

VOTE 03: NATIONAL ASSEMBLY

INTRODUCTION

The Mandate of the Vote

The mandate of the National Assembly as derived from Article 44 and 63 of the Namibia Constitution is to repeal and pass laws; to examine proposed legislation, scrutinise government policies and administration, and to debate major issues of national concern.

EXECUTIVE SUMMARY OF THE VOTE

Achievements 2014/15

During the year under review, the Vote achieved the following:

- Thirteen (13) bills tabled in the House were considered;
- Seventeen Reports of Standing Committees were tabled for consideration in the House;
- The House also considered six (6) Conventions/Agreements tabled for adoption;
- Additional twenty six (26) parking carports were successfully completed;
- Short functional courses were funded for staff members to improve their performance;
- Multi-Media Players displaying information on parliamentary activities were installed;
- Wireless network was set-up. The internet line was upgraded from six (6) MB to ten (10) MB metro-e line and a new firewall system was purchased and installed;
- Servers were virtualised after additional hardware and software were purchased;
- Website development was finalised and moved to a hosting site;
- Security equipment were also installed at the National Assembly which included fifty six (56) cameras, an X-ray scanner and a walkthrough metal detector as well as a biometric access control system;
- About five public hearings were conducted. The Committee on Public Accounts reviewed sixty one (61) Auditor-General reports of various O/M/As and SOE's for the years 2009-2012;
- All Committees visited capital projects in the regions to assess the implementation of these projects.

- Twenty (20) Committee reports were tabled in the House for either discussion or note taking;
- During the period under review, the National Assembly adhered to its international obligations by attending the activities of regional and international organisations such as SADC-PF, PAP, CPA and IPU; ACP-EU and AWEPA;

Challenges

- Inadequate human and financial resources;
- Overlapping membership of Parliamentary Standing Committees.

The main objectives of the Vote

- To oversee and administer the National Assembly in accordance with the Constitution, to preside over the House and to represent the National Assembly at national and international level;
- To provide administrative support services such as financial management, human resources management and development, auxiliary services which also include capital project management, legal services and internal auditing;
- To provide research services to the Members of Parliament to ensure that there is an informed and factual intervention as well as to provide library services to the legislators, secretariat and the public;
- To provide IT services to Members of Parliament and staff;
- To provide operational, administrative assistance and guidance to Parliamentary Standing Committees.

Overall Vote Actual Performance

Breakdown	Year	
	2014/15	2014/15
	N\$	N\$
	Estimate	Actual
Operational Budget	140 716 000	137 624 288
Development Budget	36 410 000	13 754 996
Development Partners	0	0
Total	177 126 000	151 379 284

Ministerial Targets

Name of the Ministerial Targets	2013/14 Actual	2014/15-2016/17 Target	2014/15 Forecast	2014/2015 Actual
Number of Bills processed per financial year	90 %	90 %	100%	200%
Scrutinise 35 annual reports of O/M/A's per financial year	90%	165%	100%	190%
Conduct 3 public education programmes in 3 regions per financial year	120%	20%	90%	70%

Target 1: Number of Bills processed per financial year

The main purpose for this target was to ensure that all initiated Bills are tabled, debated and passed within the financial year.

Effectiveness: During the year under review the vote exceeded the target by almost 100%.

Efficiency: All bills tabled were passed in the shortest possible time.

Impacts: Improved service delivery.

Target 2: Scrutinise 35 annual reports of O/M/A's per financial year

During the Financial Year 2014/2015, about 61 reports of O/M/As were scrutinised by relevant Committees. This figure exceeded the target of 35 reports per financial year.

It is a challenge to measure the output of this target in terms of effectiveness, efficiency and impacts.

Effectiveness: The Committee scrutinised 61 reports from O/M/A's and SOE which exceeded the target of 35 reports per financial year.

Efficiency: It could have been possible if there was improved coordination of Committees' work to cut on unnecessary expenditure.

Impacts: Recommendations in Committees' reports led to improved internal control measures as noted by Auditor-General in the 2010/2011 Central Government report.

Target 3: Conduct 3 public education programmes in 3 regions per financial year

Public education programmes are essential to involve the public in the law-making process by informing them about the Parliamentary proceedings.

Targeting: The programme could not reach its target due to staff shortages.

Effectiveness: Due to staff shortage which has been a serious constraint, the effectiveness of this target could not be proved.

Efficiency: The use of mass media to complement Parliament outreach.

Impacts: Improved knowledge about Parliamentary processes and this has consequently increased visits to Parliament.

Program-activities description

*P-Code	Programme Name	*A-Code	Activity Name	*MD in Charge	2014/15		
					Estimate	Actual	Execution rate(%)
01	Legislative Management	01-01	Enactment of Laws	MD 01	16,081,000	15,535,748	96.61
Sub-Total					16,081,000	15,535,748	96.61
02	Coordination and Support Services	02-02	Parliamentary Coordination and Support Services	MD 02	99,720,000	75,131,606	75.34
		02-03	Information Services	MD 03	11,917,000	11,507,054	96.56
		02-04	Committee Services	MD 04	49,408,000	49,386,875	99.96
Sub-Total					161,045,000	136,025,535	84.46
Vote-Total					177,126,000	151,561,283	85.57

Programme 01: Legislative Management

Programme objectives.

To oversee and administer the National Assembly in accordance with the Constitution, to preside over the House and to represent the National Assembly at national and international level;

Main activities

Enactment of laws

- Managing and controlling the administration of the Presiding Officers;
- Provide relevant, timely and accurate advice to the Speaker and the Deputy Speaker;
- Ensure that the expectations of the Speaker and the Deputy Speaker for support services (preparation of correspondence, reports, speeches and press releases, etc) are met.
- Ensure that effective public relations plan for the Directorate is established, developed and maintained.
- Provision of advice and guidance on Parliamentary proceedings and procedures and ensure smooth functioning of the House.
- Ensure that the Speaker and the Deputy Speaker's national, regional and international obligations are managed with a high degree of professionalism and competence.
- Ensure that the Speaker and the Deputy Speaker's meetings are serviced effectively and professionally.
- Ensure accurate and timely processing of session papers such as Order Papers, Minutes of Proceedings and Question Papers.
- Contribute to the planning and continued development of the National Assembly's functions and services.

Output achieved during the year under review

- Thirteen (13) bills in the House were considered;

- Six (6) Conventions/Agreements were tabled, adopted and passed;

Programme 02: Coordination and Support Services

Programme objectives:

- To provide administrative support services such as financial management, human resources management and development, auxiliary services which also include capital project management, legal services and internal auditing;
- To provide research services to the Members of Parliament to ensure that there is an informed and factual intervention as well as to provide library services to the legislators, secretariat and the public;
- To provide IT services to Members of Parliament and staff;
- To provide procedural advice, administrative and logistical support to Parliamentary Standing Committees.
- To conduct oversight functions and scrutinise all matters referred to Committees;

Main Activities

Activity name: Parliamentary Coordination and Support Services

- Ensure prudent utilisation of financial resources which includes budgeting, budget execution, monitoring and effective control of the allocated budget;
- Ensure the recruitment of competent staff, administering staff benefits and conditions of services, training and development, employees' wellness programme and handling of labour relations matter;
- Provide auxiliary services that caters for the procurement of goods and services, transport and asset management as well as capital projects management;
- Ensure that professional and timely legal advice is provided to the Office of the Speaker, Deputy Speaker, Secretariat and Parliamentary Standing Committees.
- Provides the assurance of adequate systems control through internal auditing.

Output achieved during the year under review

- Budget execution rate for 2014/15 was 98.7%

Activity name: Information Services

- Undertaking research and conducting public education;
- Provides relevant and up-to-date library services to the Members of Parliament and staff;
- Ensure the acquisition, maintenance of ICT equipment and library resources.

Output achieved during the year under review

- Informed citizenry;
- Upgraded Computer Network and Server Infrastructure.

Activity name: Committee Services

- To ensure the efficient running of the relevant committees, assist in procedural and logistical matters of committees;
- Provide assistance to Chairpersons and Members of the Parliamentary Standing Committees.

Output achieved during the year under review

- The Committees scrutinised 61 reports from O/M/As and State Owned Enterprises (SOEs) during the period under review
- As part of oversight function, the Committees visited the Regions to assess the implementation of development projects.
- Staff and Members of Parliament were trained in understanding the National Budget in order to enrich the oversight function of Standing Committees
- The Committees represented and promoted the interests of Namibia at regional and international organisations, such as AWEPA, SADC PF, PAP, CPA and IPU
- The Committee initiated the installation of Wi-Fi system at parliament
- The website of parliament is functional due to the involvement of the ICT Committee
- The Committee on ICT has donated computers to schools to promote IT usage

EXPENDITURE FROM CONTINGENCY 2014/15

None.

OVERALL BUDGET ALLOCATIONS TO THE VOTE

Breakdown \ Year	2014/15	
	Estimate	Actual
Personnel Expenditure	62,675,000	61,790,843
Goods and Other Services	37,721,000	35,636,333
Subsidies and Other Current Transfers	33,240,000	32,915,054
Acquisition of Capital Assets(Operational)	7,080,000	7,020,608
Capital Transfers (Operational)	0	0
Operational Budget	140,716,000	137,362,838
Operational Capital	0	0
Acquisition of Capital Assets (Development)	36,410,000	13,754,996
Capital Transfers (Development)	0	0
Development Budget	36,410,000	13,754,996
Total State Revenue Fund Appropriation	177,126,000	151,117,834
Development Partners		
Grand Total	177,126,000	151,117,834

Vote actual performances

Breakdown \ Year	2014/15	
	N\$	
	Estimate	Actual
Operational Budget	140,716,000	137,362,838
Development Budget	36,410,000	13,754,996
Development Partners	0	0
Total	177,126,000	151,117,834

EXPLANATIONS ON VARIANCES

Personnel expenditure

An under spending of N\$884,157.00 on personnel expenditure was realised due to vacant positions that could not be filled.

Goods and other services

An amount of N\$2,084,667.00 was underspent due to unexpected cancellation or postponement of programmed activities of various Standing Committees as a result of the National Assembly and Presidential elections. Furthermore, budgetary provision was made for the official opening of Parliament and hosting of the Children's Parliament which were cancelled.

Subsidies and other current transfers

The fluctuations in the exchange rate, which was unpredictable played a major role in the under spending of this subdivision. The non- submission of invoices by international bodies also contributed to this state of affairs.

Acquisitions of capital assets (operational)

The budget was 100% executed as appropriated.

Capital Transfers (Development)

Development budget

An amount of N\$22,655,004 was underspent on the New Parliament Building Project due to the invoices that were not received until the closing date of the financial year.

No budgetary provision was made on this item.

NON-TAX REVENUE

The table below indicates the estimates and actual for the non-tax revenue by source for the 2013/2014 financial year. Explanations to the variances between the estimates and the actual non-tax revenue collected during the year under review are provided in the table below:

Revenue Source \ Year	2014/15		
	Estimate	Actual	Variance %
Miscellaneous	50,000	24,468	51
Total	50,000	24,468	51

Explanations on variances

Miscellaneous

The estimate of N\$50 000.00 was an overestimated amount.

HUMAN RESOURCES CAPACITY

No of Staff	2014/15
Approved	110
Funded	110
POB's Approved and Funded	37
POB's Approved and not Funded	26

SUMMARY OF MOVABLE ASSETS

Furniture and equipment

Worn and damages

worn and damages						
	Description	Quantity	Average estimated market unit value (N\$)	Toal Value (N\$) BiXCi	Quantity available to date	% of items not take for to auction(current stock
	A	B	C	D	E	
1	Cupboard 2 Glass door 2 wooden doors	1	1800	1 800	1	0,1
2	Cupboard 2 doors wooden	1	1500	1 500	1	0,1
3	Credenza 2 Sliding doors	3	1200	3 600	3	0,1
4	Chair H/B Revolving Armrest leather steel base	1	900	900	1	0,1
5	Shredder Rexall	1	500	500	1	0,2
6	Jump starter	1	1200	1 200	1	0,1
7	Tyre Assorted (lot)	6	584	3 504	6	0,2
8	Vacuum Cleaner	4	600	2 400	4	0,2
9	Stick Assorted (lot)	40	2	80	40	50,0
10	Cartridges Assorted	19	500	9 500	19	0,2
11	Printer	1	900	900	1	0,1

Reasons for the stock levels

The items became worn and damage due to long usage.

Obsolete and redundant

Obsolete and redundant					
Description	Quantity	Average estimated market unit value (N\$)	Toal Value (N\$) BiXCi	Quantity available to date	% of items not take for to auction(current stock level of individual items)
A	B	C	D	E	
Television Silver	3	1700	5 100	3	0,1
Television Hiltron	2	1700	3 400	2	0,1
Briefcase and Tape Recorder	1	1200	1 200	1	0,1
Basket Waste Plastic	3	200	600	3	0,5
Holder Tissue	11	150	1 650	11	0,7
Heater 2 Bar	6	180	1 080	6	0,6
Holder Toilet Paper	7	120	840	7	0,8
Fan Electric	1	290	290	1	0,3
Projector Screen	1	1100	1 100	1	0,1
Printer HP	6	2700	16 200	6	0,0
Printer Lenovo	9	2200	19 800	9	0,0
Printer Oki	3	2400	7 200	3	0,0
Printer Canon	2	1800	3 600	2	0,1
Printer	1	1300	1 300	1	0,1
Mouse Targus	1	40	40	1	2,5
Mouse HP	1	60	60	1	1,7
Keyboard Mecer	3	250	750	3	0,4
Keyboard HP	2	250	500	2	0,4
Keyboard Compaq	2	250	500	2	0,4
Plug 3 Way	1	25	25	1	4,0
Scanner HP	2	2400	4 800	2	0,0
Sanner Founder	1	1300	1 300	1	0,1
Television Daewoo	1	2200	2 200	1	0,0

Fax Canon	1	1800	1 800	1	0,1
Switch Nortel	2	750	1 500	2	0,1
Networks Nortel	1	600	600	1	0,2
Switch 3 Com	3	750	2 250	3	0,1
Switch D-Link	1	750	750	1	0,1
Power Supply	3	1900	5 700	3	0,1
Speaker Mecer	4	120	480	4	0,8
Speaker JS	2	120	240	2	0,8
Laptop Acer	1	2350	2 350	1	0,0
Screen Samsung	3	3100	9 300	3	0,0
Screen Acer	3	3100	9 300	3	0,0
Screen Lenovo	1	3100	3 100	1	0,0
Blinds Assorted (lot)	40	150	6 000	40	0,7
Kettle Electric	1	120	120	1	0,8
Printer Samsung	1	1800	1 800	1	0,1
Converter Fibre Module	2	350	700	2	0,3
Telephone Siemens	1	150	150	1	0,7
Screen HP	1	3100	3 100	1	0,0
Stappler Heavy Duty	1	150	150	1	0,7
Door Shower Glass	1	1450	1 450	1	0,1
Trolley Mop	5	700	3 500	5	0,1
Plates Assorted (lot)	100	5	500	100	20,0
Cups Assorted (lot)	100	5	500	100	20,0
Portrait Framed	2	450	900	2	0,2
Basket Waste Wooden	1	270	270	1	0,4
Board Notice	1	250	250	1	0,4
Toner HP Printer	43	1100	47 300	43	0,1
Terminal HP	6	250	1 500	6	0,4
Chair H/B Revolving Armrest Fabrick	2	500	1 000	2	0,2

Toner Printer	Canon	1	1100	1 100	1	0,1
Toner Sagem		1	1100	1 100	1	0,1
Toner Epson		1	1100	1 100	1	0,1
Camera Digital	Aigo	43	800	34 400	43	0,1
Mobile Flat-Disk	Aigo	51	250	12 750	51	0,4
Hard-Drive External	Aigo	26	700	18 200	26	0,1

Reasons for the stock levels

The items have exceeded their lifespan, thus became redundant and obsolete. New items were bought to replace the obsolete stock. Some items were replaced due to compliance and changes in software due to new technology.

2.3.2 Vehicles

Obsolete and redundant

Obsolete and redudant						
	Description	Quantity	Average estimated market unit value (N\$)	Toal Value (N\$) BiXCi	Quantity available to date	% of items not take for to auction(current stock level of individual items)
	A	B	C	D	E	
1	NIL	0	0	0	0	0.0