

**IN THE FIRST SESSION OF THE SEVENTH
PARLIAMENT OF THE FOURTH REPUBLIC
OF GHANA**

**REPORT OF THE COMMITTEE ON
CONSTITUTIONAL, LEGAL &
PARLIAMENTARY AFFAIRS**

ON THE

**ANNUAL BUDGET ESTIMATES OF THE
MINISTRY OF PARLIAMENTARY AFFAIRS
FOR THE 2018 FINANCIAL YEAR**

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ESTIMATES OF THE MINISTRY OF PARLIAMENTARY
AFFAIRS FOR THE 2018 FINANCIAL YEAR**

1.0 INTRODUCTION

- 1.1 The Budget Statement and Economic Policy of the Government for the 2018 Financial Year was presented to Parliament by the Hon. Minister for Finance, Mr. Ken Ofori-Atta on Wednesday, 15th November, 2017 in accordance with Article 179 of the Constitution.
- 1.2 Pursuant to Orders 140(4) and 179 of the Standing Orders of the House, the Annual Budget Estimates of the Ministry of Parliamentary Affairs were referred to the Committee on Constitutional, Legal & Parliamentary Affairs for consideration and report.

2.0 DELIBERATIONS

In considering the referral, the Committee met with the Hon. Majority Leader and Minister for Parliamentary Affairs, Mr. Osei Kyei-Mensah-Bonsu and Officials of the Ministry. In attendance also were the Schedule Officers of the Ministry of Finance.

3.0 REFERENCE DOCUMENTS

The Committee referred to the following documents during deliberations:

- i. The 1992 Constitution of the Republic of Ghana;
- ii. The Standing Orders of the Parliament of Ghana;
- iii. The Civil Service Act, 1993 (PNDCL 327);

- iv. The Approved Annual Budget Estimates of the Ministry of Parliamentary Affairs for the 2017 Financial Year; and
- v. The Budget Statement and Economic Policy of the Government for the 2018 Financial Year.

4.0 VISION OF THE MINISTRY OF PARLIAMENTARY AFFAIRS

The vision of the Ministry is to promote consensus building among the political class in a purposed, transparent and accountable manner and to deepen and broaden inclusiveness in the Country's chosen path of participatory democracy.

5.0 CORE FUNCTIONS

The Ministry performs the following functions:

- i. Serves as an interface between the Executive and Parliament;
- ii. Co-ordinates the tabling of Government business on the floor of Parliament;
- iii. Harmonises Government business into the calendar of Parliament;
- iv. Facilitates the development and implementation of citizen centered collaborative interface with other state and non-state actors on matters relating to the legislature;
- v. Facilitates the review/promulgation of legislations and regulations for equitable national development.
- vi. Monitors and evaluates the implementation of Government policies and feedback to Parliament;

- vii. Undertakes such research as may be necessary to enhance the collaboration between Parliament, the Executive and civil society groups;
- viii. Provides strategic leadership in the development of the medium-term plan of the Ministry in consultation with National Development Planning Commission.

6.0 APPROVED BUDGET AND ACTUAL EXPENDITURE OF THE MINISTRY FOR THE 2017 FINANCIAL YEAR

The sum of Three Million, Two Hundred and Twenty-Seven Thousand, Eight Hundred and Fifty-five Ghana Cedis, (GH¢3,227,855.00) was approved for the Ministry of Parliamentary Affairs for the 2017 Fiscal Year. However, the actual expenditure of the Ministry stood at Five Hundred and Forty-Two Thousand, Five Hundred and Seventy-Seven Ghana Cedis, Sixty-Eight Pesewas (GH¢542,577.68) as at the end of November, 2017. The breakdown is indicated in Table 1 below:

Table 1: Details of the Approved Budget and Actual Expenditure of the Ministry of Parliamentary Affairs as at August, 2017

ITEM	Approved Allocation (GH¢)	Amount Released (GH¢)	Expenditure up to August (GH¢)	Variance (GH¢)
COMPENSATION OF EMPLOYEES	498,230.00	-	-	+498,230.00
GOODS & SERV	2,229,625.00	751,054.00	749,375.00	+1,480,250.00
CAPEX	500,000.00	164,015.68	-	+335,985.00
TOTAL	3,227,855.00	915,069.00	*542,577.68	+2,521,262.30

*Explanation has been given under Observations.

7.0 ACHIEVEMENTS OF THE MINISTRY FOR THE YEAR 2017

In 2017, the Ministry made significant achievements in the implementation of the under-listed planned programmes:

- i. Prepared the Draft Strategic Plan of the Ministry;
- ii. The Entity Tender Committee was inaugurated and started work;
- iii. Inaugurated the Audit Committee of the Ministry and subsequently the Committee commenced its work;
- iv. Organised Media and Stakeholder soirees to engage them on the mandate and relevance of the Ministry;
- v. Engaged with Leadership and expanded leadership of Parliament;
- vi. Organized a training workshop for the Parliamentary Press Corps and selected Media Houses to sensitize them on the relevance and mandate of the Ministry;
- vii. Organised an Orientation Workshop to sensitize staff of the Ministry; and
- viii. Organised the “Good Governance/ Leadership Seminar” for Members of Parliament (MPs) and Metropolitan, Municipal and District Chief Executives (MMDCEs).

8.0 OUTLOOK FOR 2018

Having completed the necessary reactivation process within the past year, the Ministry is poised to fully take off in the year 2018 with the following programmes:

8.1 Management and Administration Programme

For the purposes of providing institutional support for the administration of government business, the Ministry intends to pursue the following activities under this programme:

- i. Ensure timely availability of financial and material support and resources to facilitate the technical and operational activities of the Ministry;
- ii. Facilitate the recruitment, development, motivation and management of manpower for effective and efficient service delivery towards the realization of the Ministry's vision and mission;
- iii. Facilitate the preparation of strategic and corporate plans for the Ministry; and
- iv. Evaluate the implementation of all the Ministry's programmes and projects for the achievements of its goals.

8.2 Executive and Legislative Coordination and Dialogue Programme

Under this programme, the Ministry would facilitate a harmonious relationship between the Executive and the Legislative arm of Government. It has accordingly set out to achieve the following in the year 2018.

- i. Organize six (6) Meetings with the Leadership of Parliament. This will also include pre-legislative consultative meetings with the Extended Leadership of Parliament;
- ii. Organise four (4) Orientation Workshops for MPs, MMDCEs and the media on the role and functions of the Ministry;

- iii. Organise two (2) Regional engagement of MMDCEs and Representatives of the Political Parties to enhance synergies of roles and responsibilities as well as ensure peace and stability for economic development; and
- iv. Hold the “Good Governance and Leadership Seminar” in the Middle and Northern Belts of the Country.

9.0 2018 ANNUAL BUDGET ESTIMATES FOR THE MINISTRY OF PARLIAMENTARY AFFAIRS

The sum of Two Million, Seven Hundred and Forty-Seven Thousand, Six Hundred and Sixty-Five Ghana Cedis (GH¢2,747,665.00) has been allocated for the activities of the Ministry of Parliamentary Affairs for the 2018 Financial Year. The breakdown is as shown in Table 2.

Table 2: Breakdown of the 2018 Annual Budget Estimates of the Ministry of Parliamentary Affairs

ITEM	2018 ALLOCATION (GH¢)
COMPENSATION OF EMPLOYEES	554,535.00
GOODS & SERVICES	1,646,660.00
CAPEX	546,470.00
TOTAL	2,747,665.00

10.0 OBSERVATIONS

The following were the observations made by the Committee during its deliberations:

10.1 Performance of the 2017 Approved Budget of the Ministry

The Committee observed that though the sum of Three Million, Two Hundred and Twenty-Seven Thousand, Eight Hundred and Fifty-Five Ghana Cedis (GH¢3,227,855) was approved for the activities of the Ministry in 2017, only Five Hundred and Forty-Two Thousand, Five Hundred and Seventy-Seven Ghana Cedis, Sixty-Eight Pesewas (GH¢542,577.68) had been expended as at November, 2017. This represented 16.81% of the approved budget. It was noted that the above expenditure related exclusively to drawings from the Goods and Services Vote approved for the year under consideration. It is also worth noting that, the approved Employee Compensation and Assets Votes recorded zero performance during the same period.

The Minister explained the the non-utilization of the Compensation Vote as owing to the fact that, the Ministry could not complete the establishment of its payroll structure within the period to enable it process salaries of staff of the Ministry. He disclosed to the Committee that since the Officers who worked for the Ministry in 2017 were seconded from other public institutions, there was a policy directive for them to continue drawing their salaries from their respective parent Ministries. He also attributed the non-performance of the Assets Vote to challenges in the restructuring and procurement procedures.

10.2 Provision for Compensation Vote in 2018

The Committee also noted that an amount of Five hundred and Fifty-Four Thousand, Five Hundred and Thirty-Five Ghana Cedis (GH¢554,535.00) has been earmarked for the Ministry's 2018

compensation-related expenses. The Committee found this provision to be appropriate in view of the completion of the Ministry's payroll structure by the Controller and Accountant General's Department. It is therefore expected that the Ministry will have the capacity to pay its own Staff in 2018 and also pave the way for the Ministry to recruit the full complement of staff. The Ministry disclosed its plans to engage a team of professionals such as researchers and lawyers to man key Departments to be established in subsequent years.

The Committee is of the firm conviction that if this budget is approved by the House and implemented effectively, the Ministry will be in the position to efficiently monitor and evaluate the development and implementation of Government policies and report same to Parliament as envisaged.

10.3 Inadequate Goods and Services Vote

The Committee noted with concern that insufficient provision has been made to fund the administrative expenses of the Ministry for the year 2018. It is worthy of note that the Ministry's 2018 Goods and Services allocation falls short of the 2017 Goods and Services Vote by over 26%.

As earlier indicated the Ministry mainly concentrated on restructuring activities in the greater part of the year 2017. That accounted for the inability of the Ministry to utilize its entire approved Goods and Services Vote. The Minister informed the Committee that, having repositioned the Ministry into a more functional mode, it was now poised for the delivery of its goals. It was therefore reasonably expected that the 2018 provision for Goods and Services will far exceed that of 2017. Unfortunately, this was not the case. Officials of the Ministry raised concern with the fact that the scant provision will impact negatively on the execution

of some critical programmes outlined for implementation by the Ministry in 2018.

The Committee agrees with this assertion and accordingly, recommends that a more reasonable allocation must be made in 2018, possible in a Supplementary Budget to remedy the imminent challenges that the inadequate allocation could occasion. The Ministry of Finance is urged to take the necessary steps in this regard.

10.4 Head Office Building

The Committee again observed that some public institutions are still occupying the Head Office building of the Ministry. As may be recalled, the Committee had cause to bring the same issue to the attention of the House during its Report on the 2017 Annual Budget Estimates of the Ministry in March, 2017. Officials of the Ministry informed the Committee that some of the initial occupants have relocated but some have remained inspite of the limited space afforded the Ministry in the circumstance. The officials of the Ministry emphasised that the presence of the said occupants have restricted the full utilization of the facility by the Ministry and also obstructed refurbishment efforts. The Committee therefore urges the Presidency to free the place for the use of the Ministry, preferably before the end of the year.

10.5 Investment Activities

The Committee also noted that an amount of Five Hundred and Forty-Six Thousand, Four Hundred and Seventy Ghana Cedis (**GHC546,470.00**) has been earmarked for the investment activities of the Ministry for the year 2018. This provision is intended to procure vehicles and office equipment, including furniture, computers and air conditioners. The Committee is of the considered view that this provision is inadequate to address the Ministry's

revamping and logistical needs. Notwithstanding the limited allocation, it is hoped that the budgeted amount will be released timeously in 2018 for the stated purposes.

11.0 CONCLUSION AND RECOMMENDATION

In considering the Estimates, the Committee took into account the fact that the Ministry had remained in abeyance for over eight years and need to be restructured and repositioned to deliver on its statutory functions. It is commendable that the Ministry in 2017 focused on restructuring for take-off in the ensuing year.

As planned in the Budget, the Ministry intends to become fully operational in 2018 and has made provision to beef up its staff strength, refurbish its head office building and procure vehicles among other logistics. These measures are expected to enable the Ministry implement some critical activities including continuation of the “Good Governance and Leadership Seminar”.

It is on the backdrop of this that the Committee makes a strong recommendation that the 2018 Budget of the Ministry be given the optimum support to strengthen the Ministry in its quest to perform the coordination role to engender harmonious relationship between Parliament and the Executive, other constitutional creations as well as civil society. For the attainment of the objects of the Ministry as well as to be able to effectively and efficiently undertake the activities of the Ministry in 2018. The Committee strongly urges the Ministry of Finance to make much more significant allocation to the Ministry in order for the latter to perform.

The Committee therefore proposes that in the Mid-Year Review, the Ministry of Finance shall have to make an additional allocation to enable the Ministry carry out planned programmes in fulfillment of its mandate.

In this regard, the Committee recommends to the House to adopt its Report and to approve the sum of **Two Million, Seven Hundred and Forty-Seven Thousand, Six Hundred and Sixty-Five Ghana Cedis (GH¢2,747,665.00)** for the activities of the Ministry of Parliamentary Affairs for the 2018 Financial Year.

Respectfully submitted.



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AKUA DUROWAA OWUSU AGYEKUM (MRS.)
(CLERK TO THE COMMITTEE)



.....
HON. ALEXANDER KODWO KOM ABBAN
(VICE CHAIRMAN)

DECEMBER, 2018

