

Reference: T11/2/2/ (2013/14)

TREASURY CIRCULAR NO. 40/2013

THE PREMIER

THE MINISTER OF AGRICULTURE AND RURAL DEVELOPMENT
THE MINISTER OF COMMUNITY SAFETY
THE MINISTER OF CULTURAL AFFAIRS AND SPORT
THE MINISTER OF EDUCATION
THE MINISTER OF FINANCE, ECONOMIC DEVELOPMENT AND TOURISM
THE MINISTER OF HEALTH
THE MINISTER OF HUMAN SETTLEMENTS
THE MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
THE MINISTER OF SOCIAL DEVELOPMENT
THE MINISTER OF TRANSPORT AND PUBLIC WORKS
THE SPEAKER: PROVINCIAL PARLIAMENT
THE DEPUTY SPEAKER: PROVINCIAL PARLIAMENT

} For information

THE ACCOUNTING OFFICER: VOTE 1: PREMIER (ADV B GERBER)
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R HINDLEY)
THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (DR JC STEGMANN)
THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (DR GA LAWRENCE)
THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MS P VINJEVOLD)
THE ACCOUNTING OFFICER: VOTE 6: HEALTH (PROF KC HOUSEHAM)
THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (DR R MACDONALD)
THE ACCOUNTING OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR T MGULI)
THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR P VAN ZYL)
THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR J FOURIE)
THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (MS J ISAACS)
THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR S FOURIE)
THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR B WALTERS)
THE ACCOUNTING OFFICER: VOTE 14: LOCAL GOVERNMENT (DR H FAST)

THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR D BASSON)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS N PETERSEN)
THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR A GILDENHUYS)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M FRIZLAR)
THE CHIEF FINANCIAL OFFICER: VOTE 5: EDUCATION (MR L ELY)
THE CHIEF FINANCIAL OFFICER: VOTE 6: HEALTH (MR A VAN NIEKERK)
THE CHIEF FINANCIAL OFFICER: VOTE 7: SOCIAL DEVELOPMENT (MR JO SMITH)
THE CHIEF FINANCIAL OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR F DE WET)
THE CHIEF FINANCIAL OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR T GILDENHUYS)
THE CHIEF FINANCIAL OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR CR ISMAY)
THE CHIEF FINANCIAL OFFICER: VOTE 11: AGRICULTURE (MR F HUYSAMER)
THE CHIEF FINANCIAL OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MS M ABRAHAMS)
THE CHIEF FINANCIAL OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MS BG RUTGERS)
THE CHIEF FINANCIAL OFFICER: VOTE 14: LOCAL GOVERNMENT (MS B SEWLALL-SINGH)

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)
THE HEAD: BRANCH FISCAL AND ECONOMIC SERVICES (MR H MALILA)
THE HEAD: BRANCH GOVERNANCE AND ASSET MANAGEMENT (MR Z HOOSAIN)
THE HEAD: PUBLIC POLICY SERVICES (MR A PHILLIPS)
THE HEAD: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS JD GANTANA)
THE HEAD: LOCAL GOVERNMENT PUBLIC FINANCE (MR F SABBAT) (ACTING)
THE HEAD: ASSET MANAGEMENT (MR IG SMITH)
THE HEAD: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)

THE HEAD: OFFICE OF THE FINANCE MINISTRY (MS T EVANS)
THE SENIOR MANAGER: BUSINESS INFORMATION AND DATA MANAGEMENT (MR PP PIENAAR)
THE SENIOR MANAGER: FINANCIAL GOVERNANCE (MR B VINK)
THE SENIOR MANAGER: FISCAL POLICY (MR A PHILLIPS) (PRO TEM)
THE SENIOR MANAGER: INFRASTRUCTURE (MS JD GANTANA) (PRO TEM)
THE SENIOR MANAGER: LOCAL GOVERNMENT ACCOUNTING (MS N OLIPHANT)
THE SENIOR MANAGER: LOCAL GOVERNMENT BUDGET OFFICE (MR ML BOOYSEN)
THE SENIOR MANAGER: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR F SABBAT)
THE SENIOR MANAGER: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR M SIGABI)
THE SENIOR MANAGER: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN) (ACTING)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT ACCOUNTING (MR A REDDY)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS M KORSTEN)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS N EBRAHIM)
THE SENIOR MANAGER: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS A SMIT)
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)
THE PROVINCIAL AUDITOR
MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT
THE DEPUTY DIRECTOR-GENERAL: CORPORATE ASSURANCE, DEPARTMENT OF THE PREMIER (MS H ROBSON)

ADJUSTED ESTIMATES OF PROVINCIAL EXPENDITURE 2013: PROGRAMME, FORMAT AND CONNECTED MATTERS

Aim

1. The aim of the Adjusted Estimates process is to provide votes with the opportunity to revise their spending projections for the current financial year, as provided for in section 31 of the Public Finance Management Act, 1999 (No. 1 of 1999) (PFMA).

Purpose

2. The purpose of this circular is —
 - To provide votes with the programme for the finalisation of the Adjustments Appropriation Bill, 2013, Western Cape Adjusted Estimates of Provincial Expenditure (AEPE), inclusive of infrastructure expenditure tables where relevant, as well as the Gazette for the adjusted transfer of funds to municipalities.
 - For votes to note that the format to be used for the 2013 AEPE publication is the same as in the previous years and the link with the 2013 Estimates of Provincial Revenue and Expenditure (EPRE) chapters will continue to be maintained.

Programme

3. The tabling date of the national Adjustments Appropriation Bill, 2013 and Adjusted Estimates of National Expenditure 2013 is 23 October 2013.

4. National Treasury Regulation 6.6.3 stipulates that, where a national adjusted estimate allocates funds to a province, the relevant provincial treasury must table an adjusted estimate within 30 days of the tabling of the national adjusted estimate, or within such longer period as the National Treasury may approve.
5. The date for tabling of the Western Cape Adjustments Appropriation Bill, 2013, as well as the Western Cape Adjusted Estimates of Provincial Expenditure, 2013, other relevant information and supporting documents has been set for **21 November 2013**.
6. The programme for the 2013 Adjusted Estimates process is attached. Some of the dates contained in this programme may, due to circumstances, change at a later stage if needed.
7. The tight deadlines (see attached programme) to complete the Adjusted Estimates will require votes to independently start with the completion of the tables, especially with regards to shifts, at a much earlier date. To this effect, Treasury build three "check-in" dates into the programme. On these dates Treasury officials will assess progress to date.
8. Please note that the dates directly applicable to votes (accounting officers) have been shaded.

Principles

9. Similar as in previous financial years, the 2013 Adjusted Estimates will lay the basis for the 2014 Medium Term Expenditure Framework (MTEF) and thereby creates a seamless budgeting process.
10. As mentioned in Budget Circular 1 (2014/15) dated 12 June 2013, the key message from the current economic environment is that the fiscal envelope remains under pressure. Revenue performance has been weak and limits the extent to which the country can borrow funds to finance government expenditure. It should thus be noted that no other moneys, barring ICS allocations and rollover and revenue retention bequeaths, have either been received or are available for augmentation of the 2013 Adjusted Budget.
11. It will address budget issues unique to the 2013/14 financial year, such as funds reserved in the Asset Finance Reserve (AFR) for infrastructure related projects, as well as the allocation of funds for special projects/programmes, provisionally reserved in Vote 3: Provincial Treasury.

12. The 2013 Adjusted Estimates will also provide for:
 - The shifting of funds within and across votes and programmes to find the correct mix of expenditure items (personnel, goods and services and transfer payments) in order to stretch available funding;
 - Limited rollover and revenue retention allocations; and
 - Limited technical adjustments to the 2013 Main Budget tabled.
13. To build a more substantive reserve for the 2014 MTEF, preferably no additional funds for improvement of conditions of services (ICS) will be distributed to votes during the Adjusted Estimates. Votes are thus requested to absorb the 2013/14 ICS costs to the extent possible, as part of their reprioritisation or improved efficiency measures. However, should a department be unable to give effect to this, it must be motivated by detailed personnel calculations, proposed adjustments, impact on services and demonstration of efficiency measures instituted.
14. In the light of the pressure on the current fiscal envelope, requests for additional funding, as unforeseen and unavoidable in terms of National Treasury Regulation 6.6, will only be considered in exceptional circumstances. Requests in this regard must reach the Provincial Treasury by Friday, 25 October 2013.

Rollovers, Revenue Retention and Increased Own Revenue

15. In as far as the rollovers of National Conditional Grants are concerned, National Treasury, in a letter dated 17 July 2013, indicated that the Western Cape's rollover requests that were committed to projects and programmes have been approved. Votes were informed of the approvals in letters dated 29 July 2013.
16. In Treasury Circular No. 13/2013 dated 28 March 2013 votes were requested to submit rollover and revenue retention applications, as well as provided with the principles in terms of which these requests will be considered. Votes were also informed that any approvals in this regard will not be available before end October 2013.
17. In view of the aforementioned, votes will thus only be provided with a final decision regarding the rollover, revenue retention and increased own revenue applications when receiving their preliminary allocation schedules for the Adjusted Budget, to be distributed on Monday, 4 November 2013, after the Budget Policy Committee finalised its resolutions.

18. This timeframe is unfortunately necessary to ensure the sustainability of funding over the MTEF.

Shifts

19. With regards to shifts between votes, the accounting officers of both the transferring and receiving vote must agree to the shift(s) by completing and signing a PFMA section 33 certificate. The Excel template is available on the network, PT Data folder at the following path: T:\Treasury\PT DATA\b Adj Estimate\Vote xx. This signed certificate (by both accounting officers) under cover of an explanatory letter must be submitted to the Provincial Treasury by close of business, Friday, **25 October 2013**.
20. As correspondence in this regard normally takes place between accounting officers, CFOs are not always immediately informed of such shifts. To ensure improved control over such shifts and inclusion thereof in the adjusted estimate databases, the CFOs of transferring votes must immediately provide the CFOs of receiving vote(s) **as well as the Provincial Treasury** with copies of these requests, as soon as the documentation is forwarded to the receiving accounting officer for signature.

Earmarked allocations

21. Certain votes received earmarked allocations in the 2013 Estimates of Provincial Revenue and Expenditure (main budget). These allocations were included in the 2013 Appropriation Act, Act 5 of 2013. Votes should note that changes to these allocations can only be made after consultation with the Provincial Treasury. Such a written request to revise or amend earmarked allocations must be submitted to the Provincial Treasury by at the latest Friday, **25 October 2013**.

Special Projects

22. The allocation of funds for special projects/programmes, provisionally reserved in Vote 3: Provincial Treasury, are accessible to votes subject to due costing, roll-out, prioritisation and credible implementation plans via the relevant work team leaders in liaison with the Provincial Treasury.
23. The Provincial Treasury will clear the recommended allocations for Special Projects with the relevant business owners before the finalisation of the final allocation letters to departments.

Formats and schedules

24. Please note that the format of the Adjusted Estimates of Provincial Expenditure remains unchanged for 2013.

25. The formats (Excel template) relevant to your vote are available on the network, PT Data folder at the following path:

T:\Treasury\PT DATA\b Adj Estimate\Vote xx

For further information or technical assistance please contact Data Collating and Technical Editing, Provincial Treasury (Ms Ella Smit at 021 483-4433).

26. For vote specific queries, please contact the Provincial Treasury, Provincial Government Public Finance Analyst responsible for your vote.

Shifts within a vote/within a programme:

27. When completing the tables for shifts within votes and within programmes and sub-programmes, for the sake of transparency, accounting officers must clearly indicate the relevant economic classifications in the space provided therefore.
28. Each virement or shift must be motivated, in both the 'FROM' and 'TO' columns. In the "FROM" column votes must specify what has been reduced, whilst in the "TO" column, votes must specify what the funds will be used for. Votes must also mention incorrect classification of items in both the "FROM" and "TO" columns.
29. In order to maintain the credibility and integrity of the Main Budget, please note that the Provincial Treasury will not recommend large shifts, i.e. shifts in excess of eight per cent within votes in the Adjusted Estimates, unless sufficiently substantiated by the vote.

Summary of details of expenditure for infrastructure per category:

30. Where applicable, votes must complete the summaries of details for infrastructure expenditure.

Adjustments Appropriation Bill:

31. You are reminded that the schedules to the Western Cape Adjustments Appropriation Bill, 2013, must be submitted in three languages, i.e. English, Afrikaans and Xhosa. Please note that only the adjustments (increases/decreases) will be voted on by Provincial Parliament in the adjusted estimate process, as the appropriation in the main budget allocation has already been enacted.

Allocations to municipalities, schools, hospitals and public entities:

32. In terms of section 29(2)(c) of the Division of Revenue Act, 2013 (Act 2 of 2013) (2013 DORA) amendments to the allocations to municipalities, schools and hospitals budgets, as previously gazetted in terms of section 29(2)(a) of the 2013 DORA, must be published or gazetted in or with the province's budget documents that are submitted with an adjustment appropriation Bill to its legislature.

33. In this regard the following are relevant:
- Amended frameworks with regards to allocations to **municipalities**, must be submitted as per the dates in the attached programme.
 - Amendments to **schools and hospitals budgets**, as well as the indicative allocation to a **public entity** for the implementation of a programme funded by a Schedule 5 allocation on behalf of a province or for assistance provided to the province in implementing such a programme (e.g. Agriculture for Casidra), must be submitted with the final budget documentation on Tuesday, 12 November 2013, or as per arrangement.

Performance information

34. All provincial votes and entities have tabled performance information presented in Annual Performance Plans (APPs) and are reporting against it on a quarterly basis. Quarterly Performance Reporting (QPR) has been institutionalised within the Province and reports are submitted to the Provincial Treasury, National Treasury, and national line departments. Quarterly Performance Information is also submitted to the Cabinet and the Budget Committee in the Provincial Parliament.
35. Provincial Treasury recommends that votes, only in instances where there have been **major policy shifts or change in legislative mandates** (e.g. shifting or inclusion of functions) since the tabling of the 2013/14 Annual Performance Plan and where the findings from the Audit of 2012/13 predetermined objectives may have necessitated changes to the current Annual Performance Plans, table these amendments as part of the 2013 Adjusted Estimates by completing Annexure C (Excel format).
36. Votes are also required to submit these changes in an Annual Performance Plan format (Word format) as per the attached example, which in essence represent a replacement of the affected pages of the 2013/14 tabled Annual Performance Plans and should also highlight specifically where these changes have taken place.
37. In addition to the above, votes are required to submit an explanatory memorandum motivating the proposed changes. The information in the previous paragraph (paragraph 36), together with this explanatory memorandum, must reach the Provincial Treasury by Friday, **25 October 2013**.
38. The Quarterly Performance Report model does not provide for any changes to targets. Any revisions on the original APPs that are reflected in the 2013 Adjusted Estimates should therefore be noted and explained in the QPRs and 2013/14 Annual Reports.

39. Regarding the performance information and in particular any amendments to the APPs, accounting officers should take responsibility for:
- Ensuring that an overall performance management system is in place and documented;
 - Ensuring that all documentation in terms of the motivation and approval of the revisions are available for audit purposes;
 - Sufficient appropriate audit evidence and source documentation are available;
 - Appropriate information systems are in place to facilitate the preparation of a performance report that is accurate, complete and verifiable; and
 - Ensuring that adequate control processes and procedures are designed and implemented to improve the accuracy, completeness and validity of reported performance information.
40. It should be noted that changes to performance indicators and targets are only allowed in the aforementioned instances (as per paragraph 35). Minor amendments to service delivery targets need to be explained in the Annual Report, which makes provision for comments to explain for variances between the original APP targets and the actual performance on targets in the Annual Report (Part B). These minor changes to targets should also be explained in QPRs in the "reasons for deviations" sections.

Loading of the Budget

41. After the tabling of the 2013 Adjustments Appropriation Bill and the subsequent enactment thereof, the adjustments for expenditure and revenue must be loaded on BAS by **31 January 2014**. Once loaded, the Provincial Treasury will ensure that the main and adjusted budgets have been correctly loaded on BAS prior to requesting the budget controller to lock the adjusted budget column.

Actions required

42. Votes to **note and diarise** the programme for the finalisation of the Western Cape Adjustments Appropriation Bill, 2013, AEPE and supporting documentation.
43. Votes to **submit** all proposed adjustments (increased own revenue, shifts, motivations for changes to Annual Performance Plans, etc.) under cover of the attached template (Annexure A) to the Provincial Treasury on 25 October 2013. Please add additional lines where necessary.
44. Votes to **note** –
- That the Adjusted Estimates compilation needs to commence before the distribution of the allocation letters in order to meet the timelines.

- The procedure for in-year amendments to Annual Performance Plans.
- The schedules to the Western Cape Adjustments Appropriation Bill, 2013, to be submitted in three languages, i.e. Xhosa, English and Afrikaans.
- That amendments to allocations to municipalities, schools, hospital budgets, as well as indicative allocations to a public entity for the implementation of a programme funded by a Schedule 5 allocation on behalf of a province or for assistance provided to the province in implementing such a programme, must be gazetted.
- That the Infrastructure tables must be completed where relevant.



MS JD GANTANA

HEAD: PROVINCIAL GOVERNMENT PUBLIC FINANCE

DATE: 18/10/13

Western Cape Adjusted Estimates Programme 2013/14

Issues affecting Departments

ACTION	DATE
Provincial Treasury to populate Adjusted Estimates matrix.	Continuous
Provincial Treasury to distribute Treasury Circular with programme and other initial information to departments.	17 Oct 2013 Thu
Departments to immediately start populating Adjusted Estimates of Provincial Expenditure (AEPE) with shifts between and within programmes, as well as other known issues, e.g. amendments to the infrastructure tables and schedules for municipal transfers.	17 Oct 2013 Thu
Provincial Treasury (PGF, as well as FP, IAM and LGRE) to discuss Adjusted Estimates Treasury Circular, format, program and process with Management Accountant Forum (MAF).	17 Oct 2013 Thu
National: Tabling of 2012 MTBPS and 2012/13 Adjusted Estimate of National Expenditure.	23 Oct 2013 Wed
Check 1: Provincial Treasury (PGF, FP, IAM and LGRE) to check progress of departments electronically on system.	23 Oct 2013 Wed
Provincial Treasury to discuss Adjusted Estimates Treasury Circular, format, program and process with CFOs at CFO Forum.	24 Oct 2013 Thu
Departments to submit applications to increase own revenue, where departments over collected on own receipts or specific donations during 2013/14 and require the funds to be voted for specific purposes in the 2013 Adjusted Estimates.	25 Oct 2013 Fri (12:00)
Departments - final date to submit detailed shifts and signed S.33 reports, etc.	
Departments to submit motivations for changes to Annual Performance Plans.	
MTEC 1 Meetings.	28 - 30 Oct 2013 Mon - Thu
Check 2: Provincial Treasury (PGF, FP, IAM and LGRE) to check progress of departments electronically on system.	30 Oct 2013 Wed
Provincial Treasury to finalise Adjusted Estimates Cabinet submission including preliminary allocations, as well as Cabinet submission on Q2 financial and non-financial performance.	31 Oct 2013 Thu
Provincial Treasury to clear with Head of the Provincial Treasury the Adjusted Estimates Cabinet submission including preliminary allocations.	2 Nov 2013 Sat
Provincial Treasury to draft presentation for Budget Policy Committee and Cabinet meetings.	2 Nov 2013 Sat
Provincial Treasury to clear with Minister of Finance the Adjusted Estimates Cabinet submission including preliminary allocations.	3 Nov 2013 Sun
Provincial Treasury to clear with Budget Policy Committee the Adjusted Estimates Cabinet submission including preliminary allocations.	3 Nov 2013 Sun
Provincial Treasury to provide departments with preliminary allocations and departments to populate AEPE accordingly, inclusive of schedules to the Bill, schedules for Municipal transfer Gazette and infrastructure tables where relevant.	4 Nov 2013 Mon
Provincial Treasury to communicate the outcome to departments of the rollover, revenue retention and increased own revenue applications.	4 Nov 2013 Mon
Check 3: Provincial Treasury (PGF, FP, IAM and LGRE) to check progress of departments electronically on system.	6 Nov 2013 Wed
Provincial Treasury to clear with Special PTM the Adjusted Estimates Cabinet submission including preliminary allocations.	6 Nov 2013 Wed (14:00 - 17:00)
Provincial Treasury to submit to Cabinet secretariat the Adjusted Estimates Cabinet submission including preliminary allocations as well as Cabinet submission on Q2 financial and non-financial performance.	7 Nov 2013 Thu
Submission (prelim): Departments to submit preliminary AEPE Printer's Proof and schedules to Bill (in both Xhosa, Eng and Afr), in terms of preliminary allocations to Provincial Treasury, inclusive of schedules to the Bill, schedules for Municipal transfer Gazette and infrastructure tables where relevant.	8 Nov 2013 Fri
Adjustments Appropriation Bill: - Provincial Treasury to finalise drafting of Bill (excluding schedules).	8 Nov 2013 Fri

Western Cape Adjusted Estimates Programme 2013/14

ACTION	DATE
Special Cabinet Meeting on the Adjusted Estimates, including preliminary allocations. After Cabinet approved/amended allocations, become final allocations.	8 Nov 2013 Fri
Provincial Treasury to provide departments with final allocations.	8 Nov 2013 Fri (after Cabinet meeting)
Departments to clear final Adjusted Budget with HoD and Executive.	11 - 12 Nov 2013 Mon - Tue
Submission (final): Departments to submit electronic copies of final AEPE Printer's Proof and schedules to Bill (in both Xhosa, Eng and Afr), as cleared by Executive , in terms of final allocations to Provincial Treasury, inclusive of schedules to the Bill, schedules for Municipal transfer Gazette and infrastructure tables where relevant.	12 Nov 2013 Tue (Close of business)
Provincial Treasury to check AEPE, do summaries and finalise Municipal Gazette.	13 - 14 Nov 2013 Wed - Thu
Provincial Treasury (Data Collating and Technical Editing) to do formatting.	14 - 15 Nov 2013 Thu - Fri
Adjustments Appropriation Bill: - Provincial Treasury to finalise schedules to the Bill. - Provincial Treasury to submit Bill to Legal Services for checking and certification.	15 Nov 2013 Fri
Provincial Treasury to submit AEPE Printer's Proof to printers.	15 Nov 2013 Fri
Adjustments Appropriation Bill: - Provincial Treasury to receive certified bill from Legal Services. - Provincial Treasury to provide certified Bill to WC Parliament for printing.	18 Nov 2013 Mon
Finalise MTBPS and Adjusted Estimates Speech.	20 Nov 2013 Wed
Adjustments Estimates: Provincial Treasury to receive AEPE from printers.	20 Nov 2013 Wed
WC-MTBPS and Adjusted Estimates - Tabling in the WC Provincial Parliament - AE First Reading (21/11) - AE Presentation to Budget Committee, AE and Q2 performance (21/11) - AE Standing Committee Discussion (from 22/11 - 29/11) - AE Second Reading (2/12) - AE Parliamentary Discussion (from 2/12 - 6/12) - AE Third Reading (9/12) - AE Sign-off (10/12)	21 Nov 2013 Thu See Parliamentary Programme
Provincial Treasury to place WC-MTBPS and Adjusted Estimates on intranet and internet.	10 Dec 2013 Tue