

IN THE FIRST SESSION OF THE FIFTH PARLIAMENT OF THE FOURTH  
REPUBLIC OF GHANA

**REPORT OF THE FINANCE COMMITTEE ON THE**  
**ANNUAL ESTIMATES OF THE GOVERNMENT**  
**MACHINERY FOR FINANCIAL YEAR ENDING 31<sup>ST</sup>**  
**DECEMBER 2010**

**1.0 INTRODUCTION**

The 2010 Annual Budget Estimates of the Government Machinery was laid in the House on Wednesday, 18<sup>th</sup> November 2009 by the Minister for Finance and Economic Planning and referred to the Finance Committee for consideration and report in accordance with Article 179 of the Constitution and Standing Order 140 (4) of the House. This followed the presentation of the Budget and Economic Policy of the Government for the year ending 31<sup>st</sup> December, 2010 by the Minister for Finance and Economic Planning, Hon. Dr. Kwabena Duffuor.

The Committee met with the Deputy Chief of Staff, Mr. Alex Segbefia, Heads and technical teams from the various Departments and Agencies under Government Machinery as well as officials from the Ministry of Finance and Economic Planning and reports as follows:

**1.1 REFERENCE DOCUMENTS**

In considering the Estimates for the Government Machinery, the Committee referred to and/or was guided by the following documents:

1. The 1992 Constitution of the Republic of Ghana
2. The Standing Orders of the House
3. The Budget Statement and Economic Policy of the Government for the 2010 Financial Year

## 2.0 BACKGROUND

Government Machinery embraces the Office of the President as the seat of Government, the Regional Co-ordinating Councils (RCCs) and those Organizations whose operations fall outside traditional areas of sectoral responsibility, for which the Office of the President (Government Machinery) exists to provide administrative, managerial and technical services.

The Office of Government Machinery has responsibility for the following:

- i. Office of the President
- ii. Office of the Head of Civil Service
- iii. Scholarships Secretariat
- iv. Public Records and Archives Department
- v. Management Services
- vi. Ghana Aids Commission
- vii. Commissions and Councils
- viii. Office of the National Security
- ix. Regional Co-ordinating Councils

The main focus of the sector is efficient service delivery for good governance through ensuring that all MDAs become transparent, accountable, efficient and responsive to the needs and direction of the country. This is to be achieved, through the following activities:

1. Researching and collating information for Executive policy formulation and review;
2. Conveying Executive policies and decisions to MDAs, other public sector Organizations and monitoring the private sector's performance;

3. Ensuring by systematic monitoring, the implementation of Executive decisions and programmes and improving the quality of life of Ghanaians;

Some other objectives are:

- ❖ To formulate, implement, co-ordinate and evaluate government policies and to preserve and conserve public records for the benefit of the general public;
- ❖ To promote political tolerance, stability, and peace in Ghana and the sub-region;
- ❖ To provide institutional capacity and enabling environment for effective, efficient and sustainable service delivery.

### 3.0 THE 2010 ANNUAL ESTIMATES OF THE GOVERNMENT MACHINERY

A total amount of **GH¢358,674,414** has been allocated to the Government Machinery for the 2010 financial year. The breakdown is as follows:

	GH¢	GH¢
<b>Government of Ghana</b>		
Personnel Emolument -	49,351,634	
Administration -	16,207,209	
Service -	51,274,650	
Investment -	<u>21,672,834</u>	<u>138,506,327</u>
<b>Internally Generated Funds (IGF)</b>	-	372,000
<b>HIPC</b>	-	0.00
<b>MDRI</b>	-	25,000,000
<b>Donor</b>	-	<u>194,796,087</u>
<b>TOTAL</b>		<u><b>358,674,414</b></u>

## Personnel Emoluments

GoG	-	GH¢49,351,634
IGF	-	GH¢0
Funds (MDRI)	-	GH¢0
Donor	-	GH¢0
<b>Subtotal</b>	-	<b>GH¢49,351,634</b>

## Administration Expenses -

GoG	-	GH¢16,207,209
IGF	-	GH¢0
Funds (MDRI)	-	GH¢0
Donor	-	GH¢0
<b>Subtotal</b>	-	<b>GH¢16,207,209</b>

## Service

GoG	-	GH¢51,274,650
IGF	-	GH¢372,000
Funds (MDRI)	-	GH¢0
Donor	-	GH¢0
<b>Subtotal</b>	-	<b>GH¢51,646,650</b>

## Investment

GoG	-	GH¢21,672,834
IGF	-	GH¢0
Funds (MDRI)	-	GH¢25,000,000
Donor	-	GH¢194,796,087
<b>Subtotal</b>	-	<b>GH¢241,468,921</b>

**GRAND TOTAL - GH¢358,674,414**

### **3.1 Office of the President**

The Office of the President caters for the following Departments; General Administration, President's Secretariat, Vice-President's Secretariat, Cabinet Secretariat, and Press Secretariat, Millennium Development Authority (MiDA), African Fund for Bio Fuels Development, National Identification Authority, State Enterprises Commission, Divestiture Implementation Committee, National Population Council, Ghana Investment Promotion Centre, Public Utilities Regulatory Commission, National Pensions Regulatory Authority, Policy Evaluation and Oversight Unit, Microfinance and Small Loans Center, Internal Audit Agency Board, Public Sector Reform Secretariat, and the Savannah Accelerated Development Authority.

For the 2010 financial year, the Office of the President has been allocated the following amounts to cater for the respective expenditure items:

Personnel Emoluments	-	GHC12,616,982
Administration Expenses	-	GHC3,946,663
Service	-	GHC25,420,897
Investment	-	GHC230,791,404
TOTAL	-	GHC272,775,946

### **3.2 Allocations to Departments and Units under Office of the President.**

The following represent allocations to the various Divisions and Agencies under the Office of the President:

General Administration	-	GHC12,438,428
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Office of the Chief of Staff	-	GHC14,355,356
Vice President's Secretariat	-	GHC3,744,000
Cabinet Secretariat	-	GHC383,069
Press Secretariat	-	GHC493,000
Millennium Development Authority (MiDA)-		GHC199,438,936
African Fund for Bio Fuels Development	-	GHC306,540
National Identification Authority	-	GHC3,141,535
State Enterprises Commission	-	GHC527,414
Divesture Implementation Committee	-	GHC338,025
National Population Council	-	GHC1,798,773
Ghana Investment Promotion Centre	-	GHC1,170,574
Public Utilities Regulatory Commission	-	GHC1,486,490
National Pensions Regulatory Authority	-	GHC1,690,972
Policy Evaluation and Oversight Unit	-	GHC474,190
Microfinance and Small Loans Center	-	GHC3,530,000
Internal Audit Agency Board	-	GHC1,838,681
Public Sector Reform Secretariat	-	GHC619,964
Savannah Accelerated Development Authority-		GHC25,000,000

### 3.3 Office of the Head of Civil Service (OHCS)

The Office of the Head of Civil Service has been allocated a total budgetary provision of **GH¢3,091,742** to be disbursed as follows:

Personnel Emoluments	-	GH¢1,120,559
Administration	-	GH¢395,160
Service	-	GH¢1,188,023
Investment	-	GH¢388,000
<b>TOTAL</b>	-	<b>GH¢3,091,742</b>

This figure would be allocated to the various departments of the OHCS as follows:

Finance and Administration Directorate	-	GH¢2,265,742
Performance Management Directorate	-	GH¢236,000
Career management Directorate	-	GH¢125,000
Recruitment and Training Directorate	-	GH¢345,000
Research, Statistics & Information Mgt	-	GH¢120,000
<b>TOTAL</b>		<b>GH¢3,091,742</b>

### 3.4 Scholarships Secretariat

An amount of **GH¢557,219** has been allocated to the Scholarships Secretariat to be disbursed as follows:

Personnel Emoluments	-	GH¢290,584
Administration	-	GH¢111,640
Service	-	GH¢105,595
Investment	-	GH¢49,400
Total	-	<b>GH¢557,219</b>

The total budget of the Scholarships Secretariat would be spent as follows:

(1) General Administration	-	GH¢336,577
(2) London Office	-	GH¢220,642

### 3.5 Public Records and Archives Administration Department (PRAAD)

An amount of **GH¢1,437,898** has been allocated to the Public Records and Archives Administration Department. This would be disbursed as follows:

Personnel Emoluments	-	GH¢ 928,525
Administration	-	GH¢121,450
Service	-	GH¢316,923



<b>Investment</b>	-	<b>GH¢71,000</b>
<b>Total</b>	-	<b>GH¢1,437,898</b>

### **3.6 Management Services**

Management Services has been allocated an amount of **GH¢486,610** to be disbursed as follows:

<b>Personnel Emoluments</b>	-	<b>GH¢324,405</b>
<b>Administration</b>	-	<b>GH¢45,140</b>
<b>Service</b>	-	<b>GH¢107,415</b>
<b>Investment</b>	-	<b>GH¢9,650</b>
<b>Total</b>	-	<b>GH¢486,610</b>

### **3.7 Ghana AIDS Commission**

A budgetary amount of **GH¢1,843,577** has been allocated to Ghana AIDS Commission to be disbursed as follows:

<b>Personnel Emoluments</b>	-	<b>GH¢549,797</b>
<b>Administration</b>	-	<b>GH¢72,250</b>
<b>Service</b>	-	<b>GH¢721,530</b>
<b>Investment</b>	-	<b>GH¢500,000</b>
<b>Total</b>	-	<b>GH¢1,843,577</b>

### 3.8 Commissions and Councils

For the 2010 financial year, an amount of **GH¢3,624,499** has been allocated to Commissions and Councils to be disbursed as follows:

Personnel Emoluments	-	GH¢1,133,059
Administration	-	GH¢684,899
Service	-	GH¢856,541
Investment	-	GH¢950,000
Total	-	<b>GH¢3,624,499</b>

### 3.9 Office of the National Security

The Office of the National Security has been provided with a total of **GH¢64,170,612** for the 2010 financial year to be disbursed as follows:

Personnel Emoluments	-	GH¢28,281,030
Administration	-	GH¢9,054,993
Service	-	GH¢20,573,216
Investment	-	GH¢6,261,373
Total	-	<b>GH¢64,170,612</b>

### 3.10 Regional Coordinating Councils

A total amount of **GH¢10,686,311** has been allocated to Regional Coordinating Councils for the 2010 financial year to be disbursed as follows:

Personnel Emoluments	-	GH¢4,106,693
Administration	-	GH¢1,775,015
Service	-	GH¢2,356,510
Investment	-	GH¢2,448,093
<b>Total</b>	-	<b>GH¢10,686,311</b>

Specific allocations to the various Regional Co-ordinating Councils are as follows:

Greater Accra Region	-	GH¢810,670
Volta Region	-	GH¢841,392
Eastern Region	-	GH¢997,033
Central Region	-	GH¢921,545
Western Region	-	GH¢926,596
Ashanti Region	-	GH¢1,268,927
Brong Ahafo Region	-	GH¢1,451,131
Northern Region	-	GH¢1,034,855
Upper East Region	-	GH¢1,311,211
Upper West Region	-	GH¢1,122,951
<b>TOTAL</b>		<b>GH¢10,686,311</b>

### 3.10 ATTACHMENT (Summary of Expenditure)

A summary of the total budget allocation to the Government Machinery for 2010 is attached as *Appendix A*.

#### **4.0 OBSERVATIONS AND RECOMMENDATIONS**

The Committee was informed that the Office of Government Machinery exists to provide administrative, managerial and technical services to the Presidency of Ghana leading to improvement in social, economic and political direction of the nation in the best interest of Ghanaians.

It was noted that out of the total allocation of **GH¢358,674,414** to the Government Machinery, **GH¢138,506,326** would be provided from GOG sources, **GH¢372,000** from Internally Generated Funds (IGFs), **GH¢25,000,000** from Multilateral Debt Relief Initiative (MDRI) and the remaining **GH¢194,796,087** from Donor sources.

The Public Utilities Regulatory Commission is committed to building a credible regulatory regime that will respond adequately to stakeholder concerns and also ensure fairness, transparency, reliability and equity in the provision of utility services in the country, especially for the poor and vulnerable groups.

In the year 2009, the PURC conducted technical and operational audit of the utility companies, tariff and cost of service studies to enable the Commission determine tariffs more efficiently and effectively; The Commission also developed a comprehensive programme to monitor the operations of the regulated utilities; established regulatory framework for developing secondary market in natural gas; and Promoted ICT application in complaint handling to streamline, speed up and enhance information management.

In the year 2010, the PURC will launch public education/awareness programme on the work of the Commission and also publish and distribute consumer charter to the public. The Commission also aims to complete technical and operation audit of utilities by the end of 2012.

The Public Utilities Regulatory Commission (PURC) intends to establish Consumer Service Committees in ten (10) major districts and also to establish consumer complaints procedures and mechanisms. The PURC would also organize spot checks on water facilities and processing continually.

The Committee was further informed that the National Identification Authority (NIA) is mandated to establish a National Identification System (NIS) by creating a national database on Ghanaians and foreigners lawfully resident in Ghana, issuing national ID cards and promoting the use of the cards.

The NIA has conducted mass registration exercises in the Central, Western and Eastern Regions. Currently the mass registration exercise is underway in the Greater Accra Region where it is expected to continue till February 2010.

The National Population Council is mandated to coordinate all population programmes in the country and to advise Government on population issues.

The Council is providing technical support to the Ghana Statistical Service in preparatory activities towards the conduct of the 2010 Round of the Population and Housing Census.

The Committee was informed that the Internal Audit Agency (IAA) exists to coordinate, facilitate and provide quality assurance for internal audit activities in MDAs and MMDAs with a view to enhancing efficiency, accountability and transparency in the management of public resources.

The Agency in the year 2009 developed internal audit standards and procedures, audit manuals and audit programmes for internal audit staff.

In the year 2010, the Agency has the objective of developing the capacity of internal audit staff of MDAs and MMDA's. To this end, training materials would be developed for *training of trainers* nationwide.

Ghana Aids Commission, in 2009 monitored programme activities at Regional and Metropolitan, Municipal and District levels, organised pre-proposal, financial management and technical capacity building training workshops, and supported the Lagos-Abidjan Corridor Project. The Commission also supported PLWHA and organised the 2009 World AIDS Day.

The Commission will, in 2010, coordinate and manage the decentralized multi-sectoral response to HIV/AIDS.

The Millennium Development Authority (MiDA) seeks to implement the integrated programme under the Millennium Challenge Account (MCA) compact.

The Authority will continue with the construction of the N1 Highway and relocate utilities on Mallam-Tetteh Quashie road. It will also evaluate bids and pay visits to programme and project sites.

The Divestiture Implementation Committee will, in the year 2010, engage two external solicitors to pursue debt collection in respect of divested State-Owned Enterprises (SOEs). The Committee also has a target of completing fifteen (15) divestitures by December, 2010.

The Ghana Investment Promotion Center (GIPC) has a target of raking in foreign direct investment worth four hundred million United States dollars by December 2012.

To improve revenue inflow to government, the Center would undertake investment promotion mission to Italy, USA and Mauritius to promote investment in tourism by December 2012. Tourism and investment promotion advertisements would also be placed in selected foreign media.

To ensure that the development of the North reaches an appreciable level, the Savannah Accelerated Development Authority (SADA) will engage traditional authorities on land issues, develop capacity for gender mainstreaming, and build capacity of key stakeholders including NGOs and the Private Sector. SADA will also construct flood control and water retention dykes.

The Office of the Head of Civil Service (OHCS) will in 2010 organise four (4) media encounters for eighty key personnel of the mass media, organize twelve sensitization programmes for stakeholders on the new civil service law and organize the celebration of the African Day of Public Administration.

Officials from the Scholarships Secretariat informed the Committee that the Secretariat has so far paid all the scholarship grants and fees of Ghanaian students on scholarships abroad up to December, 2009 and therefore the embarrassing situation whereby the students are often

sacked from their various schools for non-payment of fees would not recur.

In the year 2010, the Scholarships Secretariat aims to print 4,000 application, bond and award forms and also monitor scholarships to selected second cycle and tertiary institutions. The London Office of the Secretariat would also monitor students on scholarships in tertiary institutions in London.

The State Protocol Department has the objective to provide adequate protocol services to visiting Heads of State and Government throughout the year. The Department will also arrange and support the presentation of credentials by Ambassadors and High Commissioners accredited to Ghana and provide transport services to visiting dignitaries.

The Deputy Chief of Staff, Mr. Alex Segbefia informed the Committee that functional Entity Tender Committees and Audit Implementation Committees have been established for all Agencies under Government Machinery.

The Committee was further informed that during the preparation of the 2009 Budget, there was a shortfall in the allocation to the Security Agencies, therefore a top-up of **GH¢24 million** was provided to the Agencies from the Contingency Allocation in the course of the year.

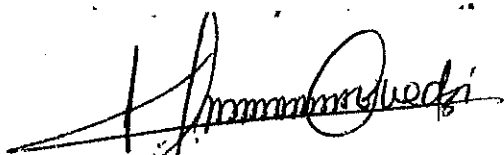
The Committee suggested to the Ghana AIDS Commission to consider reestablishing the erstwhile relationship between the Commission and Parliament under which Members of Parliament were given grants to undertake HIV/AIDS education and monitoring activities in their constituencies.

Members also advised the Office of the Head of Civil Service (OHCS) to educate and sensitize civil servants on the Single Spine Salary Structure (SSSS) pay policy to be implemented in the year 2010 so as to keep them abreast of developments in that regard.

## 5.0 CONCLUSION

The Committee, after critically examining the 2010 Annual Estimates of the Government Machinery, respectfully recommends to the House to adopt this report and approve the sum of **GHC358,674,414** for the running of the **Government Machinery** for the Financial Year commencing 1<sup>st</sup> January and ending 31<sup>st</sup> December, 2010.

Respectfully submitted.



**HON. JAMES KLUTSE AVEDZI**  
**CHAIRMAN**



**PEACE A. FIAWOYIFE (MS.)**  
**CLERK**

14<sup>TH</sup> DECEMBER 2009





FUNCTION	Central G O G		F U N D S					Grand Total							
	P. E. Admin.	Service Investm.	Total GoG	P. E. Admin.	Service Investm.	Total IGA	STATUTORY		HIPC	C. MARKET	MDR1	P. E. Admin.	Service Investm.	Tot. Donor	STATUTORY
Research Department FM	12,150,044	330,392	2,238,622	390,000	15,108,058	0	0	0	0	0	0	0	0	0	15,109,058
Bureau of National Communications	800,776	301,960	880,145	2,234,425	4,221,306	0	0	0	0	0	0	0	0	0	4,221,306
Greater Accra Reg. Co-ordinating Council	368,049	145,864	146,757	150,000	810,670	0	0	0	0	0	0	0	0	0	810,670
General Administration	205,961	99,280	105,617	150,000	580,858	0	0	0	0	0	0	0	0	0	580,858
Budget Division	162,088	46,584	41,140	0	249,812	0	0	0	0	0	0	0	0	0	249,812
Volta Regional Co-ordinating Council	391,065	147,439	151,088	151,800	841,392	0	0	0	0	0	0	0	0	0	841,392
General Administration	268,245	124,470	121,760	151,800	666,275	0	0	0	0	0	0	0	0	0	666,275
Budget Division	122,820	22,969	29,328	0	175,117	0	0	0	0	0	0	0	0	0	175,117
Eastern Regional Co-ordinating Council	523,667	144,696	178,670	150,000	997,033	0	0	0	0	0	0	0	0	0	997,033
General Administration	318,015	116,482	181,111	150,000	745,618	0	0	0	0	0	0	0	0	0	745,618
Budget Division	205,652	28,204	17,560	0	251,416	0	0	0	0	0	0	0	0	0	251,416
Central Regional Co-ordinating Council	352,761	196,724	220,280	151,800	921,545	0	0	0	0	0	0	0	0	0	921,545
General Administration	228,176	170,416	195,980	151,800	746,372	0	0	0	0	0	0	0	0	0	746,372
Budget Division	124,585	26,308	24,280	0	175,173	0	0	0	0	0	0	0	0	0	175,173
Western Regional Co-ordinating Council	398,520	168,091	208,185	151,800	928,596	0	0	0	0	0	0	0	0	0	928,596
General Administration	270,815	147,228	167,883	151,800	757,726	0	0	0	0	0	0	0	0	0	757,726
Budget Division	127,705	20,863	20,302	0	168,870	0	0	0	0	0	0	0	0	0	168,870
Ashanti Regional Co-ordinating Council	643,415	193,048	280,664	151,800	1,268,927	0	0	0	0	0	0	0	0	0	1,268,927
General Administration	449,385	160,880	246,624	151,800	1,006,489	0	0	0	0	0	0	0	0	0	1,006,489
Budget Division	194,030	32,368	34,040	0	260,438	0	0	0	0	0	0	0	0	0	260,438
B.A.Regional Co-ordinating Council	409,755	178,447	302,342	560,587	1,451,131	0	0	0	0	0	0	0	0	0	1,451,131
General Administration	289,795	149,700	270,577	560,587	1,270,659	0	0	0	0	0	0	0	0	0	1,270,659
Budget Division	119,960	28,747	31,765	0	180,472	0	0	0	0	0	0	0	0	0	180,472
Northern Regional Co-ordinating Council	307,446	211,438	334,171	181,800	1,034,855	0	0	0	0	0	0	0	0	0	1,034,855
General Administration	240,358	182,128	303,418	181,800	907,704	0	0	0	0	0	0	0	0	0	907,704
Budget Division	67,088	29,310	30,753	0	127,151	0	0	0	0	0	0	0	0	0	127,151
Upper East Regional Co-ordinating Council	282,020	194,652	317,923	516,706	1,311,211	0	0	0	0	0	0	0	0	0	1,311,211
General Administration	235,812	162,364	297,545	516,706	1,212,427	0	0	0	0	0	0	0	0	0	1,212,427
Budget Division	46,208	32,198	20,378	0	98,784	0	0	0	0	0	0	0	0	0	98,784
Upper West Regional Co-ordinating Council	429,995	194,706	216,450	281,800	1,122,951	0	0	0	0	0	0	0	0	0	1,122,951
General Administration	371,452	161,140	202,941	281,800	1,017,333	0	0	0	0	0	0	0	0	0	1,017,333
Budget Division	58,543	33,566	13,509	0	105,618	0	0	0	0	0	0	0	0	0	105,618
Grand Totals	49,581,834	16,207,209	17,274,650	21,672,833	188,506,327	0	0	372,000	0	372,000	0	0	25,000,000	0	154,796,087
															358,674,214

Note: STATUTORY include NHIL, ENERGY, DACE, ROAD AND GET FUNDS