'000	Disposals R'000	Closing Balance R'000
BUILDING AND OTHER FIXED STRUCTURES	2,337	(16)	2,407	1,883	2,845
Dwellings	121	-	173	131	163
Non-residential buildings	767	(16)	2,159	1,677	1,233
Other fixed structures	1,449	-	75	75	1,449
MACHINERY AND EQUIPMENT	56,495	(35)	12,817	4,561	64,716
Transport assets	2,004	28	580	25	2,587
Computer equipment	12,088	(177)	2,352	18	14,245
Furniture and office equipment	1,937	(30)	415	-	2,322
Other machinery and equipment	40,466	144	9,470	4,518	45,562

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	Opening balance	Current Year Adjustments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
BIOLOGICAL AND CULTIVATED ASSETS	5,487	(9)	308	62	5,724
Biological and cultivated assets	5,487	(9)	308	62	5,724
TOTAL TANGIBLE ASSETS	64,319	(60)	15,532	6,506	73,285

**28.1 ADDITIONS TO TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2008**

	Cash Cost R'000	Non-cash Fair Value R'000	Received, not paid Cost R'000	Total Cost R'000
BUILDING AND OTHER FIXED STRUCTURES	2,407	-	-	2,407
Dwellings	173	-	-	173
Non-residential buildings	2,159	-	-	2,159
Other fixed structures	75	-	-	75
MACHINERY AND EQUIPMENT	12,637	155	25	12,817
Transport assets	580	-	-	580
Computer equipment	2,262	90	-	2,352
Furniture and office equipment	400	15	-	415
Other machinery and equipment	9,395	50	25	9,470
BIOLOGICAL AND CULTIVATED ASSETS	57	251	-	308
Biological and cultivated assets	57	251	-	308
TOTAL	15,101	406	25	15,532

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

**28.2 DISPOSALS OF TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2008**

	Sold for cash Value price as per AR R'000	Non-Cash Cost/value price as per AR R'000	Total disposals R'000	Cash Received Actual Cost R'000
BUILDING AND OTHER FIXED STRUCTURES	-	1,883	1,883	-
Dwellings	-	131	31	-
Non-residential buildings	-	1,677	1,677	-
Other fixed structures	-	75	75	-
MACHINERY AND EQUIPMENT	-	4,561	4,561	-
Transport assets	-	25	25	-
Computer equipment	-	18	18	-
Other machinery and equipment	-	4,518	4,518	-
BIOLOGICAL AND CULTIVATED ASSETS	11	51	62	50
Biological and cultivated assets	11	51	62	50
TOTAL	11	6,495	6,506	50

An amount of R5 389 848.41 is included in the total amount for disposals and represents purchases for projects to communities and emerging farmers during the 2007/08 financial year. This amount also form part of the amount disclosed in annexure 1L "Statement of gifts, donations and sponsorship made"

**28.3 MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2007**

	Opening balance R'000	Current year adjustments to prior year balances R'000	Additions R'000	Disposals R'000	Closing balance R'000
BUILDING AND OTHER FIXED STRUCTURES	9,992	(7,926)	4,667	4,396	2,337
Dwellings	27	30	117	53	121
Non-residential buildings	97	468	3,279	3,077	767
Other fixed structures	9,868	(8,424)	1,271	1,266	1,449
MACHINERY AND EQUIPMENT	53,252	31	8,965	5,753	56,495
Transport assets	1,572	686	410	664	2,004
Computer equipment	9,095	469	2,657	133	12,088
Furniture and office equipment	759	676	487	(15)	1,937
Other machinery and equipment	41,826	(1,800)	5,411	4,971	40,466

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

	Opening balance	Current year adjustments to prior year balances	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000	R'000
BIOLOGICAL AND CULTIVATED ASSETS	5,941	(1,729)	1,371	96	5,487
Biological and cultivated assets	5,941	(1,729)	1,371	96	5,487
TOTAL TANGIBLE ASSETS	69,185	(9,624)	15,003	10,245	64,319

29. Intangible Capital Assets

**MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2008**

	Opening balance	Current Year Adjustments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
Computer software	738	-	93	121	710
TOTAL INTANGIBLE ASSETS	738	-	93	121	710

**29.1 ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR
ENDED 31 MARCH 2008**

	Cash Cost	Non-Cash Fair Value / R1	Total Cost
	R'000	R'000	R'000
Computer software	93	-	93
TOTAL	93	-	93

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

29.2 DISPOSALS OF INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2008

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash Received Actual
	Cost/value price as per AR	Cost/value price as per AR		Cost
	R'000	R'000	R'000	R'000
Computer software	-	121	121	-
TOTAL	-	121	121	-

29.3 MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2007

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
Computer software	519	219	-	738
TOTAL	519	219	-	738

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

**ANNEXURE 1A
STATEMENT OF CONDITIONAL GRANTS RECEIVED**

NAME OF DEPARTMENT	GRANT ALLOCATION					SPENT			2006/07	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjustments	Other Adjustments	Total Available	Amount received by department	Amount spent by department	% of available funds spent by department	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Division of Revenue Act										
LandCare	3,270	47	-	-	3,317	3,268	3,268	98.5%	3,730	3,480
CASP	33,426	-	-	-	33,426	33,366	33,366	99.8%	20,648	20,644
Provincial Grants										
PIG	-	-	-	-	-	-	-	-	3,000	3,000
Other										
Disaster relief	-	12,617	25,000	1,614	39,231	34,656	34,656	88.3%	43,199	7,582
Total	36,696	12,664	25,000	1,614	75,974	71,290	71,290		70,577	34,706

**ANNEXURE 1B
STATEMENT OF UNCONDITIONAL GRANTS PAID TO PROVINCES**

NAME OF PROVINCE/ GRANT	GRANT ALLOCATION				TRANSFER		SPENT			2006/07
	Amount	Roll Overs	Other Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by department	Amount spent by department	% of available funds spent by department	Total Available
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000
Department of Education (Donation)	-	-	-	-	-	-	-	-	-	1
Total	-	-	-	-	-	-	-	-	-	1

**ANNEXURE 1C
STATEMENT OF CONDITIONAL GRANTS PAID TO MUNICIPALITIES**

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2006/07
	Division of Revenue Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by municipality	Amount spent by municipality	% of available funds spent by municipality	Division of Revenue Act
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000
City of Cape Town	-	-	-	-	-	-	-	-	-	4,560
Total	-	-	-	-	-	-	-	-	-	4,560

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

ANNEXURE 1D**STATEMENT OF UNCONDITIONAL GRANTS AND TRANSFERS TO MUNICIPALITIES**

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2006/07
	Amount	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by municipality	Amount spent by municipality	% of available funds spent by municipality	Total Available
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000
Regional service council levies	5	-	(5)	-	-	-	-	-	-	74
Vehicle licences	70	-	(8)	62	54	87.1%	54	-	-	46
Donations	-	-	4	4	4	100.0%	4	-	-	-
Total	75	-	(9)	66	58		58	-	-	120

ANNEXURE 1E**STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS**

DEPARTMENT/ AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2006/07
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
SA Revenue Service	19	-	-	19	19	100.0%	12
Total	19	-	-	19	19		12

ANNEXURE 1F**STATEMENT OF TRANSFERS TO UNIVERSITIES AND TECHNIKONS**

UNIVERSITY/TECHNIKON	TRANSFER ALLOCATION				TRANSFER			2006/07
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Amount not transferred	% of Available funds Transferred	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
University of Stellenbosch	77	-	(1)	76	76	-	100.0%	170
Total	77	-	(1)	76	76	-		170

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

ANNEXURE 1G

STATEMENT OF TRANSFERS/SUBSIDIES TO PUBLIC CORPORATIONS AND PRIVATE ENTERPRISES

NAME OF PUBLIC CORPORATION/PRIVATE ENTERPRISE	TRANSFER ALLOCATION				EXPENDITURE				2006/07
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Capital	Current	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000
Public Corporations Transfers									
Casidra	22,422	-	2,699	25,121	25,120	100.0%	-	25,120	13,872
SABS	-	-	1	1	1	100.0%	-	1	-
Total: Public Corporations	22,422	-	2,700	25,122	25,121		-	-	13,872
Private Enterprises Transfers									
Crispy Farming	-	-	226	226	226	100.0%	-	226	130
Bonnievale Wine Cellar	-	-	85	85	85	100.0%	-	85	-
Berg en Dal Workers Trust	-	-	1,000	1,000	1,000	100.0%	-	1,000	-
De Goree Farming	400	-	383	783	783	100.0%	-	783	-
Denou Farming	-	-	206	206	206	100.0%	-	206	140
De Hoop Vineyards	-	-	390	390	390	100.0%	-	390	-
Leopont	-	-	343	343	343	100.0%	-	343	-
Morceaux Boerdery	-	-	224	224	224	100.0%	-	224	-
SA Agri Academy	2,150	-	-	2,150	2,150	100.0%	-	2,150	500
Overberg Water	-	-	-	-	-	-	-	-	480
ECl Africa Consulting (Pty) Ltd	-	-	-	-	-	-	-	-	150
Deciduous Fruit Producers Trust	-	-	-	-	-	-	-	-	250
Subtotal	2,550	-	2,857	5,407	5,407		-	-	1,650
Subsidies									
Agri Mega	-	-	50	50	50	100.0%	-	50	-
Non Life Insurance	7	-	9	16	17	106.3%	-	17	14
Subtotal	7	-	59	66	67		-	-	14
Total: Private Enterprises	2,557	-	2,916	5,473	5,474		-	-	1,664
TOTAL	24,979	-	5,616	30,595	30,595		-	-	15,536

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

**ANNEXURE 1H
STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS**

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION				EXPENDITURE		2006/07
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Agri Expo	10	-	(5)	5	5	100.0%	580
Uniondale Integrated	-	-	-	-	-	-	200
MBB Consulting Eng	-	-	-	-	-	-	855
Donations	65	-	117	182	124	68.1%	34
Farm worker training	1,965	-	48	2,013	2,012	100.0%	3,174
Klapmutskop Renosterveld	100	-	-	100	100	100.0%	100
Hexvalley Tablegrape Association	425	-	-	425	425	100.0%	350
Leipont 484 Properties	-	-	-	-	-	-	120
Dwarsboom Farming	-	-	-	-	-	-	82
Agritrain	5	-	-	5	5	100.0%	-
Cape West coast Biosphere Reserve	-	-	50	50	50	100.0%	-
Elim Opasiensraad	-	-	1,332	1,332	1,332	100.0%	-
Landsdiensfonds	125	-	-	125	125	100.0%	-
Montagu Development Trust	150	-	-	150	150	100.0%	-
N2 South Cape Rural Development	-	-	47	47	47	100.0%	-
Potatoes SA	-	-	400	400	400	100.0%	-
Welgelegen Natuurkamp	750	-	-	750	750	100.0%	-
SA Scout Ass	200	-	-	200	200	100.0%	-
Women on Farm Project	-	-	888	888	888	100.0%	-
SAWIS	1	-	-	1	1	100.0%	-
Total	3,796	-	2,877	6,673	6,614		5,495

**ANNEXURE 1I
STATEMENT OF TRANSFERS TO HOUSEHOLDS**

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2006/07
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Employer social benefits	1,144	-	1,549	2,693	2,694	100.0%	5,763
Bursaries to non employees	330	-	(201)	129	124	96.1%	319
Act of Grace: Refund	-	-	95	95	104	109.5%	67
Donations and Gifts	13	-	335	348	341	98.0%	171
Imbizo cost	-	-	-	-	-	-	5
Legal settlement	-	-	-	-	-	-	18
Subsidies							
Farmers (Soil conservation)	500	-	(453)	47	47	100.0%	367
Drought relief to farmers	20,000	-	-	20,000	19,663	98.3%	7,582
Hail relief to farmers	6,614	2,617	-	9,231	4,993	54.1%	-
Flood relief to farmers	-	10,000	-	10,000	10,000	100.0%	-
Total	28,601	12,617	1,325	42,543	37,966		14,292

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

ANNEXURE 1J**STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED**

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2007/08	2006/07
		R'000	R'000
Received in cash			
ABSA Bank	Sponsorship to the Minister's budget speech dinner	20	17
Hawston Primary School	Donation for the LandCare junior camp	1	1
Total South Africa (Pty) Ltd	Sponsorship for the 2007 photographic competition of the department	3	-
Subtotal		24	18
Received in kind			
Animal Production Research Trust	Crop production at Tygerhoek	-	44
DEHTEQ (Pty) Ltd	Two afrikana trees	-	6
Various roll players involved in crop production	Seeds to support crop research	58	25
Association for Vegetables under Protection	Water equipment	-	24
Syngenta	Planter for plant production	50	-
Agricultural Research Council (ARC)	Donate protea and other plants to Elsenburg	7	-
Various organisations and individuals	Sponsorships to officials to attend or participate in courses, meetings and symposiums abroad	202	-
Subtotal		317	99
TOTAL		341	117

ANNEXURE 1K**STATEMENT OF LOCAL AND FOREIGN AID ASSISTANCE RECEIVED**

NAME OF DONOR	PURPOSE	OPENING BALANCE R'000	REVENUE R'000	EXPENDITURE R'000	CLOSING BALANCE R'000
Received in cash					
NUFFIC	The Netherlands programme for the institutional strengthening of post-secondary education and training capacity.	1,134	1,059	589	1,604
Total		1,134	1,059	589	1,604

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

ANNEXURE 1L

**STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND
PAYMENTS MADE AS AN ACT OF GRACE FOR THE YEAR ENDED 31 MARCH 2008**

NATURE OF GIFT, DONATION OR SPONSORSHIP	2007/08	2006/07
	R'000	R'000
Paid in cash		
Luckhoff High School: Excursion	-	1
Sanlam: Farm worker competition	195	172
NAFU WC: National African Farmers union Annual Congress	-	15
Ubuntu: Women in agriculture and rural development	-	18
Non-monetary awards to officials of the department	114	-
Contribution for the transport of children from Tulbagh to Laaiplek	5	-
Sponsorship to the trade mission for "Women in Wine"	15	-
Donation for the installation of electricity at the Norsa Community Centre	13	-
Contribution to the memorial service of E Mouters (Merweville)	4	-
Contribution to the Agri Expo for development programme	50	-
Sponsorship to the South African Black Vinters Alliance	50	-
Sponsorship to Wild Travel for the Bouwland Winery	16	-
Donation to BAWSI for their annual general meeting	20	-
Donation to the Stellenbosch Assosiation For Farm Workers Development for woman's day	38	-
Subtotal	520	206
Made in kind		
Gift to delegates at the minister's annual budget speech	2	11
Gift to the premier at the opening of the Oudtshoorn FET centre	-	1
Gift to the winners of the department's annual photo competition	3	1
Donation of new born calves to the cheetah farm	1	1
Donation of 5 cows to the Olympia school at Pacaltsdorp	-	8
Transfer of equipment and implements to sustain and support emerging farmers	8,994	16,016
Gifts to foreign delegates	3	-
Wine as gifts at the 4x4 workshop	1	-
Subtotal	9,004	16,038
Remissions, refunds, and payments made as an act of grace		
Contribution to the memorial service of official (D Roman)	3	5
Foods coupons to the families of the farm workers involved in a train crash	-	62
Replacement of motor vehicle tyres due to wear and tear in the course of official duties	8	-
Drought relief vouchers to the Rietpoort and Mosvlei farmers	93	-
Subtotal	104	67
TOTAL	624	273

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

ANNEXURE 2

**STATEMENT OF INVESTMENTS IN AND AMOUNTS OWING BY/TO NATIONAL/PROVINCIAL PUBLIC ENTITIES
AS AT 31 MARCH 2008**

Name of Public Entity	State Entity's PFMA Schedule type (state year end if not 31 March)	% Held 07/08	% Held 06/07	Number of shares held		Cost of investment R'000		Net Asset value of investment R'000		Profit/(Loss) for the year R'000		Losses guaranteed Yes/No
				2007/08	2006/07	2007/08	2006/07	2007/08	2006/07	2007/08	2006/07	
National/Provincial Public Entity												
Casidra (Pty) Ltd	Schedule 3D Public Entity	100.0%	100.0%	25,000,000	25,000,000	-	-	20,100	19,600	-	-	NO
Subtotal						-	-	20,100	19,600	-	-	
Other												
Koelenhof Wine-cellar	Private	0.0%	0.0%	90,572	90,572	-	-	19	19	-	-	NO
Koelenhof Co-operation	Private	0.0%	0.0%	17,600	17,600	-	-	-	-	-	-	NO
KVV Group	Private	0.0%	0.0%	80,435	80,435	-	-	322	322	6	5	NO
Samelko	Private	0.0%	0.0%	3,500	3,500	-	-	7	7	-	-	NO
Subtotal						-	-	348	348	6	5	
Total						-	-	20,448	19,948	6	5	

ANNEXURE 3A

STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2008 – LOCAL

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2007	Guarantees draw downs during the year	Guarantees repayments/cancelled/reduced/released during the year	Revaluations	Closing balance 31 March 2008	Guaranteed interest for year ended 31 March 2008	Realised losses not recoverable i.e. claims paid out
		R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Standard Bank	Housing	310	62	-	-	-	62	-	-
Nedbank	Housing	434	115	-	28	-	87	-	-
ABSA	Housing	1,358	258	-	52	-	206	-	-
People's Bank	Housing	88	15	-	-	-	15	-	-
First Rand Bank	Housing	221	56	-	23	-	33	-	-
Old Mutual	Housing	-	92	-	93	-	-	-	-
First National Bank	Housing	627	110	-	13	-	97	-	-
Total		3,038	708	-	208	-	500	-	-

ANNEXURE 3B

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2008

Nature of Liability	Opening Balance 01/04/2007	Liabilities incurred during the year	Liabilities paid/cancelled/reduced during the year	Liabilities recoverable (Provide details hereunder)	Closing Balance 31/03/2008
	R'000	R'000	R'000	R'000	R'000
Claims against the department	44	-	-	-	44
Accident: VJF Griebenouw	-	1,799	-	-	1,799
Deviation on tender: Attaqua	44	1,799	-	-	1,843

**WESTERN CAPE DEPARTMENT OF AGRICULTURE
VOTE 11**

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2008**

**ANNEXURE 4
INTER-GOVERNMENT RECEIVABLES**

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2008	31/03/2007	31/03/2008	31/03/2007	31/03/2008	31/03/2007
	R'000	R'000	R'000	R'000	R'000	R'000
Department						
Department of Public Works –National	-	19	-	-	-	19
Provincial Treasury	-	-	12	37	12	37
Department of Agriculture –National	-	-	401	719	401	719
Department of Education	-	-	22	-	22	-
Department of Local Government and Housing	-	-	12	-	12	-
Department of Agriculture – Eastern Cape	-	-	115	-	115	-
Department of the Premier – Eastern Cape	-	-	22	-	22	-
Subtotal	-	19	584	756	584	775
Other Government Entities						
South African Revenue Service	-	-	831	133	831	133
Florida Agricultural and Mechanical University	-	-	38	-	38	-
Contractors	-	-	21	-	21	-
Subtotal	-	-	890	133	890	133
TOTAL	-	19	1,474	889	1,474	908

**ANNEXURE 5
INTER-GOVERNMENT PAYABLES**

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL	
	31/03/2008	31/03/2007	31/03/2008	31/03/2007	31/03/2008	31/03/2007
	R'000	R'000	R'000	R'000	R'000	R'000
DEPARTMENTS						
Current						
Department of Community Safety	-	111	-	-	-	111
Department of Justice and Constitutional Development	-	-	-	2	-	2
Department of the Premier	-	-	-	13	-	13
Department of Education	-	-	-	46	-	46
Department of Transport and Public Works	1,181	-	-	1,200	1,181	1,200
Department of Agriculture – National	1	-	-	-	1	-
Department of Foreign Affairs – National	5	-	-	-	5	-
Government Printing Works - National	-	-	20	-	20	-
Total	1,187	111	20	1,261	1,207	1,372

PART 5

1. Human resource management

Public Service Regulations

The statistics and information published in this part of the annual report are required in terms of Chapter 1, Part III J.3 of the Public Service Regulations, 2002 and have been prescribed by the Minister for the Public Service and Administration for all departments within the Public Service.

The statistical tables provide high-level information on key human resource issues. The information aims to empower legislatures, the media, the public and other key stakeholders to monitor whether departments:-

- **Are exercising the powers granted under Public Service and Public Finance legislation in a responsible manner,**
- **Are achieving national transformation priorities established by the Cabinet, for example, affirmative action.**

Annual reports are produced after the end of the financial year. This is aimed at strengthening the accountability of departments to key stakeholders.

The tables in this report are revised on a regular basis by the Department of Public Service and Administration (DPSA). If you wish to see additional information included in this report, please send suggestions (with a clear motivation) to:-

The Director-General
 Department of Public Service and Administration
ATTENTION: Public Service Information Unit
 P.O. Box 916, Pretoria, 0001
psiu@dpsa.gov.za
 fax: (012) 314-7020

To ensure that enough time is available to evaluate and incorporate your suggestions, please ensure that all submissions are submitted on or before 31 August.

For a detailed description and explanation of the terminology used in this section of the report, please consult the publication from the DPSA entitled 'A guide to understanding the oversight report of departmental annual reports'. A copy of the guide is available from all departments or can be accessed from the DPSA website (www.dpsa.gov.za).

1.1 Service Delivery

All departments are required to develop a Service Delivery Improvement (SDI) Plan. The following tables reflect the components of the SDI plan as well as progress made in the implementation of the plans.

PROGRAMME 1: ADMINISTRATION

Table 1.1 – Main services provided and standards

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Ministry				
To render a comprehensive, effective and professional internal and external service at the office of the MEC as executive authority of the Department of Agriculture Western Cape.	General Public, Commercial Farmers, Emerging Farmers, State departments, Municipalities, Staff, Organised Agriculture, Organised labour, Academic Institutions NGO's Farming communities. Members of Parliament (National and Provincial), Business, Other Ministries (National and Provincial), Constituency members	Learners, Students, Potential emerging farmers, Media, Political office bearers, Land reform beneficiaries	Render efficient, professional and optimal services to every client. A time limit for every enquiry either by letter or any other response	All telephonic enquiries answered or referred 1246 letters and correspondence matters referred or answered, Regular liaison meetings with stakeholders in agriculture Positive feedback from public
To provide political leadership and guidance to the management and Department of Agriculture	Senior management, staff		Open door policy by MEC to senior management Regular meetings to be updated on matters of budget expenditure and other programme matters Feedback on matters arising from Cabinet, Parliament and Caucus meetings	Monthly management meetings Weekly meetings with HOD Annual meetings with programme managers

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Senior Management				
Give strategic direction with regard to departmental policy, priorities and objectives.	Senior management staff General Public, Commercial Farmers, Emerging Farmers, State departments, Municipalities, Staff, Organised Agriculture, Organised labour, Academic Institutions, NGO's, Farming communities, Members of Parliament (National and Provincial), Business, Other Ministries (National and Provincial), Constituency members.		Achieves strategic objectives against specified performance measures; Translates strategies into action plans; Seeks mutual benefit/ win-win outcomes for all concerned; Manages and calculates risks; Communicates strategic plan to the organisation	Strategic sessions were held during the past year and the strategic plan is annually renewed. Scheduled and ad hoc management meetings and planning sessions are used to empower employees.
Corporate Services				
Provide professional human resources management & administrative support services.	Staff, Line Functions Organised labour, Ministry, Other state departments (Provincially and Nationally), Educational/ academic Institutions Directorates, Schools, Farmers, Designated groups: women, NGO's, General public, Youth, Disabled, External service providers, Farming communities, Interns, Students in learnerships	Students, Interns	Provide effective Human Resources Management and support services to staff. Perform all Human Resource administrative processes timeously & within the relevant prescripts Stable labour environment	HR support to line management re HR processes and policy application daily Streamlined work processes and achieved greater efficiency HR Policies developed Training on new HR policies Compliance to Resolution 1 of 2007 requirements within set timeframes. Minimal disruption to service delivery & labour stability maintained despite major public service strike

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
			<p>Effective integrated EAP service (HIV & AIDS, special programmes (gender, disability, women) in the workplace/ & farming communities</p> <p>Human capital development especially in the scarce and critical occupations</p> <p>Increased workforce diversity</p>	<p>3 VCT campaigns conducted- about 15% of staff voluntarily tested. 52 Farms reaching 1500 farmworkers (1182 tested)</p> <p>16 HIV & Aids Education sessions conducted.</p> <p>Counselling service rendered to 150 employees</p> <p>12 Health Promotion programmes conducted</p> <p>Offered 121 internships</p> <p>22 external bursaries and employee learnerships</p> <p>Disability target of 2% exceeded. Overall improvement in terms of gender and race achieved</p>
Financial Management				
<p>Provide a professional financial management, budget management, financial administration, supply change management, transport, risk management and internal control service as well as a service to the Ministry.</p>	<p>Staff, line functionaries, ministry, other state departments (Provincial and National), general public, Treasury (Provincial and National)</p>		<p>Clean audit report</p> <p>Acceptable turnaround time on transactions,</p> <p>Problem solving</p> <p>Financial control and management, asset management</p> <p>Effective management accounting</p>	<p>No qualification on audit</p> <p>More than 90% of transactions are within benchmark</p> <p>Problem solving is done as occurred</p> <p>Unit still has high vacancy. Management and control on par</p> <p>Cash flow and budgetary management improved</p>

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
			Risk management	A complete risk assessment was done. Problems in finding suited applications to fill vacancies
			Fraud prevention	Departmental plan completed. Complete roll-out hampered by vacancies
			Internal Control Service	Done with severe capacity constraints and is to be funded and improved
			Timeous and correct reporting	Done as per prescript, monthly and quarterly
			Effective and affordable transport service	Done continuously
			Policy-making and financial advice	Done continuously
Communications				
Effective promotion of the services of the Department internally and externally through efficient and focused communication	Departmental staff Female farmers Media representatives Nat. Dept. of Agric International / local farmer & governmental groups General public Farm worker women Schools in Province Cape Women's Forum	All farm workers Other agricultural NGO's	Inform, motivate & involve personnel and stakeholders to achieve a greater understanding of the Department's contribution towards agriculture Promote a positive corporate image of the Department Promote the services of the Department to all client groupings Promote the central government and NDA's messages	External marketing and promotion was done through regular updates on the Internet (www.elsenburg.com), distribution of the quarterly magazine (Agriprobe) to stakeholders and decision makers in the agricultural industry, weekly radio broadcasts on Radio RSG, 1 series of Jamborees and 2 series of Imbizo's, 2 international visits, media articles in predominantly agricultural media, a TV series of 7 programmes on Ulimo/AgriTV, 16

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
				<p>shows /exhibitions/ conferences. School open days and visits to schools amounts to about 1600 learners.</p> <p>the language also improves service delivery to internal and external clients. Internal marketing and promotion of services through the publication of a monthly newsletter, Management memo's, regular updates on the Department's Intranet. Staff attending voluntary Xhosa classes to improve their understanding and mastering of the language also improves service delivery to internal and external clients.</p>

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Meetings, visits, written & electronic communication with NGO's, agricultural industry groups & media regarding co-operation / sponsorship / exposure / etc.	Line functionaries, Other Departments ABSA Cape Women's Forum Land Bank Agri Expo Agric industry groups Media representatives WARD	Other Agric industry groups, Learners, Students, Potential emerging farmers, Media, political office bearers, Land reform beneficiaries	Streamlining of tender procedure. Co-operation / sponsorship for Female Farmer Competition / Agri Femina Free supplement in George Herald (4/annum) Favourable exposure in other agric. media Various radio interviews & fixed year-long programme with Radio Namakwaland
Meetings and written communication on strategy development and issues of mutual concern	Officials of National Department of Agriculture, Heads of Provincial Departments of Agriculture		Co-operation and support on issues of mutual concern

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Effective promotion of the services of the Department internally and externally through efficient and focused communication	Departmental staff, female farmers, media representatives, Nat. Dept. of Agric, international / local farmer & governmental groups, general public, farm worker women, schools in Province, Cape Women's Forum, WARD
Provision of comprehensive HR services Information and assistance to staff on policies, processes directly i.e. personal, meet relevant line managers or indirectly i.e. electronic Mail, mailing services, facsimile, written, meetings,	Immediate attention to complaints as far as possible. Feedback on HR issues or policy changes. Establishing partnerships with relevant role-players Introducing a queries management system for client HR queries.
Give strategic direction and advice on policy issues with regard to Agriculture in Western Cape	Three-day strategic session with Top and Middle management once a year, where the National Department of Agriculture give their inputs.
High level promotion and marketing of the Department of Agriculture's services	Ad Hoc Workshops with Senior and Middle Management on policy and strategic issues Promotion of services at various platforms (Farmers days, Imbizo's, Workshops, WARD etc.) as presented in the Agricultural industry.
Financial Management services available, i.e. finance, procurement, budgeting, internal control and transport pool services. Documentation available on website.	Timely financial services.

PROGRAMME 2: SUSTAINABLE RESOURCE MANAGEMENT**Table 1.1 – Main services provided and standards**

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Water resource development Studies	All water users in the Province		In accordance with national and international engineering standards	25 Studies completed in compliances with all national and international engineering standards
Agriculture water management tasks and technology transfers	All agricultural water users in the province		In accordance with national and international engineering standards	150 Tasks/requests dealt with complying with national and international engineering standards
Animal housing and handling facilities and waste management facilities designed or technology transfers	All stock farmers in the province		In accordance with national and international engineering standards	50 Tasks/requests dealt with complying with national and international engineering standards
LandCare and infrastructure projects	Beneficiaries of LRAD projects and small scale farmers in rural communities	All emerging/small scale farmers on privately owned land by individuals and/or groups	In accordance with national and international engineering and conservation standards	48 projects completed complying with national and international engineering and conservation standards
Land use management	All agricultural land users in the province		In accordance with provincial guidelines and standards for the protection of agricultural resources	994 applications handled to ensure compliance with and adherence to all applicable legislation and policies
Resource Conservation projects	All agricultural land users in the province		In accordance with national and international engineering and conservation standards and legislation	86 projects completed in accordance national and international engineering and conservation standards and legislation
Value adding	All agricultural land users in the province	Emerging farmers	In accordance with national and international engineering and conservation standards and legislation	4 Projects completed complying with national and international engineering and conservation standards and legislation

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Farm visits including droughts, flood and hail disaster inspections	LRAD beneficiaries, resource poor farmers commercial farmers, water user associations, irrigation board, water forums, municipalities, other government institutions and NGO's	Agricultural industries outside the Province including SADEC countries	940 applications processed for assistance
Telephone	LRAD beneficiaries, resource poor farmers commercial farmers, water user associations, irrigation board, water forums, municipalities, other government institutions and NGO's	Agricultural industries outside the Province including SADEC countries	All telephonic enquiries answered or referred
Letters	LRAD beneficiaries, resource poor farmers commercial farmers, water user associations, irrigation board, water forums, municipalities, other government institutions and NGO's	Agricultural industries outside the Province including SADEC countries	911 letters answered on daily/weekly/monthly basis as required
E-mail	Commercial farmers, water user associations, irrigation board, water forums, municipalities, other government institutions and NGO's	LRAD beneficiaries and resource poor farmers	All e-mails enquiries were answered or referred
Active participation with organised agriculture and farmers-Farmer's day and attending farmers' union meetings	LRAD beneficiaries, resource poor farmers commercial farmers, water user associations, irrigation board, water forums, municipalities, other government institutions and NGO's	Farm worker groups	Knowledge and information transfer to keep farmers on track with new development –scientific and political Community development.
Meetings-Interaction with roleplayers, organisations, associations and other government departments and local authorities	Role players in agriculture		Provide inputs Exchange of information Establishment of clients needs
Strategic planning meetings	Other departments on National and Provincial level in the Western Cape and other provinces, and NGO'S		Participate in as many opportunities available to contribute to strategy development and information.

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Farm visits	LRAD beneficiaries, resource poor farmers, commercial farmers, water user associations, irrigation boards, water forums, municipalities, other government institutions and NGO's
Personnel continuously available to customers	Availability of personnel to all clients in the Province. Most officials also available on cell phone after hours.
Attend and organise information meetings	Market the services available to prospective clients at 3 agricultural shows
Responding to enquiries MEC, organised agriculture, academic institutions and individuals	All red numbers answered, as well as other enquiries, within required time framers
Update website	Ensure latest information available
Publish articles	Transfer of information and standards
Distribute information packs	Transfer of information and standards
Radio talks	8 talks compiled

Table 1.4 – Service information tool

Types of information tool	Actual achievements
E-mails	E-mails addresses of appropriate officials available on www.elsenburg.com
Letters	Technology transfer and technical advice provided on request
Presentations	21 presentations made to farmers' organisations, institutions water user associations, irrigation boards, water forums and government departments.
Meetings	Officials attend as many agricultural and related meetings as possible
Publications/Articles	2 publications, Contribution to broad scientific knowledge base as well as extension and liaison
Reports	Annual report compiled available to national DoA and other directorates in the Departments

Table 1.5 – Complaints mechanism

Complaints Mechanism	Actual achievements
Via telephone, electronic mail, personal, via the MEC to the programme manager	Satisfied customers

PROGRAMME 3: FARMER SUPPORT AND DEVELOPMENT

Table 1.1 – Main services provided and standards

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
	Relevant to all the services in FSD Programme	Also called stake holders	A number of the standards pertain to all the main services as the customers require a range of services within a given project, and/or activity	
Extension services	Act 9 Land Farmers (12 communities) and LRAD beneficiaries	Municipalities	Attend all LRAD (PMT) workshop meetings	Ensure compliance and adherence to all applicable legislation
Farmer Support	Church land farmers	Non-government organisations (NGO's)	Liaise with customers on an ongoing basis as required e.g. If a customer phones, phone back within a week	Promoted LRAD Programmes and settle independent farmers from previously disadvantaged communities in the Western Cape and work closely with Land Affairs
Agricultural support to land and agrarian reform beneficiaries	Privately owned land by individuals and/or groups	Community-based organisations (CBO's)	If a customer needs information about processes, respond by sending information within a week.	Provided a professional, reliable and impartial service.
Agricultural support information and technology transfer	Groups farming on commonage or municipal land	New entrants	Visit customers on commonages and municipal land within one month.	Went out of our way to understand the client's needs and to meet them.
Land reform information	Garden project groups	Organised agricultural unions and NGO'S	To provide production advise on time	Comprehensive and accurate information re services provided
Capacity building of farmer groups	LRAD beneficiaries	Private sector organisations	Support colleagues to better services	Maintain links with Land Affairs and municipalities to streamline LRAD and other land reform processes.
Agricultural infrastructure projects including the Comprehensive Agricultural Support Programme (CASP)	Emerging farmers		Programme's staff is well-informed. Regular training sessions (NUFFIC).	Roll out 160 agricultural projects

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Food Security Projects	Emerging farmers, community gardens and households		Programme has staff operating in all regions of the Western Cape – but not in sufficient numbers	Appointment of approximately 38 new staff members
Project management in terms of community development	Farm worker groups		The mandate of this sub-programme leans more to social upliftment of farm workers	Annual farm worker competition in 6 regions.
Social-economic support of communities	Rural farm worker communities		If FSD cannot assist, find ways or approach other organisations for assistance.	Strategic plan for sub programme: Farm Worker Development in process of implementation.

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Meetings	Act 9 land farmers (12 communities)	Municipalities	Informal meetings and visits were held with different groups / individuals by staff members
Project Site Visits	Emerging and commercial farmers and commodity groups	Non-governmental organisations (NGO's) and other Departments	Visits were done to establish the status of the projects as well as to provide extension advice.
Telephone discussions	Emerging and commercial farmers and commodity groups	Non-governmental organisations (NGO's) and other Departments	Telephone calls were answered and if the staff member could not give an answer, the person was referred.
Visits to rural communities	Farmers (individuals and / or groups)	Community-based organisations (CBO's)	Agricultural Community Workers (12) were employed within communities.
Letters	Applicants for CASP funding requests	Land and Agrarian Reform & Food Security Beneficiaries	Applicants were informed of their application status.

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Information about land reform	All LRAD projects are implemented through a project management team (PMT) approach with Land Affairs.
Extension and support to agricultural projects	Increase visits to communities to support infrastructure projects.
Access to funding for projects	Evaluation and prioritisation of all project applications and business plans.

Table 1.4 – Service information tool

Types of information tool	Actual achievements
Email	Used increasing (on daily basis) as clients get access to technology.
Letters	Either direct or via red number system
Presentations	Regular presentations at different forums
Meetings	Community meetings, DAC (District Assessment Committees) PGC (Provincial Grant Committees) and Project Management Teams (PMT).
Reports	At least 15 reports, mainly for the MEC, HOD and NDA

PROGRAMME 4: VETERINARY SERVICES**Table 1.1 – Main services provided and standards**

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Animal Health Service	National Dept of Agriculture, Provincial Dept. of Health, Environmental Affairs, commercial farmers, resource poor farmers, private veterinarians, schools, pharmaceutical companies, exporters, importers & District municipalities	District municipalities, Local authorities, SADC countries, SA police service, provincial traffic, Distaster management & European Union	Prescribed by Animal Disease Act and international standards of the OIE (World Organisation for Animal Health) and according to specific national protocol	Compliance with national and international standards.
Veterinary Laboratory Services	National Dept of Agriculture, provincial Dept of Agriculture, Provincial Dept of Health, Environmental Affairs, commercial farmers, resource poor farmers, private veterinarians, schools, pharmaceutical companies, exporters, importers SADC countries	SADC countries District municipalities	Prescribed by animal Disease Act and international standards of the OIE (World Organisation for Animal Health)	Compliance with national and international standards.
Food Safety Assurance	Western Cape Province (WCP) and National consumers of animal and poultry products.	All consumers of animal and poultry products. in the WCP and surrounding provinces.	No human disease or death contracted due consumption to meat, poultry and milk	No human disease or death contracted due consumption to meat, poultry and milk reported.
Export Control	All exporters of food made from or containing animal products.	Number of exporters increase / decrease in direct correlation with international currency valuations.	Export all eligible export consignments from the WCP.	Exported all eligible export consignments from the WCP.

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Consultation on one-on-one discussions and delegate consultations	National Dept of Agriculture, abattoir owners, dairy processing establishments, animal food processing establishments, provincial Dept of Agriculture, provincial Dept of Health, schools, pharmaceutical companies, exporters, importers.	SADC countries, food processing outlets	All commercial farmers visited at least once per year, group visits to resource poor farmers including individual visits and disease control advice. Abattoirs and food processing establishments visited at least 6 x / year, several school projects
Consumers contact sub-programme : Food Safety	Meat, poultry and milk consumers in the WCP.	All meat, poultry and milk consumers in the WCP.	Only few complaints received.
All export have direct same-day access to certifying officials	All exporters in the WCP.	All potential exporters in the WCP.	Level of service requirements necessitates a second state veterinary post.
Telephonic discussions	Do	Do	Done almost daily
Written communications, e-mail, Laboratory reports	Do	Do	At least 8 000 laboratory reports produced.
Attendance of seminars, meetings, congresses		Commodity organisations such as Agri Western Cape, RPO, MPO RMAA, SAVA, National Dept of Agriculture	Attendance as per annual schedule of meetings

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Personnel continuously available to customers	Equal access and availability of personnel across the WC Province. Most officials also available on cell phone after hours.
Farmers days organised by state veterinarians and technicians in commercial and rural communities	Transfer of information and standards Extension services and training of farm labourers
Application of Meat Safety Act, Act 40 of 2000 at all abattoirs in the WCP.	Four visits/abattoir / year (72 abattoirs).
Four state veterinarians permanently stationed at four export establishments and one roving veterinarian to service all other establishments.	All eligible exports from the WCP certified from complaint establishments.
Quarterly and annual reports	Four quarterly and one annual report compiled available to NDA and other directorates in the Department. MEC and other provinces
Radio talks	51 talks compiled during 2004/05
Responding to enquiries Minister / Organised Agriculture / Academic institutions	All red numbers been answered as well as other enquiries

Table 1.4 – Service information tool

Types of information tool	Actual achievements
Electronic [E-mails & Web sites]	All e-mail addresses of state veterinarians / animal health technicians, veterinary technicians and meat inspectors available on www.elsenburg.com
Letters	Written when required
Information packs, Laboratory section leaflets, laboratory fees list, CD Rom presentations and information on veterinary services on departmental website	Available on www.elsenburg.com Annual and quarterly reports and policy documents available on departmental website
Presentations	To various meetings and medical groups
Meetings	Officials attend as many Agri-cultural and related meetings as possible. Attend National disease control workshops and attend three veterinary laboratory forum meetings.
Reports	Four quarterly and one annual report compiled available to NDA and other directorates in the department. Deficiency reports to abattoir owners and food processing establishments. Results and or reports produced for every laboratory submission, more than 8000 submissions. Summary reports of test results for disease surveillance, 12 reports.

Table 1.5 – Complaints Mechanism

Complaints Mechanism	Actual achievements
Via the telephone, e-mail, face to face, letters to Minister for attention the director of the directorate	Satisfied customers
A legal procedure detailing appeals are embodied in the Meat Safety act, Act 40 of 2000.	No appeals were received during the year.
Veterinary laboratory – QMS complaints procedure	Attend to all logged complaints
Complaints and appeal procedures in animal diseases and meat safety Acts	No complaints received

PROGRAMME 5: TECHNOLOGY AND RESEARCH DEVELOPMENT SERVICES**Table 1.1 – Main services provided and standards**

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Research				
<p>Facilitate, conduct and coordinate provincial specific and relevant research and research services through:</p> <p>Execution of research projects</p>	Commercial and emerging farmers	New entrants to the agricultural sector	<p>Research conducted according to needs, relevance and timeliness</p> <p>Projects executed according to scientific methods and parameters in order to ensure the validity of experimental results</p> <p>The development of economically accountable technology considering the current needs of commercial and emerging farmers, and consumers</p> <p>Outputs are based on internal capacity, but according to time schedules set out in project objectives</p> <p>Compliance with all national and international standards</p> <p>To provide a professional reliable and impartial service</p> <p>Equal access of all stakeholders in the participation in agriculture</p>	191 research projects executed

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Participation in industry forums, technical task teams and study groups	Commercial and emerging farmer groups and agricultural industries	New entrants to the agricultural sector	Forums are in place where the stakeholders of the three main enterprises e.g. milk, wool & grain / oil-seeds, as well as smaller industries, discuss challenges and where research needs are determined	Representatives of the Sub-programme attended and actively engaged in discussions and planning
Providing an analytical laboratory service	As above, plus external clients Scientists	500 50	Supply a service according to best laboratory practice to 35% of the market for soil, water and leaf analysis Equal access to services to all our clients	19 891 soil, water and plant samples analysed
Providing advisory services	Commercial and emerging farmers Individuals involved in the agricultural sector Extension officers of department	New entrants to the agricultural sector	Advisory services conducted according to needs, relevance and timeliness	Information is disseminated through formal, informal and one-to-one engagements
Dissemination of research project results	Commercial and emerging farmers Individuals involved in the agricultural sector Extension officers of department	New entrants to the agricultural sector	Outputs according to needs, relevance and timeliness Increased capacity and output	13 Scientific publications 108 Semi-scientific and popular publications 24 Congress papers 72 Lectures on farmers' days reaching approx 6000 farmers 36 reports on climatic forecasting 16 radio talks 3 TV broadcasts on Ulimo series

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
				One DVD produced on research and other activities on Oudtshoorn research farm 16 infopacks
Changing the complexion of agricultural research	Participants on the Young Professionals Programme and interns	New applicants to the Young Professionals Programme and new interns	Empowered individuals	2 YPP students and 8 interns for 2007, 14 for 2008 intake 4
Attracting the youth to agriculture and agricultural careers	Learners from previously disadvantaged schools	Learners from previously disadvantaged schools	A well-structured and informative programme	5 3 schooldays presented
Information services				
To coordinate the development and dissemination of information to clients including the development and utilisation of various information systems (e.g. GIS) and packaging of information into info packs	Commercial and emerging farmers Individuals involved in the agricultural sector Extension officers of department	New entrants to the agricultural sector	Outputs according to needs, relevance and timeliness Increased capacity and output	Continuous upgrading of website New website on climate change developed 16 info packs compiled 1 ostrich auction and 5 information days presented
Infrastructure Support services				
To provide and maintain infrastructure facilities and research farms for the line function to perform their research and other functions	Researchers of the Plant and Animal Research Institutes of the Department Researchers of the Small Grain, Fynbos and Industrial Crops Institutes of the ARC Programmes Training, Farmer Support and Development, and Sustainable Resource Utilisation of the Department Departmental programmes with office related maintenance issues	Other research groups, locally and inter-nationally	Infrastructure support is developed timeously in terms of maintenance, land preparation, planting and harvesting activities Maintenance of departmental nature (i.e. buildings and facilities) is executed according to a set plan, developed in collaboration with Department of Public Works and Transport	All research activities were supported in order to ensure that research projects goals were met All infrastructure and maintenance needs were supported

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Meetings	<p>Commodity groups and smaller industries</p> <p>Commercial and emerging farmers</p> <p>Clients (internal and external (research)) in need of infrastructure and maintenance assistance</p>	<p>New commodity groups and emerging agricultural industries</p> <p>New commercial and emerging farmers</p> <p>All departmental programmes</p>	<p>Staff attended quarterly meetings with client groups from the small grain, oilseeds, dairy, wool and smaller industries (e.g. Ostrich), where research and development priorities were set and progress with running projects monitored and reported</p> <p>Various farmers study group meetings were attended by staff, aimed at group solving of economic / production problems in District Municipal areas</p> <p>Various meetings with Department of Public Works and Transport and internal and external clients on infrastructure and maintenance needs</p>
Telephone discussions	<p>Commercial and emerging farmers</p> <p>Industry organisations</p> <p>Individuals and groups involved in agriculture</p> <p>Extension officers in Department</p> <p>Infrastructure and maintenance clients</p>	<p>New entrants to the farming community and related industries</p>	<p>All telephone and e-mail enquiries were promptly attended to</p>
Dissemination of research project results through:	<p>Commercial and emerging farmers</p>	<p>New entrants to the farming community and related industries</p>	<p>Updated website</p>
Website	<p>Industry organisations</p>		<p>13 Scientific publications</p>
Publications	<p>Individuals and groups involved in agriculture</p>		<p>108 Semi-scientific and popular publications</p>
Congress papers			<p>24 Congress papers</p>
Lectures	<p>Extension officers in Department</p>		<p>72 Lectures on farmers' days reaching approx 6000 farmers</p>
Reports			<p>36 reports on climatic forecasting</p>

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
			16 radio talks 3 TV broadcasts on Ulimo series One DVD produced on research and other activities on Oudtshoorn research farm 16 infopacks

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Agricultural information as generated through 191 research projects were disseminated to all potential clients through:	Updated website
Publications	13 Scientific publications 108 Semi-scientific and popular publications 24 Congress papers
Congress papers	72 Lectures on farmers' days reaching approx 6000 farmers
Lectures	36 reports on climatic forecasting
Reports	16 radio talks 8 3 TV broadcasts on Ulimo series 9 One DVD produced on research and other activities on Oudtshoorn research farm 16 infopacks
E-mail	Requests and enquiries per e-mail are stored in files
Telephone	Queries and enquiries are promptly answered and information promptly given
Update website	Ensure that the latest information is available
Personnel continuously available to customers	Availability of personnel to all clients in the Western Cape. Most officials also available on cell phone after hours
Policy advice to Ministry	Through Red number system and personal communications

Access Strategy	Actual achievements
Meetings	Attended promptly and contribute to agenda by delivery of information as requested, lectures, group discussions etc.
Producers and producers groups	Technical and economic information related to agricultural issues in the Province were widely publicised through scientific, semi-scientific and popular publications and oral dissemination of information
Attend agricultural shows and exhibitions	Expose clients to services by taking part in agricultural exhibitions
Municipalities	Attendance of and active participation in district coordination committees of the Department See also above achievements

Table 1.4 – Service information tool

Types of information tool	Actual achievements
E-mail	
Letters	
Meetings	See 1.3
Farm visits	
Presentations	

Table 1.5 – Complaints mechanism

Complaints Mechanism	Actual achievements
<i>Via the telephone, electronic mail, personal, via the MEC to the Programme Manager</i>	Satisfied customers. Although various “red numbers” were received via the office of the Minister, no actual service delivery complaints were received

PROGRAMME 6: AGRICULTURAL ECONOMICS

Table 1.1 – Main services provided and standards

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Agricultural economics research, support and advice that is, relevant to all clients based on sound scientific principles through:				
- Enhancing the micro-level competitiveness of farmers	Emerging farmers	5660	Timely Demand driven Relevant International best practice Reports tailor made to fit target group	-Books of an electronic record keeping system, SimFini were designed and inventory, income and expenditure monthly statements completed and the programme was piloted on 5 emerging and or group of farmers. -32 new Enterprise budgets compiled -31 Business plans. evaluated. -MSc study in progress and 4 popular reports on farming systems. -Demonstration / workshop on Combud III Programme conducted.
	Commercial farmers	7100		
	Users of Combuds (Depts. Of Agriculture)	All farmers in RSA		
- Analysing the economics of resource use	Emerging farmers	5660	Timely Demand driven Relevant International best practice	-A PhD in progress -2 Popular reports -1 Scientific paper papers on issues in resource economics especially land.
	Large scale commercial farmers	7100		
	Water users in urban areas	2,5 million		

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
- Provide support to AgriBEE	Emerging farmers	5660	Timely Demand driven Relevant International best practice	-Organised 2 AgriBEE Champions training and trained 45 people were trained -Organised the AgriBEE Annual Showcase event in partnership with DoA. -2 group of farmers were supported to exhibit in the AgriBEE showcase competition
	Large commercial farmers	7100		
- Provide marketing support services to farmers	Emerging farmers	5660	Timely Demand driven Relevant Reliable International best practice Reports tailor made to fit target group	-95 Popular reports -11 Scientific papers -MSc study on value chain integration in progress and facilitated market access for 28 emerging / group of farmers. -10 emerging and or group of farmers were supported to obtain export contracts. -MSc study on cooperatives in progress and supported 8 groups of farmers to establish cooperatives
	Large scale commercial farmers	7100		
- Provision of statistical information to stake holders.	Emerging farmers	5660	Timely Demand driven Reliable Relevant International best practice	-GIS-linked database of emerging farmers was maintained. - Two GIS maps produced – fynbos & agritourism. -Datasets on land and game species prices developed. -7 Popular reports.
	Large scale commercial farmers	7100		

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
- Support sound decision making based on scientific quantitative information.	Emerging famers	5660	Timely Demand driven Reliable Relevant International best practice	-PHD in progress. -Two datasets available - Input-output SAM database with revised household and factor data and Macro SAM. -Two case studies completed -6 research reports completed -11 peer reviewed papers.
	Large scale commercial farmers	7100		
	Other Provincial & National Departments of Agriculture	9 Departments		
- Change the complexion of agriculture	5 participants on the Young Professionals Programme	Departments and agribusinesses	Empowered individuals	-5 participants on the programme.

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Enhancing the participation of customers in the development of an agricultural strategy	All individuals of the Western Cape as represented through Government, labour, business and Civil Society	All individuals of the Western Cape as represented through Government, labour, business and Civil Society	-Agriculture and Agribusiness strategy implementation is monitored quarterly
Meetings	Farmers, Commodity groups and government and related institutions and private institutions stakeholders	Commodity groups and other civil and government stakeholders	-Staff regularly attended meetings with client groups. Research and development priorities developed. -Actively participating in Provincial, National & Districts consultative forums. -Various meetings with clients held and attended and feedback given. -Actively participated in conferences, workshops or information sessions.
Telephone and email conversation/discussions	Large scale commercial farmers, emerging farmers including LRAD beneficiaries	Expanding the client base through more emerging farmers including LRAD beneficiaries	All telephone and e-mail enquiries were promptly attended to and database of enquiries available.

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Dissemination of research results and provision of advice through lectures and papers.	Large scale commercial farmers, emerging farmers including LRAD beneficiaries	Expanding the client base through more emerging farmers including LRAD beneficiaries	-33 scientific papers. -4 New databases available. -180 popular reports -3 training sessions organised.

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Agricultural economics information as generated through research and advice projects was disseminated to all clients through:	
-Scientific lectures & papers	33 papers including lectures
-Popular reports	180 popular reports
-Answer of ad hoc queries received through: -E-mail -Telephone -Fax -Ministerial queries	4 New databases developed. Prompt reaction & storage of files Prompt reaction on telephonic queries Prompt reaction to fax enquiries Reaction by deadlines as set by Minister
-Meetings	Regular meetings with client groups.
-Website	Place information on departmental website and do regular updates.
-Exhibitions at information days	3 Exhibitions – Showcased the services and made presentations.
-Provincial engagements (Imbizo's, public hearings)	Participate and respond to specific questions and give feedback when requested

Table 1.4 – Service information tool

Types of information tool	Actual achievements
-Scientific lectures & papers	32 papers including lectures
-Popular reports	180 popular reports, articles and presentations.
-Workshops	3 workshops organised
-Answer of ad hoc queries received through: -E-mail -Telephone -Fax -Ministerial queries	4 New databases developed. Prompt reaction & storage of files Prompt reaction on telephonic queries Prompt reaction to fax enquiries Reaction by deadlines as set by Minister
-Meetings	Regular meetings with client groups.
-Website	Place information on departmental website and do regular updates.
-Exhibitions at information days	3 Exhibitions – Showcased the services and made presentations.
-Annual Performance Plan	Services of the programme, achievements and targets outlined

Types of information tool	Actual achievements
-Annual report	Services of the programme, achievements and targets outlined
-Budget Statement	Services of the programme, achievements and targets outlined

PROGRAMME 7: STRUCTURED AGRICULTURAL TRAINING

Table 1.1 – Main services provided and standards

Main services	Actual customers	Potential customers	Standard of service	Actual achievement against standards
Offering of Higher Certificate, Diploma and Degree training in appropriate fields.	Prospective and practising farmers, farm managers, extension officers, advisors and the youth, women and rural and peri-urban agricultural communities	Prospective and practising farmers, farm managers, extension officers, advisors and the youth, women and rural and peri-urban agricultural communities	Qualifications registered with SAQA and accredited by the Commission for Higher Education (CHE)	Qualifications registered with SAQA Qualifications accredited by the Commission for Higher Education
Offering of Further Education and Training (FET) in appropriate fields (Skills training and Learnerships)	Prospective and practising farmers and farm workers from previously disadvantaged communities youth, women and rural and peri-urban agricultural communities	Prospective and practising farmers and farm workers from previously disadvantaged communities youth, women and rural and peri-urban agricultural communities	Training courses based on prescripts according to relevant NQF levels (1-4) and accrediting authorities (i.e. Seta's / Amalusi)	Training courses based on unit standards Learnerships training accredited by AgriSeta and FoodBev. Seta/ / Amalusi)

Table 1.2 – Consultation arrangements with customers

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Parent representation/ Orientation	Parents of full-time students/learners.	Parents of full-time students and student representatives	Annual meeting during the past year and as need arises
Association for Alumni	Alumni	Alumni	Two (2) regional meetings were held during the past year. Two reunions of past students were hosted last year.
Meetings	Emerging and established farmers, and role-players and stakeholders in education and training	Emerging and established farmers, and role-players and stakeholders in education and training	Regular meetings are held with different groups of resource poor and emerging farmers.

Type of arrangement	Actual Customers	Potential Customers	Actual achievements
Surveys and research	Commercial and Emerging farmers, Industry, Training Institutions, Parents, Students	Commercial and Emerging farmers, Industry, Training Institutions, Parents, Students	Continuous needs assessment in different farming communities are executed and training programmes adapted accordingly. Development of a Human Capital Development Strategy was completed. Implementation plan developed

Table 1.3 – Service delivery access strategy

Access Strategy	Actual achievements
Information about training offerings – Telephone	<p>Queries are answered as soon as possible - immediately in most cases.</p> <p>Recording of all messages are not done</p>
Information about training offerings - E-mail	Requests per e-mail are stored in files
Information about training offerings - Post	Registered through the official registry system
Information about training offerings - Ministry	Red number system
Information about training offerings - Physical	<ul style="list-style-type: none"> • Meetings at office with prospective and current students and parents increased substantially • Participation in Career Exhibitions throughout the Province • Information sessions with learners at both Primary and secondary Schools. • Information sessions at meetings of Farmers' Associations • Visits of learner groups to campus
Information about training offerings - Website	Information on Departmental Website is updated on regular basis – including examination results and course content.
Publications / Articles	<p>Publications: Contribution to broad scientific knowledge base as well as extension and liaison</p> <p>Placing of advertisements and articles in popular magazines and news papers.</p>
Career awareness expos/ school visits	30 school visits done and 10 expos participated in.

Table 1.4 – Service information tool

Types of information tool	Actual achievements
E-mail	At least 3 000
Letters	1 500 with prospectuses
Information packs	At least 2 000
Presentations	At least 40
Meetings	At least 65
Website	At least 1 500
Reports	At least 10
Articles & Adverts	At least 8

Table 1.5 – Complaints Mechanism

Complaints Mechanism	Actual achievements
Via the telephone, e-mail, face-to-face/ personal interviews, letter to MEC or Head of Department for attention of the Chief Director of Programme 7: Structured Agricultural Training	Most cases within a week
At meetings with parents, students, alumni and stakeholders	Immediate response

2. Expenditure

Table 2.1 – Personnel costs by programme, 2007/08

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Professional and Special Services (R'000)	Personnel cost as a percent of total expenditure	Average personnel cost per employee (R'000)
Program 1	50 364	22 498	313	2 869	45%	183
Program 2	69 246	11 710	20	10 378	17%	213
Program 3	87 616	21 728	1	4 599	25%	143
Program 4	30 755	22 408	56	144	73%	206
Program 5	53 332	33 067	132	929	62%	112
Program 6	6 963	4 176	0	148	60%	209
Program 7	27 347	14 536	1531	2 377	53%	140
TOTAL / AVERAGE %	325 623	130 123	2 053	21 444	40%	152

Table 2.2 – Personnel costs by salary bands, 2007/08

Salary bands	Personnel Expenditure (R'000)	% of total personnel cost	Average personnel cost per employee (R'000)
Lower skilled (Levels 1-2)	10 244	7.88%	60
Skilled (Levels 3-5)	22 871	17.59%	81
Highly skilled production (Levels 6-8)	35 674	27.43%	172
Highly skilled supervision (Levels 9-12)	51 581	39.67%	291
Senior management (Levels 13-16)	9 667	7.43%	569
TOTAL	130 037		152

Note: The discrepancy in personnel expenditure by programme (Table 2.1) and personnel expenditure by salary band (Table 2.2), amounting to R86 000, can be contributed to accumulated differences between the Basic Accounting System (BAS) and the Personnel Salary System (PERSAL). Please note that the (BAS) figures of Table 2.1 have been verified by the Provincial Auditor and are reflected in the Financial Statements in part four of this document. The latter is regarded as the correct amount.

Table 2.3 – Salaries, Overtime, Home Owners Allowance and Medical Assistance by programme, 2007/08

Programme	Salaries		Overtime		Home Owners Allowance		Medical Assistance	
	Amount (R'000)	Salaries as a % of personnel cost	Amount (R'000)	Overtime as a % of personnel cost	Amount (R'000)	HOA as a % of personnel cost	Amount (R'000)	Medical Assistance as a % of personnel cost
Programme 1	14 398	64%	394	2%	558	2%	1 031	5%
Programme 2	7 712	66%	0	0%	234	2%	590	5%
Programme 3	15 137	70%	147	1%	412	2%	928	4%
Programme 4	14 884	66%	620	3%	336	1%	1 075	5%
Programme 5	22 924	69%	837	3%	1 102	3%	1 585	5%
Programme 6	2 850	68%	0	0%	54	1%	157	4%
Programme 7	9 816	68%	503	3%	338	2%	789	5%
TOTAL / AVERAGE %	87 721	67%	2 501	2%	3 034	2%	6 155	5%

Table 2.4 – Salaries, Overtime, Home Owners Allowance and Medical Assistance by salary bands, 2007/08

Salary Bands	Salaries		Overtime		Home Owners Allowance		Medical Assistance	
	Amount (R'000)	Salaries as a % of personnel cost	Amount (R'000)	Overtime as a % of personnel cost	Amount (R'000)	HOA as a % of personnel cost	Amount (R'000)	Medical Assistance as a % of personnel cost
Lower skilled (Levels 1-2)	7328	71.54%	647	6.31%	97	0.94%	574	5.60%
Skilled (Levels 3-5)	15703	68.66%	726	3.17%	334	1.46%	1596	6.98%
Highly skilled production (Levels 6-8)	25065	70.26%	870	2.44%	523	1.47%	1900	5.33%
Highly skilled supervision (Levels 9-12)	34034	65.98%	268	0.52%	306	0.59%	1903	3.69%
Senior management (Levels 13-16)	5583	57.75%	0	0.00%	36	0.00%	182	0.00%
12.0.0.1 TOTAL	87713	67.45%	2511	1.93%	1297	1.00%	6154	4.73%

3. Employment and vacancies

Table 3.1 – Employment and vacancies by programme, 31 March 2008

Programme	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additional to the establishment
Programme 1	136	123	13	4
Programme 2	73	55	18	0
Programme 3	179	152	27	1
Programme 4	119	109	10	0
Programme 5	322	294	28	1
Programme 6	30	20	10	1
Programme 7	125	104	21	1
TOTAL	984	857	127	8

Table 3.2 – Employment and vacancies by salary bands, 31 March 2008

Salary band	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additional to the establishment
Lower skilled (Levels 1-2)	191	171	20	1
Skilled (Levels 3-5)	316	284	32	3
Highly skilled production (Levels 6-8)	255	208	47	3
Highly skilled supervision (Levels 9-12)	205	177	28	1
Senior management (Levels 13-16)	17	17	0	0
TOTAL	984	857	127	8

**Table 3.3 – Employment and vacancies by critical occupation,
31 March 2008**

Critical occupations	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additional to the establishment
C1030200 Engineers	5	5	0	0
C3040100 Veterinarians	23	22	1	
C6010301 Specialist Scientist	7	7	0	
C5030100 Economist	18	12	6	1
D2010300 Agricultural Scientist	15	15	0	
C1010300 Lab Manager	2	1	1	
D2010200 Agricultural Development Technician	55	45	10	
D2010100 Animal Health Technician	36	32	4	
D1010500 Industrial Technician	35	27	8	
D1040100 Meat Inspector	7	7	0	
D2020100 Veterinary Technician	9	7	2	
C6010303 Head of Institute	3	3	0	
D2010200 Lecturer	31	27	4	
TOTAL	246	210	36	1

The information in each case reflects the situation as at 31 March 2008. For an indication of changes in staffing patterns over the year under review, please refer to section 5 of this report.

4. Job evaluation

The Public Service Regulations, 1999 introduced job evaluation as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in his or her organisation. Due to the fact that corresponding posts in various departments/provinces/provincial departments are on different levels, staff are “poached” between government departments. To remedy this situation the Minister of Public Service and Administration issued a directive requiring that the levels of all corresponding jobs in the public service be co-ordinated. Subsequently the National Department of Agriculture and its 9 provincial counterparts embarked on the coordination process for agriculture specific posts. For the purpose of prioritisation agriculture-specific posts were divided into several “rounds”. The results of the first round of co-ordination were implemented on 1 April 2007. Rounds 2, 3 and 4 have been concluded, but still have to be approved by NIFAL.

In view of the aforementioned the Department attempted to steer away from individual evaluations as to protect the integrity of the co-ordination process and job evaluation as such received very little attention during the reporting period as the focus was on national job evaluation co-ordination.

The following table (Table 4.1) summarises the number of jobs that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

Table 4.1 – Job Evaluation, 1 April 2007 to 31 March 2008

Salary band	Number of posts	Number of Jobs Evaluated	% of posts evaluated by salary bands	Posts Upgraded		Posts downgraded	
				Number	% of posts evaluated	Number	% of posts evaluated
Lower skilled (Levels 1-2)	191	0	0%	0	0%	0	0%
Skilled (Levels 3-5)	316	0	0%	0	0%	0	0%
Highly skilled production (Levels 6-8)	255	0	0%	0	0%	0	0%
Highly skilled supervision (Levels 9-12)	205	0	0%	0	0%	0	0%
Senior	12	0	0%	0	0%	0	0%
Senior	4	0	0%	0	0%	0	0%
Senior	1	0	0%	0	0%	0	0%
Others	0	0	0%	0	0%	0	0%
TOTAL	984	0	0%	0	0%	0	0%

Table 4.2 – Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2007 to 31 March 2008

Beneficiaries	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
TOTAL	0	0	0	0	0
Employees with a Disability					0

Table 4.3 – Employees whose salary level exceed the grade determined by job evaluation, 1 April 2007 to 31 March 2008 (in terms of PSR 1.V.C.3)

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
Administration Clerk	24	4	5/6/7	Rank Leg System
Auxiliary Services Officer	17	4	5/6	Rank Leg System
Assistant Manager: Organisation	1	9	10	Counteroffer
Assistant Manager: Occupational Health and Safety	1	9	10	Counteroffer
Cleaner	4	1	2	Rank Leg System
Communication Assistant	1	4	7	Rank Leg System
Communication Officer	1	7	8	Rank Leg System
Community Worker	1	4	5	Rank Leg System
Control Engineering Technician	2	10	11	Job Evaluation Coordination - downgrade
Farm Manager	1	7	8	Job Evaluation Coordination - downgrade
Senior Farm Manager	6	8	10	Job Evaluation Coordination - downgrade
General Assistant	26	2	2/3	Res 2/2007 upgrade based on experience
Groundsman	4	1	2/3	Rank Leg System & Res 2/2007 upgrade based on experience
Handyman	1	3	4	Rank Leg System
Household Aid	4	2	3	Res 2/2007 upgrade based on experience
Senior Industrial Technician	18	8	9	Job Evaluation Coordination - downgrade
Laboratory Assistant	2	4	6	Rank Leg System
Lecturer	5	8	9	Job Evaluation Downgrade due to structural change
Library Assistant	1	4	6	Rank Leg System
Messenger	3	2	3	Res 2/2007 upgrade based on experience
Paint Supervisor	1	3	4	Rank Leg System

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
Secretarial Assistant	2	5	6	Rank Leg System
Senior Engineer	2	10	12	Job Evaluation Coordination - downgrade
State Veterinarian	1	11	12	Rank Leg System
Total Number of Employees whose salaries exceeded the level determined by job evaluation, in 2007/08				129
Percentage of Total Employment				15.05%

Table 4.4 – Profile of employees whose salary level exceed the grade determined by job evaluation, 1 April 2007 to 31 March 2008 (in terms of PSR 1.V.C.3)

Beneficiaries	African	Asian	Coloured	White	Total
Female	1	1	14	26	42
Male	2	0	51	34	87
TOTAL					129
Employees with a Disability					1

5. Employment changes

Table 5.1 – Annual turnover rates by salary band for the period 1 April 2007 to 31 March 2008

Salary Band ^a	Number of employees per band as on 1 April 2007	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2)	284	95	112	39.43
Skilled (Levels 3-5)	218	155	99	45.41
Highly skilled production (Levels 6-8)	207	48	40	19.32
Highly skilled supervision (Levels 9-12)	160	29	24	15.00
Senior Management Service Band A	10	3	3	30.00
Senior Management Service Band B	2	1	1	50.00
Senior Management Service Band C	1	0	0	0
Senior Management Service Band D	0	0	0	0
TOTAL	882	331	279	31.63

Table 5.2 – Annual turnover rates by critical occupation for the period 1 April 2007 to 31 March 2008

Occupation:	Number of employees per occupation as on 1 April 2007	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Engineers (C1030200)	4	1	0	0%
Veterinarians (C3040100)	21	9	9	42.86%
Spec. Scientists (C6010301)	7	0	0	0%
Economists (5030100)	14	3	2	14.29%
Agricultural Scientists (D2010300)	60	18	8	13.33%
Lab Manager (C1010300)	2	0	0	0%
Agricultural Research Technician (D2010300)	57	4	5	8.77%
Animal Health Technician (D2010100)	32	5	5	15.62%
Meat Inspector (D1040100)	5	2	0	0%
Veterinary technician (D2020100)	7	3	1	14.29%
Industrial Technician (D101050)	29	2	1	3.45%
Lecturer (D2010200)	22	4	10	45.45%
Head of Institute (C6010303)	3	0	0	0%
TOTAL	263	51	41	15.58%

Table 5.3 – Reasons why staff are leaving the department

Termination Type	Number	% of total
Death	2	0.72%
Resignation	42	15.05%
Expiry of contract	185	66.31%
Dismissal – operational changes	0	0%
Dismissal – misconduct	4	1.43%
Dismissal – inefficiency	2	0%
Discharged due to ill-health	2	0.72%
Retirement	8	2.87%

Termination Type	Number	% of total
Transfers to other Public Service Departments	16	5.73%
Restructuring Packages Res 7/2002	20	7.17%
Suspension	0	0%
TOTAL	281	
Total number of employees who left as a % of the total employment		31.63%

Table 5.4 – Promotions by critical occupation

Occupation	Employees as at 1 April 2007	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progressions as a % of employees by occupation
Engineers	4	1	25.00	3	75%
Veterinarians	21	0	0	6	28.57%
Spec, Scientist	7	0	0	6	85.71%
Economists	14	3	21.43	7	50%
Agricultural Scientist	60	8	13.33	32	53.33%
Lab Manager	2	0	0	2	100%
Agricultural Research Technician	57	5	8.77	28	49.12%
Animal Health Technician	32	1	3.13	26	81.25%
Meat Inspector	5	1	20.00	0	0%
Veterinary technician	7	0	0	7	100%
Industrial Technician	29	0	0	28	96.55%
Lecturer	22	3	13.64	20	90.90%
Head of Institute	3	0	0	2	66.67%
TOTAL	263	22		167	60.92%

Table 5.5 – Promotions by salary band

Salary Band	Employees 1 April 2007	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2)	284	1	0.35%	165	58.1%
Skilled (Levels 3-5)	218	11	5.04%	157	72.01%
Highly skilled production (Levels 6-8)	207	9	4.34%	135	65.21%
Highly skilled supervision (Levels 9-12)	160	18	11.25%	110	68.75%
Senior management (Levels 13-16)	13	6	46.15%	4	30.77%
TOTAL	882	45	5.1%	571	64.74%

6. Employment equity

Table 6.1 – Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2008

Occupational categories (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	2	5	0	3	1	4	0	1	16
Professionals	10	6	1	65	5	6	2	28	123
Technicians and associate professionals	34	53	0	80	26	18	0	28	239
Clerks	5	16	1	7	15	67	0	43	154
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	2	0	1	0	0	0	0	3
Plant and machine operators and assemblers	0	30	0	0	0	0	0	0	30
Elementary occupations	18	158	0	4	7	43	0	1	231
TOTAL	69	270	2	160	54	138	2	101	796
Employees with disabilities	3	2	0	10	0	1	0	3	19

This table does not include 21 contract employees and 40 supernumerary employees and therefore does not correlate with table 3.1.

Table 6.2 – Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2008

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	1	0	0	1
Senior Management	2	4	0	4	1	3	0	1	15
Professionally qualified and experienced specialists and mid-management	18	11	1	97	10	5	2	25	169
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	19	28	1	51	15	27	0	60	201
Semi-skilled and discretionary decision making	14	128	0	6	23	70	0	15	256
Unskilled and defined decision making	16	99	0	2	5	32	0	0	154
TOTAL	69	270	2	160	54	138	2	101	796

Table 6.3 – Recruitment for the period 1 April 2007 to 31 March 2008

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	1	0	0	3	1	0	0	1	6
Professionally qualified and experienced specialists and mid-management	10	6	1	6	6	3	0	4	36
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	8	5	1	2	7	9	0	4	36
Semi-skilled and discretionary decision making	9	18	0	1	10	19	0	2	59
Unskilled and defined decision making	4	15	0	1	1	9	0	0	30
TOTAL	32	44	2	13	25	40	0	11	167
Employees with disabilities	0	0	0	0	0	0	0	1	0

Table 6.4 – Promotions for the period 1 April 2007 to 31 March 2008

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	3	1	0	0	1	5
Professionally qualified and experienced specialists and mid-management	1	5	0	4	1	2	0	1	14
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	1	1	0	0	1	5	0	2	10
Semi-skilled and discretionary decision making	3	9	0	0	0	2	0	0	14
Unskilled and defined decision making	0	0	0	0	1	0	0	0	1
TOTAL	5	15	0	7	4	9	0	4	44
Employees with disabilities	0	0	0	0	0	0	0	1	1

Table 6.5 – Terminations for the period 1 April 2007 to 31 March 2008

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	2	0	0	0	0	2
Professionally qualified and experienced specialists and mid-management	0	0	0	7	1	0	1	4	13
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	2	5	0	2	0	1	0	8	18
Semi-skilled and discretionary decision making	1	16	0	1	2	11	0	4	35
Unskilled and defined decision making	1	7	0	0	0	2	0	0	10
TOTAL	4	28	0	12	3	14	1	16	78
Employees with disabilities	0	1	0	0	0	0	0	0	1

Table 6.6 – Disciplinary action for the period 1 April 2007 to 31 March 2008

	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Disciplinary action	0	3	0	1	2	1	0	1	8

Table 6.7 – Skills development for the period 1 April 2007 to 31 March 2008

Occupational categories	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers (9-15)	9	3	0	19	1	6	0	10	48
Professionals	26	19	0	42	12	17	4	9	129
Technicians and associate professionals (5-8)	25	28	0	40	11	10	0	16	130
Clerks (1-4)	9	25	0	8	27	68	0	69	206
Service and sales workers	0	2	0	0	0	2	0	0	4
Skilled agriculture and fishery workers	7	46	2	0	11	13	0	8	87
Craft and related trades workers	0	2	0	1	0	0	0	0	3
Plant and machine operators and assemblers	2	55	0	0	0	6	0	0	63
Elementary occupations	15	120	0	0	3	42	0	0	180
TOTAL	93	300	2	110	65	164	4	112	850
Employees with disabilities	1	0	0	3	0	0	0	0	0

7. Performance rewards

Table 7.1 – Performance Rewards by race, gender, and disability, 1 April 2007 to 31 March 2008

	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group	% of total within group	Cost (R'000)	Average cost per employee
African	12	123	9.75%	100	9098.54
Male	9	69	13.04%	70	7784.30
Female	3	54	5.55%	30	15012.59
Asian	0	4	0	0	0
Male	0	2	0	0	0
Female	0	2	0	0	0
Coloured	75	408	18.38%	780	10693.90
Male	50	270	18.51%	530	10608.89
Female	25	138	18.11%	250	10878.69
White	85	261	32.56%	850	10768.52
Male	49	160	30.62%	500	10878.69
Female	36	101	35.64%	350	10008.4
Employees with a disability	0	11	0	0	0
TOTAL	172	796	21.60%	1730	10493.65

Table 7.2 – Performance Rewards by salary bands for personnel below Senior Management Service, 1 April 2007 to 31 March 2008

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Number of employees	% of total within salary bands	Total Cost (R'000)	Average cost per employee	Total cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	18	154	11.68%	59	3303.32	
Skilled (Levels 3-5)	54	256	21.09%	220	4144.85	
Highly skilled production (Levels 6-8)	50	201	24.87%	519	10598.72	
Highly skilled supervision (Levels 9-12)	50	169	29.58%	933	20732.86	
TOTAL	172	780	22.05%	1731	10493.65	1.22%

* This figure excludes SMS

Table 7.3 – Performance Rewards by critical occupations, 1 April 2007 to 31 March 2008

Critical Occupations	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees as at 1 April 2007	% of total within occupation	Total Cost (R'000)	Average cost per employee (beneficiary)
Engineers (C1030200)	1	4	25%	10	10139.10
Veterinarians (C3040100)	4	21	19.04%	92	22933.68
Spec. Scientists (C6010301)	2	7	28.57%	32	16133.27
Economists (C5030100)	3	14	21.42%	41	13700.61
Agricultural Scientists (D2010300)	2	60	3.33%	20	10038.45
Lab Manager (C1010300)	0	2	0	0	0
Agricultural Research Technician (D2010300)	0	57	0	0	0
Animal Health Technician (D2010100)	8	32	25%	119	14903.88
Meat Inspector (D1040100)	1	5	20%	14	13798.08
Veterinary technician (D2020100)	1	7	14.28%	12	12245.31
Industrial Technician (D101050)	3	29	10.34%	72	24088.03
Lecturer (D2010200)	2	22	9.09%	32	15907.71
Head of Institute (C6010303)	0	3	0	0	0
TOTAL	27	263	10.26%	444	16469.37

Table 7.4 – Performance related rewards (cash bonus), by salary band, for Senior Management Service

Salary Band	Beneficiary Profile			Total Cost (R'000)	Average cost per employee	Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within band			
Band A	1	9	11%	46	45867.60	2.64
Band B	0	5	0	0	0	0
Band C	0	0	0	0	0	0
Band D	0	1	0	0	0	0
TOTAL	1	15	11%	46	45867.60	2.64

8. Foreign workers

Table 8.1 – Foreign Workers, 1 April 2007 to 31 March 2008, by salary band

Salary Band	1 April 2007		31 March 2008		Change	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	0	0%	0	0%	0	0%
Skilled (Levels 3-5)	0	0%	0	0%	0	0%
Highly skilled production (Levels 6-8)	0	0%	0	0%	0	0%
Highly skilled supervision (Levels 9-12)	0	0%	0	0%	0	0%
Senior management (Levels 13-16)	0	0%	0	0%	0	0%
TOTAL	0	0%	0	0%	0	0%

Table 8.2 – Foreign Worker, 1 April 2007 to 31 March 2008, by major occupation

Major Occupation	1 April 2007		31 March 2008		Change	
	Number	% of total	Number	% of total	Number	% change
Agricultural related	0	0%	0	0%	0	0%
TOTAL	0	0%	0	0%	0	0%

9. Leave utilisation for the period 1 January 2007 to 31 December 2007

Table 9.1 – Sick leave, 1 January 2007 to 31 December 2007

Salary Band	Total days	% days with medical	Number of Employees using sick leave	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Lower skilled (Levels 1-2)	967	76.32	110	59.14	8.79	4864
Skilled (Levels 3-5)	1581	84.63	201	69.79	7.87	11572
Highly skilled production (Levels 6-8)	1208	85.36	134	60.91	9.01	15979
Highly skilled supervision (Levels 9-12)	437	85.35	60	34.48	7.28	12412
Senior management (Levels 13-16)	31	83.87	8	47.06	3.88	2539
TOTAL	4224	83.02	513	57.97	8.23	47366

Table 9.2 – Disability leave (temporary and permanent), 1 January 2007 to 31 December 2007

Salary Band	Total days taken	% days with medical	Number of Employees using disability leave	% of total employees using disability leave	Average days per employee	Estimated Cost (R'000)
Lower skilled (Levels 1-2)	190	26.84	3	1.61	63.33	31
Skilled (Levels 3-5)	114	80.70	1	0.35	114	26
Highly skilled production (Levels 6-8)	67	70.15	3	1.36	22.33	33
Highly skilled supervision (Levels 9-12)	32	100.00	1	0.57	32	39
Senior management (Levels 13-16)	0	0	0	0	0	0
TOTAL	403	55.09	8	0.90	50.38	129

Table 9.3 – Annual Leave, 1 January 2007 to 31 December 2007

Salary Bands	Total days taken	Average per employee
Lower skilled (Levels 1-2)	3314	17.82
Skilled Levels 3-5)	5580	19.38
Highly skilled production (Levels 6-8)	4423	20.10
Highly skilled supervision (Levels 9-12)	3650	20.98
Senior management (Levels 13-16)	273	16.06
TOTAL	17240	19.48

Table 9.4 – Capped leave, 1 January 2007 to 31 December 2007

Salary Bands	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2007
Lower skilled (Levels 1-2)	103	11.44	8.49
Skilled Levels 3-5)	934	35.92	19.02
Highly skilled production (Levels 6-8)	609	40.60	26.42
Highly skilled supervision (Levels 9-12)	616	32.42	30.53
Senior management (Levels 13-16)	16	16.00	45.62
TOTAL	2278		21.42

Table 9.5 – Leave payouts for the period 1 April 2007 to 31 March 2008

REASON	Total Amount (R'000)	Number of Employees	Average payment per employee
Leave payout for 2007/08 due to non-utilisation of leave for the previous cycle	0	0	0
Capped leave payouts on termination of service for 2007/08	724	26	27830.68
Current leave payout on termination of service for 2007/08	323	56	5775.95
TOTAL	1046	58*	18052.60

* Some of the officials received payouts for capped as well as current leave.

10. HIV and AIDS & health promotion programmes

Table 10.1 – Steps taken to reduce the risk of occupational exposure

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
Employees working in the dairy's	TB screening for employees working in high risk areas
Female staff members	Cervical cancer screening (pap smears)

Table 10.2 – Details of Health Promotion and HIV and AIDS Programmes (tick the applicable boxes and provide the required information)

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2001? If so, provide her/his name and position.	√		Ms R Wentzel Director: Corporate Services

Question	Yes	No	Details, if yes
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	√		The Department has a dedicated unit comprising of the following: Employee Wellness Programme, HIV/STI and TB, Occupational Health and Safety, Diversity, Change management and Human Rights. Yes, there are five staff members in the unit and has a budget of R1.8million.
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this Programme.	√		<p>The Employee Assistance Programme has been implemented in the Department.</p> <p>The department has an on-site programme and an external provider (ICAS), which is available to staff and their families on a 24-hour toll free telephonic line.</p> <p>Staff support Assessment of problem, appropriate referrals and case management. Assist with reintegration in the work environment if necessary.</p> <p>Health Promotion Sexual Health Awareness (including STI awareness, TB screening, cervical cancer screening and health screenings (Blood Pressure, Cholesterol and Glucose levels).</p> <p>Extended family support Employee members included in assessment and appropriate referrals if indicated. Access to 24-hour toll free telephonic line is also available to them.</p> <p>Education and awareness (Life Skills) Conflict and problem solving, personal development for women, assertiveness training and debt management.</p>
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	√		<p>Ms B Claasen-Hoskins Ms Z Huisamer Ms M Kennedy Ms R Thavar Mr C Cupido Ms S Dantsi Mr J Andrews (resigned January 2008) Mr C Bhiya (resigned December 2007) Ms M de Lange Ms C Anter Ms G Moses</p>
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	√		<p>HR Plan Employment Equity Plan Disability and Gender workplace programmes HIV and AIDS Policy EAP Policy</p>
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	√		<p>Some employees have declared their HIV status to the Manager, HIV co-ordinator and EAP co-ordinator. This confidentiality is maintained as legally required.</p> <p>The principle of confidentiality is strictly maintained.</p>

Question	Yes	No	Details, if yes
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	√		<p>Internal VCT (Staff) VCT strategy and programme has been implemented and 108 persons have tested through this programme. Evaluations have indicated that employees also make use of private testing centres for reasons of stigma. VCT is also promoted at the Orientation for students.</p> <p>External VCT (Agricultural Community) VCT done on 52 farms in the Swartland area. 1 500 attended awareness session and 1 182 persons received VCT.</p>
8. Has the department developed measures/ indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	√		<p>Annual External utilisation rate = 8.8% Annual Internal utilisation rate = 15.2%</p> <p>Staff support Client satisfaction survey.</p> <p>Health promotion Wellness screening (BP, Cholesterol, Eye testing and Glucose). Cervical Cancer Smear screening statistics Sports Day statistics</p> <p>Education and awareness Pre and post assessment of courses: (HIV and AIDS personal wellbeing, personal development for women and assertiveness training).</p> <p>HIV VCT statistics over a four year period analysed and included in HR plan.</p>

11. Labour relations

Table 11.1 – Collective agreements, 1 April 2007 to 31 March 2008

Subject Matter	Date
None on provincial level affecting Department of Agriculture.	

Table 11.2 – Misconduct and disciplinary hearings finalised, 1 April 2007 to 31 March 2008

Outcomes of disciplinary hearings	Number	% of total
Correctional counselling		
Verbal warning		
Written warning		
Final written warning	1	0.16
Suspended without pay	1	0.16
Fine	0	0
Demotion	0	0
Dismissal	2	0.3
Not guilty	1	0.16
Case withdrawn	1	0.16
TOTAL	6	1

Table 11.3 – Types of misconduct addressed at disciplinary hearings

Type of misconduct	Number	% of total
Improper language	1	0.16
Racial discrimination	1	0.16
Fraud	2	0.3
Absenteeism	2	0.3
TOTAL	6	1

Table 11.4 – Grievances lodged for the period 1 April 2007 to 31 March 2008

	Number	% of Total
Number of grievances resolved	5	
Number of grievances not resolved	2	
Number of grievances lodged	7	

Table 11.5 – Disputes lodged with Councils for the period 1 April 2007 to 31 March 2008

	Number	% of Total
Number of disputes upheld	1	1
Number of disputes dismissed	0	0
Number of disputes lodged	1	1

Table 11.6 – Strike actions for the period 1 April 2007 to 31 March 2008

Total number of person working days lost	66
Total cost (R'000) of working days lost	R11 532,33
Amount (R'000) recovered as a result of no work no pay	R11 532,33

Table 11.7 – Precautionary suspensions for the period 1 April 2007 to 31 March 2008

Number of people suspended	1
Number of people whose suspension exceeded 30 days	1
Average number of days suspended	46
Cost (R'000) of suspensions	0

12. Skills development

Table 12.1 – Training needs identified 1 April 2007 to 31 March 2008

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (9-15)	Female	23		Diversity Management Training for African. Countries PhD: Anatomy & Physiology Seaf HACCP Alliance Basic Training Management of wildlife, wetland and natural res. co Diversity Management Training LHPG Member- Full Congress and Conference Policy making and implementation Powerpoint 2 Performance Management Workshop Khaedu		
	Male	58		Diversity Management Training Bull breeding soundness cert. Lead Auditors Savepm Congress Excel 1		81

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Professionals	Female	45		Achieving disability Equity in Workplace Diversity Management Training EAP Conference Excel 1 Mentorship Training OHS Seminar Peer counselling Skills Development Facilitator Training ROI (Return on Investment) Writing course Excel 3 Excel 2 Urban Horticulture and vegetables safety Integrated Fish Farming		
	Male	100		Logis Module 2 Advance Logis System Controllers Diversity Management Training Excel 3 Excel 2 Mentorship Training Excel1 Powerpoint 1 Powerpoint 2 Landcare Facilitation Lead Auditors Word 1 Word2 Rainwater harvesting and utilization for developing countries Applied for technologies of agric. Machinery Competency based recruitment		145
Technicians and associate professionals (5-8)	Female			Presentation skills, Access, Word, Excel, PowerPoint, Wireless network and Email Finance Courses BASS Pig Production Supply Chain Management Assessment and		

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
		28		evaluation Safe use of chemicals Supervisory skills Veterinary Services Diagnostic pathology Drivers licence Farm Maintenance Carpenter Language skills-(Xhosa, English, Afrikaans) Mentoring Agr-Man Conference OHS Courses , First AID Office administration Time Management Skills Project Management Presentation skills Competency Based Recruitment		
	Male	53		Presentation skills, Access, Word, Excel, PowerPoint, Wireless network and Email Finance Courses BASS Pig Production Supply Chain Management Assessment and evaluation Safe use of chemicals Supervisory skills Veterinary Services Diagnostic pathology Drivers licence Farm Maintenance Carpenter Language skills-(Xhosa, English, Afrikaans) Mentoring Agr-Man Conference OHS Courses , First AID Office administration Time Management Skills Project Management skills		
						81

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Clerks (1-4)	Female	118		Office administration Time Management Skills Supervisory skills Language skills-(Xhosa, English, Afrikaans) Access, Word, Excel, PowerPoint, Wireless network and Email		150
	Male	32		Office administration Time Management Skills Supervisory skills Language skills (Xhosa, English, Afrikaans) Access, Word, Excel, PowerPoint, Wireless network and Email		
Service and sales workers	Female	2		Language skills-(Xhosa, English, Afrikaans) Access, Word, Excel, PowerPoint, Wireless network and Email		5
	Male	3		Language skills-(Xhosa, English, Afrikaans) Access, Word, Excel, PowerPoint, Wireless network and Email		
Skilled agriculture and fishery workers	Female	16		Presentation Skills Access, Word, Excel, PowerPoint, Financial Management, Animal Production, Pig Production Vegetable Production Laboratory Procedures Supply Chain Management Poultry Production Report writing skills Communication Welding Drivers licence Human Resource Management Language skills- (Xhosa , English, Afrikaans) OHS Courses , First AID Review		

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
				Laboratory techniques Office administration Time Management skills Project Management skills		
	Male	44		Presentation Skills Access, Word, Excel, PowerPoint, Financial Management, Animal Production, Pig Production Vegetable Production Laboratory Procedures Supply Chain Management Poultry Production Report writing skills Communication Welding Drivers licence Human Resource Management Language skills- (Xhosa , English, Afrikaans) OHS Courses , First AID Review Laboratory techniques Office administration Time Management skills Project Management skills		60
Craft and related trades workers	Female	0		Not applicable		
	Male	3		None		3
Plant and machine operators and assemblers	Female	7		Time Management Skills Project Management skills Access, Word, Excel, PowerPoint, Wireless network and Email		
	Male	54		Access, Word, Excel, PowerPoint, Wireless network and Email Time Management skills Project Management skills		61

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Elementary occupations	Female	53		Junior Farm Management, ABET, Word 1,2,3 Assess, Excel, PowerPoint, Wireless network, Email, Financial Management Ostrich Production Vegetable Production Meat/beef course Plant Production Supply Chain Management Safe use of chemicals Tractor skills Supervisory skills Welding Drivers licence Farm Maintenance Farm Maintenance Language skills (Xhosa, English, Afrikaans) Fire Fighting Irrigation skills Bricklaying Electrical skills Euro-gap training Office administration Time Management skills Project Management skills		
	Male	176		Junior Farm Management, ABET, Word 1,2,3 Assess, Excel, PowerPoint, Wireless network, Email, Financial Management Ostrich Production Vegetable Production Meat/beef course Plant Production Supply Chain Management Safe use of chemicals Tractor skills Supervisory skills Welding Drivers licence Farm Maintenance Farm Maintenance Language skills (Xhosa, English, Afrikaans) Fire Fighting Irrigation skills Bricklaying Electrical skills Euro-gap training Office administration Time Management skills Project Management skills		229

Occupational Categories	Gender	Number of employees as at 1 April 2008	Training needs identified at start of reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
SUB TOTAL	Female	292				
	Male	523				
TOTAL		815				

Table 12.2 – Training provided 1 April 2007 to 31 March 2008

Occupational Categories	Gender	Number of employees as at 1 April 2007	Training provided within the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (9-15)	Female	17		Diversity Management Training for Afr. Countries PhD: Anatomy & Physiology Seaf HACCP Alliance Basic Tr. Management of wildlife, wetland and natural res. co Diversity Management Training LHPG Member- Full Congr and Conference Policy making and implementation Powerpoint 2 Perf.Man. Workshop		
	Male	31		Diversity Management Training Bull breeding soundness cert. Lead Auditors Savepm Congress Excel 1		48
Professionals	Female	42		Achieving disability Equity in Workplace Diversity Management Training EAP Conference Excel 1 Mentorship Training OHS Seminar Peer counselling Skills Development Facilitator		

Occupational Categories	Gender	Number of employees as at 1 April 2007	Training provided within the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
				Training ROI (Return on Investment) Writing course Excel 3 Excel 2 Urban Horticulture and vegetables safety Integrated Fish Farming		
	Male	87		Logis Module 2 Advance Logis System Controllers Diversity Management Training Excel 3 Excel 2 Mentorship Training Excel1 Powerpoint 1 Powerpoint 2 Landcare Facilitation Lead Auditors Word 1 Word2 Rainwater harvesting and utilization for dev.countr. Applied for technologies of agric. Machinery		129
Technicians and associate professionals (5-8)	Female	37		Diversity Management Access Excel1 Word 1 Word3 Excel 2 Excel 3 Powerpoint 1 Logis Module 3 Advanced Logis System Controllers Mentoring Interns Powerpoint 2		
	Male	93		Word 1 Powerpoint 2 Diversity Management Training Powerpoint 1 Sheep information Farmer Day Mentoring Interns STI Condom Week Perf.Man. Workshop		

Occupational Categories	Gender	Number of employees as at 1 April 2007	Training provided within the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
				Policy making and implementation Logis Module 4 Advanced Agri Mega Week Climate Awareness		130
Clerks (1-4)	Female	164		Logis Module 2 Advance Logis Module 3 Advanced ND Animal Health through UNISA Excel 1 Excel 2 Excel 3 Powerpoint 1 Alcohol Abuse on the farms Bas Budgets ,Journals and Fin Reports Bas,cash receipts Bas,Orientation in Finance Basic Computer Training Financial Accounting Training First AID Landscape training CC Mentoring Interns Mentorship Training Microsoft Outlook Training Peer Counselling Powerpoint Practical training in Fin .Account. Professional Development Programme Training SCM STI Condom Week Women's development Word 1 Word 2 Word3 Work ethics		
	Male	42		Logis Module 4 Advanced Diversity Management Training Excel 1 Excel 3 Frontline com skills Landscape training CC Mentorship Training		

Occupational Categories	Gender	Number of employees as at 1 April 2007	Training provided within the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
				Persal salary administration STI Condom Week Word 1		206
Service and sales workers	Female	0				
	Male	4		Diversity Management STI Condom Week		4
Skilled agriculture and fishery workers	Female	32		Diversity Management STI Condom Week		
	Male	55		Powerpoint 2 Grazing course Diversity Management Training Powerpoint 1 Excel 1 Word 1 Word 2		87
Craft and related trades workers	Female	0				0
	Male	3		Diversity Management Training		3
Plant and machine operators and assemblers	Female	6		Alcohol Abuse on the farms Diversity Management Training Excel 1 Junior Farm Management Landscape training CC Lead Auditors Microsoft Outlook ND Animal Health through UNISA SAT STI Condom Week Tractor operator training Word 1		
	Male	57		Diversity Management Training Excel 1 Word 1 Word2 Excel 2 Excel 3 PowerPoint1 PowerPoint 2		63

Occupational Categories	Gender	Number of employees as at 1 April 2007	Training provided within the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Elementary occupations	Female	44		Diversity Management Training Excel1 Landscape training CC STI Condom Week		180
	Male	136		Diversity Management Training STI Condom Week Landscape training CC BKB Chainsaw operator training Excel 1 Landscape training CC SAT Word 2 Word 1		
Sub Total	Female	342				
	Male	508				
TOTAL		850				

13. Injury duty

Table 13.1 – Injury on duty, 1 April 2007 to 31 March 2008

Nature of injury on duty	Number	% of total
Required basic medical attention only	38	97.44
Temporary/Total Disablement	1	2.56
Permanent Disablement	0	0
Fatal	0	0
TOTAL	39	

14. Utilisation of consultants

Table 14.1 – Report on consultant appointments using appropriated funds

Project Title	Total number of consultants that worked on the project	Duration: Work days	Contract value in Rand
Development and transfer of skills and knowledge on cheese judging, expo's and shows	1	7	43,400.00
Consultant for three Cyclopa species (Honeybush tee) surveys	1	5	14,167.67
Emotional intelligence workshop, testing, scoring and reports	1	1	20,694.42
Emotional intelligence workshop, testing, scoring and reports	1	1	28,500.00
Total number of projects	Total individual consultants	Total duration: Work days	Total contract value in Rand
4	4	14	106,762.09

Table 14.2 – Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs)

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultants from HDI groups that work on the project
Development and transfer of skills and knowledge on cheese judging, expo's and shows			
Consultant for three Cyclopa species (Honeybush tee) surveys			
Emotional intelligence workshop, testing, scoring and reports			
Emotional intelligence workshop, testing, scoring and reports			

Table 14.3 – Report on consultant appointments using Donor funds

Project Title	Total Number of consultants that worked on the project	Duration: Work days	Donor and Contract value in Rand
Total number of projects	Total individual consultants	Total duration: Work days	Total contract value in Rand

Table 14.4 – Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs)

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultants from HDI groups that work on the project

