




Province of the
EASTERN CAPE
SAFETY & LIAISON

VOTE 15
ANNUAL REPORT
2020/21 FINANCIAL YEAR

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A woman wearing a dark headscarf and a black face mask is the central focus. She is holding a white sign with black text. In the background, other people, some wearing masks and head coverings, are visible, suggesting a public gathering or protest. The overall image has a yellowish tint.

PART A

GENERAL INFORMATION

**#STOP VIOLENCE
AGAINST W
AND CHILD**

**#STOP VIOLENCE
AGAINST WOMAN
AND CHILDREN**

1. DEPARTMENT GENERAL INFORMATION

PHYSICAL ADDRESS:	Corner Independence Avenue and Circular Drive Bhisho 5605
POSTAL ADDRESS:	Private Bag X 0057 Bhisho 5605
TELEPHONE NUMBER/S:	being procured
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WEBSITE ADDRESS:	www.ecprov.gov.za
TWITTER:	@EC_Liasion
FACEBOOK:	Department of Safety and Liaison
YOUTUBE:	communitysafety_EC

2. LIST OF ABBREVIATIONS/ACRONYMS

AC	Audit Committee	IPID	Independent Police Investigating Directorate
AFS	Annual Financial Statements	JCPS	Justice Crime Prevention Strategy
AGSA	Auditor General South Africa	MEC	Member of Executive Council
AIDS	Acquired Immunodeficiency Syndrome	M&E	Monitoring and Evaluation
AO	Accounting Officer	MINMEC	Minister and MECs Forum
AOP	Annual Operational Plan	MISS	Minimum Information Security Standards
APP	Annual Performance Plan	MPSA	Minister of Public Service and Administration
AR	Annual Report	MMC	Member of the Mayoral Committee
BBBEE	Broad Based Black Economic Empowerment	MMS	Middle Management Service
CFO	Chief Financial Officer	MPSS	Minimum Physical Security Standards
CGE	Commission for Gender Equality	MTEF	Medium Term Expenditure Framework
CJS	Criminal Justice System	MTSF	Medium Term Strategic Framework
CLO	Community Liaison Officer	NGO	Non-Governmental Organisations (NGO)
COIDA	Compensation for Occupational Injuries and Diseases Act	NMT	National Monitoring Tool
CPF	Community Police Forums	NT	National Treasury
CPU	Central Processing Unit	NYDA	National Youth Development Agency
CSF	Community Safety Fora	OTP	Office of the Premier
CSPS	Civilian Secretariat for Police Service	PC	Portfolio Committee
CWB	Court Watch Brief	PCMT	Provincial Committee Management Team
DDM	District Development Model	PDP	Provincial Development Plan
DEDEAT	Department of Economic Development, Environmental Affairs and Tourism	PFMA	Public Finance Management Act
DIPCI	Directorate for Priority Crimes Investigation	PMDS	Performance Management Development System
DPSA	Department of Public Service and Administration	PMTSF	Provincial Medium Term Strategic Framework
DPME	Department of Planning Monitoring and Evaluation	PPP	Public Private Partnership
DPW	Department of Public Works	PT	Provincial Treasury
DSL	Department of Safety and Liaison	PSETA	Public Services Seta
DVA	Domestic Violence Act	PSM	Public Service Month
ECPL	Eastern Cape Provincial Legislature	PSS	Provincial Safety Strategy
ECSECC	Eastern Cape Socio Economic Consultative Council	SALGA	South African Local Government Association
EEF	Employment Equity Forum	SAPS	South African Police Service
EHW	Employee Health and Wellness	SASSETA	Safety and Security Sector Education and Training Authority
EPWP	Expanded Public Works Programme	SCM	Supply Chain Management
EU	European Union	SDIP	Service Delivery Improvement Plan
FBO	Faith Based Organisation	SDM	Service Delivery Model
GBV	Gender Based Violence	SHERQ	Safety Health Environment Risk and Quality
GBV + F	Gender Based Violence and Femicides	SETA	Sector Education and Training Authority
HIV	Human Immunodeficiency Virus	SITA	State Information Technology Agency
HOD	Head of Department	SMMES	Small Medium and Micro Enterprises
ICT	Information Communication Technology	SMS	Senior Management Service
ICVPS	Integrated Crime and Violence Prevention Strategy	STIs	Sexually Transmitted Infections
IHL	Institutions of Higher Learning	TB	Tuberculosis
		TVET	Technical, Vocation, Education and Training
		WSP	Workplace Skills Plan

3. FOREWORD BY THE MEC



MEC
MS. WEZIWE TIKANA - GXOTHIWE

The 2020/21 financial year has by far been one of the toughest years the Eastern Cape, the South Africa and the world, have ever experienced. The coronavirus outbreak wreaked havoc across the globe, keeping our country in various stages of the lockdown, right through the entire financial year. A never heard before of scary and horrific disaster in recent years.

These tough times completely changed our way of life, and how we related to one another before, introducing us to what we have come to know simply as “The New Normal”. The Covid-19 pandemic has also resulted in massive loss of lives, causing so much terrible pain and devastation to so many in our province, the country and the world over. Sadly, many that have succumbed to this virus are known to us, they were our loved ones, family members, friends and even colleagues.

As we usher in the new financial year, we have every reason to be hopeful and optimistic for the future. This is primarily because the country has now started embarking on Covid-19 vaccination programme to save lives from the scourge of the coronavirus, and economic activities are slowly creeping back to normalcy.

However, talks of a possible 3rd wave of infections, are a solid reminder that we should not let our guard down. Let us remain vigilant and abide by the Covid-19 regulations that remain in place.

As we bid farewell to the year that was awful, and usher in the year of hope, it is incumbent upon me to extend my deepest sympathy to those among us, who have had a first-hand experience of the devastation of this deadly virus has caused and those of us who have lost their loved ones to Covid-19.

Let me also salute each and every one of you who answered the call of duty. Those of you who were in the frontline, not only dealing with criminal elements, but also ensured that the Covid-19 regulations were adhered to.

I salute you, for it is your team work and spirit that saw us pass the test of time of the last financial year. Once again, it is through team work that you would be able to overcome whatever challenges the year ahead may throw our way.

Our President, His Excellency, Cyril Matamela Ramaphosa gave us some words of encouragement, and a message of hope against the ravaging virus during his State of the Nation Address, on 11 February 2021.

He said, and I quote...

“For three centuries, we were victims of oppression, dispossession and injustice. And for three centuries, we resisted. The flames of injustice may have scarred us, but they did not consume us. We have risen time and time again from the depths of darkness to herald a new day”

Close quote!

It is these words that should fuel the fire in each of us to overcome, these words should drive us forward in the knowledge that this too shall pass. It is our meticulous planning and most importantly, precise execution of those plans that will see us herald a new and a better day.

Let us remember that we have dozens of rural communities, townships and everywhere else all across the province, people who are pinning their hopes and dreams for safer communities on this ANC led government, the government that our people voted into power by an overwhelming majority in this province.

We cannot and we should not fail our people in this regard.

As daunting a task this may seem, let it not escape us that we are fortunate in that we can always seek guidance from both the broad government plans and strategies as well as from the governing party, the ANC – the party that went out to campaign on the lead up to the elections that ushered in this 6th administration. The ANC's Lekgotla resolutions and other guiding documents such as the Manifesto and the Freedom Charter, which continue to serve as campuses that guide us as we navigate the path to better serve our expectant communities that look up to us as government for a better and a safer future.

One of the greatest challenges facing this generation to day is Gender-Based Violence and Femicide. Women and Children continue to suffer abuse and even die at the hands of men. Many of those men are the very same men who are supposed to love and protect them. I am fully aware that these cases are hard to police for our men and women in blue, they are hard to detect even, as many of them happen behind closed doors, they happen in the victims and perpetrators' most intimate spaces. As we speak, Lusikisiki has been declared the rape capital of South Africa by the 2020/21 fourth quarter statistics.

This scourge is going to take more than just our police to come to an end. This, is largely because as I have highlighted before, these crimes happened between supposed LOVED ONES, among FAMILIES and similar set ups.

Livestock theft is another challenge, which is facing our province. We are pleased with the trajectory of the indicators in this regard. However, we know acutely that there is still a long way to go, and we are going to walk this path together.

It is a challenge upon us as the Department of Safety and Liaison and many of our social partners, a challenge, which requires us all to build strong ties with our communities, to pull together to identify problems and deal head on with this scourge before it reaches a crisis point. To detect and prevent crime before it even happens.

In looking back just above our shoulders on the path we have walked over the last financial year, there is plenty that we can be proud of. The new innovation to release the South African Police Service Crime Statistics quarterly as opposed to once a year, was another milestone we can be proud of. This, new stance provides us timely updates on new crime trends, offering us a window of opportunity to act swiftly to curb those crimes.

Let us work together to bring about positive change to our communities for us and for generations to come. It can be done through action oriented programmes. Let us lace up our boots, let us roll up our sleeves and get our hands dirty on the work!!

As I conclude, I would like to acknowledge the staunch support and guidance that I constantly receive and enjoy from the Minister of Police, the MiniMEC, the Premier of the Eastern Cape Province, my colleagues in the Executive Council, the Eastern Cape Legislature Portfolio Committee on Safety and Liaison, our Traditional and Religious Leaders and all our strategic partners right across the length and breadth of our province.

Lastly, I would like to extend my profound gratitude to the Head of the Department of Safety and Liaison, Mr Vuyani Mapolisa, and to all the employees of the department for being resolute in making sure that there is continuous improvement in the community services rendered by the department. As we chart a way forward we will triple our efforts in serving the people of the province. We will serve them with passion, respect, honesty, professionalism and love.

I THANK YOU.

“Working together we can build safer communities in the Eastern Cape Province”



Ms Weziwe Tikana - Gxothiwe

MEC of the Department of Safety and Liaison

31 May 2021

4. REPORT OF THE ACCOUNTING OFFICER



MR. VUYANI MAPOLISA
HOD & ACCOUNTING OFFICER

The 2020/21 financial year was a year of grief and turbulence, which engulfed the province, the country and the world, through the outbreak of the corona Virus. Despite this new normal, the department has been able to record 92% achievement of its targets through the implementation of the 2020/21 Annual Performance Plan.

During the first year of the current sixth administration, the Premier had pronounced amongst others, that the department would change its name from Safety and Liaison to Community Safety, and by so doing reposition itself at the centre of crime and violence battles. At the pinnacle of this fight, would or should be the centrality of mobilised and coordinated community-based and driven strategies and programmes.

We have managed to move with speed, working with the Office of the Premier (OTP), in particular State Law Advisory Services, to secure the amendment of relevant regulation to effect the name change. Consequently, on 6 April 2021, the name of the department was officially changed through a government gazette.

In the same vein, we developed a concept document on Community Safety, which was adopted by the department's Top Management Committee (TMC). On the basis of that, the department pulled together and developed a Business Case for the establishment of the third programme, to be called Community Safety, which will reflect the essence of the name change.

We also came together and developed another Business Case with the sole purpose of reflecting on the massive roll out of the new name so that it is known not only within government circles, but, most importantly, where it matters the most; in the battle field for a Crime and Violence free Eastern Cape. We are convinced that this colossal task would require a massive and a vibrant rebranding plan of the department, in order to create and uphold its positive corporate image.

Nevertheless, the Gender-Based Violence and Femicide have been equated to the coronavirus, and subsequently labelled as another pandemic, which needed an urgent attention. Accordingly, the department has consistently intervened in instances where this second pandemic has been showing its ugly head. Our approach has always been mobilising, coordinating and working with relevant stakeholders and sister departments to play their respective role.

In the brutal murder of Kwasa Zozo Lungalo on the 17th of August 2020, a 19-year old, Wits University student, who was stabbed to death multiple times by her boyfriend in Idutywa, we prevailed over the SAPS to immediately hunt the alleged culprit and worked closely with prosecuting authority for a successful investigation and prosecution.

We adopted the same approach with regard to the murder of a 7-year old boy from Xolobe Village in Tsomo who was killed and beheaded by his uncle on 3rd of September in the same year.

Among the many GBV cases that I can list here, the case that really stands out for me is the one where a 28-year old woman was shot and killed by her husband inside Madeira Police Station in Mthatha. The woman was busy reporting a case of domestic violence against the same man who walked into the police station and finished off the young woman.

The brazenness of these abusers is despicable for their complete disregard for the rule of law and their lack of respect for human life is a grim reminder that, we still have a lot more to do to put an end to this scourge.

In this case, we did not only work with SAPS and other stakeholders, but directly participated in mobilising communities against this scourge. Our officials were part of the community driven protests against the killing.

We still have a lot to do to engage our communities, to get them to report any signs of a domestic violence and not wait until it is too late.

To get our communities to organise themselves, to structure themselves in a way that they are able to step in and assist where GBV takes place.

We have successfully negotiated a partnership deal with the Department of Transport for a toll free number where members of the community would be able to report instances of GBV when they experience them.

Nevertheless, we have complied with all the requirements of the legislature including the submission of the 2019/20 Annual Report on time, and received a clean audit outcome.

We have done a presentation to the Portfolio Committee (PC) on accurate account for our Financial and Performance situation for the financial year 2020/21.

We have honoured all our appointments with the PC and performed satisfactory.

We have responded to all questions from the House.

We have submitted our 2021/22 APP, AOP, SDIP, and Budget Policy Speech as well as the first Budget (2021 MTEF) and attended all the MTECs.

We have delivered on the stipulated ICT, HR, Security, Internal Audit and Risk and Fraud Management requirements; and adopted our Communication Strategy, Policy and Plan.

We have updated our website, and created the Facebook and Twitter accounts to strengthen our communications pulse with the stakeholders and the public in general. Through the use of main stream media, in particular community radio stations and print media, we have taken the department to the communities.

On the institutional arrangement matter, we have made great strides to position the department for greater performance, including the establishment and resuscitation of our quality assurance structures, such as the Audit Committee and Risk Committee.

We have reviewed our Organisational Structure and Service Delivery Model and linked them to the 2020/25 strategic path.

We have successfully held the Culture Change and Covid-19 training sessions. These are the projects that would still continue even in the near future, in particular the culture change.

We have hosted a successful Safety Month, first of its kind to be held in November, and linked it to the Government's Safer Festive Season Colossal Programme. In this regard, we facilitated District Safety Summits – even though we could not complete the circle we planned. The product of these summits is now informing our currently reviewed Provincial Safety Strategy (PSS).

We have overseen the SAPS, in spite of the difficult conditions of the lockdown. In this respect, we have successfully automated our monitoring tools and created a tool for the Metro Police Oversight.

We have also rekindled our internal governance structures that coordinate the work of the department in a manner that smoothens operations. Our Top Management Committee has begun to jell in accordance with its monthly meetings plan. We have also introduced General Management meetings to ensure that all managers are singing from the same hymn book. This approach is intended to encourage collective approach towards our work.

Through the departmental reconfiguration drive, we have taken into consideration the budget top slicing of November 2020. And in this respect, we have created and operationalized the Buffalo City Municipal (BCM) District Office. This was one of the key Policy Speech Directives.

We are creating our internal Monitoring and Evaluation Unit (M&E). This achievement will help us improve the quality and turnaround time of our monitoring and reporting. We are revising our Monitoring and Reporting Policy that guides the processes.

We are capacitating the Risk and Fraud Management and Court Watching Brief (CWB) Units. Furthermore, we are taking bold steps to improve the coordination stature of our districts by creating and deploying a Senior Manager as District Coordinator. We are making this significant intervention through the reconfiguration process, and in consultation with the PCMT on the internal processes we are following which include, but not limited to, extensive consultation with the affected staff members and Organised Labour and Management.

In addition, we have facilitated the recognition of the Civilian Secretariat's Secretary through the Office of the MEC to the Minister.

We have resuscitated the JCPS Cluster. We have submitted all quarterly reports on time. We have begun with the PSS review processes; hence we started with the stakeholders' consultation process. We went on to process the BCM Metro Police application. On our side all has been done, but we are still awaiting the National Treasury to confirm some of the areas related to the scope of their oversight work.

We have diligently participated in all the Social Transformation Cluster working groups.

We have made strategic interventions on Stock theft and GBV hotspots; e.g. NPA & SAPS collaboration.

We have submitted relevant memorandum to the Social Transformation Cluster regarding the Amampondomiseni Traditional Policing and Stock theft in OR Tambo. During the very first quarter of the ensuing financial year, we shall be launching this project.

We have recently intervened in crime hotspot areas such as Qumbu / Sulenkama stock theft where culprits were arrested, and some stolen stock was recovered.

The department will continue to advocate for the allocation of adequate human and financial resources in order to respond to a myriad of challenges of crime and violence for a greater impact towards a safer, crime and violence free province.

Overview of the operations of the department:

- Resuscitation of the Justice Crime Prevention and Security (JCPS) Cluster.
- Confirmation of the Provincial Secretary for Civilian Secretariat for Police Service.
- Revitalisation of Governance Structure to strengthen coordination, implementation and reporting on the work to be done.
- Review and submission of the revised Annual Performance Plan (APP), Annual Operation Plan (AOP), Service Delivery Improvement Plan (SDIP), and the Budget Policy Speech.
- Preparation and presentation of the Financial Oversight and Performance Report.
- Holding of a successful Safety Month in November.
- Convening and holding of successful Safety Summits during the Safety Month.
- Facilitation of the establishment of a mobile police station at Katkop, Joe Gqabi District during the Safety Month.
- Concluded consultations on the launch of Amampondomise Kingdom Frontline Service Delivery Point.
- Concluded the arrangements for the establishment of the Buffalo City District Office.
- Automation of Monitoring and Evaluation Tools to oversee the South African Police Service and the Metro Police.
- Successfully changed the name of the Department from Safety and Liaison to Community Safety thus placing the department as a catalyst for sustainable socio-economic development and a boiling point for the fight against crime and violence.
- Successfully piloted the Court Watching Brief, firming up collaboration and cooperation with the Justice Department, National Prosecution Authority, the Police Service, the citizens and in particular victims of Gender Based Violence. To this end, some cases that would have been withdrawn are being considered for re-enrolment into the respective court rolls.
- Attended and intervened in hotspots areas such as Sulenkama / Qumbu for stock theft, Lady Free on murder of the elderly and women in particular.
- Facilitated the resolution of an impasse within the Provincial Community Policing Board.
- Reconfigured functions and positions in the department to give effect to the establishment of the Buffalo City District and strengthen the Civilian Secretariat.

Overview of the financial results of the department:

Departmental receipts

Departmental receipts	2020/2021			2019/2020		
	Estimate	Actual Amount Collected	(Over)/Under Collection	Estimate	Actual Amount Collected	(Over)/Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	52	90	(38)	49	85	(36)
Interest, dividends and rent on land	-	12	(12)	-	2	(2)
Financial transactions in assets and liabilities	-	13	(13)	-	57	(57)
Total	52	115	63	49	144	(95)

The Department's receipt are mainly generated from the commission received from insurance companies and garnishee. The department has projected revenue of R52 thousand and collected R115 thousand, thus resulted in the over collection of R63 thousand. The over collection was due to payment increase in the commissions from insurance and garnishee and the recoverable revenue from staff debt.

Programme Expenditure

Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	60 330	59 930	400	58 312	57 700	612
Provincial Secretariat for Police Services	50 119	49 520	599	47 187	47 031	156
Total	110 449	109 450	999	105 499	104 731	768

The Department's overall under expenditure of R999 thousand which constitute 0.9 per cent of the adjusted budget R110 449 million and within the acceptable threshold of 2 percent. In terms of economic classification, the under expenditure is mainly under compensation of employees. The under expenditure is as a result of savings realised on the provision made for PMDS. Furthermore, provision was made for year-end overtime in preparation for the audit process and that did not materialise as a result of cost cutting measures imposed by Provincial Treasury.

Virement

There was no virement processed during the year under review.

Reasons for unauthorised, fruitless and wasteful expenditure

The department did not incur any fruitless and wasteful expenditure during the year under review.

Future plans of the department

The department plans to sustain the clean audit outcomes of the last six years.

Public Private Partnerships

The department does not have Public Private Partnership (PPP).

Discontinued activities / activities to be discontinued

There were no discontinued activities during the year under review.

New or proposed activities

There were no new or proposed activities during the year under review.

Supply chain management

There were no unsolicited bids during the year under review.

Gifts and Donations received in kind from non-related parties

None

Exemptions and deviations received from the National Treasury

None

Events after the reporting date

There were no events after the reporting date of the year under review.

Other

None

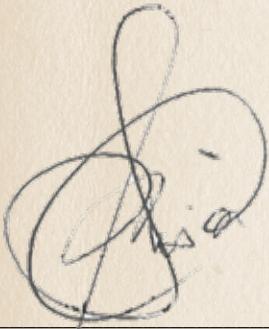
Acknowledgement/s or Appreciation

I would like to acknowledge the solid support and guidance that the department constantly receives from the Member of the Executive Council (MEC) Ms Weziwe Tikana-Gxothiwe, the Legislature Portfolio Committee on Safety and Liaison, the Audit Committee (AC) of the department, the Auditor General of South Africa and the Provincial Commissioner of Police. Our profound word of appreciation goes to the resuscitated Justice Crime Prevention and Security (JCPS) Cluster, the Social Transformation and Governance and Administration Clusters.

Lastly, I would like to extend my sincere gratitude to all the employees of the Department of Safety and Liaison for their unwavering commitment and dedication in ensuring that there is continuous improvement in the community services rendered by the department. It is through the amalgamation of individual and collective efforts, that the vision of a crime and violence free and safe Eastern Cape Province, would be realised.

Conclusion

The department is steadfastly committed to the realisation of a province in which citizens are and feel safe.

Approval and sign off

Mr. Vuyani Mapolisa

Accounting Officer

Department of Safety and Liaison

31 May 2021

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the annual report are consistent.

The annual report is complete, accurate and is free from any omissions.

The annual report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the annual financial statements and for the judgements made in this information.

The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The external auditors are engaged to express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the department for the financial year ended 31 March 2021.

Yours faithfully



Mr. Vuyani Mapolisa

Accounting Officer

Department of Safety and Liaison

31 May 2021

6. STRATEGIC OVERVIEW

6.1 Vision

Safer Eastern Cape with reliable, accountable and effective policing.

6.2 Mission

To build safer communities through effective civilian oversight over the police service and partnerships.

6.3 Values

In discharging its mandate, the Department of Safety and Liaison subscribes to the following values.

- **Service excellence**
The Department of Safety and Liaison is committed to ensuring productivity by applying best work methods to render excellent services to communities.
- **Accountability**
The Department of Safety and Liaison is committed to accepting accountability to oversee structures and the community, desires to perform well in rendering services to stakeholders and the utilization of the allocated resources. Willingness to take responsibility for one's own actions, give time and energy towards the cause and be answerable shall, amongst others, define accountability.
- **Integrity**
The department is committed to sound business practices that are honest and disassociated from all forms of corruption & unethical conduct. Attributes such as honesty, truthfulness, professional and respectfulness, amongst others, shall define the integrity.
- **Value for money**
The department is committed to providing opportunities for growth that will enhance empowerment of its employees as well as efficient service delivery.
- **Equity**
The department is committed to fair distribution of resources and services for the benefit of internal and external stakeholders.

7. LEGISLATIVE AND OTHER MANDATES

Constitution of the Republic of South Africa, 1996.

Section 206 (3) of the Constitution entitles each Province:

- To monitor Police conduct;
- To oversee the effectiveness and efficiency of the Police service, including receiving reports on the Police service;
- To promote good relations between the Police and the Community;
- To assess the effectiveness of visible policing; and
- To liaise with the Cabinet member responsible for policing with respect to crime and policing in the province.

South African Police Service Act, 1995.

In terms of South African Police Service Act, Provincial Secretariat is required to support the Provincial Member of the Executive Council for Safety and Security by:

- Providing advice on all policing matters
- Ensuring civilian oversight of the South African Police Service (SAPS)
- Promoting democratic accountability and transparency in the SAPS
- Providing a legal advisory service
- Providing communication and administrative support
- Monitoring the implementation of SAPS policy
- Conducting research into any policing matters and reporting thereon

South African Police Amendment Act, 1998.

The South African Police Amendment Act empowers the Member of the Executive Council to:

- Approve the establishment of Municipal Police Services within a municipality;
- Regulating their function by setting establishment conditions; and
- Appoint an official as an administrator in the event that the municipal police service has failed to comply with set conditions

Core Legislative Mandate

The Civilian Secretariat for Police Service Act 2 of 2011 empowers the Provincial Secretariat to:

- Monitor and evaluate the implementation of policing policy in the province;
- Evaluate and monitor police conduct in the province;
- Develop and evaluate safety models and monitoring tools;
- Assist the Civilian Secretariat with any monitoring and evaluation projects;
- Promote community police relations and establish and promote partnerships; and
- Manage the enhancement of community safety structures within the province.

The Independent Police Investigative Directorate Act 1 of 2011, provides that the Secretariat.

- Must monitor the implementation by SAPS of the recommendations made by IPID;
- Provide the Minister with regular reports on SAPS compliance; and
- The Independent Complaints Directorate in the Domestic Violence Act, 1998 has been substituted by Secretariat: reporting on the implementation of the DVA, dealing with SAPS applications for exemptions etc.

Policy Framework

White Paper on Safety and Security, 1998.

The paper provided for the Provincial Secretariat taking responsibility for:

- Initiating and coordinating social crime prevention programs;
- Mobilizing resources for social crime prevention programs;
- Coordinating a range of provincial functions – health, education, welfare and local government – to achieve more effective crime prevention;
- Evaluating and supporting the social crime prevention programs at local government level;
- Implementing and taking joint responsibility for social crime prevention programs in areas where local government is poorly resourced or lacks capacity; and
- The establishment of public – private partnerships to support crime prevention.

National Crime Prevention Strategy, 1996.

A long term program aimed at creating conditions in which the opportunity and motivation for crime will be reduced, as well as transforming the capacity of the Criminal Justice System (CJS) to deal with crime, through:

- A four pillar approach model;
- Criminal Justice Processes aims to make the CJS more efficient and effective. It must provide a sure and clear deterrent for criminals and reduce the risk of re-offending;
- Reducing crime through Environmental Design focuses on designing systems to reduce the opportunity for crime and increase the ease of detection and identification of criminals;
- Public values and education concerns initiatives aimed at changing the way communities react to crime and violence. It involves programs which utilise public education and information in facilitating meaningful citizen participation in crime prevention; and
- Transnational crime programs aimed at improving the controls over cross border traffic related to crime and reducing the refuge which the region offers to international syndicates.

The Provincial Safety Strategy has adopted a four pillar approach and the key focus areas are:

- Strengthen Communities Against Crime;
- Prevent Violence;
- Prevent Corruption; and
- Strengthen the Criminal Justice System.

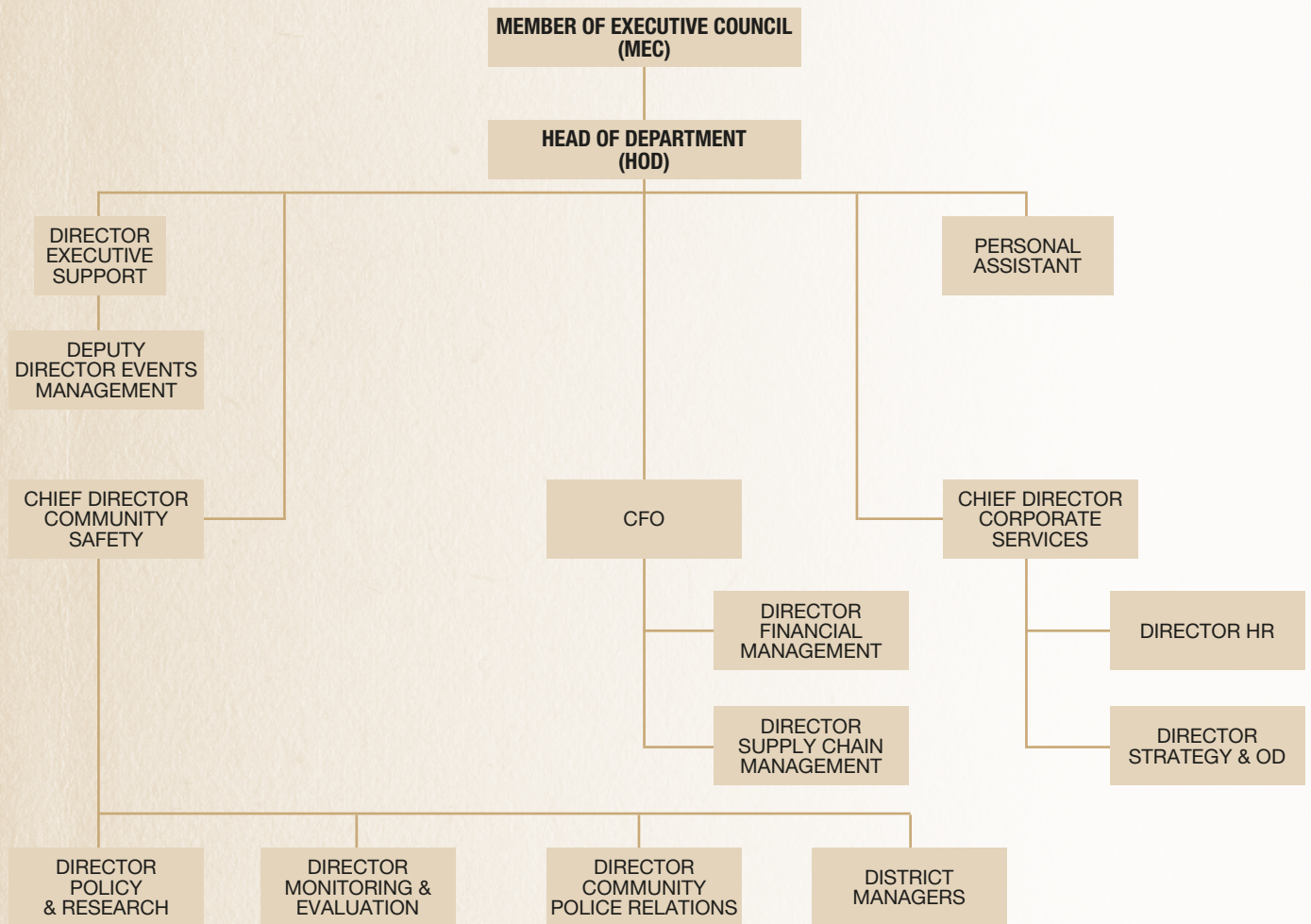
Governance Legislative Mandate

- Basic Conditions of Employment Act, 1997
The Act gives effect to the right to fair labour practices referred to in section 23(1) of the Constitution by establishing and making provision for the regulation of basic condition of employment; and thereby to comply with the obligations of the Republic as a member state of the International Labour Organisation; and to provide for matters connected therewith.
- Public Service Act, 1994
The Act provides for the regulation of conditions of employment, terms of office, discipline, retirement and discharge of members of the Public Service and matters connected therewith.
- Public Finance Management Act, 1999.
The Act provides for the regulation of financial management in the department to ensure that all revenue, expenditure, assets and liabilities are managed effectively and efficiently and to provide for the responsibilities of persons entrusted with financial management.

In line with the critical shifts in sector policy relating to the Civilian Secretariat Act and the IPID Act, and the envisaged re-alignment of the mandate for provincial departments of Safety and Liaison in particular, and crime prevention and civilian oversight, the Department has reviewed the Provincial Crime Prevention Strategy.

- Labour Relations Act, 1995
This Act regulates the organisational rights of trade unions and promotes and facilitates collective bargaining at the workplace and at sectoral level. It also deals with strikes and lockouts, workplace forums and alternative dispute resolution.
- Occupational Health and Safety Act, 2004
The Occupational Health and Safety Act aims to provide for the health and safety of persons at work and for the health and safety of persons in connection with the activities of persons at work and to establish an advisory council for occupational health and safety.
- Employment Equity Act 55, 1998
The Act seeks to achieve equity in the workplace.
- Skills Development Act, 1994
The Act seeks to provide for the imposition of skills development.

8. ORGANISATIONAL STRUCTURE



9. ENTITIES REPORTING TO THE MEC

The Department of Safety and Liaison has no entities reporting to the MEC.

PART B

PERFORMANCE INFORMATION





1. AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The AGSA currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined outcomes, outputs, output indicators and targets is included in the report to management, being reported under the Predetermined Outcomes, outputs, output indicators and targets heading in the report and other legal and regulatory requirements section of the auditor's report.

Refer to page 111 of the Report of the Auditor General, published as Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 Service Delivery Environment

The year of the Storm

The year 2020-2021 could perhaps be referred to as the year of the storm. It was a year in which the Covid-19 virus spread across the globe like the rising waters in the story of Noah's ark told by the Abrahamic religions (Islam, Judaism and Christianity) and put us all to sea.

This sea of uncertainty, the unknown and turbulence left the global economy on the threshold of collapse, society largely locked up in isolation and humanity caged in fear. The only positive outcomes were what has been called the "anthropause" a brief respite for the environment from the frenetic and unscrupulously destructive bombardment by humanity.

As carbon emissions ground to a halt the fog and haze subsided and for the first time in fifty years the Himalayas could be seen from India. The fish stock and other resources extraction slowed with estimates that the fish stock could double during the period that humanity left the resources in peace. Chinese emissions dropped by 50% and those of the rest of the world followed suite. And just when people began to breathe more easily they were infected by the virus and drowned in their own lungs.

This horrific outcome of the virus began haunting everyone and for most of 2020/21 a petrified humanity was glued to the global Medias lottery numbers of death and suffering. Covid counting became the main sport and humanity was consigned to the heart of its social existence and social problems the family/household. The early social distancing and remote working arrangements soon took their toll on individuals and new psychological effects began to emerge characterised by depression, anxiety and stress. One thing became very clear humans are social animals.

While the more social harms associated with traffic and other accidents dropped and the more social crimes declined such as murder, GBH and assault, the crimes and violations associated with greater social intimacy increased. The year 2020/21 was also a year of relative sobriety and clean lungs for the habitual drinkers and smokers. Never before in our history were we as sober and nice to each other and never before were we allowed to see directly what an evil the demon rum actually is. This was the most decisive proof that South Africans suffered from a drinking and a drinking induced violence problem. But then the liquor stores reopened and the drunkenness and violence returned with a vengeance. Now that we have collectively observed and conclusively know what the problem is surely we should act differently?

But the experience of the virus was not the same everywhere and neither were the lessons and evidence understood the same. Covid was accompanied by the most active and consequential wave of fear mongering and conspiracy theorising. This led some to ignore basic prevention practices such as de-sanitising, masking and social distancing. Rural woman whose pots of food were kicked over at funerals were stumped and imagined that the police were no different from the experiences of years ago.

Perceptions and realities fused together leading to some irrational responses to the crisis. Yet when the second surge hit most South Africans could not ignore the rising infections and deaths and how very real this thing actually is. The impact on government was enormous with the initial complete shutdown and then the gradual reopening. The key lesson learnt were that we are going to have to abandon old models of work and work organisation and become more flexible and responsive to the challenges of Covid. Online meetings and

work emerged but after the initial novelty it became clear that there is nothing quite like human interaction. Yet the adoption of technology has shown the Eastern Cape government how much money can actually be saved through online communication and meetings.

Waiting for the Olive Branch

The experiences during the year of the storm have now given way to a new phase – waiting for the olive branch. We are now in the year of the olive branch where like Noah we are looking for signs that we can get on with our lives. Our eyes are glued to the window to await the arrival of the dove with the olive branch in its beak.

While we wait for the olive branch we nervously await the third surge and try and understand whether our vaccine regimes will ever catch up with the virus’s capability to mutate. Life, including working life has now become accustomed to what Ulrich Beck has called the “risk society”. We live in a state of perpetual risk and risk management.

As one risk is managed another emerges and mutates into a bigger one. All we can do is to out manoeuvre the risks. In order to do this we need to become more flexible and responsive as a department. But this will entail ongoing processes of managing change and openness to new solution to emerging problems. We cannot sustainably navigate this terrain if we do not become a knowledge driven and change management capable organisation.

In traversing the environment that lies before us will require a complete overhaul in how we understand ourselves as a department, how we plan, how we strategize and how we act. The old style of authoritarian structured hierarchical bureaucracy must give way to more radical approaches associated with organisational flattening, hierarchical bypass and most importantly to begin privileging the knowledge workers of the organisation so that change management becomes diffused across the whole organisation. This will require maximum communication across all levels of the organisation.

We simply cannot manage the kind of change we will be expected to manage through a centralised approach. If we do not embrace real change we may find that the dove and the olive branch never return.

2.2 Service Delivery Improvement Plan

The department has completed a service delivery improvement plan. The tables below highlight the service delivery plan and the achievements to date.

Main services and standards

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
Conduct community campaigns on Gender-Based Violence (GBV) with particular focus on Domestic Violence.	Communities in seven districts	85 social crime prevention programmes conducted	85 social crime prevention programmes	10 Social Crimes Prevention Programmes took place below the expected target due to shut down and adherence to COVID-19 regulations.
Capacitation of CPF and Street/Village Committees	Communities in seven districts	197 CPFs	197 CPF	2020/21 was the year of CPF election and capacitation programmes shall be rolled out during the 2021/22 financial year.

Batho Pele arrangements with beneficiaries (Consultation access, etc.)

Current/actual arrangements	Desired arrangements	Actual achievements
85 of social crime prevention programmes conducted	Zero social crime prevention Programmes	10 social crime prevention
One analysis report on the oversight on the election of CPFs	One report on the analysis of CPF elections	Zero (0)

Service delivery information tool

Current/actual information tools	Desired information tools	Actual achievements
Unannounced visit tool, National Monitoring Tool, Improvement tool and DVA Tool	Unannounced visit tool, National Monitoring Tool, Improvement tool and DVA Tool	Unannounced visit tool, National Monitoring Tool, Improvement tool and DVA Tool

Complaints mechanism

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
100% Management of complaints lodged against members of SAPS based on poor service delivery.	100% (4 reports)	100% (4 reports)

2.3 Organisational environment

The Department of Safety and Liaison (DSL) is a Provincial department with its Head Office in Bhisho.

The department continued to operate with an approved organizational structure of 305 posts. The 148 posts remain funded, however the budget top slicing of 20 November 2020. the funded posts were reduced to 130 posts.

Since a revised organisational structure was compiled and submitted to the Office of the Premier (OTP) for approval of the Minister of Public Service and Administration (MPSA) in line with the Department of Public Service and Administration (DPSA) guidelines, it was never forwarded for approval.

Taking into account the fact that the Medium Term Strategic Framework (MTSF), to which the revised organisational structure was responsive, has concluded, and that a new MTSF period, 2020/25 has begun, the department is revising its structure consistent with the new Strategic Plan.

The ideal departmental structure accommodates funding for the implementation of the Civilian Secretariat for Police Service Act including the establishment of the Buffalo City district.

The Service Delivery Model (SDM) and structure of the department, currently being reviewed, is designed to deliver the services at the district level. We hope that the revised final product will not suffer the same difficulties referred to above.

During the year under review, the department has continued to operate with seven out of eight (7 / 8) District Offices, being Alfred Nzo, Amathole, Sara Baartman, Chris Hani, Joe Gqabi, Nelson Mandela Metro and OR Tambo districts. However, at the conclusion of the year under review, the Buffalo City district was established and through reconfiguration of the department, staff members were being deployed to the Buffalo City district office.

Programme	Number of Posts
The department has an approved organizational structure of three hundred and five (305) posts, of these, only one hundred and forty-eight (148) are funded with only 130 filled. Eighteen (18) posts which were vacant and funded were affected by the top slicing budget cuts of November 2020.	
Filled Posts	130
Administration	71
Provincial Secretariat for Police Service	59
Contracts (Interns / temporal)	13

The departmental employment equity status is as follows:

Occupational Classification	Total Number	Disability Status	Demographics
SMS Level 13-15	13	0	5 females and 8 males resulting in 38 % female and 62 % male representation
MMS level 11-12	22	1	8 females and 14 males resulting in 36% females and 64% male representation
Level 9-10	18	0	11 females and 7 males resulting in 61% females and 39% male representation
Level 1 – 8	77	2	55 females and 22 males resulting in 71% females and 29% male representation
TOTAL	130	3	
Level 1-2 (Interns/temporal)	13	0	10 females and 3 males resulting in 77% females and 23% males.
Grand Total		143	

The department is addressing its equity targets utilising employment equity plan that clearly outline the Employment Equity (EE) targets. Employment Equity Forum (EEF) is a platform to discuss targets and strategies to meet equity targets. Currently, the department is at 2.3% on disability and according to EE plan, it should reach 7% by the year 2025. Termination of services has affected our equity targets negatively.

The lack of funding for a fully established Provincial Civilian Secretariat, impacts negatively towards the realisation of a crime free and safe Eastern Cape. The department is unable to operate optimally and in full capacity to deliver on its mandate. We have continued to make representations to the Provincial Treasury for additional funding even though no success has been registered yet.

The systems and tools we use to discharge the mandate as elaborated from the core legislative frameworks, are inconsistent with the demands of the 4IR. This means, we have to rely on old and non-responsive methods of doing work to carry out our Constitutional mandate. This reality is impacting negatively to the goals of the Provincial Development Plan and other institutional policies and strategies intended to make Eastern Cape and crime free and safe community. We plan to improve in this regard, during the current MTSF. Accordingly, and through our APP, we are planning to modernise our tools and operations.

The department ensures compliance with the B-BBEE Act 5, 2003 by compelling suppliers to claim preference points in all procurement transactions in excess of R29 999,99 threshold value (i.e. R30 000,00 and more). In order to break a deadlock, the department considers the B-BBEE points of affected suppliers and recommends award in favour of the supplier with the highest B-BBEE point regardless of the threshold value.

As part of the global family, the department has not escaped the effects and devastating impact of the Coronavirus pandemic. When the President of the Republic declared a National Lockdown as a response to the spread of the virus, the departmental management was gathered at one place to prepare for the roll out of the plans. We had to cut many of the activities in compliance with the directives and regulations of the Disaster Management Act. Accordingly, the final activities of the year under review, were affected as we have had to cut off all activities that would not be consistent with the regulations. The department appointed a Compliance Officer to ensure compliance to COVID-19 Regulations. It also meant that the department had to put in place processes and procedures as would have been required by relevant circulars, directives and other pronouncements by government. Interventions such as empowerment of management on how to deal with the pandemic in the work place was facilitated. Systems and procedures to management risk were implemented.

2.4 Key policy developments and legislative changes

During the period under review and into the current financial year, the name of the department was changed from Safety and Liaison to Community Safety. However, the new name was only gazette on 6 April 2021. The advent of Covid-19 in particular during the last quarter of the financial year under review, has forced the department to take a minor detour as it need to comply with all the regulations of the Disaster Management Act. The department has had to cut significantly on all activities that would have required participation of people in large numbers.

As advised and guided by the Department of Public Service and Administration, we put in place all the necessary mechanisms required to ensure business continuity whilst taking maximum care of the safety of all the employees.

As advised and guided by the Department of Public Service and Administration, we put in place all the necessary mechanisms required to ensure business continuity whilst taking maximum care of the safety of all the employees. The new normal way of work utilizing technology in responding to the 4IR led to the department to reposition.

3. ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

Consistent with our Outcome 1, the department recorded its sixth record of unqualified audit opinion. This means, the department is in a consistent trajectory towards efficient and effective governance and administration. It is through effective and efficient governance and administration that accountability can be ensured.

Our partnership with the Department of Public Works, through the Expanded Public Works Programme remained in force and created job opportunities for the unemployed members of the Community Policing Forums. This partnership and programme contributed significantly in mobilising communities against crime in particular at schools. It is through these multi-agency collaborations that we can succeed in creating a crime free and safe Eastern Cape.

During the year under review the department can correct claim the following achievements that are consistent with the Strategic Plan and Annual Performance Plan. We can certainly declare that we are on the right track to achieve the set outcomes, outputs and targets.

- Resuscitation of the Justice Crime Prevention and Security (JCPS) Cluster.
- Confirmation of the Provincial Secretary for Civilian Secretariat for Police Service.
- Revitalisation of Governance Structure to strengthen coordination, implementation and reporting on the work to be done.
- Review and submission of the revised Annual Performance Plan (APP), Annual Operation Plan (AOP), Service Delivery Improvement Plan (SDIP), and the Budget Policy Speech.
- Preparation and presentation of the Financial Oversight and Performance Report.
- Holding of a successful Safety Month in November.
- Convening and holding of successful Safety Summits during the Safety Month.
- Facilitation of the establishment of a mobile police station at Katkop, Joe Gqabi District during the Safety Month.
- Concluded consultations on the launch of Amampondomise Kingdom Frontline Service Delivery Point.
- Concluded the arrangements for the establishment of the Buffalo City District Office.
- Automation of Monitoring and Evaluation Tools to oversee the South African Police Service and the Metro Police.
- Successfully changed the name of the Department from Safety and Liaison to Community Safety thus placing the department as a catalyst for sustainable socio-economic development and a boiling point for the fight against crime and violence.
- Successfully piloted the Court Watching Brief, firming up collaboration and cooperation with the Justice Department, National Prosecution Authority, the Police Service, the citizens and in particular victims of Gender Based Violence. To this end, some cases that would have been withdrawn are being considered for re-enrolment into the respective court rolls.
- Attended and intervened in hotspots areas such as Sulenkama / Qumbu for stock theft, Lady Free on murder of the elderly and women in particular.
- Facilitated the resolution of an impasse within the Provincial Community Policing Board.
- Reconfigured functions and positions in the department to give effect to the establishment of the Buffalo City District and strengthen the Civilian Secretariat.

4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

4.1 Programme 1: Administration

Purpose of Programme 1: Administration

- To promote good governance and administrative support to the department.
- To support the MEC to fulfil political, legislative and administrative mandate of the department.
- To provide administrative and support services to the office of the Head of the Department
- To ensure departmental financial compliance through the provision of financial management and advisory services.
- To enhance Departmental effectiveness through providing Information Communication Technology, Human Resource Management, Departmental Communication and Strategic Management.

Sub-programmes

- Sub – Programme 1.1: Office of the MEC
- Sub – Programme 1.2: Office Head of the Department
- Sub – Programme 1.3: Financial Management
- Sub – Programme 1.4: Corporate Services

4.2 Programme 2: Civilian Oversight over Police Service

Purpose of programme 2: Provincial Secretariat for Police Service

- Oversee the effectiveness and efficiency of policing.
- Overall management and support of the programme.
- To conduct research into policing and safety matters.
- Provision of monitoring and evaluation service to police performance and conduct.
- Build community participation in community safety.
- To provide for community participation in community safety and to promote good relations between the police and the community.

Sub-programmes

- Sub – Programme 2.1: Program Support
- Sub – Programme 2.2: Policy and Research
- Sub – Programme 2.3: Monitoring and Evaluation
- Sub – Programme 2.4: Safety Promotion
- Sub – Programme 2.5: Community Police Relations

Outcomes, outputs, output indicators, targets and actual achievements

Notwithstanding the frustration and limitations brought by the advent of Covid-19 during the first year of our new Strategic Plan. The establishment and operationalisation of the eight district, the Buffalo City District marks a significant milestone towards increasing level of compliance by the South African Police Service (SAPS). This will be through focused oversight of the police stations in the district.

The confirmation of the Provincial Secretary for Civilian Secretariat, is taking the work of the secretariat to a higher level with dedicated focus.

The resuscitation of the Justice Crime Prevention and Security (JCPS) Cluster, will increase the integration and coordination of intervention targeted towards creating an effective justice system and riding our communities of crime and violence. It will also make a significant contribution towards achieving our impact statement of an Eastern Cape Province where people are and feel safe.

The internal institutional reconfiguration and the revitalisation of Governance Structure is strengthening internal organisational coordination, implementation and reporting on the work to be done. The performance of the organisation is therefore monitored more closely for greater impact.

Our continued development and presentation of the Financial Oversight and Performance Report, help to facilitate focused and strategic oversight by the Legislature Portfolio Committee thus focusing the department on achieving its outcomes and stated impact statement.

The change in the holding of the Safety Month in November, has been another interesting milestone as it has made the departmental programme to be relevant to times. The holding of the District Safety Summits has gone a long way in understanding the real causal factors of crime and violence. It has also enable the department to respond and intervene decisively and accurately to the matters of crime and violence. These organic views from the people on the ground are currently helping to shape the direction of the Provincial Safety Strategy. It is in this context that during the safety month a significant intervention in the fight against stock theft was done in Katkop where a mobile police station was established.

As part of consolidating work done in the fight against crime in rural areas, the conclusion of consultations on the launch of Amampondomise Kingdom Frontline Service Delivery Point (FSDP), has contributed towards ensuring safer rural areas across the province. We are looking and working hard towards the launch of this FSDP.

Our automated Monitoring and Evaluation Tools will ensure shorter turnaround time, accuracy of our reports and create the significant impact needed in the fight against crime and violence. The name change whose effect will be rolled out during the 2021/22 Financial Year would position the department at the centre of community centred and driven crime and violence prevention activities.

The success of the Court Watching Brief (CWB), is a significant contribution towards eradicating our communities of Gender Based Violence crimes. A society with GBV and Femicide crimes is not a cohesive community. We have created an arrangement with our sister department, Department of Transport for a toll free number where citizens can report cases of GBV and Femicide, whilst expanding our reach to all the eight districts of our province.

Led by the Member of the Executive Council (MEC), our timely and relevant intervention in hotspots areas, makes the department relevant and identifiable with issues affecting the people on the ground. It creates a sense of positivity and hope that tomorrow will be better than today and that the vision of a safe Eastern Cape is a reality.

Table 2.4.4.1:

Programme 1: Administration – 1.1. Sub-programme: Office of the MEC									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved departmental performance	Compliance with Legislative framework	Number of compliance documents submitted	1	13	10	12	+2	Due to Covid-19, the APP and Policy speech had to be amended	Due to Covid-19, there was a need to reconsider targets
		Percentage of reports and responses submitted to the House	14	100%	100%	100%	None	None	None

** The department of Safety and Liaison did not re-table an Annual Performance Plan (APP) in the financial year under review, however, it tabled an APP with an addendum, occasioned by the advent of Covid-19. The tabling was done once.

Programme1: Administration - Sub-programme: 1.2. Office of the HOD

Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved departmental performance	Accurate, Valid and complete departmental performance report	Number of HOD performance review sessions	4 performance oversight sessions	No Performance sessions held	2	0	-2	Physical sessions could not be held but a small group of the TMC would be charged with monitoring performance	Physical sessions could not be held but a small group of the TMC would be charged with monitoring performance
	Reduced levels of marginalisation against youth, women and people with disability	Number of mainstreaming and transformation programmes implemented	4 programs mainstreaming vulnerable groups implemented	14 Reports	10	10	None	None	None
	Improvement in the effectiveness of governance processes, risk management and controls	Number of reports on the evaluation of the effectiveness of governance processes, risk management and controls	5 reports on the evaluation on the effectiveness of governance processes, risk management, and controls	4 reports	5	5	None	None	None
	Improvement in the effectiveness of risk, anti-corruption and integrity management services	Number of reports on the risk, anti-corruption and integrity management services	5 reports on the implementation of National Treasury Public Sector Risk Management Framework	5 reports on the provision of risk, anti-corruption and integrity management services	4	4	None	None	None
	Safe and Secured work environment	Number of reports on the provision of security management services	4 reports on MISS and MPSS and 1 reports on implementation of security business plan	5 (1 Business Plan and 4 quarterly reports)	5	5	None	None	None

Programme 1: Administration - Sub-programme: 1.3. Financial Management

Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved departmental performance	Improved support to all suppliers	Percentage of invoices paid within 30 days	New Indicator	100%	100%	100%	None	None	None
	Improved levels of spending on the appropriated budget	Percentage of expenditure in relation to Budget allocated	New Indicator	New Indicator	98%	99%	None	None	None
	Improved support for local supplier	Percentage of goods and services procured locally	New Indicator	50%	50%	50%	None	None	None

Programme 1: Administration - Sub-programme: 1.4. Corporate Services									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved departmental performance	Improved departmental organisation ICT efficiency	Reports on the compliance with ICT Governance Framework	18 reports on the implementation of ICT Governance Framework according to DPSA Corporate Governance of ICT policy framework	80%	18	18	None	None	None
	Improved quality of working life	Percentage (%) of HR compliance with HR prescripts	100%	100%	100%	100%	None	None	None
	Improved departmental public profile	Number of reports on communication management services	New Indicator	100%	6	6	None	None	None
	Strategic management documents	Approved strategic documents and reports	9 strategic management and monitoring and evaluation documents developed	15 documents developed	11	11	None	None	None

Programme 2: Provincial Secretariat for Police Service

Programme 2 - Sub-programme: 2.1. Programme Support									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Increased levels of compliance by the SAPS	Improved performance of the Provincial Secretariat for Police Service	Number of reports on oversight recommendations implemented	New Indicator	New Indicator	4	3	-1	The department did not receive responses to recommendations from SAPS for quarter 1 due to hard lockdown	None
	Partnerships with community's safety structures, municipalities and institutions of higher learning	Number of oversight engagements with SAPS	New Indicator	New Indicator	4	4	0	None	None
	Partnerships with community's safety structures, -municipalities and institutions of higher learning	Number of signed MOUs	New Indicator	New Indicator	7	0	-7	Due to lockdown restrictions the department could not engage with and enter into any MOUs with stakeholders but a draft was done for Walter Sisulu University	The advent of COVID-19 meant less personal contact thus reducing the target.

Programme 2 - Sub-programme: 2.2. Policy and Research

Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Increased levels of compliance by the SAPS	Research on the impact of Corona Virus, including crime	Number of research reports on the impact of the Corona virus in the Eastern Cape, including crime	New Indicator	New Indicator	1	1	None	None	The impact of Covid-19 could not be ignored and has to be prioritised.
	Research report on special projects	Number of research reports on special project	1	1	1	1	None	None	None
	Research implementation plan	Research recommendation implementation plan	New Indicator	New Indicator	1	1	None	None	None

Programme 2 - Sub-programme: 2.3. Monitoring and Evaluation

Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets	
Increased levels of compliance by the SAPS	Improved performance of the Provincial Secretariat for Police Service	Number of analysis reports on police stations monitored	4	4	3	3	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.	
		Number of analysis on SAPS compliance with the Domestic Violence Act (DVA)	4	4	3	3	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.	
		Number of monitoring and evaluation special projects conducted	1	3	2	2	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.	
		Number of analysis on policing accountability engagements convened	New Indicator	4	2	2	2	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.
		Number of reports on court watching brief programme	New Indicator	New Indicator	1	1	1	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.
		Percentage of complaints received, referred and followed up	New Indicator	4	100%	100%	None	None	None	
		Number of monitoring report compiled on SAPS implementation of IPID recommendations	2	4	4	4	4	None	None	None

Programme 2 - Sub-programme: 2.4. Safety Promotion									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Increased level of compliance by the SAPS	Improved performance by the Provincial Secretariat for Police Service	Number police stations monitored on service delivery	84	84	197	172	-25	The first hard lockdown forced the department not to physically visit police station as some stations suffered infections and were closed.	Due to reduced social crime prevention programmes, the target was changed
		Number police stations monitored on compliance with the Domestic Violence Act (DVA)	28	28	105	105	None	During hard	Due to hard lockdown of quarter 1 the target had to be reduced.
		Number of policing accountability engagements convened	48	49	14	11	-3	Policing accountability engagements are more impactful when they are conducted physically and it was impossible to do so when there was a resurgence of COVID -19 and the country moved from level 1 back to level 3 lockdown.	Due to hard lockdown of quarter 1 the target had to be reduced.
		Number of oversight reports on the election of CPF	New indicator	New indicator	7	4	-3	There was a stand-off between the Provincial Board and CPF from the Nelson Mandela and Sarah Baartman district police station as such elections for the 2 districts were concluded during the first quarter of the next financial year	Due to hard lockdown of quarter 1 the target had to be reduced.
		Percentage of complaints received, referred and followed up	100%	100%	100%	100%	None	None	None
	Improved community participation in policing matters	Number of social crime prevention programmes implemented	83	91	0	10	+10	Due to high levels of crimes against women and children in the province during the Covid-19 lockdown the department had to respond by implementing social crime prevention/ crime awareness programmes to assist in reducing the scourge of gender based violence and femicide (GBVF) in the province	Due to Covid-19, the target had to be revised

Programme 2 - Sub-programme: 2.5. Community Police Relations

Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Increased levels of compliance by the SAPS	Improved community participation in policing matters	Approved PSS Action plan	1	1	1	1	None	None	None
		Number of schools supported with Safety Patrollers	New Indicator	New Indicator	56	82	82	Due to the under expenditure incurred during the first quarter (April- June 2020) as a result of Covid-19 Lockdown regulations a further 52 safety patrollers were deployed at 26 schools to address the under expenditure.	None
		Number of community engagements	4	4	0	0	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.
	Improved performance by the Provincial Secretariat for Police Service	Number of assessments conducted on the implementation of SAPS Rural Safety Strategy	2	2	6	8	+2	To improve the implementation of SAPS Rural Safety Strategy the department focused on the assessment of SAPS Stock Theft Units. Due to the importance of rural safety particularly stock theft. The target for assessments for this reporting period was 6 however 8 were conducted of which 2 were the kingdoms of Nyandeni and Bumbane (SAPS Frontline Service Delivery Points).	None
		Number of analysis on the oversight of CPF elections	4	New Indicator	1	0	-1	No analysis was done as no reports were received from districts and further there is currently a dispute with the status of the Provincial Board regarding its legitimacy.	
		Number of assessments conducted on CSF	8	8	0	0	None	None	Due to hard lockdown of quarter 1 the target had to be reduced.

Strategy to overcome areas of under performance

With the establishment of the Monitoring and Evaluation Sub Unit and the deployment of a Assistant Director would improve monitoring and performance. The Top and General Management sessions shall be tailor made to assess and evaluate performance monthly and bi-monthly. There shall be a link between procurement plan, financial expenditure and achievement of targets.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

The department have achieved more than 90% of its set targets and more work being done to be perfect.

Reporting on the Institutional Response to the COVID-19 Pandemic

The department has complied with all the relevant regulations and prescripts regulating the Covid-19 pandemic.

COVID 19 puts unprecedented pressure on physical, mental and spiritual wellbeing of employees. In order for the department to ensure that its human capital is able to deliver during the time of pandemic different strategies were implemented as follows:

In ensuring workplace readiness after level 5 lockdown, the department developed and approved workplace readiness plan in line with determinations from the Minister of Employment and Labour, Department of Public Service and Administration and The Office of the Premier. Workers have returned to work in a staggered manner effective from 22 June 2020, before their return, the department decontaminated all its offices in order to make sure that workers return in a safe environment.

The department ensured 100% provision of appropriate Personal Protective Equipment (PPE). The department has replenished its PPEs to ensure sufficient supply throughout the period. The department conducted COVID 19 Risk Assessment in all its offices and mitigation measures are implemented

The department has approved policy, COVID -19 guidelines, approved remote work plan, approved Standard Operating Procedures, COVID -19 protocols and guidelines on the management/ mitigation of COVID – 19 at the workplace

The department has a dedicated Compliance Officer, Occupational Health and Safety Practitioner and functional Occupational Health and Safety Committee which is constituted by Head Office representatives, representatives from all districts and organised labour.

COVID inspections are conducted every 2 days, utilising COVID -19 screening tool, information is analysed, recommendations made and action approval required through the Office of the Head of Department.

The department has partnered with Walter Sisulu University of Technology to train departmental officials on COVID -19. A special training on Culture Change was arranged to equip departmental management in managing change within the organisation. The department has contracted with ICAS for 24 months to provide 24 hour counselling services to its officials.

COVID 19 INFECTIONS IN THE DEPARTMENT

A total of 24 officials in the department tested positive to COVID -19 across all eight offices of the department. All 24 officials have recovered. Two (02) officials are on prolonged sick leave due to COVID – 19 complications. One official is 60 years. Two officials are with commodities which are regarded as high risk in line with determination from the Department of Health.

Table: Progress on Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (where applicable)	Immediate outcomes
Provincial Secretariat for Police Service	Consumable supplies	Head office and district offices	All officials	N/A	175	175	Made the environment safe for performance	Implementation of the APP with success
Administration	Property payments	Head office and district offices	All officials	N/A	68	68	Made the environment safe for performance	Implementation of the APP with success
Administration	Consumable Supplies: Stationery	Head office and district offices	All officials	N/A	6	6	Made the environment safe for performance	Implementation of the APP with success

Linking performance with budgets

Sub-programme expenditure for programme 1

Sub- Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office of the MEC	2 187	2 187	-	2 617	2 617	-
Office of the HOD	11 093	10 908	185	10 497	10 497	-
Financial Management	23 015	22 930	85	21 955	21 743	212
Corporate Services	24 035	23 905	130	23 243	22 843	400
Total	60 330	59 930	400	58 312	57 700	612

Sub-programme expenditure for programme 2

Sub- Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Programme Support	8 823	8 823	-	8 207	8 166	41
Policy & Research	2 216	2 216	-	2 033	1 986	47
Monitoring & Evaluation	6 265	5 990	275	4 284	4 253	31
Safety Promotion	32 658	32 334	324	32 605	32 568	37
Community Police Relations	157	157	-	58	58	-
Total	50 119	49 520	599	47 187	47 031	156

5 TRANSFER PAYMENTS

5.1 Transfer payments to public entities

There were no transfer payments to public entities during the year under review

5.2 Transfer payments to all organisations other than public entities

There were no transfer payments to organisation during the year under review.

5.3 Transfer payments (Leave Gratuities)

During the financial year under review an amount of R333 thousand was transferred to ex-employees in compensation of leave days.

6 CONDITIONAL GRANTS

6.1 Conditional grants and earmarked funds paid

The table below details the conditional grants and earmarked funds paid for the period 1 April 2020 to March 2021.

Conditional Grant 1:

Department/ Municipality to whom the grant has been transferred	<ul style="list-style-type: none"> Department of Safety and Liaison
Purpose of the grant	<ul style="list-style-type: none"> To contribute to the creation of work opportunities through the deployment of 112 Community Police Forum (CPF) members as safety patrollers at 56 identified schools and 2 participants as data capturers so as to enhance school safety and the learner environment.
Expected outputs of the grant	<ul style="list-style-type: none"> CPF members receiving stipends from the grant as safety patrollers. Increased number of schools receiving services through the Safety Patrollers Project. Community members receiving stipends from the grant as data capturers.
Actual outputs achieved	<ul style="list-style-type: none"> Exceeded the target of 112 safety patrollers at 56 schools by further creating 95 additional work opportunities at 82 schools 98% achieved in relation to payment of safety patrollers as per schedule. Conducted capacitation workshops for safety patrollers within 5 Districts and 2 Metros.
Amount per amended DORA	The original allocation of R1 910 000
Amount transferred (R'000)	R1 910 000
Reasons if amount as per DORA not transferred	N/A
Amount spent by the department/ municipality (R'000)	R1 910 000
Reasons for the funds unspent by the entity	Not Applicable
Monitoring mechanism by the transferring department	<ul style="list-style-type: none"> IYM Expenditure reports Monthly Sub-Programme meetings to monitor expenditure and under expenditure and thereafter put systems in place to improve expenditure. School visits (Site visits) to ensure compliance by safety patrollers to their functions and sharing of best practices.

6.2 Conditional grants and earmarked funds received

The receiving department should include the following information in the annual report on conditional grants received:

- An overview of grants received, including types and total amount received.**
 The department received a conditional grant which amounted to R1 910 000.
- An indication of the total amount of actual expenditure on all allocations.**
 The actual expenditure was R1 910 000.

- **Confirmation that all transfers were deposited into the accredited bank account of the Provincial Treasury.**

Provincial Treasury submitted copies of stubs indicating the transferred amount and payment date from National Department of Public Works.

- **An indication of the extent to which the objectives were achieved, with a comparative analysis of provincial performance against targets. Where performance fell short of expectations, outline the reasons and measures taken to improve performance in the coming years if the grant is continuing.**

The objectives of creating work opportunities and contributing to school safety were achieved. This was validated. The department had a target of creating 72 work opportunities, however, 167 work opportunities were created due to saving accrued during the hard lockdown.

- **An overall assessment of compliance with the Act, and an explanation of any measures taken in situations where there was non-compliance.**

The department complied with provisions of the Act in relation to the payment of stipends; provision of capacitation for beneficiaries; deduction and payment of UIF. Areas of non-compliance is inconsistent management of UIF and non-payment of COIDA.

7 DONOR FUNDS

7.1 Donor Funds Received

The department did not receive any donor funding during the year under review

8 CAPITAL INVESTMENT

8.1 Capital investment, maintenance and asset management plan

The department does not have any infrastructure projects for capital assets related to machinery and equipment. During 2020/21 financial year, the expenditure of R 5 758 million was recorded for the acquisition of capital assets. Included in the total expenditure of the machinery and equipment is an amount of R 1 701 million which relates to finances lease payments for the departmental fleet vehicles and cell phones. All assets owned by the department are captured in the asset register that complies with the minimum requirements set by Provincial Treasury. Monthly reconciliation of assets are done to ensure completeness and accuracy of the accounting records.

PART C

GOVERNANCE



REPUBLIC OF SOUTH AFRICA
EASTERN CAPE
SAFETY & JUSTICE

MISSION





1. INTRODUCTION

The Department is committed to ensuring and maintaining a culture of good governance within the organisation through the effective functioning of the various governance and oversight structures within the organisation which has been evident through the achievement of a clean audit opinion for the past few years.

For the previous year, it was reported that, subsequent to a review conducted by the Internal Audit unit, certain weaknesses were identified around the functionality of some of the key governance structures. Management had agreed on action plans to correct these weaknesses, however these were delayed due to the national lockdown as a result of the impact of the Covid-19 pandemic. The Department was confident that all these matters would be addressed with effect from June 2020, thus ensuring that the Department will be compliant with relevant good governance practices. We are pleased to report that, subsequent to the appointment of the new Accounting Officer with effect from 01 June 2020, issues of governance were prioritised and most of the weaknesses were remedied and all key governance structures are now fully functional.

In addition to the abovementioned governance arrangements, operational controls and systems were put in place to ensure:

- Effective, efficient, economical and transparent use of the departmental resources;
- Proper management, administration, safeguarding and maintenance of the department's assets and liabilities; and
- Settlement of contractual obligations and payment of outstanding amounts owing, including intergovernmental claims, within the prescribed or agreed period, except where discrepancies have been identified or circumstances beyond reasonable control have prevented the timely processing and finalisation of such payments.

2. RISK MANAGEMENT

The department has a risk and ethics management implementation plan and a strategy that guides its work in conducting the assessment and maintaining a comprehensive risk register. The Risk Chairperson of the risk & ethics management committee was appointed by the department on the 22 June 2020, Ever since the appointment of the Chairperson the departmental Risk and Ethics Management Committee became functional. There has been monitoring of the effectiveness of the system of risk management and quarterly reports are presented to both structures (Risk & Ethics Management Committee and Audit Committee).

3. FRAUD AND CORRUPTION

The department for the year under review did not conduct annual awareness programme on anti-corruption and Ethics due to Covid-19 pandemic. Financial declaration of interest is conducted quarterly to comply with the DPSA directives and guidelines. Fraud management policy, gift policy and a gift register is available for employees to declare. A questionnaire of financial declarations of interest form is distributed to all departmental employees to declare any form of business to minimise conflict of interest. Employees were made aware to utilize the National Anti-corruption hotline (0800 701 701) to report fraud.

4. MINIMISING CONFLICT OF INTEREST

All SCM Practitioners sign a code of conduct and submit to the risk management unit annually. Further they signed declaration forms of financial interest same as other employees on a quarterly basis. Conduct annual DPSA e-disclosure online for all SMS members including other categories MMS, Finance and SCM. Adherence to DPSA directives. For the year under review no conflict of interest have been identified.

5. CODE OF CONDUCT

The department is adhering to the Public Service Code of Conduct which guides employees on how to behave professionally and ethically. Employees are reminded through awareness sessions conducted bi-annually. During the year under review, employees conformed to the standards of the DPSA pledge and committed themselves to fully comply. Employees who breach the code of conduct are subjected to a disciplinary process and are encouraged to lodge grievances should they feel that they are treated unfairly.

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

COVID 19 puts unprecedented pressure on physical, mental and spiritual wellbeing of employees. The department integrated COVID-19 into Health and Safety. In order for the department to ensure that its human capital is able to deliver during the time of pandemic different strategies were implemented as follows:

In ensuring workplace readiness after level 5 lockdown, the department developed and approved workplace readiness plan in line with determinations from the Minister of Employment and Labour, Department of Public Service and Administration and The Office of the Premier. Workers have returned to work in a staggered manner effective from 22 June 2020, before their return, the department decontaminated all its offices in order to make sure that workers return in a safe environment. The department ensured 100% provision of appropriate Personal Protective Equipment.

The department has replenished its PPEs to ensure sufficient supply throughout the period. The department conducted COVID 19 Risk Assessment in all its offices and mitigation measures were implemented.

The department has approved policy on Safety, Health and Environment. COVID -19 guidelines were approved, remote work plan, approved Standard Operating Procedures, COVID -19 protocols and guidelines on the management/mitigation of COVID – 19 in the workplace.

The department has appointed a dedicated Compliance Officer, Occupational Health and Safety Practitioner and functional Occupational Health and Safety Committee which is constituted by Head Office representatives, representatives from all district offices and organised labour.

COVID inspections are conducted every 2 days, utilising COVID -19 screening tool, information is analysed, recommendations made and action approval required through the Office of the Head of Department.

The department has partnered with Walter Sisulu University of Technology to train departmental officials on COVID -19. A special training on Culture Change was arranged to equip departmental management in managing change within the organisation.

The department has contracted with ICAS for 24 months to provide 24 hour counselling services to its officials.

COVID 19 INFECTIONS IN THE DEPARTMENT

A total of 24 officials in the department tested positive to COVID -19. All 24 officials have recovered. Two (02) officials are on prolonged sick leave due to COVID – 19 complications.

One official is 60 years. Two officials are officials with commodities which are regarded as high risk in line with determination from the Department of Health.

The department has a contract with ICAS which handles the psycho-social and psychological challenges. The EHW committee always intervenes in circumstance where there are glaring management challenges affecting employees.

The Arches Building was old, not complying in terms of Health & Safety and does not meet the Security Minimum Standards. There was no maintenance plan in place. Meeting held between the two departments namely DSL and DPW regarding the challenges that we are facing as the department where we reported the list of defects yielded no positive outcome. No action has been taken by the Landlord whereas it stated on the lease agreement under clause 11 that, Lessor has an obligation and shall be responsible of the maintenance of the building.

Several engagements were made with DPW by form of writing emails, telephone communication and meetings but up to this date no support has been or given to DSL to address the serious problems that DSL is facing. Access to the building was not monitored. The building has lot of defects which are not taken care of by the Landlord. Due to lack of building maintenance and non-compliance, the independent structures (Fire Department and Department of Labour) were invited to assess the building and non-compliance reports were issued.

Lifts did not have audio voice for people with disability. No Backup Generator.

The lease came to an end on the 31 January 2020 and we followed proper procedures for alternative building with DPW due to non – compliance and the termination of the lease agreement.

ERF 5000 BUILDING BHISHO

The department relocated to Bhisho

- It was stated clearly that the full maintenance will be done by the Landlord and that will be in black and white on the Lease Agreement which is still on the route for MEC's approval (DPW).
- The building is new and DSL is the first tenant to occupy it however there are imperfections or snags that need the Landlord's attention.

The following are issues to be addressed by landlord

- Parking Demarcation
- Roof Leakage
- Air Conditioners
- CCTV Cameras
- Access Controls

The site Erf 5000 is still under construction and that is hampering some of the facilities that are supposed to be utilized by the tenant (DSL) for instance Parking Bays.

7. PORTFOLIO COMMITTEES

Virtual Portfolio Committee meetings were held over the period under review. These sessions were held for the 2020/21 Budget Vote, Annual Report and the Financial Oversight Report.

8. SCOPA RESOLUTIONS

There were no Scopa resolutions during the year under review.

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

No prior modification to audit reports during the year under review.

10. INTERNAL CONTROL UNIT

The department does not have an Internal Control Directorate, however, the pre audit unit is responsible for validation of documentation.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Key activities and objectives of the internal audit

As prescribed by Section 38(1) (a) (ii) of the Public Finance Management Act (PFMA) and Regulation 3.2 of the Treasury Regulations, the department has a functioning Internal Audit directorate. The Internal Audit function of the Department of Safety and Liaison has fulfilled its mandate of providing an independent, objective assurance and consulting activity that is designed to add value and improve the department's operations. It assisted the department to accomplish its objectives by bringing a systematic disciplined approach to evaluate and improve the effectiveness of risk management, control and governance within the department.

All employees within the Internal Audit directorate are members of the Institute of Internal Auditors. The directorate functioned in terms of an approved internal audit charter and approved annual work plans for the 2020/2021 financial year. The Internal Audit directorate was responsible for reviewing and providing assurance on the adequacy and effectiveness of internal controls through the internal audit reports that were submitted to and discussed with management. The internal Audit function is guided by a fully functional Audit Committee which operates in terms of an approved Audit Committee Charter. The Internal Audit directorate also maintains a register of findings and conducts periodic follow-ups to monitor the status of implementation of agreed action plans to address identified control weaknesses. In terms of its charter, the head of the Internal Audit function has complete access to and a direct reporting line to the Audit Committee functionally and Accounting Officer administratively,

The Internal Audit function is established to verify that appropriate governance of operations is in place and to achieve sound managerial control over all aspects of the operations of the department including accounting, financial control, human resource management, information management, operational activities and control systems.

The overall objective of the internal audit function is to assist all levels of management in the effective discharge of their responsibilities by providing independent analyses, advice and recommendations concerning the activities reviewed.

Summary of audit work done

The Internal Audit conducted risk based reviews on operations in the following units as per the internal audit plan that was approved by the audit committee, namely: corporate services, human resources, financial management, policy & research, Covid compliance, Governance, Risk Management, information technology, communications, complaints management, community police relations and Safety Promotion. In addition, follow up reviews of the previous audits were conducted and mandatory audits included reviews of financial statements, in-year monitoring and performance information. The audit of Information Communication Technology was outsourced and conducted by Makhz Business Solutions who were appointed and funded by Provincial Treasury. The Auditor General also conducted an ICT review as part of the external audit process.

The Internal Audit has observed that the overall control environment has improved for the year under review. However, there are still some concerns with the level of internal controls where evidence of lapses of effective monitoring and enforcement by management were observed particularly in the following areas:

- Communications;
- Information and Communication Technology;
- Performance Information;
- Safety Promotion;
- Monitoring & Evaluation; and
- Complaints Management

The Internal Audit continued to partner with management in order to enhance governance within the department, recommendations to improve internal control weaknesses identified during the internal audit reviews were discussed and corrective action plans were agreed with management on the above noted areas of concern.

The audit intervention plan was developed in the year under review in order to monitor and enforce the management commitment to address the report of the Auditor General (AG). These intervention plans are managed and monitored by the risk manager and progress reporting is done to Top Management, Risk Committee and Audit Committee.

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2021.

The Audit Committee consists of the members listed hereunder and meets at least six times per annum as per its approved terms of reference. During the current year six meetings were held. The members and their attendance of the meetings held are as follows:

Name of Member	Qualifications	Internal or External	If Internal, Position in department	Date Appointed	Date Terminated	No. of Meetings Attended	No. of Special Meetings Attended
Ms T Cumming	CA(SA)	External	n/a	22 June 2020	-	4	2
Mr A Wakaba	Honours in Accounting Science	External	n/a	22 June 2020	-	4	2
Mr V Tshangana	B.Proc-Attorney	External	n/a	22 June 2020	-	4	2
Mr P F Mbambo	BA(Honours) in Criminology	External	n/a	22 June 2020	-	3	1
Ms B K Oliphant	B.Com degree AGA (SA)	External	n/a	22 June 2020	-	4	2

Audit Committee Responsibility

The Audit Committee reports that it has complied with the responsibilities arising from Section 38 (1) (a) (ii) of the Public Finance Management Act and Treasury Regulation 3.1.13. The Committee has adopted an appropriate formal terms of reference as its Audit Committee charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

The effectiveness of the system of internal controls by the Audit Committee is informed by reports submitted by external audit, Internal Audit and management. The development and maintenance of an effective internal control system is the responsibility of management.

The Audit Committee has expressed its satisfaction to management that there were no significant internal control deficiencies that have been raised in the previous year audit report of the Auditor General. However, the Committee recommended that matters raised in the Management Report of the Auditor General in the previous year as well as internal audit reports in the current financial year should be addressed. Management have expressed their commitment in dealing with these issues through the implementation and monitoring of audit intervention plans.

The Committee is satisfied that a system of internal controls has been put in place by the Department and that these controls have functioned as partially effective during the period under review. The Audit Committee and the Department are aware that there is a need for improvement in the internal controls and the adherence to these controls within certain areas, hence the Audit Committee is committed to assisting the department in this regard.

Internal Audit

A risk assessment was carried out during the year under review and the internal audit plan was developed based on this risk assessment. Certain weaknesses were identified and reported upon by Internal Audit, these weaknesses were reported to, and discussed with management.

The following areas were covered by Internal Audit during the year under review:

AFS Review	Safety Promotion
Performance Information	Monitoring and Evaluation
In Year Monitoring	Governance
Asset management	Complaints Management
Supply Chain Management	Information and Technology
Human Resources	Covid19 compliance
Policy and Research	Risk Management Review
Communications	

The following are still areas of concern, although management has made some progress in terms of addressing them:

- Delay in the approval of the reviewed departmental organisation structure.
- The Website has been developed, however the uploading of relevant content needs to be enhanced and the Intranet as repository of documents still has to be enhanced.
- Lack of capacity in certain key units like Risk Management, Security Management, Strategic Management, Policy and Research and District offices. A reconfiguration process has been commenced to address this matter, the effects of which will be seen in the new financial year.
- Governance of Information Technology remains a concern and requires intervention.
- The establishment of a disaster recovery testing site to test the implementation of disaster recovery and business continuity still poses a challenge.
- Unassured risks

In terms of its charter, the committee is required to escalate any potential unassured risks to the Accounting Officer. Accordingly the following unassured risks have been brought to the attention of the Accounting Officer:

- The delay in the approval by Office of the Premier of the revised departmental structure which may impact on the resources of the department ultimately impacting on its mandate and service delivery.
- The lack of funding to implement the Civilian Secretariat of Police Services Act which may impact on the effective implementation of the Act.
- Concern of the Committee with regard to the critical risks associated with ICT infrastructure and systems and the inability of the department to mitigate these risks due to lack of funding.
- Due to relocation of the department to new premises during the year, risks relating to Safety, Health & Environment and Security Management were not assured for the year under review but were deferred to the new financial year for the new premises.

In-Year Management and Monthly/Quarterly Report

The Audit Committee has noted the content and quality of the monthly / quarterly financial reports prepared and issued by the Department during the year under review, in compliance with the statutory reporting framework. The Committee raised concerns with management in respect of these reports as considered appropriate and made recommendations accordingly.

Evaluation of Financial Statements and Performance Information

The Audit Committee has reviewed and discussed the audited financial statements for 2020/2021 financial year with management.

We have:

- Reviewed and discussed, with the Accounting Officer, the audited annual financial statements and annual performance information report which are included in the departmental annual report;
- Reviewed the department's compliance with legal and regulatory provisions and whether the AFS have been prepared in accordance with the Preparation Guide and Specimen Financial Statements issued by National Treasury;
- During the review of the financial statements the committee:
 - Made enquiries into abnormal and significant transactions;
 - Obtained reasonable explanations for variances between the financial statements and budgeted amounts;
 - Reviewed any new or proposed legislation that may have a material impact on policies, the financial statements and disclosures therein;
 - Enquired from management about the completeness of the contingent liabilities including claims against the department; and

- Made enquiries into the adequacy, reliability and completeness of supporting information for these financial statements.
- Enquired from management and obtained assurance from management about the sufficiency and appropriateness of audit evidence.

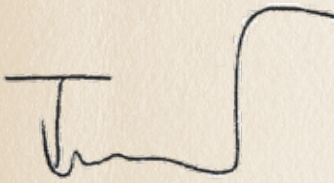
Auditor General's Report

The Committee has reviewed the department's implementation plan for audit issues raised in the prior year. The Committee is satisfied with the plan and have made recommendations to management as considered appropriate.

We concur with and accept the opinion of the AGSA on the financial statements of the department for the year ended 31 March 2021. The Committee would also like to congratulate the department on maintaining its clean audit opinion status for the sixth successive year.

Appreciation

The Committee would like to take this opportunity of expressing its sincere appreciation to the Member of Executive Council, Head of Department, the management of the Department, Internal Audit and the AGSA for their support and co-operation.



Ms T Cumming

Chairperson of the Audit Committee

Department of Safety & Liaison

24 August 2021

13. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the BBEE requirements of the BBEE Act of 2013 and as determined by the Department of Trade and Industry.

Has the Department / Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:		
Criteria	Response Yes / No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	N/A
Developing and implementing a preferential procurement policy?	Yes	<p>The department has an approved Supply Chain Management Policy and Standard Procedure at its disposal which captures the significance of the preferential procurement in order to advance previously disadvantaged groups.</p> <p>All procurement transactions above R29 999,99 threshold value are evaluated on both price and preference points/ Broad Black Based Economic Empowerment(BBBEE) as required by both the Preferential Procurement Policy Framework Act No.5 of 2000, Preferential Procurement Regulations, 2017 and Broad Black Based Economic Empowerment Act No 53 of 2003.</p> <p>The department had also enforced the consideration of B-BBEE status amongst other measures to resolve on price deadlocks/ ties regardless of the procurement value.</p>
Determining qualification criteria for the sale of state-owned enterprises?	No	N/A
Developing criteria for entering into partnerships with the private sector?	No	N/A
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	N/A

PART D

HUMAN RESOURCE MANAGEMENT





1. INTRODUCTION

The role of human resource is planning, controlling and directing departmental activities utilizing workforce, recruitment and staffing. Management should demonstrate capabilities to manage and create management systems in order to achieve long term departmental goals and plans. Human resource management can be defined as the effective management of people in an organization. It helps to bridge the gap between employees' performance and organization's strategic objectives.

The department plays a significant role in ensuring that people of the Eastern Cape are and feel safe. It is also mandated to oversee the South African Police Service (SAPS) thus, seeks to promote police accountability and good police relations in pursuance of the strategic focus areas contained in the National Development Plan and Provincial Development Plan.

2. OVERVIEW OF HUMAN RESOURCES –

Provide commentary on the following:

- The status of human resources in the department.
- Human resource priorities for the year under review and the impact of these.
- Workforce planning and key strategies to attract and recruit a skilled and capable workforce.
- Employee training and development management.
- Employee performance management
- Employee wellness programmes.
- Highlight achievements and challenges faced by the department, as well as future human resource plans /goals.

3. HUMAN RESOURCES OVERSIGHT STATISTICS –

The Human Resources Directorate within the department comprises of (5) sub-sections which are:

- Human Resource Administration (Appointments, Conditions of service, Employment equity);
- Human Resource Development (Training and Development, PMDS, Internship and Learnership programmes and career management);
- Employee Health & Wellness Program (4 Pillars of Wellness);
- Organisational Development, Human Resources Planning & Practices; and
- Employee employer relations.

The department has a total number of 305 positions on the approved post establishment, and only 148 funded posts. The total number of filled posts at the end of March 2020 is 130, two (2) contract employees and eleven (11) interns.

During 2020/21 financial year, the department had an approved Annual Recruitment Plan, which comprised of nineteen (19) vacant funded posts. A project plan outlining turnaround times to fill the vacancies was presented to Provincial Committee Management Team (PCMT).

The Human Resource Directorate has facilitated the registration of the Department to a new SETA called SASSETA. Furthermore, building partnerships with a variety of social partners such as, Technical, Vocation, Education and Training (TVET) colleges, Health Care providers, and Higher Education institutions (HEI's).

The Human Resources Management Directorate integrated all governance structures into on Integrated Human Resources Management Integrated Forum, Occupational Health and Safety Forum, Moderating Committee and Validation Committee for PMDS.

During the year under review Employee Wellness played a significant role in the management of COVID to ensure that the department would comply with the COVID-19 Regulations. Due to COVID-19, various activities that were planned could not take place. In ensuring compliance with COVID- 19 regulations the department provided employees with PPE's , Sanitisers, Screening questionnaires on entry to all worksites.

Educational sessions on the management of COVID were done through a workshop organised for management and various physical interventions were made. To create awareness to all employees the department utilise emails, whatsapp groups to share information with all employees.

The department has a functional Employment Equity Forum which sits on a quarterly basis in order to monitor implementation of employment equity targets in the department. The department still maintained an achievement of 2.3% of officials with disabilities.

The department developed a Workplace Skills Plan (WSP) that was approved by the Public Services Seta (PSETA). During the course of the year engagements with SASSETA took place for the department to be registered and enjoy benefits of Safety SETA. The department is consistent in ensuring that its work force is well capacitated as a result officials were trained on Occupational Health and Safety, Disability Management and leadership development. The department is continuing to provide bursaries to its internal officials, for career development purposes and improve the qualification outlook of the department. Comparing the current year with previous years, the qualification outlook of the department has improved.

3.1 Personnel related expenditure

The following tables summarises the final audited personnel related expenditure by programme and by salary bands. In particular, it provides an indication of the following:

- Amount spent on personnel
- Amount spent on salaries, overtime, homeowner's allowances and medical aid.

Table 3.1.1 Personnel expenditure by programme for the period 1 April 2020 and 31 March 2021

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Professional and special services expenditure (R'000)	Personnel expenditure as a % of total expenditure	Average personnel cost per employee (R'000)
Administration	59 929	43 461	323	471	73%	579
Provincial Secretariat for police services	49 520	33 205	205	-	67%	488
Total	109 450	79 666	528	471	70%	536

Table 3.1.2 Personnel costs by salary band for the period 1 April 2020 and 31 March 2021

Salary band	Personnel expenditure (R'000)	% of total personnel cost	No. of employees	Average personnel cost per employee (R'000)
Lower skilled (Levels 1-2)	2378,00	3%	24	99 083
Skilled (level 3-5)	5460,00	7%	18	303 333
Highly skilled production (levels 6-8)	20209,00	26%	48	421 021
Highly skilled supervision (levels 9-12)	32896,00	43%	40	822 400
Senior and Top management (levels 13-16)	15723,00	21%	13	1 209 462
Total	76666,00	100%	143	536 126

Table 3.1.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by programme for the period 1 April 2020 and 31 March 2021

Programme	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Administration	36 260	83%	151	0.35%	1 140	2.6%	1 906	4.4%
Provincial Secretariat	28 143	85%	43	0.13%	687	2.1%	1 396	4.2%
Total	64 403	84%	194	0.25%	1 827	2.4%	3 302	4.31%

Table 3.1.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by salary band for the period 1 April 2020 and 31 March 2021

Salary band	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Skilled (level 1-2)	1 861	78.3%	2	0.08%	176	7.4%	177	7.4%
Skilled (level 3-5)	3 990	73.1%	24	0.44%	357	6.5%	527	9.7%
Highly skilled production (levels 6-8)	16 128	79.8%	78	0.39%	729	3.6%	1 663	8.2%
Highly skilled supervision (levels 9-12)	28 304	86.0%	90	0.27%	469	1.4%	792	2.4%
Senior management (level 13-16)	14 120	89.8%	-	0.00%	96	0.6%	143	0.9%
Total	64 403	84.0%	194	0.25%	1827	2.4%	3 302	4.3%

3.2 Employment and Vacancies

The tables in this section summarise the position with regard to employment and vacancies.

The following tables summarise the number of posts on the establishment, the number of employees, the vacancy rate, and whether there are any staff that are additional to the establishment.

This information is presented in terms of three key variables:

- Programme
- Salary band
- Critical occupations (see definition in notes below).

Departments have identified critical occupations that need to be monitored. In terms of current regulations, it is possible to create a post on the establishment that can be occupied by more than one employee. Therefore, the vacancy rate reflects the percentage of posts that are not yet filled.

Table 3.2.1 Employment and vacancies by programme as on 31 March 2021

Programme	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Programme 1	81	71	12.34	5
Programme 2	67	59	11.94	8
Total	148	130	12.16	13

Table 3.2.2 Employment and vacancies by salary band as on 31 March 2021

Salary band	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Lower skilled (1-2)	11	11	0	13
Skilled(3-5)	25	19	24.00	0
Highly skilled production (6-8)	54	47	12.96	0
Highly skilled supervision (9-12)	45	40	11.11	0
Senior management (13-16)	13	13	0	0
Total	148	130	12.16	13

Table 3.2.3 Employment and vacancies by critical occupations as on 31 March 2021

Critical occupation	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Administrative related	59	25	57.3%	2
Policy and Research	1	1	0%	6
Cleaners in offices, workshops, hospitals etc.	12	11	8.34%	0
Communication and information related, permanent	4	2	50%	1
Information Technology	3	3	0%	0
Secretaries and other keyboard operating clerks	10	5	50%	0
Finance and economics related	7	7	0%	1
Financial and related professionals	26	4	84.62%	2
Financial clerks and credits controllers	20	20	0%	0
Head of department/Chief executive officer	1	1	0%	0
Senior Management permanent	15	12	20%	0
Human resources & organisational development & related professionals	7	5	28.6%	0
Human resources clerk	36	7	80.6%	1
Library mail and related clerk	5	2	60%	0
Logistical support personnel	11	1	90.90%	0
Messengers porters and deliveries	12	4	66.7%	0
Other administrative policy and related officers	76	20	73.7%	0
Totals	305	130	57.4%	13*

* The thirteen (13) employees additional to the establishment are interns on an eighteen (18) term.

3.3 Filling of SMS Posts

The tables in this section provide information on employment and vacancies as it relates to members of the Senior Management Service by salary level. It also provides information on advertising and filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

Table 3.3.1 SMS post information as on 31 March 2021

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General/ Head of Department	1	1	100	0	0
Salary Level 16	0	0	0	0	0
Salary Level 15	0	0	0	0	0
Salary Level 14	3	3	100	0	0
Salary Level 13	9	9	100	0	0
Total	13	13	100	0	0

Table 3.3.2 SMS post information as on 30 September 2020

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General/ Head of Department	1	1	100	0	0
Salary Level 16	0	0	0	0	0
Salary Level 15	0	0	0	0	0
Salary Level 14	3	3	100	0	0
Salary Level 13	9	9	100	0	0
Total	13	13	100	0	0

Table 3.3.3 Advertising and filling of SMS posts for the period 1 April 2020 and 31 March 2021

SMS Level	Advertising	Filling of Posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months of becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Director-General/ Head of Department	0	0	0
Salary Level 16	0	0	0
Salary Level 15	0	0	0
Salary Level 14	0	0	0
Salary Level 13	0	0	0
Total	0	0	0

Table 3.3.4 Reasons for not having complied with the filling of funded vacant SMS - Advertised within 6 months and filled within 12 months after becoming vacant for the period 1 April 2020 and 31 March 2021

Reasons for vacancies not advertised within six months
None

Reasons for vacancies not filled within twelve months
None

Table 3.3.5 Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months for the period 1 April 2020 and 31 March 2021

Reasons for vacancies not advertised within six months
None

Reasons for vacancies not filled within six months
None

Notes

In terms of the Public Service Regulations Chapter 1, Part VII C.1A.2, departments must indicate good cause or reason for not having complied with the filling of SMS posts within the prescribed timeframes. In the event of non-compliance with this regulation, the relevant executive authority or head of department must take appropriate disciplinary steps in terms of section 16A(1) or (2) of the Public Service Act.

3.4 Job Evaluation

Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in his or her organisation. In terms of the Regulations all vacancies on salary levels 9 and higher must be evaluated before they are filled. The following table 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 3.4.1 Job Evaluation by Salary band for the period 1 April 2020 and 31 March 2021

Salary band	Number of posts on approved establishment	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)	11	0	0	0	0	0	0
Skilled (Levels 3-5)	25	0	0	0	0	0	0
Highly skilled production (Levels 6-8)	54	0	0	0	0	0	0
Highly skilled supervision (Levels 9-12)	45	0	0	0	0	0	0
Senior Management Service Band A	9	0	0	0	0	0	0
Senior Management Service Band B	3	0	0	0	0	0	0
Senior Management Service Band C	1	0	0	0	0	0	0
Senior Management Service B0a0nd D	0	0	0	0	0	0	0
Total	148	0	0	0	0	0	0

The following table provides a summary of the number of employees whose positions were upgraded due to their post being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant. The department did not evaluate any post as it was busy with the restructuring.

Table 3.4.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2020 and 31 March 2021

Gender	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

The following table summarises the number of cases where remuneration bands exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

Table 3.4.3 Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2020 and 31 March 2021

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
0	0	0	0	0
Total number of employees whose salaries exceeded the level determined by job evaluation				0
Percentage of total employed				0

The following table summarises the beneficiaries of the above in terms of race, gender, and disability.

Table 3.4.4 Profile of employees who have salary levels higher than those determined by job evaluation for the period 1 April 2020 and 31 March 2021

Gender	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total number of Employees whose salaries exceeded the grades determined by job evaluation					0
Employees with a disability					0

3.5 Employment Changes

This section provides information on changes in employment over the financial year. Turnover rates provide an indication of trends in the employment profile of the department. The following tables provide a summary of turnover rates by salary band and critical occupations (see definition in notes below).

Table 3.5.1 Annual turnover rates by salary band for the period 1 April 2020 and 31 March 2021

Salary band	Number of employees at beginning of period-1 April 2020	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2)	11	0	0	0
Skilled (Levels3-5)	22	0	3	13.6
Highly skilled production (Levels 6-8)	48	4	4	8.3
Highly skilled supervision (Levels 9-12)	42	0	2	4.7
Senior Management Service Bands A	9	0	0	0
Senior Management Service Bands B	3	0	0	0
Senior Management Service Bands C	0	1	0	0
Senior Management Service Bands D	0	0	0	0
Contracts	2	11	0	0
Total	137	16	9	6.6

Table 3.5.2 Annual turnover rates by critical occupation for the period 1 April 2020 and 31 March 2021

Critical occupation	Number of employees at beginning of period-April 2020	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Programme 1	74	6	5	6.7
Programme 2	63	10	4	6.3
Total	137	16	9	6.6

The table below identifies the major reasons why staff left the department.

Table 3.5.3 Reasons why staff left the department for the period 1 April 2020 and 31 March 2021

Termination Type	Number	% of Total Resignations
Death	2	22.2
Resignation	5	55.5
Expiry of contract	0	0
Dismissal – operational changes	0	0
Dismissal – misconduct	0	0
Dismissal – inefficiency	0	0
Discharged due to ill-health	0	0
Retirement	2	22.2
Transfer to other Public Service Departments	0	0
Other	0	0
Total	9	100%
Total number of employees who left as a % of total employment		6.9

Table 3.5.4 Promotions by critical occupation for the period 1 April 2020 and 31 March 2021

Occupation	Employees 1 April 2020	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
Programme 1	71	1	1.4	43	60.6
Programme 2	59	0	0	35	59.3
TOTAL	130	1	0,7	78	60.0

Table 3.5.5 Promotions by salary band for the period 1 April 2020 and 31 March 2021

Salary Band	Employees 1 April 2020	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary bands
Lower skilled (Levels 1-2)	11	0	0	6	54.54
Skilled (Levels3-5)	22	0	0	9	40.90
Highly skilled production (Levels 6-8)	48	1	2.1	30	62.50
Highly skilled supervision (Levels 9-12)	42	0	0	23	54.76
Senior Management (Level 13-16)	13	0	0	10	76.92
Total	135	0	0.74	78	57.77

3.6 Employment Equity

Table 3.6.1 Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2021

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	4	1	2	1	5	0	0	0	13
Professionals	17	1	0	0	15	2	0	0	35
Technicians and associate professionals	17	0	0	0	32	3	0	1	53
Clerks	6	0	0	0	12	0	0	0	18
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	0	0	0	0	0	0	0	0	0
Elementary occupations	2	0	0	0	8	1	0	0	11
Total	46	2	2	1	72	6	0	1	130
Employees with disabilities	2	0	0	0	1	0	0	0	3

Table 3.6.2 Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2021

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	1	0	0	0	0	0	0	0	1
Senior Management	3	1	2	1	5	0	0	0	12
Professionally qualified and experienced specialists and mid-management	17	1	0	0	15	2	0	0	35
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	17	0	0	0	32	3	0	1	53
Semi-skilled and discretionary decision making	6	0	0	0	12	0	0	0	18
Unskilled and defined decision making	2	0	0	0	8	1	0	0	11
Total	46	2	2	1	72	6	0	1	130

Table 3.6.3 Recruitment for the period 1 April 2020 to 31 March 2021

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	1	0	0	0	0	0	0	0	1
Senior Management	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	3	0	0	0	1	0	0	0	4
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	4	0	0	0	1	0	0	0	5
Employees with disabilities	0	0	0	0	0	0	0	0	0
Contracts/Temporary	3	0	0	0	8	0	0	0	11

Table 3.6.4 Promotions for the period 1 April 2020 to 31 March 2021

Occupational band	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	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	1	0	0	0	0	0	0	0	1
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	0	1
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 3.6.5 Terminations for the period 1 April 2020 to 31 March 2021

Occupational band	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	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	1	0	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	4	0	0	0	1	0	0	0	5
Semi-skilled and discretionary decision making	2	0	0	0	1	0	0	0	3
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	6	0	0	0	3	0	0	0	9
Employees with Disabilities	0	0	0	0	0	0	0	0	0

Table 3.6.6 Disciplinary action for the period 1 April 2020 to 31 March 2021

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Negligence	1	0	0	0	0	0	0	0	1

Table 3.6.7 Skills development for the period 1 April 2020 to 31 March 2021

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	4	1	1	1	5	1	0	1	14
Professionals	6	0	0	0	13	0	0	0	19
Technicians and associate professionals	12	0	0	0	17	0	0	0	29
Clerks	0	0	0	0	0	0	0	0	0
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	0	0	0	0	0	0	0	0	0
Elementary occupations	0	0	0	0	0	0	0	0	0
Total	22	1	1	1	35	1	0	1	62
Employees with disabilities	0	0	0	0	0	0	0	0	0

3.7 Signing of Performance Agreements by SMS Members

All members of the SMS must conclude and sign performance agreements within specific timeframes. Information regarding the signing of performance agreements by SMS members, the reasons for not complying within the prescribed timeframes and disciplinary steps taken is presented here.

Table 3.7.1 Signing of Performance Agreements by SMS members as on 31 May 2021

SMS Level	Total number of funded SMS posts	Total number of SMS members	Total number of signed performance agreements	Signed performance agreements as % of total number of SMS members
Director-General/ Head of Department	1	1	1	7.69
Salary Level 16	0	0	0	0
Salary Level 15	0	0	0	0
Salary Level 14	3	3	3	23.07
Salary Level 13	9	9	9	69.23
Total	13	13	13	100

Table 3.7.2 Reasons for not having concluded Performance agreements for all SMS members as on 31 March 2021

Reasons
None

Table 3.7.3 Disciplinary steps taken against SMS members for not having concluded Performance agreements as on 31 March 2021

Reasons
None

3.8 Performance Rewards

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary bands and critical occupations (see definition in notes below).

Table 3.8.1 Performance Rewards by race, gender and disability for the period 1 April 2020 to 31 March 2021

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within group	Cost (R'000)	Average cost per employee
African	23	118	19.49	516 389.32	22 451.71
Male	4	46	8.69	114 540.85	28 635.21
Female	19	72	26.38	401 848.47	21 149.92
Asian	0	2	0	0	0
Male	0	2	0	0	0
Female	0	0	0	0	0
Coloured	3	8	37.50	46 299.38	15 433.13
Male	0	2	0	0	0
Female	3	6	50.00	46 299.38	15 433.13
White	0	2	0	0	0
Male	0	1	0	0	0
Female	0	1	0	0	0
Total	26	130	20.00	562 688.70	21 641.87

Table 3.8.2 Performance Rewards by salary band for personnel below Senior Management Service for the period 1 April 2020 to 31 March 2021

Salary band	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total Cost (R'000)	Average cost per employee	
Lower Skilled (Levels 1-2)	2	11	18.18	18 094.29	9 047.15	3.60
Skilled (level 3-5)	2	19	10.52	21 420.41	10 710.21	4.26
Highly skilled production (level 6-8)	12	47	25.53	212 752.23	15 196.58	42.37
Highly skilled supervision (level 9-12)	8	40	20.00	249 779.26	31 222.41	49.75
Total	24	117	20.51	502 046.19	20 918.52	100

Table 3.8.3 Performance Rewards by critical occupation for the period 1 April 2020 to 31 March 2021

Critical occupation	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within occupation	Total Cost (R'000)	Average cost per employee
Programme 1	26	71	25.35	317 812.56	18 694
Programme 2	8	59	13.55	211 348.67	26 418
Total	26	130	20.00	562 688.70	21 641.87

Table 3.8.4 Performance related rewards (cash bonus), by salary band for Senior Management Service for the period 1 April 2020 to 31 March 2021

Salary band	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total Cost (R'000)	Average cost per employee	
Band A	2	9	22.22	60 642.51	30 321.26	60 642.51
Band B	0	3	0	0	0	0
Band C	0	1	0	0	0	0
Band D	0	0	0	0	0	0
Total	2	13	22.22	60 642.51	30 321.26	60 642.51

3.9 Foreign Workers

Table 3.9.1 Foreign workers by salary band for the period 1 April 2020 and 31 March 2021

Salary band	01 April 20YY		31 March 20ZZ		Change	
	Number	% of total	Number	% of total	Number	% Change
Lower skilled	0	0	0	0	0	0
Highly skilled production (Lev. 6-8)	0	0	0	0	0	0
Highly skilled supervision (Lev. 9-12)	0	0	0	0	0	0
Contract (level 9-12)	0	0	0	0	0	0
Contract (level 13-16)	0	0	0	0	0	0
Total	0	0	0	0	0	0

Table 3.9.2 Foreign workers by major occupation for the period 1 April 2020 and 31 March 2021

Major occupation	01 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% Change
None	0	0	0	0	0	0
None	0	0	0	0	0	0

3.10 Leave utilisation

The Public Service Commission identified the need for careful monitoring of sick leave within the public service. The following tables provide an indication of the use of sick leave and disability leave. In both cases, the estimated cost of the leave is also provided.

Table 3.10.1 Sick leave for the period 1 January 2020 to 31 December 2020

Salary band	Total days	% Days with Medical certification	Number of Employees using sick leave	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Lower Skills (Level 1-2)	30	66.70	6	7.30	5	17.00
Skilled (levels 3-5)	85	77.60	14.00	17.10	6.00	78.00
Highly skilled production (levels 6-8)	229.00	87.30	38.00	46.30	6.00	363.00
Highly skilled supervision (levels 9 -12)	77.00	81.80	18.00	22.00	4.00	235.00
Top and Senior management (levels 13-16)	22.00	77.30	6.00	7.30	4.00	101.00
Total	443.00	82.60	82.00	100.00	5	795.00

Table 3.10.2 Disability leave (temporary and permanent) for the period 1 January 2020 to 31 December 2020

Salary band	Total days	% Days with Medical certification	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)	NIL	NIL	NIL	NIL	NIL	NIL
Skilled (Levels 3-5)	2.00	100.00	1.00	50.00	2.00	2.00
Highly skilled production (Levels 6-8)	NIL	NIL	NIL	NIL	NIL	NIL
Highly skilled supervision (Levels 9-12)	NIL	NIL	NIL	NIL	NIL	NIL
Senior management (Levels 13-16)	3.00	100.00	1.00	50.00	3.00	12.00
Total	5	100.00	2.00	100.00	3.00	14.00

Table 3.10.3 Annual Leave for the period 1 January 2020 to 31 December 2020

Salary band	Total days taken	Number of Employees using annual leave	Average per employee
Contract (Levels 13-16)	4.00	4.00	1.00
Contract (Levels 9-12)	4.00	4.00	1.00
Contract Other	18.00	5.00	4.00
Highly skilled production (Levels 6-8)	944.00	19.00	50.00
Highly skilled supervision (Levels 9-12)	718.00	18.00	40.00
Lower skilled (Levels 1-2)	219.00	20.00	11.00
Senior management (Levels 13-16)	254.00	21.00	12.00
Skilled (Levels 3-5)	397.00	18.00	22.00
TOTAL	2 558.00	18.00	141.00

Table 3.10.4 Capped leave for the period 1 January 2020 to 31 December 2020

Salary band	Total days of capped leave taken	Number of Employees using capped leave	Average number of days taken per employee	Average capped leave per employee as on 31 March 2022
Lower skilled (Levels 1-2)	NIL	NIL	NIL	NIL
Skilled Levels 3-5)	NIL	NIL	NIL	NIL
Highly skilled production (Levels 6-8)	NIL	NIL	NIL	20.00
Highly skilled supervision(Levels 9-12)	NIL	NIL	NIL	80.00
Senior management (Levels 13-16)	NIL	NIL	NIL	45.00
Total				145.00

The following table summarise payments made to employees as a result of leave that was not taken.

Table 3.10.5 Leave payouts for the period 1 April 2020 and 31 March 2021

Reason	Total amount (R'000)	Number of employees	Average per employee (R'000)
Leave pay-outs for 2020/21 due to non-utilisation of leave for the previous cycle	NIL	NIL	NIL
Capped leave pay-outs on termination of service for 2020/21	49.00	1	49 000.00
Current leave pay-outs on termination of service for 2020/21	209.00	5.00	41 800.00
Total	258.00		

3.11 HIV/AIDS & Health Promotion Programme

Table 3.11.1 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
None	None

Table 3.11.2 Details of Health Promotion and HIV/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.	✓		There is currently an official dedicated to implement all HIV, AIDS, STI's and TB Management programmes and the unit concerned is Reporting to the Director Human Resource Management
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.	✓		There is currently an official dedicated to implement all HIV, AIDS, STI's and TB Management programmes
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.	✓		Health promotion is continuously done through internal Communication's unit by both Wellness and ICAS (Contracted EAP Service provider)
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.	✓		The Department has an active Integrated EHW and SHERQ Committee which meet every quarter: <ul style="list-style-type: none"> Nomandla Zuma: Compliance officer Monwabisi Mathumbu: Joe Gqabi District Noxolo Makapela: Nelson Mandela District Sizwe Sikwebu: Chris Hanani District Luyanda Mqinyana: Alfred Nzo District Fikile Hintsa: OR Tambo District Organised Labour Mncedisi Boma: Sarah Baartman District Bafana Ndzwanana: Security Management Pamella Foorslag: Facility Management
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.	✓		Supply Chain Management Policy Transport (Fleet Management Policy) Recruitment and Selection Policy Skills Development Policy Wellness Management Policy
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.	✓		Health promotion is continuously done through internal Communication's unit by both Wellness and ICAS (Contracted EAP Service provider)

7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	✓	Health promotion is continuously done through internal Communication's unit by both Wellness and ICAS (Contracted EAP Service provider) and Health screenings are done quarterly and on a confidential manner and voluntarily
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	✓	Quarterly health screenings sessions Health promotions and education sessions

3.12 Labour Relations

Table 3.12.1 Collective agreements for the period 1 April 2020 and 31 March 2021

Subject matter	Date
None	
Total number of Collective agreements	None

The following table summarises the outcome of disciplinary hearings conducted within the department for the year under review.

Table 3.12.2 Misconduct and disciplinary hearings finalised for the period 1 April 2020 and 31 March 2021

Outcomes of disciplinary hearings	Number	% of total
Correctional counselling	0	0
Verbal warning	0	0
Written warning	0	0
Final written warning	1	50
Suspended without pay	1	50
Fine	0	0
Demotion	0	0
Dismissal	0	0
Not guilty	0	0
Case withdrawn	0	0
Total	2	100

Total number of Disciplinary hearings finalised	One
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Table 3.12.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2020 and 31 March 2021

Type of misconduct	Number	% of total
Negligence	1	100
Total	1	100

Table 3.12.4 Grievances logged for the period 1 April 2020 and 31 March 2021

Grievances	Number	% of Total
Number of grievances resolved	1	33,3
Number of grievances not resolved	2	66,66
Total number of grievances lodged	3	100%

Table 3.12.5 Disputes logged with Councils for the period 1 April 2020 and 31 March 2021

Disputes	Number	% of Total
Number of disputes upheld	1	100%
Number of disputes dismissed	0	0
Total number of disputes lodged	1	100%

Table 3.12.6 Strike actions for the period 1 April 2020 and 31 March 2021

Total number of persons working days lost	0
Total costs working days lost	0
Amount recovered as a result of no work no pay (R'000)	0

Table 3.12.7 Precautionary suspensions for the period 1 April 2020 and 31 March 2021

Number of people suspended	0
Number of people who's suspension exceeded 30 days	0
Average number of days suspended	0
Cost of suspension (R'000)	0

3.13 Skills development

This section highlights the efforts of the department with regard to skills development.

Table 3.13.1 Training needs identified for the period 1 April 2020 and 31 March 2021

Occupational category	Gender	Number of employees as at 1 April 2020	Training needs identified at start of the reporting period			Total
			Learnership	Skills Programmes & other short courses	Other forms of training	
Legislators, senior officials and managers	Female	5	0	5	3	8
	Male	8	0	7	5	12
Professionals	Female	18	0	12	12	24
	Male	17	0	15	15	30
Technicians and associate professionals	Female	36	0	36	29	65
	Male	17	0	17	16	33
Clerks	Female	12	0	11	11	22
	Male	6	0	5	5	10
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	9	0	8	0	8
	Male	2	0	2	0	2
Sub Total	Female	80	0	72	55	127
	Male	50	0	46	41	87
Total		130	0	118	96	214

Table 3.13.2 Training provided for the period 1 April 2020 and 31 March 2021

Occupational category	Gender	Number of employees as at 1 April 2020	Training provided within the reporting period			
			Learnership	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	5	0	5	0	5
	Male	8	0	7	0	7
Professionals	Female	18	0	8	0	8
	Male	17	0	7	0	7
Technicians and associate professionals	Female	36	0	20	0	20
	Male	17	0	15	0	15
Clerks	Female	12	3	0	0	3
	Male	6	0	0	0	0
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	9	0	0	0	0
	Male	2	0	0	0	0
Sub Total	Female	80	3	35	0	38
	Male	50	0	27	0	27
Total		130	3	62	0	62

3.14 Injury on duty

The following tables provide basic information on injury on duty.

Table 3.14.1 Injury on duty for the period 1 April 2020 and 31 March 2021

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0
Temporary Total Disablement	0	0
Permanent Disablement	0	0
Fatal	0	0
Total	0	0

3.15 Utilisation of Consultants

The following tables relates information on the utilisation of consultants in the department. In terms of the Public Service Regulations 'consultant' means a natural or juristic person or a partnership who or which provides in terms of a specific contract on an ad hoc basis any of the following professional services to a department against remuneration received from any source:

- The rendering of expert advice;
- The drafting of proposals for the execution of specific tasks; and
- The execution of a specific task which is of a technical or intellectual nature, but excludes an employee of a department.

Table 3.15.1 Report on consultant appointments using appropriated funds for the period 1 April 2020 and 31 March 2021

Project title	Total number of consultants that worked on project	Duration (work days)	Contract value in Rand
SOMA	1	365	19157.04
ICAS	1	122	114 590.54

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
SOMA	1	365	19 157.04
ICAS	1	122	114 590.54

Table 3.15.2 Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
0	0	0	0

Table 3.15.3 Report on consultant appointments using Donor funds for the period 1 April 2020 and 31 March 2021

Project title	Total Number of consultants that worked on project	Duration (Work days)	Donor and contract value in Rand
0	0	0	0

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
0	0	0	0

Table 3.15.4 Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
None	0	0	0
None	0	0	0

3.16 Severance Packages

Table 3.16.1 Granting of employee initiated severance packages for the period 1 April 2020 and 31 March 2021

Salary band	Number of applications received	Number of applications referred to the MPSA	Number of applications supported by MPSA	Number of packages approved by department
Lower skilled (Levels 1-2)	0	0	0	0
Skilled Levels 3-5)	0	0	0	0
Highly skilled production (Levels 6-8)	0	0	0	0
Highly skilled supervision(Levels 9-12)	0	0	0	0
Senior management (Levels 13-16)	0	0	0	0
Total	0	0	0	0

PART E

FINANCIAL INFORMATION





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Appropriation per programme										
	2020/21					2019/20				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure	
Programme	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000
1. Administration	60 330	-	-	60 330	59 930	400	99,3	58 312	57 700	
2. Provincial Secretariat for Police	50 119	-	-	50 119	49 520	599	98,8	47 187	47 031	
Subtotal	110 449	-	-	110 449	109 450	999	99,1	105 499	104 731	
TOTAL	110 449	-	-	110 449	109 450	999	99,1	105 499	104 731	

	2020/21		2019/20	
	Final Appropriation	Actual Expenditure	Final Appropriation	Actual Expenditure
TOTAL (brought forward)	110 449	109 450	105 499	104 731
Reconciliation with statement of financial performance				
ADD				
Departmental receipts	63		95	
NRF Receipts				
Aid assistance				
Actual amounts per statement of financial performance (total revenue)	110 512		105 594	
Actual amounts per statement of financial performance (total expenditure)		109 450		104 731

Appropriation per economic classification	2020/21					2019/20			
	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
Economic classification									
Current payments	106 431	(2 124)	-	104 307	103 308	999	99.0%	102 680	102 524
Compensation of employees	78 268	(603)	-	77 665	76 666	999	98.7%	76 030	75 874
Salaries and wages	67 916	(652)	-	67 264	66 342	922	98.6%	66 132	66 013
Social contributions	10 352	49	-	10 401	10 324	77	99.3%	9 898	9 861
Goods and services	28 163	(1 521)	-	26 642	26 642	-	100.0%	26 650	26 650
Administrative fees	3	(2)	-	1	1	-	100.0%	1	1
Advertising	2 000	1 481	-	3 481	3 481	-	100.0%	1 545	1 545
Minor assets	1 253	201	-	1 454	1 454	-	100.0%	-	-
Audit costs: External	2 681	(715)	-	1 966	1 966	-	100.0%	2 960	2 960
Bursaries: Employees	292	540	-	832	832	-	100.0%	211	211
Catering: Departmental activities	560	(246)	-	314	314	-	100.0%	1 948	1 948
Communication	2 502	(355)	-	2 147	2 147	-	100.0%	2 728	2 728
Computer services	5 067	141	-	5 208	5 208	-	100.0%	3 622	3 622
Consultants: Business and advisory services	645	(174)	-	471	471	-	100.0%	200	200
Legal services	133	(120)	-	13	13	-	100.0%	201	201
Contractors	3 035	(476)	-	2 559	2 559	-	100.0%	1 808	1 808
Fleet services	342	(89)	-	253	253	-	100.0%	418	418
Consumable supplies	812	(966)	-	446	446	-	100.0%	242	242
Consumable: Stationery, printing and office supplies	382	367	-	749	749	-	100.0%	460	460
Operating leases	305	(26)	-	279	279	-	100.0%	153	153
Property payments	620	(127)	-	493	493	-	100.0%	277	277
Transport provided: Departmental activity	-	-	-	-	-	-	-	205	205
Travel and subsistence	3 815	173	-	3 988	3 988	-	100.0%	6 314	6 314
Training and development	841	(313)	-	528	528	-	100.0%	822	822
Operating payments	937	(302)	-	635	635	-	100.0%	455	455
Venues and facilities	1 938	(1 113)	-	825	825	-	100.0%	2 080	2 080
Transfers and subsidies	253	80	-	333	333	-	100.0%	444	444
Households	253	80	-	333	333	-	100.0%	444	444
Social benefits	253	80	-	333	333	-	100.0%	444	444
Payments for capital assets	3 765	1 993	-	5 758	5 758	-	100.0%	2 375	1 763
Buildings and other fixed structures	-	-	-	-	-	-	-	39	38
Other fixed structures	-	-	-	-	-	-	-	39	38
Machinery and equipment	3 765	1 993	-	5 758	5 758	-	100.0%	2 336	1 725
Transport equipment	1 885	(350)	-	1 535	1 535	-	100.0%	1 556	1 556
Other machinery and equipment	1 880	2 343	-	4 223	4 223	-	100.0%	780	169
Payments for financial assets	-	51	-	51	51	-	100.0%	-	-
Total	110 449	-	-	110 449	109 450	999	99.1%	105 499	104 731

Programme 1: ADMINISTRATION									
	2020/21					2019/20			
	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
Sub programme									
1. Office of the MEC	2 386	(199)	-	2 187	2 187	-	100.0%	2 617	2 617
2. Office of the HOD	11 365	(272)	-	11 093	10 908	185	98.3%	10 497	10 497
3. Financial Management	23 097	(82)	-	23 015	22 930	85	99.6%	21 955	21 743
4. Corporate Services	23 482	553	-	24 035	23 905	130	99.5%	23 243	22 843
Total for sub programmes	60 330	-	-	60 330	59 930	400	99.3%	58 312	57 700
Economic classification									
Current payments	58 412	(1 405)	-	57 007	56 607	400	99.3%	57 230	57 230
Compensation of employees	43 928	(67)	-	43 861	43 461	400	99.1%	43 142	43 142
Salaries and wages	38 138	(125)	-	38 013	37 613	400	98.9%	37 608	37 608
Social contributions	5 790	58	-	5 848	5 848	-	100.0%	5 534	5 534
Goods and services	14 484	(1 338)	-	13 146	13 146	-	100.0%	14 088	14 088
Administrative fees	3	(2)	-	1	1	-	100.0%	1	1
Advertising	133	54	-	187	187	-	100.0%	1 061	1 061
Minor assets	1 200	(110)	-	1 090	1 090	-	100.0%	-	-
Audit costs: External	739	(715)	-	24	24	-	100.0%	988	988
Bursaries: Employees	292	540	-	832	832	-	100.0%	211	211
Catering: Departmental activities	65	(65)	-	-	-	-	-	86	86
Communication	942	(190)	-	752	752	-	100.0%	1 624	1 624
Computer services	4 044	644	-	4 688	4 688	-	100.0%	3 622	3 622
Consultants: Business and advisory services	645	(174)	-	471	471	-	100.0%	200	200
Legal services	133	(120)	-	13	13	-	100.0%	201	201
Contractors	991	(231)	-	760	760	-	100.0%	159	159
Fleet services	119	(77)	-	42	42	-	100.0%	-	-
Consumable supplies	396	(129)	-	267	267	-	100.0%	206	206
Consumable: Stationery, printing and office supplies	287	441	-	728	728	-	100.0%	399	399
Operating leases	157	49	-	206	206	-	100.0%	80	80
Property payments	620	(127)	-	493	493	-	100.0%	277	277
Transport provided: Departmental activity	-	-	-	-	-	-	-	54	54
Travel and subsistence	1 571	(129)	-	1 442	1 442	-	100.0%	3 255	3 255
Training and development	841	(518)	-	323	323	-	100.0%	822	822
Operating payments	909	(324)	-	585	585	-	100.0%	430	430
Venues and facilities	397	(155)	-	242	242	-	100.0%	412	412
Transfers and subsidies	196	27	-	223	223	-	100.0%	404	404
Households	196	27	-	223	223	-	100.0%	404	404
Social benefits	196	27	-	223	223	-	100.0%	404	404
Payments for capital assets	1 722	1 377	-	3 099	3 099	-	100.0%	678	66
Buildings and other fixed structures	-	-	-	-	-	-	-	39	38
Other fixed structures	-	-	-	-	-	-	-	39	38

	1 722	1 377	-	3 099	3 099	100.0%	639	28
Machinery and equipment	1 722	1 377	-	3 099	3 099	100.0%	639	28
Transport equipment	-	220	-	220	220	100.0%	-	-
Other machinery and equipment	1 722	1 157	-	2 879	2 879	100.0%	639	28
Payments for financial assets	-	1	-	1	1	100.0%	-	-
Total	60 330	-	-	60 330	59 930	99.3%	58 312	57 700

1.1 OFFICE OF THE MEC	2020/21				2019/20				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 386	(200)	-	2 186	2 186	-	100.0%	2 395	2 395
Compensation of employees	2 033	18	-	2 051	2 051	-	100.0%	2 030	2 030
Goods and services	353	(218)	-	135	135	-	100.0%	365	365
Transfers and subsidies	-	-	-	-	-	-	-	222	222
Households	-	-	-	-	-	-	-	222	222
Payment for financial assets	-	1	-	1	1	-	100.0%	-	-
Total	2 386	(199)	-	2 187	2 187	-	100.0%	2 617	2 617

1.2 OFFICE OF THE HOD	2020/21				2019/20				
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	11 365	(272)	-	11 093	10 908	185	98.3%	10 479	10 479
Compensation of employees	10 283	-	-	10 283	10 098	185	98.2%	9 089	9 089
Goods and services	1 082	(272)	-	810	810	-	100.0%	1 390	1 390
Transfers and subsidies	-	-	-	-	-	-	-	18	18
Households	-	-	-	-	-	-	-	18	18
Total	11 365	(272)	-	11 093	10 908	185	98.3%	10 497	10 497

1.1 FINANCIAL MANAGEMENT									
2020/21					2019/20				
	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
Economic classification	21 671	(593)	-	21 078	20 993	85	99.6%	21 551	21 551
Current payments	16 574	(1)	-	16 573	16 488	85	99.5%	17 273	17 273
Compensation of employees	5 097	(592)	-	4 505	4 505	-	100.0%	4 278	4 278
Goods and services	126	-	-	126	126	-	100.0%	126	126
Transfers and subsidies	126	-	-	126	126	-	100.0%	126	126
Households	1 300	511	-	1 811	1 811	-	100.0%	278	66
Payments for capital assets	-	-	-	-	-	-	-	39	38
Buildings and other fixed structures	1 300	511	-	1 811	1 811	-	100.0%	239	28
Machinery and equipment	23 097	(82)	-	23 015	22 930	85	99.6%	21 955	21 743
Total									

1.1 CORPORATE SERVICES									
2020/21					2019/20				
	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
Economic classification	22 990	(340)	-	22 650	22 520	130	99.4%	22 805	22 805
Current payments	15 038	(84)	-	14 954	14 824	130	99.1%	14 750	14 750
Compensation of employees	7 962	(256)	-	7 696	7 696	-	100.0%	8 055	8 055
Goods and services	70	27	-	97	97	-	100.0%	38	38
Transfers and subsidies	70	27	-	97	97	-	100.0%	38	38
Households	422	866	-	1 288	1 288	-	100.0%	400	-
Payments for capital assets	422	866	-	1 288	1 288	-	100.0%	400	-
Machinery and equipment	23 482	553	-	24 035	23 905	130	99.5%	23 243	22 843
Total									

Programme 2: PROVINCIAL SECRETARIAT FOR POLICE	2020/21					2019/20			
	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
Sub programme									
1. Programme Support	8 295	528	-	8 823	8 823	-	100.0%	8 207	8 166
2. Policy & Research	2 418	(202)	-	2 216	2 216	-	100.0%	2 033	1 986
3. Monitoring & Evaluation	6 387	(122)	-	6 265	5 990	275	95.6%	4 284	4 253
4. Safety Promotion	32 853	(195)	-	32 658	32 334	324	99.0%	32 605	32 568
5. Community Police Relations	166	(9)	-	157	157	-	100.0%	58	58
Total for sub programmes	50 119	-	-	50 119	49 520	599	98.8%	47 187	47 031
Economic classification									
Current payments	48 019	(719)	-	47 300	46 701	599	98.7%	45 450	45 294
Compensation of employees	34 340	(536)	-	33 804	33 205	599	98.2%	32 888	32 732
Salaries and wages	29 778	(527)	-	29 251	28 729	522	98.2%	28 524	28 405
Social contributions	4 562	(9)	-	4 553	4 476	77	98.3%	4 364	4 327
Goods and services	13 679	(183)	-	13 496	13 496	-	100.0%	12 562	12 562
Advertising	1 867	1 427	-	3 294	3 294	-	100.0%	484	484
Minor assets	53	311	-	364	364	-	100.0%	-	-
Audit costs: External	1 942	-	-	1 942	1 942	-	100.0%	1 972	1 972
Catering: Departmental activities	495	(181)	-	314	314	-	100.0%	1 862	1 862
Communication	1 560	(165)	-	1 395	1 395	-	100.0%	1 104	1 104
Computer services	1 023	(503)	-	520	520	-	100.0%	-	-
Contractors	2 044	(245)	-	1 799	1 799	-	100.0%	1 649	1 649
Fleet services	223	(12)	-	211	211	-	100.0%	418	418
Consumable supplies	416	(237)	-	179	179	-	100.0%	36	36
Consumable: Stationery, printing and office supplies	95	(74)	-	21	21	-	100.0%	61	61
Operating leases	148	(75)	-	73	73	-	100.0%	73	73
Transport provided: Departmental activity	-	-	-	-	-	-	-	151	151
Travel and subsistence	2 244	302	-	2 546	2 546	-	100.0%	3 059	3 059
Training and development	-	205	-	205	205	-	100.0%	-	-
Operating payments	28	22	-	50	50	-	100.0%	25	25
Venues and facilities	1 541	(958)	-	583	583	-	100.0%	1 668	1 668
Transfers and subsidies	57	53	-	110	110	-	100.0%	40	40
Households	57	53	-	110	110	-	100.0%	40	40
Social benefits	57	53	-	110	110	-	100.0%	40	40
Payments for capital assets	2 043	616	-	2 659	2 659	-	100.0%	1 697	1 697
Machinery and equipment	2 043	616	-	2 659	2 659	-	100.0%	1 697	1 697
Transport equipment	1 885	(570)	-	1 315	1 315	-	100.0%	1 556	1 556
Other machinery and equipment	158	1 186	-	1 344	1 344	-	100.0%	141	141
Payments for financial assets	-	50	-	50	50	-	100.0%	-	-
Total	50 119	-	-	50 119	49 520	599	98.8%	47 187	47 031

2.1 PROGRAMME SUPPORT	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	6 252	7	-	6 259	6 259	-	100.0%	6 510	6 469
Compensation of employees	1 811	(146)	-	1 665	1 665	-	100.0%	1 693	1 652
Goods and services	4 441	153	-	4 594	4 594	-	100.0%	4 817	4 817
Payments for capital assets	2 043	521	-	2 564	2 564	-	100.0%	1 697	1 697
Machinery and equipment	2 043	521	-	2 564	2 564	-	100.0%	1 697	1 697
Total	8 295	528	-	8 823	8 823	-	100.0%	8 207	8 166

2.2 POLICY & RESEARCH	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 418	(202)	-	2 216	2 216	-	100.0%	2 031	1 984
Compensation of employees	2 077	(114)	-	1 963	1 963	-	100.0%	1 823	1 776
Goods and services	341	(88)	-	253	253	-	100.0%	208	208
Transfers and subsidies	-	-	-	-	-	-	-	2	2
Households	-	-	-	-	-	-	-	2	2
Total	2 418	(202)	-	2 216	2 216	-	100.0%	2 033	1 986

2.3 MONITORING & EVALUATION	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	6 387	(217)	-	6 170	5 895	275	95.5%	4 246	4 215
Compensation of employees	3 896	(230)	-	3 666	3 391	275	92.5%	3 414	3 383
Goods and services	2 491	13	-	2 504	2 504	-	100.0%	832	832
Transfers and subsidies	-	-	-	-	-	-	-	38	38
Households	-	-	-	-	-	-	-	38	38
Payments for capital assets	-	95	-	95	95	-	100.0%	-	-
Machinery and equipment	-	95	-	95	95	-	100.0%	-	-
Total	6 387	(122)	-	6 265	5 990	275	95.6%	4 284	4 253

2.4 SAFETY PROMOTION	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	32 796	(298)	-	32 498	32 174	324	99.0%	32 605	32 568
Compensation of employees	26 556	(46)	-	26 510	26 186	324	98.8%	25 958	25 921
Goods and services	6 240	(252)	-	5 988	5 988	-	100.0%	6 647	6 647
Transfers and subsidies	57	53	-	110	110	-	100.0%	-	-
Households	57	53	-	110	110	-	100.0%	-	-
Payments for financial assets	-	50	-	50	50	-	100.0%	-	-
Total	32 853	(195)	-	32 658	32 334	324	99.0%	32 605	32 568

2.5 COMMUNITY POLICE RELATIONS	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	166	(9)	-	157	157	-	100%	58	58
Goods and services	166	(9)	-	157	157	-	100%	58	58
Total	166	(9)	-	157	157	-	100.0%	58	58

NOTES TO THE APPROPRIATION STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

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

Detail of these transactions can be viewed in the note on Transfers and subsidies, disclosure notes and Annexure 1 (A-H) 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 payments for financial assets

Detail of these transactions per programme can be viewed in the note on Payments for financial assets 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
	Administration	60 330	59 930	400	0.7%
	Provincial Secretariat For Police Service	50 119	49 520	599	1.2%
4.2	Per economic classification	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation R'000
	Current payments	104 307	103 308	999	1.0%
	Compensation of employees	77 665	76 666	999	1.3%
	Goods and services	26 642	26 642	-	-
	Transfers and subsidies	333	333	-	-
	Households	333	333	-	-
	Payments for capital assets	5 758	5 758	-	-
	Machinery and equipment	5 758	5 758	-	-
	Payments for financial assets	51	51	-	-
4.3	Per conditional grant	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation R'000
	Expanded Public Works Programme	1 910	1 910	-	-

STATEMENT OF FINANCIAL PERFORMANCE

AS AT 31 MARCH 2021

	Note	2020/21	2019/20
		R'000	R'000
REVENUE			
Annual appropriation	1	110 449	105 499
Departmental revenue	2	63	95
TOTAL REVENUE		110 512	105 594
EXPENDITURE			
Current expenditure			
Compensation of employees	3	76 666	75 874
Goods and services	4	26 642	26 650
Total current expenditure		103 308	102 524
Transfers and subsidies			
Transfers and subsidies	6	333	444
Total transfers and subsidies		333	444
Expenditure for capital assets			
Tangible assets	7	5 758	1 763
Total expenditure for capital assets		5 758	1 763
Payments for financial assets	5	51	-
TOTAL EXPENDITURE		109 450	104 731
SURPLUS/(DEFICIT) FOR THE YEAR		1 062	863
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds		999	768
Annual appropriation		999	759
Conditional grants		-	9
Departmental revenue and NRF Receipts	2	63	95
SURPLUS/(DEFICIT) FOR THE YEAR		1 062	863

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 MARCH 2021

ASSETS

Current assets		1 117	1 001
Cash and cash equivalents	8	137	724
Receivables	9	980	277
TOTAL ASSETS		1 117	1 001

LIABILITIES

Current liabilities		1 117	1 001
Voted funds to be surrendered to the Revenue Fund	10	999	768
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	11	20	10
Payables	12	98	223
TOTAL LIABILITIES		1 117	1 001

NET ASSETS

		-	-
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STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED 31 MARCH 2021

	2020/21 R'000	2019/20 R'000
Recoverable revenue		
Opening balance	-	-
Closing balance	-	-
Closing balance	-	-
TOTAL	-	-

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

	Note	2020/21 R'000	2019/20 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		110 564	105 643
Annual appropriated funds received	1.1	110 449	105 499
Departmental revenue received	2	103	142
Interest received	2.2	12	2
Net (increase)/decrease in working capital		(828)	(141)
Surrendered to Revenue Fund		(873)	(289)
Current payments		(103 308)	(102 524)
Payments for financial assets		(51)	-
Transfers and subsidies paid		(333)	(444)
Net cash flow available from operating activities	13	5 171	2 245
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	7	(5 758)	(1 763)
Net cash flows from investing activities		(5 758)	(1 763)
Net increase/(decrease) in cash and cash equivalents		(587)	482
Cash and cash equivalents at beginning of period		724	242
Cash and cash equivalents at end of period	8	137	724

Summary of significant accounting policies

The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.

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 (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1	Basis of preparation The financial statements have been prepared in accordance with the Modified Cash Standard.
2	Going concern The financial statements have been prepared on a going concern basis.
3	Presentation currency Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.
4	Rounding Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).
5	Foreign currency translation Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment / receipt.
6	Comparative information
6.1	Prior period comparative information 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.
6.2	Current year comparison with budget A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.
7	Revenue
7.1	Appropriated funds Appropriated funds comprises of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation). Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective. The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.
7.2	Departmental revenue Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise. Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

7.3	<p>Accrued departmental revenue</p> <p>Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:</p> <ul style="list-style-type: none"> • it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and • the amount of revenue can be measured reliably. <p>The accrued revenue is measured at the fair value of the consideration receivable.</p> <p>Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents.</p> <p>Write-offs are made according to the department's debt write-off policy</p>
8	Expenditure
8.1	Compensation of employees
8.1.1	<p>Salaries and wages</p> <p>Salaries and wages are recognised in the statement of financial performance on the date of payment.</p>
8.1.2	<p>Social contributions</p> <p>Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment.</p> <p>Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.</p>
8.2	<p>Other expenditure</p> <p>Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.</p>
8.3	<p>Accruals and payables not recognised</p> <p>Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.</p>
8.4	Leases
8.4.1	<p>Operating leases</p> <p>Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. Operating lease payments received are recognised as departmental revenue.</p> <p>The operating lease commitments are recorded in the notes to the financial statements.</p> <p>Operating lease payments received are recognised as departmental revenue.</p>
8.4.2	<p>Finance leases</p> <p>Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment. Finance lease payments received are recognised as departmental revenue.</p> <p>The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.</p> <p>Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:</p> <ul style="list-style-type: none"> • cost, being the fair value of the asset; or • the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest. <p>Finance lease payments received are recognised as departmental revenue.</p>
9	<p>Cash and cash equivalents</p> <p>Cash and cash equivalents are stated at cost in the statement of financial position.</p> <p>Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.</p> <p>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.</p>

10	Loans and receivables Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.
11	Financial assets
11.1	Financial assets (not covered elsewhere) A financial asset is recognised initially at its cost plus transaction costs that are directly attributable to the acquisition or issue of the financial asset. At the reporting date, a department shall measure its financial assets at cost, less amounts already settled or written-off, except for recognised loans and receivables, which are measured at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.
12.2	Impairment of financial assets Where there is an indication of impairment of a financial asset, an estimation of the reduction in the recorded carrying value, to reflect the best estimate of the amount of the future economic benefits expected to be received from that asset, is recorded in the notes to the financial statements.
12	Payables Payables recognised in the statement of financial position are recognised at cost.
13	Capital Assets
13.1	Immovable capital assets Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use. Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.
13.2	Movable capital assets Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition. Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.
13.3	Intangible assets Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition. Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project. Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

14	Provisions and Contingents
14.1	<p>Provisions</p> <p>Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.</p>
14.2	<p>Contingent liabilities</p> <p>Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.</p>
14.3	<p>Contingent assets</p> <p>Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.</p>
14.4	<p>Capital commitments</p> <p>Capital commitments are recorded at cost in the notes to the financial statements.</p>
15	<p>Unauthorised expenditure</p> <p>Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:</p> <ul style="list-style-type: none"> • approved by the Provincial Legislature with funding and the related funds are received; or • approved by the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or • transferred to receivables for recovery. <p>Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.</p>
16	<p>Fruitless and wasteful expenditure</p> <p>Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.</p> <p>Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables or written off.</p> <p>Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
17	<p>Irregular expenditure</p> <p>Irregular expenditure is recorded in the notes to the financial statements when confirmed after its assessment. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.</p> <p>Irregular expenditure is reduced from the note when it is either condoned by the relevant authority, transferred to receivables for recovery, not condoned and removed or written-off.</p> <p>Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
18	<p>Changes in accounting estimates and errors</p> <p>Changes in accounting estimates are applied prospectively in accordance with MCS requirements.</p> <p>Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p>

19	<p>Events after the reporting date</p> <p>Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.</p>
20	<p>Recoverable revenue</p> <p>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. Amounts are either transferred to the Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.</p>
21	<p>Related party transactions</p> <p>Related party transactions within the MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.</p> <p>The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.</p>
22	<p>Inventories</p> <p>At the date of acquisition, inventories are recognised at cost in the statement of financial performance.</p> <p>Where inventories are acquired as part of a non-exchange transaction, the inventories are measured at fair value as at the date of acquisition.</p> <p>Inventories are subsequently measured at the lower of cost and net realisable value or where intended for distribution (or consumed in the production of goods for distribution) at no or a nominal charge, the lower of cost and current replacement value.</p> <p>The cost of inventories is assigned by using the weighted average cost basis.</p>
23	<p>Employee benefits</p> <p>The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the Employee benefits note.</p>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. Annual Appropriation

1.1 Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act (and the Adjustments Appropriation Act) for National Departments (Voted funds) and Provincial Departments:

	Final Appropriation	Actual Funds Received	2020/21 Funds not requested/not received	Final Appropriation	Appropriation received	2019/20 Funds not requested /not received
	R'000	R'000	R'000	R'000	R'000	
Administration	60 330	60 330	-	58 312	58 312	-
Provincial Secretariat for Police Services	50 119	50 119	-	47 187	47 187	-
Total	110 449	110 449	-	105 499	105 499	-

1.2 Conditional grants

	Note	2020/21 R'000	2019/20 R'000
Total grants received	Annexure 1B	1 910	1 676
Provincial grants included in Total Grants received		1 910	1 676

2. Departmental revenue

	Note	2020/21 R'000	2019/20 R'000
Sales of goods and services other than capital assets	2.1	90	85
Interest, dividends and rent on land	2.2	12	2
Transactions in financial assets and liabilities	2.3	13	57
Total revenue collected		115	144
Less: Own revenue included in appropriation	11	(52)	(49)
Departmental revenue collected		63	95

2.1 Sales of goods and services other than capital assets

	Note	2020/21	2019/20
		R'000	R'000
Sales of goods and services produced by the department	2	90	85
Sales by market establishment		18	18
Other sales		72	67
Total		90	85

2.2 Interest, dividends and rent on land

	Note	2020/21	2019/20
		R'000	R'000
Interest	2	12	2
Total		12	2

2.3 Transactions in financial assets and liabilities

	Note	2020/21	2019/20
		R'000	R'000
Receivables	2	13	57
Total		13	57

3. Compensation of employees**3.1 Salaries and Wages**

	Note 3	2020/21	2019/20
		R'000	R'000
Basic salary		54 309	52 823
Performance award		563	1 047
Service Based		33	22
Compensative/circumstantial		657	1 814
Other non-pensionable allowances		10 780	10 307
Total		66 342	66 013

3.2 Social contribution

	Note 3	2020/21	2019/20
		R'000	R'000
Employer contributions			
Pension		7 006	6 830
Medical		3 303	3 018
Bargaining council		15	13
Total		10 324	9 861
Total compensation of employees		76 666	75 874
Average number of employees		141	133

4. Goods and services

	Note	2020/21	2019/20
		R'000	R'000
Administrative fees		1	1
Advertising		3 481	1 545
Minor assets	4.1	1 454	-
Bursaries (employees)		832	211
Catering		314	1 948
Communication		2 147	2 728
Computer services	4.2	5 208	3 622
Consultants: Business and advisory services		471	200
Legal services		13	201
Contractors		2 559	1 808
Audit cost – external	4.3	1 966	2 960

Fleet services		253	418
Consumables	4.4	1 195	702
Operating leases		279	153
Property payments	4.5	493	277
		-	205
Transport provided as part of the departmental activities			
Travel and subsistence	4.6	3 988	6 314
Venues and facilities		825	2 080
Training and development		528	822
Other operating expenditure	4.7	635	455
Total		26 642	26 650

4.1 Minor assets

	Note	2020/21	2019/20
	4	R'000	R'000
Tangible assets			
Machinery and equipment		1 454	-
Total		1 454	-

4.2 Computer services

	Note	2020/21	2019/20
	4	R'000	R'000
SITA computer services			
External computer service providers		1 405	1 256
		3 803	2 366
Total		5 208	3 622

4.3 Audit cost – External

	Note	2020/21	2019/20
	4	R'000	R'000
Regularity audits		1 966	2 960
Total		1 966	2 960

4.4 Consumables

	Note	2020/21	2019/20
	4	R'000	R'000
Consumable supplies		446	242
Uniform and clothing		22	-
Household supplies		260	230
IT consumables		72	12
Other consumables		92	-
Stationery, printing and office supplies		749	460
Total		1 195	702

4.5 Property payments

	Note	2020/21	2019/20
	4	R'000	R'000
Other		493	277
Total		493	277

4.6 Travel and subsistence

	<i>Note</i>	2020/21	2019/20
	4	R'000	R'000
Local		3 988	6 314
Total		3 988	6 314

4.7 Other operating expenditure

	<i>Note</i>	2020/21	2019/20
	4	R'000	R'000
Professional bodies, membership and subscription fees		19	17
Resettlement costs		48	-
Other		568	438
Total		635	455

5. Payments for financial assets

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Debts written off	5.1	51	-
Total		51	-

5.1 Debts written off

	<i>Note</i>	2020/21	2019/20
	5	R'000	R'000
Other debt written off		51	-
Total		51	-
Total debt written off		51	-

6. Transfers and subsidies

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Households	Annexure 1A	333	444
Total		333	444

7. Expenditure for capital assets

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Tangible assets		5 758	1 763
Buildings and other fixed structures		-	38
Machinery and equipment		5 758	1 725
Total		5 758	1 763

7.1 Analysis of funds utilised to acquire capital assets – 2020/21

	Voted funds R'000	Total R'000
Tangible assets	5 758	5 758
Machinery and equipment	5 758	5 758
Total	5 758	5 758

Analysis of fund utilised to acquire capital assets – 2019/20

	Voted funds R'000	Total R'000
Tangible assets	1 763	1 763
Buildings and other fixed structures	38	38
Machinery and equipment	1 725	1 725
Total	1 763	1 763

7.2 Finance lease expenditure included in Expenditure for capital assets

	Note	2020/21 R'000	2019/20 R'000
Tangible assets			
Machinery and equipment		1 701	1 682
Total		1 701	1 682

8. Cash and cash equivalents

	Note	2020/21 R'000	2019/20 R'000
Consolidated Paymaster General Account Disbursements		129 8	724 -
Total		137	724

9. Receivables

		2020/21		Total	2019/20		Total
	Note	Current R'000	Non-current R'000	R'000	Current R'000	Non-current R'000	R'000
Claims recoverable	9.1	14	-	14	-	-	-
Recoverable expenditure	9.2	1	-	1	8	-	8
Staff debt	9.3	50	-	50	62	-	62
Other receivables	9.4	915	-	915	207	-	207
Total		980	-	980	277	-	277

9.1 Claims recoverable

	Note	2020/21 R'000	2019/20 R'000
National departments	9 and Annex 3	14	-
Total		14	-

9.2 Recoverable expenditure (disallowance accounts)

	<i>Note</i>	2020/21	2019/20
	9	R'000	R'000
Salary tax debt on employees		1	8
Total		1	8

9.3 Staff debt

	<i>Note</i>	2020/21	2019/20
	9	R'000	R'000
Non-compliance with paragraph 63 of Public Service Regulations of 2016		50	62
Total		50	62

9.4 Other receivables

	<i>Note</i>	2020/21	2019/20
	9	R'000	R'000
Salary tax debt for ex-officials		6	22
Salary over payment to ex-officials		129	133
Double disbursement to suppliers		-	32
Breach of contract of bursary contract for ex-employees		15	20
Overpayment to supplier		765	-
Total		915	207

9.5 Impairment of receivables

	<i>Note</i>	2020/21	2019/20
	9	R'000	R'000
Estimate of impairment of receivables		50	49
Total		50	49

10. Voted funds to be surrendered to the Revenue Fund

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Opening balance		768	146
As restated		768	146
Transfer from statement of financial performance (as restated)		999	768
Paid during the year		(768)	(146)
Closing balance		999	768

11. Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Opening balance		10	9
As restated		10	9
Transfer from Statement of Financial Performance (as restated)		63	95
Own revenue included in appropriation		52	49
Paid during the year		(105)	(143)
Closing balance		20	10

12. Payables – current

	<i>Note</i>	2020/21	2019/20
		R'000	R'000
Clearing accounts	12.1	98	223
Total		98	223

12.1 Clearing accounts

	Note	2020/21	2019/20
		R'000	R'000
Salary Income Tax	12	43	112
Sal: Pension Funds		-	6
Debt Receivable Income		50	63
Sal: GEHS Refund		-	31
Debt Receivable Interest		5	11
Total		98	223

13. Net cash flow available from operating activities

	Note	2020/21	2019/20
		R'000	R'000
Net surplus/(deficit) as per Statement of Financial Performance		1 062	863
Add back non cash/cash movements not deemed operating activities		4 109	1 382
(Increase)/decrease in receivables		(703)	(13)
(Increase)/decrease in other current assets		(125)	(128)
Expenditure on capital assets		5 758	1 763
Surrenders to Revenue Fund		(873)	(289)
Own revenue included in appropriation		52	49
Net cash flow generated by operating activities		5 171	2 245

14. Reconciliation of cash and cash equivalents for cash flow purposes

	2020/21	2019/20
	R'000	R'000
Consolidated Paymaster General account Disbursement	129	724
	8	-
Total	137	724

15. Contingent liabilities and contingent assets

15.1 Contingent liabilities

	Note	2020/21	2019/20
		R'000	R'000
Liable to			
Claims against the department	Nature		
Claims against the department	Labour dispute	-	4 933
Claims against the department	Damages	6 000	6 000
Other		-	59
Total		6 000	10 992

The labour dispute disclosed in the prior year has been finalised and was in favour of the department.
The claim damages of R5 million is based on the claim received from the claimant as it is impractical for the department to estimate the reasonable amount of the claim.
Included in the amount disclosed above is projected legal costs of R1 million.
The Labour Appeal Court (LAC) declared the salary increases for the 2020/2021 financial year unlawful and invalid. The LAC ruling has been appealed and referred to the Constitutional Court. The ruling by the Constitutional Court will confirm if the department will be obligated to pay the salary increases in dispute.

16. Capital commitments

	Note	2020/21 R'000	2019/20 R'000
Computer Equipment		-	410
Office Furniture		-	12
Total		-	422

17. Accruals and payables not recognised

17.1 Accruals

		2020/21 R'000	2019/20 R'000
Listed by economic classification			
	30 Days	30+ Days	Total
Goods and services	1 522	-	1 522
Total	1 522	-	1 522
Listed by programme level			
Administration		524	280
Provincial Secretariat for Police Service		998	594
Total		1 522	874

17.2 Payables not recognised

		2020/21 R'000	2019/20 R'000
Listed by economic classification			
	30 Days	30+ Days	Total
Goods and services	23	2	25
Other	-	-	-
Total	23	2	25
Listed by programme level			
Administration		25	22
Provincial Secretariat for Police Service		-	11
Total		25	33

	Note	2020/21 R'000	2019/20 R'000
<i>Included in the above totals are the following:</i>			
Confirmed balances with other departments	Annex 4	-	1
Confirmed balances with other government entities	Annex 4	71	232
Total		71	233

18. Employee benefits

	Note	2020/21 R'000	2019/20 R'000
Leave entitlement		5 388	3 278
Service bonus		2 119	2 092
Performance awards		1 173	1 248
Capped leave		1 288	1 560
Total		9 968	8 178

19. Lease commitments

19.1 Operating leases

2020/21	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	358	358
Later than 1 year and not later than 5 years	-	-	-	448	448
Total lease commitments	-	-	-	806	806

19.2 Finance leases **

2020/21	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	809	809
Later than 1 year and not later than 5 years	-	-	-	709	709
Total lease commitments	-	-	-	1 518	1 518

2019/20	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	1 054	1 054
Later than 1 year and not later than 5 years	-	-	-	707	707
Total lease commitments	-	-	-	1 761	1 761

20. Related Party Transactions

The Department of Safety and Liaison and the Department of Transport are falling under the same Member of the Executive Council's portfolio. All departments and public entities in the province are related parties.

21. Key management personnel

	No. of Individuals	2020/21 R'000	2019/20 R'000
Level 14(incl. CFO if lower level)	05	5 714	5 243
Officials:			
Total		5 714	5 243

22. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals/Losses R'000	Closing Balance R'000
MACHINERY AND EQUIPMENT	8 143	-	4 057	(367)	11 833
Transport assets	-	-	-	-	-
Computer equipment	4 901	-	872	(212)	5 561
Furniture and office equipment	1 530	-	2 331	(148)	3 713
Other machinery and equipment	1 712	-	854	(7)	2 559
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	8 143	-	4 057	(367)	11 833

22.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Cash*	Non-cash**	(Capital Work in Progress current costs and finance lease payments)	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	5 758	-	(1 701)	-	4 057
Transport assets	1 535	-	(1 535)	-	-
Computer equipment	872	-	-	-	872
Furniture and office equipment	2 331	-	-	-	2 331
Other machinery and equipment	1 020	-	(166)	-	854
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	5 758	-	(1 701)	-	4 057

22.2. Disposals/Losses

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Sold for cash	Non-cash disposal	Total disposals/losses	Cash Received Actual
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	-	367	367	-
Computer equipment	-	212	212	-
Furniture and office equipment	-	148	148	-
Other machinery and equipment	-	7	7	-
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	-	367	367	-

22.3. Movement for 2019/20

MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	8 140	-	43	(40)	8 143
Computer equipment	4 917	-	17	(33)	4 901
Furniture and office equipment	1 504	-	26	-	1 530
Other machinery and equipment	1 719	-	-	(7)	1 712
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	8 140	-	43	(40)	8 143

22.4. Minor Assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2021

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	-	1 818	-	1 818
Additions	-	-	-	1 454	-	1 454
Disposals/losses	-	-	-	(431)	-	(431)
TOTAL MINOR ASSETS	-	-	-	2 841	-	2 841
	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets	-	-	-	208	-	208
Number of minor assets at cost	-	-	-	1 342	-	1 342
TOTAL NUMBER OF MINOR ASSETS	-	-	-	1 550	-	1 550

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2020

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	-	1 901	-	1 901
Disposals	-	-	-	(83)	-	(83)
TOTAL MINOR ASSETS	-	-	-	1 818	-	1 818

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets	-	-	-	425	-	425
Number of minor assets at cost	-	-	-	1 031	-	1 031
TOTAL NUMBER OF MINOR ASSETS	-	-	-	1 456	-	1 456

27. STATEMENT OF CONDITIONAL GRANT RECEIVED

NAME OF GRANT	GRANT ALLOCATION					SPENT				2019/20	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjustments	Other Adjustments	Total Available	Amount received by department	Amount spent by department	Under / (Overspending)	% 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	R'000
Expanded Public Works Programme-Incentive Grant for Provinces	1 910	-	-	-	-	1 910	1 910	-	100%	1 676	1 667
	1 910	-	-	-	-	1 910	1 910	-	100%	1 676	1 667

ANNEXURE 1A

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		20XX/YY
	Adjusted Appropriation Act	Roll Overs	Adjust-ments	Total Available	Actual Transfer	% of Available funds Transferred	
Transfers-Leave Gratuity	253	-	80	333	333	100%	444
TOTAL	253	-	80	333	333	100%	444

ANNEXURE 1B

STATEMENT OF ACTUAL MONTHLY EXPENDITURE PER GRANT

Grant Type	Apr 2021	May 2020	June 2020	Jul 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Total
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Expanded Public Works Programme-Incentive for Provinces	-	-	-	58	218	256	259	277	426	99	47	270	1 910
TOTAL	-	-	-	58	218	256	259	277	426	99	47	270	1 910

**ANNEXURE 2A
STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2021**

Nature of Liability	Opening Balance 1 April 2020	Liabilities incurred during the year	Liabilities paid/ cancelled/reduced during the year	Liabilities recoverable (Provide details hereunder)	Closing Balance 31 March 2021
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Labour Disputes	4 933	-	(4 933)	-	-
Litigations-Damages	6 000	-	-	-	6 000
Invoices with unresolved challenges	59	-	(59)	-	-
TOTAL	10 992	-	(4 992)	-	6 000

**ANNEXURE 3
CLAIMS RECOVERABLE**

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21 *	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	Receipt date up to six (6) working days after year end	Amount R'000
Department								
Civilian Secretariat for Police Services	-	-	14	-	14	-	-	-
	-	-	14	-	14	-	-	-
TOTAL	-	-	14	-	14	-	-	-

**ANNEXURE 4
INTER-GOVERNMENT PAYABLES**

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL		Cash in transit at year end 2020/21 *	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	Payment date up to six (6) working days before year end	Amount R'000
DEPARTMENTS								
Current								
Department of Justice		1	-	-	-	-	-	-
Subtotal								
TOTAL	-	1	-	-	-	-	1	-
OTHER GOVERNMENT ENTITY								
Current								
GFMS	71	65	-	-	71	65	-	-
SASSA	-	143	-	-	-	143	-	-
SIU	-	24	-	-	-	24	-	-
Subtotal	71	232	-	-	71	232	-	-
TOTAL INTERGOVERNMENT PAYABLES	71	233	-	-	71	233	-	-

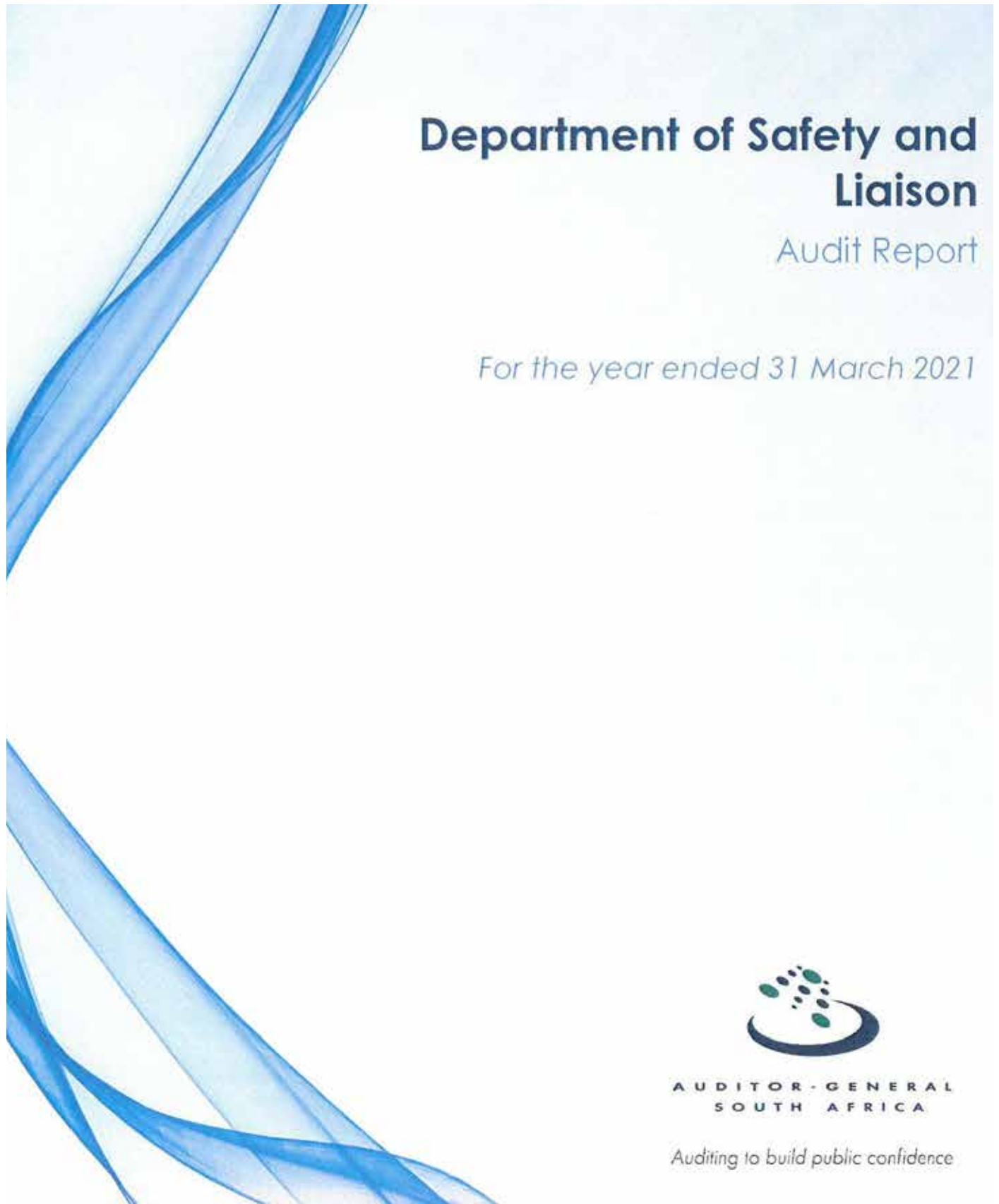
**ANNEXURE 5
COVID 19 RESPONSE EXPENDITURE**

Per quarter and in total

Expenditure per economic classification	2021/20				2019/20 Total R'000
	Q1	Q2	Q3	Q4	
	R'000	R'000	R'000	R'000	
Compensation of employees	-	136	-	45	181
Goods and services	-	48	12	8	68
<i>Consumable Supplies</i>					
<i>Property Payments</i>					
TOTAL COVID 19 RESPONSE EXPENDITURE	-	184	12	53	249

1. REPORT OF THE AUDITOR GENERAL

This is the auditor's report as issued by AGSA.



Report of the auditor-general to the Eastern Cape Provincial Legislature on vote no. 15: Eastern Cape Department of Safety and Liaison

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Eastern Cape Department of Safety and Liaison set out on pages 73 to 104, which comprise the appropriation statement, statement of financial position as at 31 March 2021, statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Department of Safety and Liaison as at 31 March 2021, and its financial performance and cash flows for the year then ended in accordance with Modified Cash Standards and the requirements of the Public Finance Management Act 1 of 1999 (PFMA) and the Division of Revenue Act of South Africa 4 of 2020 (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of my report.
4. I am independent of the department in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other matter

6. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited supplementary schedules

7. The supplementary information set out on pages 105 to 110 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

Responsibilities of the accounting officer for the financial statements

8. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS and the requirements of the PFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
9. In preparing the financial statements, the accounting officer is responsible for assessing the department's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

10. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
11. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

12. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for a selected programme presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
13. My procedures address the usefulness and reliability of the reported performance information, which must be based on the department's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
14. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as

defined in the general notice, for the following selected programme presented in the department's annual performance report for the year ended 31 March 2021:

Programme	Pages in the annual performance report
Programme 2 – provincial secretariat for police service	23 - 50

15. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
16. I did not identify any material findings on the usefulness and reliability of the reported performance information for this programme:
 - Programme 2 – provincial secretariat for police service

Other matter

17. I draw attention to the matter below.

Achievement of planned targets

18. Refer to the annual performance report on pages 23 to 36 for information on the achievement of planned targets for the year and management's explanations provided for the under/over achievement of targets.

Report on the audit of compliance with legislation

Introduction and scope

19. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the department's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
20. I did not identify any material findings on compliance with the specific matters in key legislation set out in the general notice issued in terms of the PAA.

Other information

21. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the

financial statements, the auditor's report and the selected programme presented in the annual performance report that have been specifically reported in this auditor's report.

22. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
23. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
24. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

25. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

Auditor - General

East London

31 July 2021



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general’s responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected programme and on the department’s compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor’s report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
 - obtain an understanding of internal control relevant to the audit 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 department’s internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
 - conclude on the appropriateness of the accounting officer’s use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Eastern Cape Department of Safety and Liaison to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor’s report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor’s report. However, future events or conditions may cause a department to cease operating as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and

other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

