



dhsps&l

Department:
Human Settlements, Public Safety & Liaison
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

Annual Report

2013/2014

Public Safety & Liaison Branch

**DEPARTMENT HUMAN
SETTLEMENT, PUBLIC SAFETY
AND LIAISON**

(PUBLIC SAFETY BRANCH)

PROVINCE OF NORTH WEST

VOTE 05

ANNUAL REPORT

2013/2014 FINANCIAL YEAR

Contents

PART A: GENERAL INFORMATION	6
1 DEPARTMENT GENERAL INFORMATION	7
2 LIST OF ABBREVIATIONS/ACRONYMS	8
3 FOREWORD BY THE MINISTER/MEC	9
4 REPORT OF THE ACCOUNTING OFFICER	11
5 STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT	20
6 STRATEGIC OVERVIEW	21
6.1 Vision	21
6.2 Mission	21
6.3 Values	21
7 LEGISLATIVE AND OTHER MANDATES	21
8 ORGANISATIONAL STRUCTURE	25
9 ENTITIES REPORTING TO THE MINISTER/MEC	26
PART B: PERFORMANCE INFORMATION	27
AUDITOR GENERAL'S REPORT	27
1 OVERVIEW OF DEPARTMENTAL PERFORMANCE	33
1.1 Service Delivery Environment	33
1.2 Service Delivery Improvement Plan	33
1.3 Organisational environment	35
1.4 Key policy developments and legislative changes	36
2 STRATEGIC OUTCOME ORIENTED GOALS	36
3 PERFORMANCE INFORMATION BY PROGRAMME	38
3.1 Programme 1: Administration	38
3.2 Programme 2: Civilian Oversight	54
3.3 Programme 3: Transport Regulation	56
3.4 Programme 4: Crime Prevention	66
4 TRANSFER PAYMENTS	70
4.1 Transfer payments to public entities	71
4.2 Transfer payments to all organisations other than public entities	71
5 CONDITIONAL GRANTS	77
6 DONOR FUNDS	77
7 CAPITAL INVESTMENT	77
7.1 Capital investment, maintenance and asset management plan	77
PART C: GOVERNANCE	78
1 INTRODUCTION	79
2 RISK MANAGEMENT	79
3 FRAUD AND CORRUPTION	79
4 MINIMISING CONFLICT OF INTEREST	80
5 CODE OF CONDUCT	80
6 HEALTH SAFETY AND ENVIRONMENTAL ISSUES	80
7 PORTFOLIO COMMITTEES	80

8	SCOPA RESOLUTIONS	81
9	PRIOR MODIFICATIONS TO AUDIT REPORTS	84
10	INTERNAL CONTROL UNIT	85
11	INTERNAL AUDIT AND AUDIT COMMITTEES	85
12	AUDIT COMMITTEE REPORT	85
PART D: HUMAN RESOURCE MANAGEMENT		92
1	INTRODUCTION	93
2	OVERVIEW OF HUMAN RESOURCES	93
3	HUMAN RESOURCES OVERSIGHT STATISTICS	94
PART E: FINANCIAL INFORMATION		117

PART A: GENERAL INFORMATION

1. DEPARTMENT GENERAL INFORMATION

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2. LIST OF ABBREVIATIONS/ACRONYMS

AGSA	Auditor General of South Africa
AO	Accounting Officer
BBBEE	Broad Based Black Economic Empowerment
CFO	Chief Financial Officer
MEC	Member of Executive Council
HOD	Head of Department
PFMA	Public Finance Management Act
TR	Treasury Regulations
MTEF	Medium Term Expenditure Framework
SMME	Small Medium and Micro Enterprises
SCM	Supply Chain Management
EU	European Union
SITA	State Information Technology Agency
SDIP	Service Delivery Improvement Plan

3. FOREWORD BY THE MEC

This annual report provides an honest expression of the Department performance during the financial year under review as well as challenges that had confronted us and the interventions we undertook. It remains our constitutional obligation to give full account given the mandate conferred upon us by electorate.

In the beginning of the 2013/14 financial year we embarked on a journey of creating a safe and secured environment for our communities within the context our constitution section 12 (c) which guarantees citizens to be free from all forms of violence from either public or private sources.



Significant progress has been made during the financial year under review in intensifying fight against crime and creating safer communities. Whilst acknowledging the progress made, we remain conscious of the fact that some areas are still unsafe and experiencing number of criminal activities which needs our undivided attention to combat. We remain a lead Department in the implementing an integrated crime prevention activities in the province and thus the reduction of crime.

We had further embarked on establishing a volunteer base within communities for the purpose of raising voluntary community activism and cleared a number of crime hot spot areas across the province. This will be intensified in order to respond to Outcome 3 of the National Development Plan vision 2030 deliverables and Outcome 3; "all people in South Africa are safe and feel safe".

We continued to seek measures that will make an immense contribution in ensuring that obstacles that undermine human dignity in a form of criminal activities are permanently removed as we have channeled all our efforts in ensuring an integrated approach in all ways of making our people safe.

The successful establishment of Community Safety Forums (CSF's) in most targeted areas of the Province in support of the National Crime Prevention Strategy and making our Province 'a

No Go area for criminals and traffic offenders' are a true reflection of our successful efforts on creating an integrated approach in fighting crime in the Province.

The introduction of the Highway Patrol Intervention Unit has and continues to record significant successes in instilling the sense of road behaviour and total compliance of our targeted national roads; N12 and N4 and other identified roads which we had previously experienced the high number of incidents and fatalities.

Our recent statistics on fatalities and incidents on our roads shows that there is an improvement on driver behaviour since the introduction of this intervention unit. We have further intensified our road safety education campaigns which also contributed immensely on the driver behaviour

The immense increase of traffic volumes from time to time in our province led us to take an aggressive approach in increasing the number of our law enforcement officers on an annual basis to ensure compliance and safety on our roads. We are therefore extraordinarily proud of our men and women in uniform. They are our critical component which ensures that we sleep peacefully in the comfort of our homestead.

I must express my appreciation to all those structures, stakeholders and law enforcement agencies that have played a significant role in creating a secure and safe environment in the Platinum Province.

I thank you.



G.O. MOLAPISI, (MPL)

MEC of the Department of Community Safety and Transport Operation

31 May 2014

4. REPORT OF THE ACCOUNTING OFFICER

Overview of the operations of the department

The year under review has been characterised by the implementation of the Annual Performance plan and preparation of the 5 year strategic plan aligned to the National Development Plan 2030.

Our mandate is mainly to make South Africans Safe through road safety programmes, traffic Law enforcement, crime prevention programmes and promotion of safety through community mobilisation, safety promotion and oversight of the police. While the Department operated with the interim structure, the process to develop a new organisational structure was finalised. The proposed structure is awaiting concurrence of the Minister of Public Service and Administration. The Department operated with a total of 1025 staff with 13 Senior management. The Department filled 3 Senior Management positions either vacated or created as a result of splitting of functions.

As part of our initiative to increase number of traffic officers, a three year partnership has been entered into with SASSETA (through the assistance of the Department of Labour) for a Learnership Programme in Traffic, Examiners of Learners and Driving and Motor Vehicle Licences. A total of 50 have been send to Traffic College to complete a 12 months Diploma in Traffic and 12 weeks Examiner of Motor vehicle, learners and drivers licence. The plan is to absorb all these learners as part of increasing vicinity of traffic officers on the road and intervention at struggling Centres

A process also to establish a Provincial Traffic College is underway and should be completed in 2014 for its first intake. This will drastically reduce costs of sending the learners to other institutions outside the province.

Road Traffic Management

From the planned targets in our Annual Performance Plan and the National Rolling Enforcement Plan, which plan is aimed at conducting Sixty Five Thousand (65 000) roadside check points (inclusive of the local and provincial traffic), a total of at least three thousand two hundred roadblocks were held and more than a million stopped and checked vehicles for vehicle defects and driver documentation and fitness. A total in excess of one hundred and thirty thousand summonses for various offenses as provided in the National Road Traffic Act were issued during the traffic law enforcement operations.

A total of six hundred and fifty thousand motorists were screened for alcohol and substance abuse which led to over six hundred arrests for driving under the influence. One thousand vehicles were discontinued from being used on a public road as a result of un-roadworthiness while sixty nine thousand plus motorists were summoned to appear in court as a result of exceeding the speed limit. One of the major challenges faced by the Department in the law enforcement fraternity has been reduction and cancellation of these fines for serious offences committed on the road. On average, more than twelve thousand summonses were withdrawn by

Magistrates Courts amounting to more than R7m, and four thousand three hundred admission of guilt amounts were reduced totalling in excess of R1.8m.

As part of Jaws intervention team, a dedicated High Way Patrol team was also introduced with special focus on N4 and N12 to increase visibility and reduce fatalities. More than six thousand seven hundred summonses from September 2013 to March 2014. Of these summonses more than four hundred were for moving violations, in addition of six hundred summonses issued for public transport related violations.

While the Department had planned to construct two new weighbridges, this did not take place due the delay in finalising technical information required for the projects. The plan also to roll out computerized number plates did not succeed due to the proposed new model to be rolled out by the Department of Transport.

Road Safety Management

The Department had through its Annual Performance implemented the Decade of Action for Road Campaign 2011 to 2020. This was carried out through road safety education and promotion in different institutions. Special focus was also given to Pedestrian Safety and Scholar Safety. To date 252 Scholar Patrols and fully functional, Speed calming measures have been introduced especially in Mahikeng.

As part of rural development and poverty eradication within the Province, 1200 Road Safety Stray Animals Rangers were appointed as volunteers' in partnership with the Department of Public Works, Roads and Transport through the Expanded Public Works Programme to remove stray animals on the roads

A total of 100 learners from Bojanala Platinum District, Mokgalwaneng village have been trained and acquired Learners License as part of our initiative to ensure that learners acquire the license before they leave school.

Revenue enhancement

As part of our programme to bring services to the people and Revenue enhancement Programme, the Department entered into an agreement with Post Office for the renewal of Motor vehicle Licences. This will be fully rolled out to other areas during 2014/2015. In addition, a registering Authority in Hartebeespoort in the Madibeng Municipality was opened as part of the revenue enhancement programme. The Marikana Registering Authority has also been completed and due to be opened in the next financial year.

While the Department had planned to construct two new weighbridges, this did not take place due the delay in finalising technical information required for the projects. The plan also to roll out computerized Learners License did not succeed due to the proposed new model to be rolled out by the Department of Transport.

Civilian Oversight of Police

The implementation of Secretariat for Police Act was implemented for first time during the year under review. A total of 04 posts were filled. A total of 140 announced and

unannounced Police Station visits were successfully conducted. There was a survey regarding community perceptions towards the SAPS service delivery which involved community participation in community safety.

Crime Prevention and Police Relations

The Department planned and succeeded to implement Social crime prevention programmes that included among others Crime Prevention through environmental design (CPTED) Letsema activities through bush-clearing at prioritized crime hotspots; Community engagements regarding information-sharing on processes and services of the criminal justice system (CJS) through Radio interviews involving key relevant stake holders. A Community safety patrollers programme was initiated through a project in partnership with the Rustenburg Local Municipality. A total of 147 have been appointed.

The Department also succeeded in the implementation of the Community Safety programmes aimed at coordinating safety at a level of a municipality. A total of 05 Community Safety Forums were established.

Challenges experienced during the year under review included establishment of one of the targeted Community Safety Forums; Assessment of functionality of Community Police Forums that included monitoring of the Transfer Payment to funded involving a process of holding elective Annual General Meetings (AGMs); The failure to implement the CCTV Camera's project due to non cooperation by the appointed service provider led to re-advertising of the Bid

Financial Management

During the year under review, the department was allocated a total budget of R522, 344 m and spend R501, 992 m. The Department did not spend on infrastructure projects, namely Weighbridges and Vehicle Testing Stations due delays in the required infrastructure planning processes. The department therefore surrendered funds during the adjustment budget process for implementation in the 2014/15 financial year.

Strategic Support Services – IT

During the period under review, activities included provisioning of Records Management Services, ICT equipments and technical support, as well as developing policies and structures in accordance with the dictates of Phase 1 of the Corporate Governance of Information Communication Technology Framework of the Department of Public Service and Administration. The Corporate Governance of ICT Policy Framework, ICT Security Policy, ICT Charter, Governance and Management of ICT Framework, ICT Continuity Plan, ICT Portfolio Management were developed and approved. Also Risk Management Policy was reviewed to include ICT related risks. This marked the establishment of the ICT Strategic Committee, ICT Steering Committee and the ICT Operational Committee.

Overview of the financial results of the department:

Departmental receipts

For the financial year 2013/14, the department spent 96% (R501, 992m) from an allocated budget of R522,344m. Overall under expenditure is R20, 352m. Significant under expenditure is on infrastructure budget, (R3, 002m), machinery and equipment (R5,456m), Compensation of Employees (R4,026m) and agency fees (commission on revenue of R5,590m). The department also collected R404,487m in own revenue, exceeding the budgeted revenue of R384,013m by R20,474m

Departmental receipts	2012/2013			2013/2014		
	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
Tax Receipts						
Casino taxes						
Horse racing taxes						
Liquor licences						
Motor vehicle licences	264 598	355 978	(91 380)	347 610	367 659	(20 049)
Sale of goods and services other than capital assets	19 910	20 640	(730)	20 906	21 900	(994)
Transfers received						
Fines, penalties and forfeits	14 742	12 207	2 535	15 497	14 661	836
Interest, dividends and rent on land				0	3	(3)
Sale of capital assets						
Financial transactions in assets and liabilities	0	546	(546)	0	264	(264)
Total	299 250	389 371	(90 121)	384 013	404 487	(20 474)

The revenue services rendered are as follows:

- ❖ **Registration and licensing of motor vehicles:**
The target was exceeded because of additional efforts to collect outstanding revenue / debts from Municipalities
- ❖ **Personalized and special registration numbers**
The target set for this source of revenue was not exceeded and the Department is in process to develop a marketing strategy to have the services decentralised to have it more accessible to the motor vehicle owners in order to increase the sales of the registration numbers.
- ❖ **Abnormal load permits**
The target set for this revenue source has been exceeded due to a higher than expected demand for the services after the festive season
- ❖ **Traffic fines/ infringements**
The target for this source was exceeded due to additional efforts to collect the revenue paid at the Magistrates offices.

❖ **New measures to raise additional revenue:**

The Department already took the first step in increasing the revenue by taken the services closer to the people. This was the establishment of a Licensing Authority at Matlosana for the South African Post Office. SAPO has been appointed as an Agency for the rendering of license renewal service for the Administration. This project will be rolled out to other Post Offices to have the services more readily available in towns with high vehicle populations as well as outlying areas where license holder's needs to travel great distances to the nearest Registering Authority.

The method of paying the traffic infringements through systems from banking institutions are under investigation. This is to have the fines payable through ATM's, cell phones etc. Quotations were requested from service providers that has similar systems in operation in other Provinces and where successes has been registered to have a greater number of fines paid in the previous financial year.

❖ **Determination of tariffs:**

Tariffs for the registration and licensing of motor vehicles are revised annually. The consumer price index and inflation rate are used as basis in determining the increment. The proposed tariffs are submitted to the Provincial treasury for approval and published in a Provincial Gazette. Other tariffs like the miscellaneous fees (fees for learners and drivers licenses etc.) are determined and published by the National Department.

❖ **List of free services:**

No free services are rendered.

Programme Expenditure

Programme Name	2012/2013			2013/2014		
	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 01: Administration	98 789	93 833	4 956	126 278	124,234	2 044
Programme 02: Civilian Oversight	17 893	14 131	3 762	17 144	16 662	482
Programme 03: Transport Regulation	253 320	336 176	(82,856)	364 325	350 965	13 360
Programme 04: Crime Prevention and Community Police Relations	11 738	8 429	3 309	14 597	10 131	4 466
TOTAL	381 740	452 569	70, 829	522 344	501 992	20 352

During the year under review, the department spent 96% of its allocated budget. Overall under expenditure is R20, 352m. The under expenditure is mostly on infrastructure budget, (R3,002m), machinery and equipment (R5,456m), Compensation of Employees (R4,026m) and agency fees (commission on revenue of R5,590m).

Expenditure per programme

Programme 01: Administration

The total expenditure for programme 01 is 98%. There is an unspent budget of 2% (R2,043m) and the big portion is mainly from goods and services. Office furniture and IT equipment for Traffic College were not delivered as expected.

Programme 02: Civilian oversight

The overall budget spent is 97%. R483,000 was unspent for the financial year, and was a saving on goods and services, under travel and subsistence, printing and venues and facilities. The budget was initially set aside for the presentation of crime statistics and for the printing of customer satisfaction survey report. The department later opted for electronic print material for the satisfaction survey

Programme03: Transport Regulation

96% of the budget has been spent for the year. Major under performance was on Machinery and Equipment (R1,3m) and on goods and services for R5,038m (commission on agency fees). Radio equipment for Dr Ruth Segomotsi Mompati district could not be finalised as planned, hence the under expenditure on machinery and equipment. For the agency fees, the collected revenue was less than the initial projections, leading to a saving on the expenditure

Programme 04: Crime Prevention and community

The programme spent 69% of its budget. Major under expenditure was on machinery and equipment, which was allocated for CCTV cameras, and on goods and services under honorarium which was an allocation for stipends for community patrollers. For the CCTV cameras, the recommended bidder declined the offer, stating that they had under quoted. The department had no option but to re advertise. With regard to the appointment of community patrollers, the process was only finalised in the fourth quarter of the financial year. The funds could not be spent as planned.

Virements /roll overs

Virements were requested from under expenditure realized in different programs and different items to offset overspending on other programmes and items. A total amount of R88 000 was vired to compensation of employees of programme 02: Civilian Oversight, from the same item in programme 03: Transport Regulations to offset the over expenditure, and R1,035m from the same item in programme 03: Transport Regulations to offset over expenditure on Programme 1: Administration. No funds were rolled over from the 2012/13 financial year.

Unauthorised, fruitless and wasteful expenditure

The department did not incur unauthorised expenditure for the year under review. For fruitless and wasteful expenditure, the department has incurred R70 000, of which R40,000 was for penalties due to late or non-submission of log sheets, and R26 000 was

for interest charged on overdue accounts and R4 000 was a charge for cancellation of accommodation. These cases are currently being investigated.

Future plans of the department

The total budget allocation for the 2014/15 financial year is R554,925m. This budget is for all the projects and activities of the year, as well as the compensation of employees.

The following priorities are also included in the budget:

Establishment of a Traffic College

- ❖ Recruitment of 100 learners For Road Traffic Management
- ❖ Launch CCTV For Mahikeng
- ❖ Implementation of driver learner licence for grade 12
- ❖ Learnership Programme For Road Safety, Examiners
- ❖ Develop a provincial crime prevention strategy
- ❖ Implementation Of The Road Traffic Law Enforcement Code
- ❖ Women in dialogue on reduction of rape cases
- ❖ Construction and renovation of VTS
- ❖ Roll out of payment of vehicle renewal licences by Post Office
- ❖ Implementation of securitised number plates
- ❖ Arrive Alive Operations (Easter and festive season)
- ❖ Establishment of PJCPS
- ❖ Procurement of a Debt Management System

Public Private Partnerships

None

Discontinued activities / activities to be discontinued

None

New or proposed activities

- Establishment of Traffic College
- Renewal of Motor vehicle licences by Post Offices
- Securitised number plates
- Learnership for Road Safety Officers
- Learnership for Examiners of Motor Vehicles, Learners and Licence

Revenue Management

Additional Registering Authorities for the registration and licensing of motor vehicles will be established in Moretele, Marikana and additional licensing Authorities only for the renewal of motor vehicle licenses will be established in Klipgat, Jericho and Letlhabile.

The programme to ensure that motor vehicles licences are renewed in Post Offices will also be rolled out to enhance revenue.

Reasons for new activities:

It is the responsibility of the Department to collect revenue for the province and meet the target set by the provincial treasury

This will be to have the services more readily available to the license holders and will enhance the delivery of services and increase the revenue generated from the source.

Effect on the operations of the department

Enhancement of service delivery and increment in revenue collection.

Financial implications of each new activity

Deployment of the e-NaTIS system are paid from a budget allocated through National Department. The Department will only be liable for training of the new employees / cashiers The staff will be appointed and remunerated by the Agencies.

Supply chain management

List all unsolicited bid proposals concluded for the year under review

No unsolicited bid proposals were concluded

SCM processes and systems in place to prevent irregular expenditure

The department has developed and implemented checklists to monitor expenditure and to ensure that no irregular expenditure is incurred. This is then signed by all relevant sections.

The demand management sections checks and confirms the request against the procurement plan, asset management confirms if the requested item is an asset or not, and if its minor, capital, replacement or new acquisition.

The logistics division confirms if all three quotations have attached. Acquisition management check to confirm if the quoted amount qualifies for quotation or for tender. All requests for quotations are submitted to supply chain management for processing. SCM ensures that three or more quotations are obtained.

Challenges experienced in SCM and how they were resolved

The main challenge experienced is when the system or network is down and orders cannot be generated. This is however resolved by writing commitment letters to service providers to render services.

The other challenge is payment of service Providers within 30 days. This is however addressed by making follow ups on open orders. Centralisation of receipt of invoices to SCM has also improved compliance to 30 days payment.

Gifts and Donations received in kind from non related parties

The department has received the following donations during the financial year:-

Checkout Supermarket	20 Soap Bars
Checkout Supermarket	20 Toothpaste
Checkout Supermarket	20 Toothbrush
Checkout Supermarket	20 Washing Rugs
Checkout Supermarket	20 Vaseline bars
Checkout Supermarket	20 Dawn body lotions

All donations received from Checkout Supermarket were for the Mandela Day activities.

Exemptions and deviations received from the National Treasury

None

Events after the reporting date

None

Acknowledgement/s or Appreciation

The Department would like to thank the following for the continuous support, guidance and oversight they played over the work done by the Department:

The Officials mainly who were part of the Departmental steering Committee in ensuring the implementation of the Audit Action Plan and responding to Audit findings

The Provincial Internal Audit

The Audit committee

All other stakeholders who contributed towards our success

Conclusion

In conclusion we also want to appreciate the efforts put in place by the general staff in ensuring that we implement the annual performance plan and succeed in realising the targets set. While we were faced with numerous challenges especially the budget and technical skill, the officials did not despair in finding solutions towards the work that was to be implemented during the year under review. We believe that we can do more and this will be reflected in our five year strategic plan.

Approval and sign off



BAILEY THABANG MAHLAKOLENG

ACCOUNTING OFFICER

DEPARTMENT OF HUMAN SETTLEMENT PUBLIC SAFETY AND LIAISON: PUBLIC SAFETY BRANCH

DATE: _____

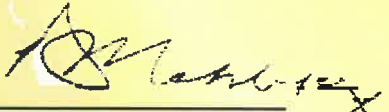
5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

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 2014.

Yours faithfully


ACCOUNTING OFFICER
BAILEY THABANG MAHLAKOLENG
DATE: 31 MAY 2014

STRATEGIC OVERVIEW

6.1. Vision

Safer Roads and Communities towards better life for all.

6.2. Mission

Provide safety through effective co-ordination of crime prevention initiatives, provincial police oversight, traffic management and road safety towards a more secure environment.

6.3. Values

The following values have been identified by the department of Public Safety:

- o Teamwork;*
- o Integrity;*
- o Commitment;*
- o Client orientation*
- o Accountable*

6. LEGISLATIVE AND OTHER MANDATES

The Constitution Act 108 of 1996

Section 195 provides that Public Administration must be governed by the democratic values and principles as enshrined in the Constitution.

Section 208 of the Constitution makes provision for the establishment of Police Civilian Secretariat..

The Civilian Secretariat for Police Act No. 2 of 2011

The Act provides for the establishment of a Civilian Secretariat for the Police Service in the Republic and determines functions and powers of the Civilian Secretariat. The Act aligns the operations of the Civilian Secretariat in the national and provincial spheres of government and reorganizes the Civilian Secretariat into an effective and efficient organ of state. It regulates the appointment, duties and functions, powers and removal from office of the Secretary for the Police Service and heads of provincial secretariats and others

The National Land Transport Act No. 5 of 2009

The Act provides for the process of transformation and restructuring the national land transport system initiated by the National Land Transport Transition Act, 2000 (Act No. 22 of 2000); and to provide for matters connected therewith.

The Cross Boarder Road Transport Act No. 4 of 1998

The Act provides for co-operative and co-ordinate provision of advice, regulation, facilitation and law enforcement in respect of cross-border road transport by the public and private sectors; to that end, to provide for the establishment of the Cross-Border Road Transport Agency; to repeal certain laws; and to provide for matters connected therewith.

The National Road Safety Act No. 9 of 1972

The Act provides for the promotion of road safety; the repeal of the South African Road Safety Council Act, 1960; and to provide for matters connected therewith.

The National Road Traffic Act No. 93 of 1996

The Act provides for road traffic matters which shall apply uniformly throughout the Republic and for matters connected therewith.

The North West Road Traffic Act No.11 of 1997

The purpose of the Act is to consolidate and amend the Provisions relating to road traffic applicable in the North West Province and to provide for matters incidental thereto.

The Road Traffic Management Corporation Act No. 20 of 1999

The Act provides , in the public interest, for co-operative and co-ordinated strategic planning, regulation, facilitation and law enforcement in respect of road traffic matters by the national, provincial and local spheres of government; to regulate the contracting out of road traffic services; to provide for the phasing in of private investment in road traffic; to that end, to provide for the establishment of the Road Traffic Management Corporation; and to provide for matters connected therewith.

The Public Finance Management Act No. 1 of 1999

The purpose of the Act is to regulate financial management in the National and Provincial Governments; to ensure that all revenue, expenditure, assets and liabilities of those Governments are managed efficiently and effectively; to provide for the responsibilities of persons entrusted with financial management in those Governments; and to provide for matters connected therewith.

The Public Service Act No. 103 of 1994

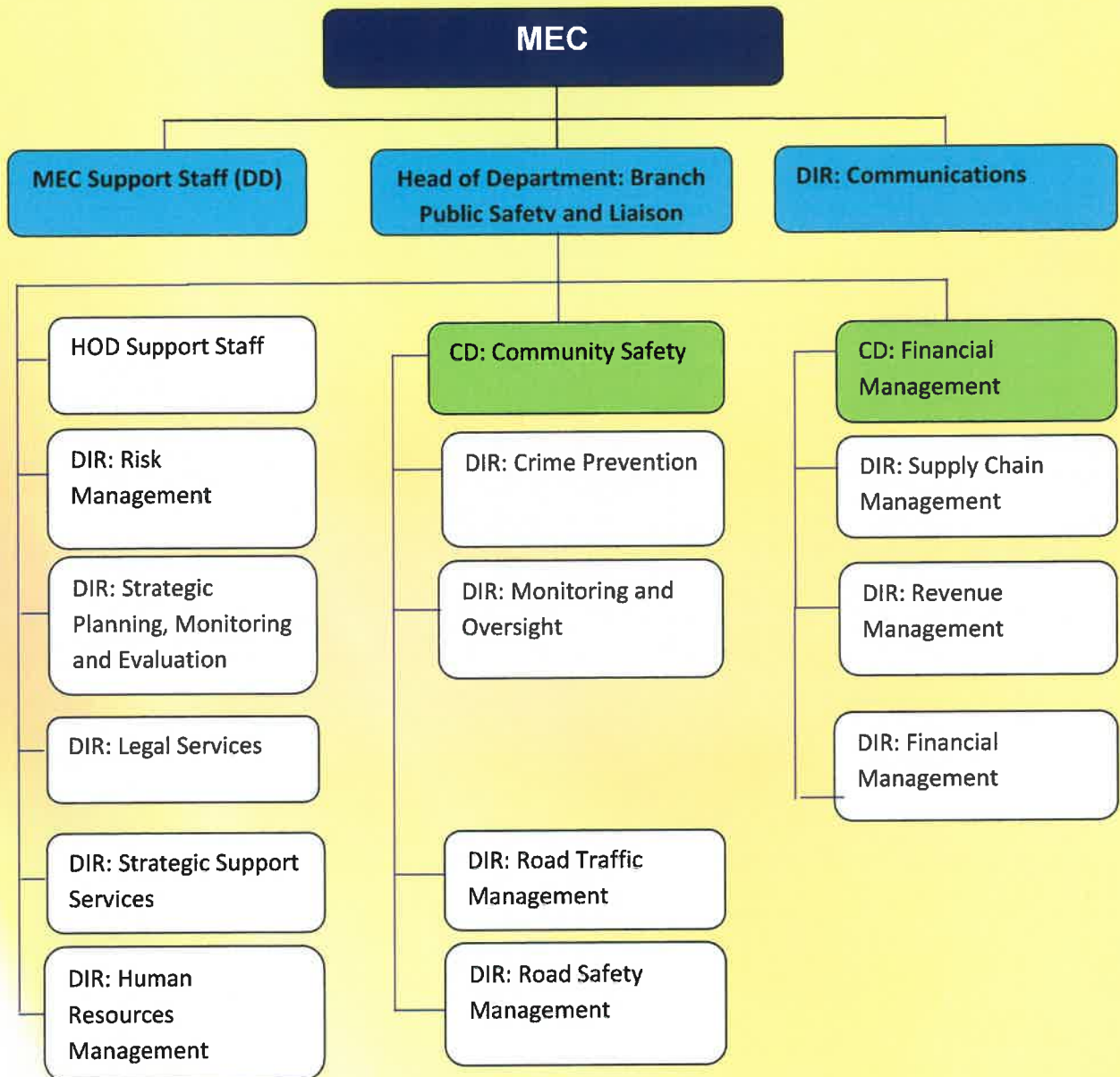
The Act provides for the organization and administration of the public service of the Republic, the regulation of the conditions of employment, terms of office, discipline, retirement and discharge of members of the public service, and matters connected therewith.

Other pieces of legislations as well as prescripts from which the Department derives its legislative mandate are the following;

- ❖ *Public Service Regulations 2001*
- ❖ *Basic Conditions of Employment Act 75 of 1997*
- ❖ *National Archives and Record Services Act, No 43 of 1996*
- ❖ *Batho Pele Principles*
- ❖ *Occupational Health and Safety Act 85 of 1993*
- ❖ *White Paper on Transformation, 1995*
- ❖ *SA Qualifications Authority Act, 58 of 1995*
- ❖ *Labour Relations Act 66 of 1995*
- ❖ *Promotion of Access of Information Act 2 of 2000*
- ❖ *Promotion of Justice Administration Act 3 of 2000*
- ❖ *Preferential Procurement Policy Framework Act, 5 of 2000*
- ❖ *BEE, 53 of 2003*
- ❖ *Supply Chain Management Guidelines*
- ❖ *National Road Traffic Regulations 2000*
- ❖ *Skills Development Levies Act 9 of 1999*
- ❖ *Commission on Gender Equality, 1996*
- ❖ *National Gender Policy Framework and Women Empowerment*
- ❖ *Government Employee Pension Fund Act 21 of 1996*
- ❖ *SITA Act 38 of 2002*
- ❖ *Criminal Procedure Act 51 of 1977*
- ❖ *Magistrates Court Act 32 of 1944*
- ❖ *Prevention of Organised Crime Act 121 of 1998*

- ❖ *Treasury Regulations issued ito PFMA 1999*
- ❖ *Communication Task Team Report of 2000*
- ❖ *Division of Revenue Act (DORA) 5 OF 2012*
- ❖ *Electronics Communication Transactions Act 25 OF 2002*
- ❖ *Minimum Information Security Standards (Guidelines)*

7. ORGANISATIONAL STRUCTURE



8. ENTITIES REPORTING TO THE MEC

None

PART B: PERFORMANCE INFORMATION



REPORT OF THE AUDITOR-GENERAL TO THE NORTH WEST PROVINCIAL LEGISLATURE ON VOTE NO. 5: DEPARTMENT OF PUBLIC SAFETY

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the financial statements of the Department of Public Safety set out on pages 119 to 158, which comprise the appropriation statement, the statement of financial position as at 31 March 2014, the statement of financial performance, statement of changes in net assets, and cash flow statement for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the Modified Cash Standard (MCS) prescribed by the National Treasury and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and the Division of Revenue Act of South Africa, 2013 (Act No. 2 of 2013) (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.

Auditor-General's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Department of Public Safety as at 31 March 2014, and its financial performance and cash flows for the year then ended in accordance with the MCS prescribed by the National Treasury and the requirements of the PFMA and the DoRA.

Emphasis of matters

7. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Unauthorised, irregular and fruitless and wasteful expenditure

8. As disclosed in note 9 to the financial statements, the unauthorised expenditure in respect of prior years of R100 791 000 had not yet been dealt with in accordance with section 34 of the PFMA.
9. As disclosed in note 24 to the financial statements, irregular expenditure of R27 121 000 was incurred in the current year and irregular expenditure from prior years of R184 526 000 is still awaiting condonation.
10. As disclosed in note 25 to the financial statements, fruitless and wasteful expenditure of R70 000 for the current year and R2 197 000 from prior years had not yet been resolved.

Events after reporting date

11. As disclosed in note 28, the department has been restructured from 2014-15, including the transfer and allocation of functions between departments as determined by the Premier in Provincial Gazette No 7310 dated 7 July 2014.

Additional matter

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

Unaudited supplementary schedules

13. The supplementary information set out on pages 159 to 167 does not form part of the financial statements and is presented as additional information. I have not audited these annexures and, accordingly, I do not express an opinion thereon.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

14. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings on the reported performance information against predetermined objectives for selected programmes presented in the annual performance report, non-compliance with legislation as well as internal control. The objective of my tests was to identify reportable findings as described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.



Predetermined objectives

15. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information for the following selected programmes presented in the annual performance report of the department for the year ended 31 March 2014:
 - Programme 3: Transport Regulations on pages 58 to 67
 - Programme 4: Crime Prevention on pages 67 to 71
16. I evaluated the reported performance information against the overall criteria of usefulness and reliability.
17. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned programmes. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's Framework for managing programme performance information (FMPPPI).
18. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
19. The material findings in respect of the selected programmes are as follows:

Programme 3: Transport Regulations

Reliability of reported performance information

20. The FMPPPI requires auditees to have appropriate systems to collect, collate, verify and store performance information to ensure valid, accurate and complete reporting of actual achievements against planned objectives, indicators and targets. Overall, 45% of the targets or significantly important targets were not valid when compared to the source information or evidence provided. In addition, I was unable to obtain sufficient appropriate audit evidence for deviations between planned and actual achievements reported in the annual performance report for 62% of deviations. This was due to a lack of frequent review of the validity of reported achievements against source documentation and review of consolidated results by management.

Programme 4: Crime Prevention

21. I did not raise any material findings on the usefulness and reliability of the reported performance information for Programme 4: Crime Prevention.

Additional matters

22. I draw attention to the following matters:

Achievement of planned targets

23. Refer to the annual performance report on pages 38 to 71 for information on the achievement of the planned targets for the year. This information should be considered in the context of the material findings on the reliability of the reported performance information for the selected programmes reported in paragraph 20 of this report.



Adjustment of material misstatements

24. I identified material misstatements in the annual performance report submitted for auditing on the reported performance information for the crime prevention programme. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information for Programme 4: Crime prevention.

Compliance with legislation

25. I performed procedures to obtain evidence that the department had complied with applicable legislation regarding financial matters, financial management and other related matters. My findings on material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA, are as follows:

Financial statements

26. The financial statements submitted for auditing were not prepared in accordance with the prescribed financial reporting framework as required by section 40(1) (a) of the PFMA. Material misstatements of disclosure items identified by the auditors in the submitted financial statements were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.

Strategic planning and performance management

27. Effective, efficient and transparent systems of risk management and internal control with respect to performance information and management was not maintained as required by section 38(1)(a)(i) of the PFMA.

Expenditure management

28. Effective steps were not taken to prevent irregular expenditure, as required by section 38(1)(c)(ii) of the PFMA and Treasury Regulation 9.1.1.

Human resource management and compensation

29. Employees were appointed without following a proper process to verify the claims made in their applications in contravention of Public Service Regulation 1/VII/D.8.
30. Funded vacant posts were not filled within 12 months as required by Public Service Regulation 1/VII/C.1A.2.

Consequence management

31. Effective and appropriate disciplinary steps were not taken against officials who made and/or permitted unauthorised expenditure and irregular expenditure, as required by section 38(1)(h)(iii) of the PFMA and Treasury Regulation 9.1.3.

Internal control

32. I considered internal control relevant to my audit of the financial statements, performance report and compliance with legislation. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the annual performance report and the findings on non-compliance with legislation included in this report.



Leadership

33. There was insufficient oversight to ensure that matters relating to compliance with laws and regulations and financial and performance information previously reported were addressed.

Financial and performance management

34. Internal controls implemented to govern the recording and reporting of information did not ensure that accurate financial and performance reports were prepared. Management did not adequately review and monitor compliance with applicable laws and regulations resulting in compliance matters previously reported, not being addressed.

Governance

35. The risk management process did not adequately address the prior year findings relating to compliance with laws and regulations as well as accurate financial and performance information.

Auditor-General

Rustenburg

31 July 2014



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence



1. OVERVIEW OF DEPARTMENTAL PERFORMANCE

1.1 Service Delivery Environment

The National outcome 3 stipulates that “South African people are and feel safe”. The Department is committed to contribute towards achieving the national vision through oversight of the police, coordination of crime prevention and partnerships, traffic law enforcement, road safety management and road safety services. For the period under review the department was faced with the transformation of traffic law enforcement and the implementation of Civilian Secretariat of Police Service Act 2 of 2011. Generally the environment under which the Department operated was fairly free from hindrances except that there were number of incidents that include protests and strikes that derailed the Department from meeting the targets on the specified period especially oversight and Traffic law enforcement. Special operations had to be conducted due to closure of roads during the protests difficulty for the implementation of Annual Performance Plan especially oversight as the police had to focus on them. The planned joint management meetings with SAPS that did not take place mainly to give feedback on oversight reports and joint law enforcement planning had an impact also implementation of the Departmental plans. The Department continued during the previous years to build good relations with the different public and private entities such as Road Accident Fund and, RTMC, NISSAN SA, BMW, Transnet rail freight, SANRAL, Anglo American Platinum Mines, Bojanala Bus Services, Lonmin and many others. This assisted also in ensuring that the mandate of the Department is carried out smoothly.

1.2 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
1. Investigation of Community Services complaints against the SAPS	Community	Investigations of complaints	To finalise 252 carried over from 2012/13 and 74 new complaints (326)	215 Complaints investigated and finalized. 111 Outstanding investigations (to carry over to 2014/2015)
2. Road Safety Education and Law Enforcement	Community	Presentations and scholar patrols	To conduct 5618 presentations.	1832 scholar presentations conducted and 262 scholar patrol
3. Providing funding to non profit institutions(CPF's and NPO's)	Community	Funded CPF's and NPO's	70 social crime prevention projects	41 CPF's and 2 NPO's Business plans approved and Funded

Batho Pele arrangements with beneficiaries (Consultation access etc.)

Current/actual arrangements	Desired arrangements	Actual achievements
To develop Service Delivery Improvement Plan	Progress report on quarterly	Annual report produced
To develop service charter and service standard	Printing, displaying service charter in all service points	24 service charter and service standard to be displayed within 1 st and 2 nd quarter of the 2014 – 2015
To train front officials on sign language	Pilot on training 10 officials.	10 frontline officials trained on sign language.
Documents written in common language in the province English	Other language and sign used during community engagement and MEC's speech	Notice displayed for consultation through suggestion/ complaints boxes 4 languages used i.e. Setswana, English, Afrikaans and Xhosa

Service delivery information tool

Current/actual information tools	Desired information tools	Actual achievements
Safety Education Projects	Campaigns	3 Safety Education Projects achieved
Live Broadcasting	Radio talk shows for Crime prevention Directorate (PJCS community engagements) and Destroy the market for stolen goods, Anti rape and Anti firearm campaigns). Road safety engages the community on road safety issues.	5 PJCS community engagements through radio slots on Motswedding FM to discuss -overview of the criminal justice system process -experience of a rape victim -services provided by various stakeholders -the seven Rights(according to service charter) - feedback session reflecting on all four topics 9 radio talk shows on anti rape, anti fire arm and destroy the market for stolen goods campaign on North West FM 20 Radio talk shows achieved by Road Safety at the following community Radio stations: Mafikeng FM, Radio Mafisa, Aganang FM and Vaaltrar FM, 2 facilitated by MEC @ Motsweng FM during Easter Arrive Live Launch and Festive Season Arrive Alive Launch
Media Print	Crime prevention adverts for Destroy the market for stolen goods, Anti firearm and anti Rape campaigns	Newspaper adverts on Anti fire arm, Anti rape, and Destroy the market for stolen goods were placed in the Mafikeng Mail, Rustenburg Herald, Brits Pos, Stellalander and Klerksdorp Record. Anti rape – 6 Anti firearm- 6 and Destroy the market for stolen goods-6 12 newspaper articles achieved by Road Safety at the following local media houses: Mafikeng Mail, Klerksdorp Record, Rustenburg Herald and Stellalander
Posters	Crime prevention posters (destroy the market for stolen goods, anti rape, anti firearm)	3500 posters were printed by the Crime prevention directorate

Complaints mechanism

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
Call Centre Facilities	Call Centre staff to be beefed-up	Departmental Call Centre Fifty nine (59) were received through call centre and attended to as per Complaint Management Framework. (not categorising all complaints as received)
One in one meeting faxes, telephones	19 Suggestion / Complaint Boxes	24 suggestion / complaints purchases for all service points, increase of 5 newly established service points were catered for and busy with installation and displaying user friendly notices in 4 languages for internal and external
Call Centre Facilities	Call Centre staff to be beefed-up	Departmental Call Centre Fifty nine (59) were received through call centre and attended to as per Complaint Management Framework. (not categorising all complaints as received)

1.3 Organisational environment

The Department had a staff compliment of 1025, of which 720 is the core function and the support function constitutes 305.

The Department is responsible for monitoring and evaluating 81 Police stations in the province on service delivery. The current staff complement responsible for oversight is challenged in reaching out to all police stations and assessing key programmes responsible for quality service by the police. Of the total staff compliment 461 is the traffic police responsible more than 7500km surfaced road network. The total traffic complement in the province is however 672. The required number of traffic officers to provide a service in the surfaced network is estimated at 1200. In an endeavour to reach this target, the department is continuously appointing and sending traffic recruits to college

While the Department still operates with the interim organisational structure, a process on the development of a permanent structure has been completed and is awaiting the approval of the Minister of Public Service and Administration.

This process does not however stop the Department from functioning as the Interim structure also provided for additional posts that are fund on an annual basis depending on the priority as determined by management. During the year under review, the Department filled 366 posts of which 141 were permanent, 25 contracts, 200 Temporary workers comprising of Learnership, Internship and Community Patrollers).

The Inspectorate within the Department responsible for VTSSs and DLTCs are responsible for both private and public centres and had continued to carry out this function as required and exposing the level of none compliance, fraud and corruption. This however has had an impact on service delivery especially where centres are either

closed or Examiners suspended. The Department has however to some extent assisted with an intervention team.

All 4 senior management positions were advertised and 3 filled during the year under review bringing a level of stability in the management level. The Director Road Traffic Management remains on suspension pending the finalization of an appeal made by the Department. The Director Revenue Management is however assigned Traffic responsibility on an acting capacity.

The Department had during the year under review continued to monitor compliance to policies in our drive to acquire a clean audit. The Departmental Steering Committee continues to meet on a weekly basis to reflect on the Audit action plan and new finding from the Provincial internal Audit

1.4 Key policy developments and legislative changes

- *ICT Security Policy,*
- *Governance and Management of ICT,*
- *Corporate Governance of ICT Framework,*
- *ICT Charter,*
- *ICT Continuity Plan*
- *ICT Project Portfolio Management, and*
- *Enterprise Risk Management Policy reviewed to include ICT risks*

2. STRATEGIC OUTCOME ORIENTED GOALS

*The National **outcome 3** stipulates that “South African people are and feel safe”. The Department is committed to contribute towards achieving the national vision through oversight of the police, coordination of crime prevention and partnerships, traffic law enforcement, road safety management and road safety services.*

STRATEGIC GOAL 1

TO PROVIDE A CIVILIAN OVERSIGHT TO THE SAPS AND COORDINATE CRIME PREVENTION INITIATIVES

The Department has during the past five years conducted Civilian Oversight over the Police. This was done through visits to the police stations. Consistently the Department had on annual basis achieved its targets.

The Civilian Secretariat for Police Act brought about additional responsibility with regard to monitoring of implementation of Domestic Violence Act. The additional responsibility was carried out with distinct despite limited resources.

The Department successfully conducted Community satisfaction survey. This also determined the impact of SAPS service delivery to the community and the impact of Departmental Interventions in monitoring and compliance of SAPS to recommendations

During the past five years, the Department coordinated number of crime Prevention projects such as campaigns on 16 days of activism, Anti Fire Arm, Destroying the market for stolen goods, Anti Stock Theft etc.

The Department also succeeded in conducting community engagements mainly to advice communities on the criminal justice process and resolving their complaints.

The Strategy to prevent and combat Sexual Offences was successfully developed and implemented by all stakeholders although sexual offenses in other quarters continued to increase especially on children and elderly.

The Department continued to ensure that Community Police Forums exist and perform the function as provided in its Constitution. Consistently the Frameworks on funding were reviewed to ensure that funding is consistent with accountability.

The Community Patrollers Programme was piloted in 2010 during FIFA World Cup and continues to be implemented mainly in Rustenburg area as the main contributory town all categories of crime.

STRATEGIC GOAL 2 TO RENDER ROAD SAFETY SERVICE

In 2011, the Minister of Transport launched Decade of Action for Road Safety Campaign 2011-2020. This project is part of the global campaign aimed at reduction of fatalities globally. In the Province, the Department successfully conducted road safety education as per set targets in the plan and also consistently achieved most of the target set.

Special Projects such as Road Safety Enhancement Programme, Road Safety School Debate, Pedestrian Safety Campaigns, Road Safety Rangers, Junior Traffic Centres, Scholar Patrol Programmes, Participatory Education Technique are some of the few projects implemented in partnership and cooperation of both Public and Private Institutions.

In its endeavour to ensure that law Enforcement becomes visible. The Department embarked on increasing the tools of trade and human resources. A total of 205 traffic Officers were appointed in the last five years. An estimated number of 128 fully branded vehicles were acquired to contribute towards visibility.

The Department also contributed with distinct towards the safe and secure FIFA World Cup, Confederations Cup and Orange African Cup of Nations.

3. PERFORMANCE INFORMATION BY PROGRAMME

3.1 Programme 1: Administration

3.1.1 Office of the MEC (Residing in the Human Settlement Branch)

3.1.2 Office of the HOD

Programme Purpose

To provide strategic and administrative leadership and business excellence in the department

Strategic Objective

To provide strategic leadership and direction to the department.

Strategic objectives, performance indicators, planned targets and actual achievements

The achievement of the targets ensured that departmental projects were achieved and budget was spent as planned.

Performance indicators

Office of the HOD						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To provide strategic leadership and direction to the department</i>	Number of DMC meetings held	12 DMC meetings held	12 DMC meetings held	12 meetings	none	none
	Number of EMC meetings held	03 EDMC meetings held	04 EDMC meetings held	00	04 meetings did not take place	Meetings have been incorporated into DMC as items discussed were also discussed at DMC meeting and this was duplication of meetings
	Number of stakeholders meetings held	N/A	08 meetings held	02	06 did not take place	The meeting did not take place as the stakeholder requested postponement due to their unavailability
	Number of MINMEC reports submitted	N/A	04 Quarterly reports submitted	00	04 report were not submitted	Outcome of the meeting did not warrant any reports to be submitted

EMC meeting were incorporated into DMC as items discussed were also discussed at DMC meeting and this was duplication of meetings

Stakeholder Meetings did not take place as the stakeholder requested postponement due to their unavailability

MINMEC Reports were not submitted as the Outcome of the meeting did not warrant any reports to be submitted

Strategy to overcome areas of under performance

None

Changes to planned targets

Strategic Objective	Performance Indicator	Planned original targets as per APP 2013/2014	Planned Target as per Addendum 2013 / 2014
<i>To provide strategic leadership and direction to the department</i>	Number of stakeholder meetings held	N/A	08 meetings held
	Number of MINMEC reports submitted	N/A	04 quarterly reports submitted
	Number of DMC meetings held	N/A	12 meetings to be held
	Number of EMC meetings held	N/A	04 meetings to be held

Addition of the sub-programme in the Addendum

Linking performance with budgets

The sub-programme spent 90% during the 2012/13 financial year and 76% in the 2013/14 financial year. The decline is due to the fact that the budget was increased in the 2013/14 as there was a projection to fill in the post of the head of the department during the year. The increase in the budget was for both compensation of employees and for goods and services. The post was not filled as planned during the year, hence the under expenditure.

Sub-programme expenditure

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
<i>OFFICE of the HoD</i>						
Current payment	971	1 131	-160	1 051	816	235
Transfers and subsidies	287	-	287	-	-	-
Payment for capital assets			-	-	-	-
Payment for financial assets			-	-	-	-
	1 258	1 131	127	1 051	816	235

3.1.3 Office of the Chief Financial Officer(CFO)

Programme Purpose

Ensure the establishment of and implementation of sound financial management, accounting, supply chain management and internal control systems and processes for the department in compliance with relevant legislative requirements.

Strategic Objective

To ensure proper financial management in adherence with statutory requirements.

Strategic objectives, performance indicators, planned targets and actual achievements

The office of the Chief Financial Officer achieved its target for the year. The achievement of these targets set a tone for the achievement of the targeted improvement in financial reporting, which will ultimately ensure that the departments achieve a clean audit. All interventions that led to an improved audit outcome in the previous report will be intensified.

Performance indicators

Office of the CFO						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To ensure proper financial management in adherence with statutory requirements</i>	Percentage of audit qualification reduced	N/A	100%	100%	Nil	None
	Number of emphasis of matter reduced	N/A	1	1	Nil	None
	Number of significant findings	N/A	10	10	Nil	None
	number of significant findings from internal audit report	N/A	13	13	Nil	None

Strategy to overcome areas of under performance

None

Changes to planned targets

None

Linking performance with budgets

Expenditure under this sub programme is mainly for compensation of employees, and just a minimum budget for the operation of the office. There was improvement in expenditure from 2012/13 (92%) to 99.7% in 2013/14.

Sub-programme expenditure

Sub- Programme Name	2012/2013			2013/2014		
	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
COMPENSATION OF EMPLOYEES	1 649	1 426	223	1882	1882	0
GOODS AND SERVICES	478	497	(19)	306	300	6
HOUSEHOLDS (HH)	-	6	(6)	-	-	-
PAYMENTS FOR FINANCIAL ASSET	-	31	(31)	-	-	-
Total	2 127	1 961	166	2 188	2 182	6

3.1.4 Financial Management

Programme Purpose

Develop and implement financial management systems

Strategic Objective

To ensure effective and efficient financial support in the department

Strategic objectives, performance indicators, planned targets and actual achievements

The unit has managed to achieve all its planned target for the year under review and this achievement mean the department is ever so close in achieving its objective of providing effective and efficient financial management within the organization.

The achievement of these targets mean the department has had relevant financial information for the its decision making process and monitoring its financial performance throughout the financial year, therefore improving service delivery by the core programmes of the department.

Performance indicators

Financial Management						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To ensure effective and efficient financial support in the department</i>	Number of Departmental budgets submitted to Treasury	1	1	1	None	None
	Number of In-Year monitoring reports compiled	12	12	12	None	None
	Number of	12	12	12	None	None

	consolidated financial reports compiled					
	Number of IFS compiled	4	4	4	None	None
	Number of AFS compiled	1	1	1	None	None

Strategy to overcome areas of under performance

None

Changes to planned targets

Financial Management			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
<i>To ensure effective and efficient financial support in the department</i>	Number of Departmental budgets submitted to Treasury	N/A	1
	Number of In-Year monitoring reports compiled	N/A	12
	Number of consolidated financial reports compiled	N/A	12
	Number of IFS compiled	N/A	4
	Number of AFS compiled	N/A	1

The sub programme financial management's performance indicators were, in the initial Annual Performance Plan, not isolated as they were included as part of the office of the chief financial officer's indicators. The department saw it necessary to isolate the two. An addendum was then also tabled to address this change

3.1.5 Supply Chain Management

Programme Purpose

Rendering supply chain management services to the department in line with treasury regulations and other relevant prescripts.

Strategic objectives, performance indicators, planned targets and actual achievements

The achievement of the performance indicator for the unit implies not only compliance achieved by the organization with regards to relevant laws and regulations for procurement purposes but highlights the effectiveness and efficiency of planning to ensure that the department services are delivered to the public timeously. The maintenance of the asset register for the organization highlights the extent to which the accounting officer managed the resources allocated to the organization and therefore, achievement of these targets implies that the department is safe guarding its resource for better service delivery.

Strategic Objective, Performance indicators and Targets

Supply Chain Management						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>Rendering supply chain management services to the department in line with treasury regulations and other relevant prescripts.</i>	Number of departmental Procurement Plan compiled	1	1	1	None	N/A
	Number of Asset reconciliation reports compiled	4	4	4	None	N/A

Strategy to overcome areas of under performance

None

Changes to planned targets

Supply Chain Management			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
<i>Rendering supply chain management services to the department in line with treasury regulations and other relevant prescripts.</i>	Number of departmental Procurement Plan compiled	N/A	1
	Number of Asset reconciliation reports compiled	N/A	4
<i>Rendering supply chain management services to the department in line with treasury regulations and other relevant prescripts.</i>			

The sub programme supply chain management's performance indicators were, in the initial Annual Performance Plan, not isolated as they were included as part of the office of the chief financial officer's indicators. The department saw it necessary to isolate the two. An addendum was then also tabled to address this change

3.1.6 Strategic Support Services

Programme Purpose

To render information Communication Technology services and records management to the department.

List the sub-programmes

- ❖ ICT Management

❖ Records Management

4.1.6.1 Information and Communication Technology

Strategic Objective

To ensure that data security support and access to information and communication technology are implemented in accordance with national prescripts.

Strategic objectives, performance indicators, planned targets and actual achievements

During the period under review, the sub-directorate activities included provisioning of ICT equipments, technical support and the allocation of purchased equipments. The sub-directorate actively participated in the phase 1 of the implementation of Corporate Governance of ICT. The Corporate Governance of ICT Policy Framework was approved, ICT Security Policy, ICT Charter, Governance and Management of ICT Framework. This marked establishment of the ICT Strategic Committee, ICT Steering Committee and the ICT Operational Committee. Subsequently, the ICT Continuity Plan, ICT Portfolio Management and Risk Management Policy documents were developed as well as reviewed to include ICT related risks.

Strategic Objective, Performance indicators and Targets

Information and Communications Technology						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To ensure that data security, support and access to information and communication technology are implemented in accordance with national prescripts</i>	Number of monitoring reports on the implementation of Corporate Governance of ICT Framework	N/A	4	4	None	None
	Number of monitoring reports on the implementation of IT Security Policy	N/A	4	0	4	The policy was approved in the 4 th Quarter in line with the DPSA implementation guide
	Number of reports compiled on the provisioning of ICT resources	N/A	4	4	None	None

Reasons for Deviation

The ICT Security policy is according to the DPSA ICT Governance Framework implementation guide to only be implemented in the 2014/15 financial year. All development processes were completed and the policy was approved in the 4th quarter of the financial year.

Changes to planned targets

Strategic Support Services			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
<i>To ensure that data security, support and access to information and communication technology are implemented in accordance with national prescripts</i>	Number of monitoring reports on the implementation of Corporate Governance of ICT Framework	N/A	4
	Number of monitoring reports on the implementation of IT Security Policy	N/A	4
	Number of reports compiled on the provisioning of ICT resources	N/A	4

Initial indicators and the objectives were not directly aligned to the operational environment in terms of Corporate Governance of ICT.

4.1.6.2 Records Management

Strategic Objective

To ensure that records and created, maintained preserved and disposed of in a compliant manner

During the period under review records Management was able to workshop staff members on the use of the filing system. File Plan was reviewed. The draft of records control schedule was also done for all the records other than correspondence, so that they can also be filed properly and for easy retrieval. PAIA (Promotion of Access to Information Act) Draft was also done for the department. Two records centres were established for the purpose of preserving old but vital records. Disposal of records was done at Head office and also at the stations to create space for vital records as we are struggling with space. Records were also listed for the purpose of transferring them to Provincial Archives in the next financial year. Revenue was also created through the disposal of ephemeral records.

Strategic Objective, Performance indicators and Targets

Records Management						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To ensure that records and created, maintained preserved and disposed of in a compliant manner</i>	Number of employee records verified	N/A	80	80	None	None
	Number of reports compiled on rendering of registry services	4	2	2	None	None
	Number of inspections conducted in compliance to NARSA	4	2	2	None	None

	Number of reports on disposal and transfer of records	N/A	1	1	None	None
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No deviations

Strategy to overcome areas of under performance

None

Changes to planned targets

Records Management			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
<i>To ensure that records and created, maintained preserved and disposed of in a compliant manner</i>	Number of employee records verified	80	80
	Number of reports compiled on rendering of registry services	N/A	2
	Number of inspection conducted in compliance to NARSA	N/A	2
	Number of reports on disposal and transfer of records	N/A	1

Performance indicators were changed because they were not addressing our strategic function as records management.

3.1.7 Strategic Planning, Monitoring and Evaluation

Programme Purpose

The directorate is responsible for facilitating the Strategic planning process, monitoring and evaluation of departmental programmes.

Strategic Objective

To facilitate the development, review and monitoring the implementation of the strategic plan within the department in accordance with the applicable prescripts.

Strategic objectives, performance indicators, planned targets and actual achievements

The year under review 2013/14, the Strategic Planning Monitoring and Evaluation unit achieved all its targets. The unit managed to ensure that all programmes are aware of the importance of adherence to the Performance Management Policy. This resulted in an improved system of ensuring that Performance information is reliable and the reported outputs are realistic and accurate.

Performance indicators

Strategic Planning, Monitoring and Evaluation						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To facilitate the development, review and monitoring the implementation of the strategic plan within the department in accordance with the applicable prescripts.</i>	Number of approved Strategic Plans tabled	N/A	N/A	N/A	None	None
	Number of approved Annual Performance Plans (APP) tabled	1	1	1	None	None
	Number of Annual Reports (AR) tabled	1	1	1	None	None
	Number of EDMC meetings held	4	4	4	None	None
	Number of Quarterly Reports submitted to Provincial Treasury, Office of the Premier and National department of Public Safety and Liaison	12	12	12	None	None
	Number of verifications on reported outputs	75	75	121	46	Additional visits had to be conducted as the APP was amended

Strategy to overcome areas of under performance

None

Changes to planned targets

None

3.1.8 Human Resource Management and Development Programme Purpose

The programme exists to support the department in terms of Human Resource according to relevant legislators and policies.

Strategic Objective

To facilitate organisational transformation, ensure Conducive working conditions, recruitment and retention of skilled and professional staff in compliance with human resource prescripts.

Strategic objectives, performance indicators, planned targets and actual achievements

The Department appointed 14 persons with disabilities and this has seen an improvement from 0.11 % in 2011/12 Financial year to 1.72% in 2013/2014 Financial Year. International day for persons with Disabilities was commemorated on the 28th November 2013. The focus was on educating Departmental Employees with Disabilities and their supervisors and their rights and responsibilities in the workplace.

50 (30 females and 20 males) unemployed youth were appointed on a Road Traffic Management Learnership Programme. This has contributed in the reduction of unemployment amongst the Youth and skills development. The sub-programme spent 100% of its allocated training budget. Performance Incentives were also processed and paid to all qualifying Officials.

Performance indicators

Human Resource Management and Development						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To facilitate organisational transformation, ensure conducive working conditions, recruitment and retention of skilled and professional staff in compliance with human resource prescripts</i>	Percentage of Advertised positions filled	N/A	100%	4%	96%	Budget for filling of posts only confirmed in the 2 nd quarter. In addition candidates who accepted and later declined the offer contributed to the delay.
	Number of approved Departmental Structures	0	1	0	1	Delay due to the prescribed consultation process.
	Number IEHW programmes implemented	14	5	13	8	Intensify IEHW programmes due to additional personnel.
	Percentage of disputes received versus attended to	N/A	100%	100%	None	None
	Percentage of misconduct cases received versus attended to	N/A	100%	100%	None	None
	Number of annual performance moderation reports submitted	N/A	1	1	None	None

Strategy to overcome areas of under performance

Human Resource Management and Development	
Strategic objectives	Strategy to overcome under performance
To facilitate organisational transformation, ensure conducive working conditions, recruitment and retention of skilled and professional staff in compliance with human resource prescripts.	Compile a recruitment plan and monitor implementation thereof.
	To submit organisational structure to DPSA for concurrence as the last stage of the consultation process.

Changes to planned targets

None

3.1.9 Risk Management and Internal Control

Programme Purpose

To provide support and guidance on risk management, internal control issues and facilitation of risk management activities.

Strategic Objective

To facilitate the implement and monitor risk management and internal control systems and provide value adding recommendations for improved compliance.

Strategic objectives, performance indicators, planned targets and actual achievements

The period under review was characterised by extensive focus on ensuring that all outstanding issues related to the audits are resolved through coordination of the weekly Audit Steering Committee meetings, where progress on implementation of action plans is presented and evaluated by the Committee.

The Department also implemented checklists as monitoring tools for compliance. Risk management activities were also implemented and monitored to ensure compliance with relevant laws and regulations. These activities assisted the Department in improving on internal control environment for enhanced compliance.

The following are significant achievements of targets for the strategic objective:

- ❖ Review of payment vouchers and bid documents for compliance with Supply Chain Management processes to minimise occurrence of irregular expenditures
- ❖ Coordination of the audit processes to ensure that requests for information and audit findings are addressed timely and recommendations implemented
- ❖ Monitor implementation of risk management & Financial Management Capability Maturity Model action plans and draft progress reports for presentation to management
- ❖ Reviewed the risk management strategy and whistle blowing policy and presented to the Risk Management Committee for inputs

Performance indicators

Risk Management and Internal Control						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To facilitate the implement and monitor risk management and internal control systems and provide value adding recommendations for improved compliance.</i>	Number of analysis reports presented to management (based on risk assessment conducted)	N/A	1	1	None	N/A
	Number of monitoring reports on the status of the implementation of risk mitigation strategies compiled	2	4	4	None	N/A
	Number of monitoring reports on the status of the implementation of audit action plans compiled	4	12	12	None	N/A
	Number of reports on compliance reviews conducted indicating recommendations for improvements	N/A	4	4	None	N/A
	Number of Fraud and corruption prevention mechanisms implemented	N/A	2	2	None	N/A

Strategy to overcome areas of under performance

None

Changes to planned targets

Risk Management and Internal Control			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
<i>To facilitate the implement and monitor risk management and internal control systems and provide</i>	Number of Fraud and corruption prevention mechanisms implemented	N/A	2

value adding recommendations for improved compliance			
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This is an additional indicator for the sub-programme

3.1.10 Legal Services

Programme Purpose

This sub directorate exists to give legal support to the department.

Strategic Objective

To protect the interests of the Department by providing sound legal advisory services

Strategic objectives, performance indicators, planned targets and actual achievements

The Directorate has managed to make huge strides in relation to the achievements that are linked to its strategic objectives as well as the performance indicators during the period under review. The achievement of planned targets in relation to performance indicators that are linked to contract management, litigations, legal opinions and labour appeal matters as set out hereunder clearly indicate that as a support Unit we made some significant achievements that enhanced the strategic objectives of the Department.

Performance indicators

Legal Services						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To protect the interests of the Department by providing sound legal advisory services</i>	Percentage of contracts received and drafted	4 reports	100%	100%	None	None
	Percentage of litigations received and handled	0 reports	100%	100%	None	None
	Percentage of total legislations reviewed and draft	0 reports	100%	100%	None	None
	Percentage of written legal opinions received and drafted.	4 reports	100%	100%	None	None

Strategy to overcome areas of under performance

None

Changes to planned targets

None

Sub-programme expenditure

Sub- Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
LEGAL SERVICES			-			
Current payment	5 338	4 076	1 262	3 745	3 707	38
Transfers and subsidies			-	-	20	-20
Payment for capital assets			-	-		-
Payment for financial assets			-	-		-
	5 338	4 076	1 262	3 745	3 727	18

3.1.11 Security

Programme Purpose

To provide security services in accordance with MISS guidelines and other relevant prescripts.

Strategic Objective

To implement security systems in accordance with MISS guidelines and other related prescripts.

Strategic objectives, performance indicators, planned targets and actual achievements

All targets were achieved as planned by the sub programme

Performance indicators

Security						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To implement security systems in accordance with MISS guidelines and other related prescripts.</i>	Number of compliance inspections conducted.	10	10	10	None	None
	Number of private security oversight visits conducted.	1	1	1	None	None
	Percentage of coordinated screening of new employees screened.	10	100%	100%	None	None

	Number of Security Threats and Risks Assessments conducted.	2	2	2	None	None
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Strategy to overcome areas of under performance

None.

Changes to planned targets

None

Linking performance with budgets

During the 2012/13 financial year, the sub programme overspent its budget. The total expenditure was 103%. This is due to the adjustments in the security expenditure which was under projected. During the 2013/14 financial year, the sub programme spent 99.4% of its budget. There was an insignificant under expenditure of 0.6%

Sub-programme expenditure

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
R'000	R'000	R'000	R'000	R'000	R'000	
SECURITY			-			
Current payment	11 845	12 175	-330	13 050	12 977	73
Transfers and subsidies			-	-		-
Payment for capital assets			-	-		-
Payment for financial assets			-	-		-
	98 789	93 833	93 833	126 278	124 234	2 044

3.1.12 Communications

Programme Purpose

To communicate effectively with internal and external stakeholders

Strategic Objective

To ensure effective coherent and consistent internal and external communication

Strategic objectives, performance indicators, planned targets and actual achievements

The communication strategy was approved during the financial year.

Performance indicators

Communications						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To ensure effective coherent and consistent internal and external communication	Number of approved communication strategy for 2015/16 – 2019/20	N/A	1	1	None	None
	Number of approved Departmental Communication Policy	N/A	1	0	1	Policy still in draft form
	Number of calendar of events produced	N/A	1	1	-	-
	Number of speeches drafted	N/A	10	10	-	-
	Number of media statements published.	N/A	40	40		

The directorate compiled a draft communication policy and presented it to the DCC. However the document was then returned for further rectification and will be presented at the next DCC sitting.

Strategy to overcome areas of under performance

Communications	
Strategic objectives	Strategy to overcome under performance
To ensure effective coherent and consistent internal and external communication	Fast track the process of completing communication policy and further benchmark it with other communication policies from other government departments and the GCIS

Changes to planned targets

Communications			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
To ensure effective coherent and consistent internal and external communication	Number of approved communication strategy for 2015/16 – 2019/20	N/A	1
	Number of approved Departmental Communication Policy	N/A	1
	Number of calendar of events produced	N/A	1
	Number of speeches drafted	N/A	10
	Number of media statements published.	N/A	40

Additional indicators for the sub-programme

Sub-Programme Expenditure

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	{Over)/Under Expenditure	Final	Actual	{Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
CORPORATE SUPPORT			-			
Current payment	74 856	71 631	3 225	103 109	97 400	5 709
Transfers and subsidies	528	163	365	306	1 332	-1 026
Payment for capital assets	2 837	2 696	141	1 879	4 836	-2 957
Payment for financial assets			-	-		-
	78 221	74 490	3 731	105 294	103 568	1 726

3.2 Programme 2: Civilian Oversight

Programme Purpose

To exercise oversight function with regards to law enforcement agencies in the province

3.2.1 Policy and Research

Strategic Objective

To conduct research and analyse data on police matters to make value-adding inputs to provincial and national stakeholders decisions-making processes.

Strategic objectives, performance indicators, planned targets and actual achievements

This financial year the policy and research unit assessed six(6) farms on Rural Safety regarding crimes on farms and farming communities. Data was analysed and a report compiled and submitted,

Performance indicators

Policy and Research						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To conduct research and analyse data on police matters to make value-adding inputs to provincial and national stakeholders decisions-making processes.	Number of research reports(as commissioned by the MEC/Minister and/or Research Forum)	1	1	1	None	None

Strategy to overcome areas of under performance

None.

Changes to planned targets

None

3.2.2 Policy Compliance, Monitoring and Evaluation

Strategic Objective

To monitor and evaluate SAPS in adhering to statutory requirements to determine the status of compliance and service delivery at police stations

Strategic objectives, performance indicators, planned targets and actual achievements

40 Police stations were evaluated regarding their performance and service delivery and 40 on compliance to Domestic Violence Act. It was found that the majority of the police stations are compliant with statutory requirements.

Performance Indicators

Policy Compliance, Monitoring and Evaluation						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To monitor and evaluate SAPS in adhering to statutory requirements to determine the status of compliance and service delivery at police stations	Number of reports on complaints management	N/A	4	4	None	None
	Number of reports on Departmental Call Centre	N/A	4	4	None	None
	Number of Stations monitored(announced visits at Police Stations)	0	40	40	None	None
	Number of Stations evaluated(announced visits at Police Stations)	104	60	60	None	None
	Number of audit reports(SAPS compliance to Domestic Violence Act)	N/A	40	40	None	None
	Number of reports on	N/A	2	2	None	None

	implementation of ICD (IPID), Parliament and Auditor-General recommendations					
	Number of reports on implementation of special projects	N/A	1	1	None	None

Strategy to overcome areas of under performance

None.

Changes to planned targets

Policy Compliance, Monitoring and Evaluation			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
To monitor and evaluate SAPS in adhering to statutory requirements to determine the status of compliance and service delivery at police stations	Number of Stations evaluated(unannounced visits at Police Stations)	40	60
	Number of audit reports(SAPS compliance to Domestic Violence Act)	N/A	40
	Number of reports on implementation of ICD (IPID), Parliament and Auditor-General recommendations	N/A	2
	Number of reports on implementation of special projects	N/A	1

Some indicators were removed from the original plan. Changes of the wording of some of the indicators have also been changed.

Linking performance with budgets

The total programme expenditure for 2012/13 was 76% and in 2013/14 financial year it was 97%. The underperformance registered in 2012/13 was on machinery and equipment (CCTV cameras). These were not installed as planned. During the year 2013/14 the department opted to not print the customer satisfaction survey report, but to rather put the information on the discs. This led to a saving on goods and services.

Sub-programme expenditure

Sub- Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
POLICY AND RESEARCH			-			
Current payment	365		365	-		-
Transfers and subsidies			-	-		-
Payment for capital assets			-	-		-
Payment for financial assets			-	-		-
	365	-	365	-	-	-

Sub- Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
MONITORING AND EVALUATION			-			
Current payment	12 563	9 414	3 149	13 404	12 929	475
Transfers and subsidies	100		100	-		-
Payment for capital assets	2 000		2 000	-	138	-138
Payment for financial assets			-	-		-
	14 663	9 414	5 249	13 404	13 067	337

3.3 Programme 3: Transport Regulations

Programme Purpose

To ensure the provisioning of safer transport environment through the regulation of traffic and public infrastructure, law enforcement, implementation of road safety education and awareness programme and the registration and licensing of vehicles and drivers

Provide road safety services to communities within the province with the ultimate objective of positively influencing road users' behaviour and attitude.

3.3.1 Sub-programme: Transport Safety and Compliance

Sub-Programme Purpose

To manage/coordinate and facilitate the transport safety and compliance in all modes with related legislation, regulations and policies through pro-active and reactive tactics and strategies. This will include safety education, awareness, training and development of operators to enable them to provide the required level of service delivery.

Strategic Objective

To promote road Safety in all communities in order to improve road user behaviour

Strategic objectives, performance indicators, planned targets and actual achievements

During the year under review the sub-programme focussed on media awareness campaigns(including MEC's festive season Arrive Alive radio promos and interviews), presentation to schools and Early Childhood Development centres, establishment of new scholar patrol , registration and training of existing scholar patrols. As a result of the level crossing incidents in Rustenburg and Madibeng, the sub-programme partnered with Transnet in conducting rail safety awareness campaigns.

The sub-programme also assisted SANRAL in coordinating road safety educator's workshops that were conducted in the Dr Ruth Mompati and Ngaka Modiri Molema Districts.

Twelve (12) drivers participated in the National Driver of The Year competition hosted by the RTMC; four of the drivers will be part of the South African team at the World International Driver Championship which is to take place at Poland, August 2014

Performance Indicators

Transport Safety and Compliance						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
<i>To promote road safety in all communities in order to improve road user behaviour</i>	Number of safety awareness interventions conducted. (Campaigns)	N/A	60	60	0	None
	Number of schools involved in road safety education programme (schools that are participating)	925	800	1602	1002	The establishment of new scholar patrols and cyclist safety presentations to schools whose learners receive bicycles from the Department of Transport, Roads and Public Works resulted in the increase of number of schools reached
	Number of children reached through road safety programmes	83208	45000	90127	45127	The overachievement is due to an increase in enrolment at schools and early childhood development centres
	Number of adults reached through road safety programmes	628	850	600	250	Posts could not be filled as planned due to non availability of suitable candidates
	Number of new scholar patrols established at schools	N/A	8	8	-	None
	Number of existing scholar	N/A	750	447	303	Posts could not be

patrols monitored in terms of compliance to existing policy					filled as planned due to non availability of suitable candidates
Number of Road Safety Media Campaigns conducted	42	48	48	-	None
Number of Road Safety community engagement campaigns conducted	65	60	60	-	None
Number of road Safety presentations mad at schools and Early development centres	4555	5334	2635	2699	Posts could not be filled as planned due to non availability of suitable candidates
Number of light and heavy motor vehicles drivers that attended driving skills programmes	N/A	160	360	200	Number of drivers participating in the Driver Skills Enhancement programme increased due to an increase in number of companies participating.
Number of workshops conducted at schools on Road Safety education	8	8	8	-	None
Number of Participatory education programmes conducted	1	1	1	-	None
Number of school debates programmes held on road safety	23	24	22	2	Posts could not be filled as planned due to non availability of suitable candidates
Number of learners trained in obtaining a learner drivers license	100	100	100 trained, 96 passed learners licence tests	-	None
Number of reports compiled on Road Safety Councils	4	4	4	-	None

Reasons for deviations

Underperformance was realised in the following areas:

- The set targets for Presentations to schools and Early Childhood development centres monitoring of scholar patrols could not be reached because of the executive decision taken not to fill the Road Safety Officer posts that were vacated due to promotions. The Road Safety Learnership programme is to be implemented in the next financial year
- An increase in number of companies participating in the driver skills programme resulted in the increase of number of drivers participating in the project.
- The number of learners reached was overachieved due to an increase in classroom enrolments in some schools and Early Childhood Development Centres.

The following are strategy to overcome areas of under performance

- Targets to be reviewed taking into consideration the resources that are already available within the Directorate

Strategy to overcome areas of under performance

Transport Safety and Compliance	
Strategic objectives	Strategy to overcome under performance
To promote road safety in all communities in order to improve road user behaviour	Targets to be reviewed taking into consideration the resources that are already available within the Directorate.
	Continuous engagements with all role players to ensure maximum impact in implementing all planned activities

Changes to planned targets

None

Linking performance with budgets

The total programme expenditure for 2012/13 was 95% and in 2013/14 financial year it was 98.6%. The under expenditure in 2012/13 was on compensation of employees. During the year 2013/14 the under expenditure was 1.4% and was on transfers to households and a very insignificant portion on goods and services.

Sub-programme expenditure

Sub- Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
SAFETY REGULATION						
Current payment	20 507	19 589	918	18 913	18 565	348
Transfers and subsidies	151		151	68	40	28
Payment for capital assets			-	-		-
Payment for financial assets			-	-		-
	20 658	19 589	1 069	18 981	18 605	376

3.3.2 Sub-programme: Transport Administration and Licensing

Sub-Programme Purpose

The sub-programme is functionally and administratively responsible for the revenue collection from all the thirty one (31) motor vehicle registration and licensing authorities in accordance with the national Road Traffic Act (Act 93 of 1996).

Strategic Objective

To monitor and control registration and licensing of all motor vehicles and to renders service regarding the administration of applications in terms of the National Road Traffic Act(Act 93 of 1996)

Strategic objectives, performance indicators, planned targets and actual achievements

The department entered into an agreement with the South African Post Office registered as a Licensing Authority in the North West Province. This is to take the services closer to the motoring public in outlying areas and to centres with high vehicle populations to avoid spending unnecessary time in long queues and will only be for the renewal of motor vehicle licenses.

In addition, a registering Authority in Hartebeespoort in the Madibeng Municipality was opened as part of the revenue enhancement programme. The Marikana Registering Authority has also been completed and due to be opened in the next financial year.

Performance Indicators

Transport Administration and Licensing						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To monitor and control registration and licensing of all motor vehicles and to renders service regarding the administration of applications in terms of the National Road Traffic Act(Act 93 of 1996)	Number of new vehicles registered	26588	33764	23,451	8,410	Decline in sales of new motor vehicles
	Number of used vehicles registered	N/A	67813	72,844	5,031	New indicator to correct previous indicator that read number of vehicles registered but had the target for number of vehicles licensed
	Number of vehicles licensed	N/A	559,232	638,823	79,591	The target set for 559,232 is for vehicles licensed and not registered and the indicator had to be changed
	Percentage of total registered vehicles that are licensed.	87%	77%	96%	12%	Additional efforts to demand payment for license fees from the license holders
	Percentage of total licenses that are paid within the prescribed period	81%	83%	76%	7%	Late renewals by license holders
	Total administration costs as a percentage of total license revenue	7.5%	7.5%	0	7.5%	No longer applicable

The target for the registration of new vehicles has to be reset to be in line with the current sales of new motor vehicles. Additional Registering Authorities and Licensing Authorities will be established and the office hours in the Licensing Authorities will be extended to have services more readily available to license holders. A strategy will be developed to have the administration of personalized number plates decentralized to have it available to the motoring public at all local Registering Authorities in order to increase the number of sales of the numbers and the revenue from this source. The reopening of the Phokeng Registering Authority will be a high priority for the new financial year. Quotations will be obtained from Tasima, the contractors for the National Department for the reinstallation of the network and equipment.

Strategy to overcome areas of under performance

Transport Administration and Licensing	
Strategic objectives	Strategy to overcome under performance
To monitor and control the registration and licensing of motor vehicles and to render services regarding the administration of applications in terms of the National Road Traffic Act (Act 93 of 1996)	Target in future will be based on the trends set in previous financial years and plan accordingly.
	Establishment of additional Registering Authorities to have services more readily available to the license holders.
	The reopening of the Phokeng Registering Authority will be a high priority for the new financial year. Quotations will be obtained from Tasima, the contractors for the National Department for the reinstallation of the network and equipment.

Changes to planned targets

Transport Administration and Licensing			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
To monitor and control the registration and licensing of motor vehicles and to render services regarding the administration of applications in terms of the National Road Traffic Act (Act 93 of 1996)	Number of used vehicles registered	None / new target	67,813
	Number of vehicles licensed	None / new target	559,232

The targets for the number of vehicles (used) registered and licensed were not targeted for in the original APP.

Linking performance with budgets

There 271% spending during the 2012/13 financial year. The expenditure for the period included an amount of R71,644m which was commission that was supposed to be paid to registering authorities for revenue collected on Motor Vehicle License Tax. The budget was not allocated. For the 2013/14 financial year, the sub programme spent 92% of its budget. The under expenditure was on building and other fixed structure, which was allocated for Vehicle Testing Station, as well as on agency fees.

Sub-programme expenditure

Sub- Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
TRANSPORT ADMINISTRATION & LICENCING			-			
Current payment	37 479	105 640	-68 161	110 977	105 097	5 880
Transfers and subsidies	117	111	6	822	633	189
Payment for capital assets	1 510	210	1 300	3 598	314	3 284
Payment for financial assets			-			-
	39 106	105 961	-66 855	115 397	106 044	9 353

3.3.3 Sub-programme: Law Enforcement

Sub-Programme Purpose

To ensure that road users comply with all relevant road traffic legislation in order to contribute towards road safety.

Strategic Objective

To maintain law and order for all modes of transport by providing quality traffic policing (Law Enforcement) services as stipulated by relevant legislation.

Strategic objectives, performance indicators, planned targets and actual achievements

The targets in relation to number of road side vehicles checkpoint operations, number of compliance inspections conducted, number of special operations conducted, number of inter-provincial roadblocks conducted as well as the number of patrols conducted on routes with high accident rates to ensure visible traffic policing were met and exceeded by a significant margin as a result of the appointment of additional traffic officers and the procurement of new traffic fleet vehicles during the period under review.

Performance Indicators

Law Enforcement						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To maintain law and order for all modes of transport by providing quality traffic policing (Law	Number of Speed operations conducted	8766	17444	11 110	-6 334	Delays in respect of the calibration and repair of speed machines is resulting in the underperformance in

Enforcement) services as stipulated by relevant legislation.						this indicator
	Number of K78 Roadblocks held	1405	1426	1 330	-96	The deviation resulted in the 4 th quarter from traffic officers taking leave between Festive and Easter periods.
	Number of hours weighbridges operated	N/A	25000	19 886	-5 114	"Technical problems experienced at weighbridges led to the deviation.
	Number of road side vehicles checkpoint operations	N/A	859950	1101432	241 482	The target was exceeded as a result of additional manpower. The target was adapted higher for 2014/15
	Number of compliance inspections conducted	1001224	47269	56964	9 695	The target was exceeded as a result of additional manpower. The target was adapted higher for 2014/15
	Number of vehicles weighed at weighbridges	N/A	180000	173 887	-6 113	Technical problems experienced at weighbridges led to the deviation.
	Number of drivers tested in terms of K53 at provincial DLTC	N/A	28000	4 829	-23 171	Shortage of testing Officers at DLTC's led to deviation. The Department plans to appoint additional personnel, and the target was adapted for the next financial year.
	Number of Special Operations conducted	6977	1283	3 075	1 792	The target was exceeded as a result of additional manpower and vehicles. The target was adapted higher for 2014/15
	Number of inter-provincial roadblocks conducted	70	40	93	53	The target was exceeded as a result of additional manpower and vehicles. The target was adapted higher for 2014/15
	Number of Patrols conducted on routes with high accident rates to ensure visible traffic policing	35654	13402	40 471	27 069	The target was exceeded as a result of additional manpower and vehicles. The target was adapted higher for 2014/15

Strategy to overcome areas of under performance

Law Enforcement	
Strategic objectives	Strategy to overcome under performance
To maintain law and order for all modes of transport by providing quality traffic policing (Law Enforcement) services as stipulated by relevant legislation.	A tender for the calibration and repair of speed machines has been advertised which will result in quicker turnaround time for calibration and maintenance of speed measuring equipment, resulting in greater availability of speed machines to conduct speed operations. In addition, the Department plans to procure additional speed machines to enhance capacity in this regard.
	A tender for the calibration and repair of mass measuring equipment will be finalized during 2014/2015, resulting in less downtime as a result of technical failures. The Department also plans to upgrade the Potchefstroom scales, which will further reduce the current vulnerability of the equipment currently in use. The tender to bring the Ventersdorp weighbridge online should be awarded by the Department of Public Works in the next financial year, further enhancing the mass measuring capabilities in the province.
	The Department plans to appoint additional personnel, and the target was adapted for the next financial year

Changes to planned targets

None

Linking performance with budgets

There is over expenditure under this sub-programme in 2012/13. The overall expenditure was 109%. The AFCON contributed to the high expenditure, which was mainly on overtime, and travel and subsistence. The other item that overspent was insurance for subsidised vehicles. During 2013/14 financial year the overall expenditure was 98%. The under expenditure was on machinery and equipment. There were delays with the delivery of radio infrastructure in the Dr Ruth Segomotsi Mompoti district. The funds allocated for that project could therefore not be spent.

Sub-programme expenditure

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
	R'000	R'000	R'000	R'000	R'000	R'000
LAW ENFORCEMENT						
Current payment	179 144	196 895	-17 751	215 844	213 240	2 604
Transfers and subsidies	200	735	-535	771	771	-
Payment for capital assets	14 212	12 996	1 216	13 337	12 305	1 032
Payment for financial assets						
	193 556	210 626	-17 070	229 952	226 316	3 636

3.3.4 Sub-Programme: Licensing Inspectorate

Sub-Programme Purpose

To ensure compliance of driving license testing centre's and vehicle testing stations with the minimum requirements of k53 testing methods in terms of the National Road Traffic Act 93 of 1996, and the South African National Standards (SANS), respectively.

Strategic Objective

Implementation of laws and regulation relating to vehicle registration and licensing, vehicle fitness testing and driver fitness testing

Licensing Inspectorate						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Implementation of laws and regulation relating to vehicle registration and licensing, vehicle fitness testing and driver fitness testing	Number of compliance inspections conducted	33	59	59	None	None
	Number of unannounced inspections conducted At DLTC'S	26	78	78	None	None
	Number of unannounced inspections conducted At VTS'S	N/A	72	72	None	None
	Number of compliance inspections conducted	N/A	59	59	None	None

Strategy to overcome areas of under performance

None

Changes to planned targets

None

3.4 Programme 4: Crime Prevention

Programme Purpose

To provide integrated social crime prevention interventions and advocate for safer communities.

Sub-programmes and Strategic Objective

- **Social Crime Prevention**
To oversee integrated social crime prevention initiatives for safer communities.
- **Community Police Relations**
To provide for the participation and involvement of communities in social crime prevention initiatives and to further strengthen relations between communities and police agencies.
- **Promotion of safety**
To promote safety through the provision of education and awareness programmes.

Strategic objectives, performance indicators, planned targets and actual achievements

Achievements included establishment of community policing forums, implementation of CPTED Letsema activities and Community engagement sessions through radio interviews. Progress also involved training of 180 individuals following the signing of Fixed Term Employment Contracts by the selected community safety patrollers. The Department coordinated all planned campaigns simultaneously at all four Districts and each campaign activity achieved through school and other community presentations, radio interviews and newspaper adverts.

Performance Indicators

Crime Prevention and Community Police Relations						
Strategic objectives	Performance Indicator	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
To oversee integrated social crime prevention initiatives in order to contribute to safer communities	Number of Community Safety Forums established in Municipalities	4	6	5	1	Challenges regarding financial constraints experienced by a targeted Local Municipality led to a cancellation of establishment of one targeted Community Safety Forum (CSF).
	Number of social crime prevention programmes implemented	32	48	5	Indicator was not well defined. Target was set for number of activities and not number of programmes	- In future APP will indicate social crime prevention programme activities
To develop and implement integrated social crime prevention initiatives in order to contribute to	Number of Community Police Forums assessed to determine their functionality	82	82	80	2	Unavailability of two newly elected CPFs as part of the AGM process applying to all CPFs.
	Number of CPFs aligned to	N/A	48	0	Only assessment was	CPFs could only be aligned to guidelines

safer communities	guidelines and policies				performed	and policies upon assessment first, so only assessment was performed.
	Number of established community patrollers	0	180	180	None	None
To develop and implement integrated social crime prevention initiatives in order to contribute to safer communities	Number of CCTV Camera's installed	0	16	0	16	Non- cooperation by the appointed service provider leading to termination.

Challenges regarding financial constraints experienced by a targeted Local Municipality led to a cancellation of establishment of one targeted Community Safety Forum (CSF). Assessment on functionality not finalized due to unavailability of two newly elected CPFs as part of the AGM process which applied to all CPFs.

Community Policing Forums could only be aligned to guidelines and policies upon assessment first, so only assessment was performed.

The failure to implement the CCTV Camera's project due to non cooperation by the initially appointed service provider led to re-advertising of the Bid and deferring the project to the 2014/5 financial year thus affecting the allocated budget negatively.

Strategy to overcome areas of under performance

Crime Prevention and Community Police Relations	
Strategic Objective	Strategy to overcome under performance
To oversee integrated social crime prevention initiatives in order to contribute to safer communities	To oversee integrated social crime prevention initiatives in order to contribute to safer communities
To develop and implement integrated social crime prevention initiatives in order to contribute to safer communities	The Department will focus on alignment of CPFs to policies and guidelines which is aimed to benefit the structures in providing empowerment and support to ensure their functionality; Inclusion of the projects as part of indicators for the 2014/15 period (e.g. replacement of the deceased member of the Patrollers).
To develop and implement integrated social crime prevention initiatives in order to contribute to safer communities	Inclusion of the project as part of indicators for the 2014/15 period (e.g. implementation of the re-advertised Bid).

Changes to planned targets

Crime Prevention and Community Police Relations			
Strategic Objective	Performance Indicators	Planned Target Original APP 2013/2014	Planned Target To the Addendum 2013/2014 APP
To develop and implement integrated social crime prevention initiatives in order to contribute to safer communities	Number of CCTV Camera's installed	N/A	16

Linking performance with budgets

Community Police Relations

The sub programme spent 58% of the budget in 2012/13 and 97% in 2013/14. The reason for the under performance in the 2012/13 was due on goods and services. Community patrollers programme planned for the AFCON could not take off due to delays in vetting of people to be appointed as patrollers. In 2013/14, the under expenditure is insignificant, but was under goods and services, item travel and subsistence.

Social Crime Prevention

The sub programme spent 74% of the budget in 2012/13 and 64% in 2013/14. The reason for the under performance in the 2012/13 was because posts could not be filled as planned. In 2013/14, the under expenditure was on the budget allocated for CCTV cameras, where the procurement processes were finalised but the recommended contractor declined the offer. The other area of under performance was on the budget allocated for stipends for Community Patrollers. The process was only finalised in March 2014 and implemented in April 2014. The payment was thus not made during the year, as was planned.

Sub-programme expenditure

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
R'000	R'000	R'000	R'000	R'000	R'000	
SOCIAL CRIME PREVENTION						
Current payment	9 245	6 708	2 537	7 012	6 557	455
Transfers and subsidies	840	754	86	912	773	139
Payment for capital assets			-	4 130	184	3 946
Payment for financial assets				-	160	-160
	10 085	7 462	2 623	12 054	7 674	4 380

Sub-Programme Name	2012/13			2013/14		
	Final	Actual	(Over)/Under Expenditure	Final	Actual	(Over)/Under Expenditure
	Appropriation	Expenditure		Appropriation	Expenditure	
R'000	R'000	R'000	R'000	R'000	R'000	
COMMUNITY POLICE RELATIONS						
Current payment	1 653	967	686	2 543	2 457	86
Transfers and subsidies				-	-	-
Payment for capital assets				-	-	-
Payment for financial assets				-	-	-
	1 653	967	686	2 543	2 457	86

4. TRANSFER PAYMENTS

4.1 Transfer payments to public entities

None

4.2 Transfer payments to all organisations other than public entities

The table below reflects the transfer payments made for the period 1 April 2013 to 31 March 2014

Name of Transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for the funds unspent by the entity
Itsoseng CPF	Community Police Forum	Project stop assaults; Wareng against burglaries; Bua against rape	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R7, 000	AGM preparations. Main focus was on establishing sub-forums to ensure that all the areas are involved in elections.
Klerksdorp CPF	Community Police Forum	Reject and report stolen goods awareness campaign; Business burglaries campaign; Anti Rape campaign: Real men don't rape; Stop smash and grab campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R19, 300	N/A
Koster CPF	Community Police Forum	Anti stock theft campaign; Destroying the market for stolen goods; 16 days of Activism on no violence against women and children; Anti drug and substance abuse campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R13, 000	N/A
Lethabong CPF	Community Police Forum	Bua re go thuse campaign; Ntwa ga se tharabollo addressing assaults; Tlhokmelanang project addressing housebreakings; Ela leruo thoko addressing stock theft	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R6, 392	Elections of new committee disrupted implementation

Reivilo CPF	Community Police Forum	16 days of activism; Awareness campaign on stock theft (Thiba kgomo); Awareness campaign on assaults(BOKAMOSO; Awareness campaign on domestic violence	Section 38 (1) (j) Certificate signed by CPF Chairperson	R7,000	None	Structure not functional
Stilfontein CPF	Community Police Forum	Campaign against all contact crimes; Awareness campaign on substance abuse and personal safety	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R19, 350	N/A
Sun City CPF	Community Police Forum	Housebreaking awareness campaign; Assaults awareness campaign; Sports against rape	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R6, 101	Elections of new committee disrupted implementation
Klipgat CPF	Community Police Forum	Thusa moagisane; Ngwana waka ke ngwana wa gago; Stop domestic violence and substance abuse	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	None	No specific reason, lack of capacity
Motswedi CPF	Community Police Forum	Anti rape campaign; Theft of cables and meter box campaign; stock theft campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R1, 118	Structure not functional
Schweizer-Reneke CPF	Community Police Forum	Child justice and family support awareness; Debate on positive strategies on crime prevention by learners; Brand marking livestock campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	None	Elections of new committee disrupted implementation
Bethanie CPF	Community Police Forum	Ilithompe project-presentations on rape; Itse boleng ba motho project addressing crime in general; Tsotsi Clean-up project; Bathate Bonke project-motorcade, talkshow on safekeeping of property	Section 38 (1) (j) Certificate signed by CPF Chairperson	R25,000	R3,208	Elections of new committee disrupted implementation
Hebron CPF	Community Police Forum	Sports against crime tournament(presentations, distribution of pamphlets, sporting codes); Project for the aged9 pamphlet distribution); Destroying the market for stolen goods(pamphlet distribution, scrap yard visits)	Section 38 (1) (j) Certificate signed by CPF Chairperson	20,000	None	Structure dysfunctional
Ipelegeng CPF	Community Police Forum	Operation stop donner; Operation yekela lo mfazi; Operation data dot	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R5,000	Elections of new committee disrupted implementation

Klerksdorp Cluster CP Board	Community Police Cluster Board	Anti Rape awareness campaign in Khuma, Tigane and Orkney (Church visits, obtaining commitment signatures from men, school visits, workshop, friendly roadblock to distribute pamphlets); Awareness campaign against residential and business robberies in Tigane, Orkney and Khuma (workshop, friendly roadblock, sectional meetings)	Section 38 (1) (j) Certificate signed by Cluster Board Chairperson	R30,000	R16, 093	Coordination of new elections of new committees disrupted implementation
Leeudoringstad CPF	Community Police Forum	Basadi ikemeleng project; Masibambane project; it begins with us; Project nexus; 16 days of activism	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R3,000	Elections of new committee disrupted implementation
Makapanstadt CPF	Community Police Forum	Bua tthe: Speak out against crime project – March against crime; Lemoga o thuse project addressing stocktheft; Student crime prevention project-crime awareness debate, talk show	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R6, 322	Elections of new committee disrupted implementation
Mothutiung CPF	Community Police Forum	Neighborhood watch; Sports against crime; Road show, stop domestic violence against women and child abuse campaign; Stop drug and alcohol abuse	Section 38 (1) (j) Certificate signed by CPF Chairperson	R25,000	R293	Elections of new committee and community protests disrupted implementation
Potchefstroom CPF	Community Police Forum	Crime "HOTSPOTS" warning signs; Warning Pamphlets	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	None	Lack of planning by CPF
Thuso ya Batho Anti-crime	Community Based Org.	Anti Alcohol and drug abuse campaign; Crime stop campaign	Section 38 (1) (j) Certificate signed by the Chairperson	R20,000	R20, 000	N/A
Kitso ke leledi Social Development	Community Based Org.	Dialogues on sexual offences: Boy & girl child behavioral change campaign; Sexual offences violence campaign; Domestic violence workshop: Patriarchy to Equity, Break the cycle	Section 38 (1) (j) Certificate signed by the Chairperson	R30,000	R27, 500	N/A

Name of Transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with sections 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for the funds unspent by the entity
Mmabatho CPF	Community Police Forum	Awareness campaign on housebreaking and rape and assaults	Section 38 (1) (j) Certificate signed by CPF Chairperson	R6,000	R4, 000	CPF election process delayed implementation of projects
Moofontein CPF	Community Police Forum	Youth against crime, awareness campaign on substance abuse burglaries and assaults	Section 38 (1) (j) Certificate signed by CPF Chairperson	R6,000	R4, 000	N/A- The remaining balance will be used for other projects in the next financial year
Ganyesa CPF	Community Police Forum	Awareness campaign on reject and report stolen goods	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R9, 000	N/A- The remaining balance will be used for bank charges
Morokweng CPF	Community Police Forum	Youth Pitso Project. Project Leruo, 16 days of activism of no violence women and children	Section 38 (1) (j) Certificate signed by CPF Chairperson	R6,000	None	The structure was not fully functional and the election process also delayed implementation of projects.
Lehurutshe CPF	Community Police Forum	Anti Rape campaign, campaign against business robbery and house braking, anti stock theft campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R7, 000	Tribal disputes impacting negatively on planned projects
Khuma CPF	Community Police Forum	Reduction of assault GBH, fighting burglary residential and business begin with me, anti gangsters projects	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R8, 700	N/A
Kanana CPF	Community Police Forum	Liquor related offences, sports against crime, prevention of burglary crimes, campaign against domestic violence, reduction of sexual offences	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R4, 400	Structure not fully functional
Buffelshoek CPF	Community Police Forum	16 days of activism against violence, against women and children, sports against crime, project Pig a tail	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R3, 200	Structure not fully functional
Ottosdal CPF	Community Police Forum	Phuza wise-assault awareness, victim empowerment-awareness on sexual assaults and domestic violence, reject stolen goods awareness campaign, 16 days of activism against women and children, Stock theft prevention	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R9, 525	AGM preparations and elections delayed implementation
Mogwase CPF	Community	Awareness campaign on house	Section 38 (1) (j) Certificate	R15,000	R3, 000	Structure not fully functional

	Police Forum	breaking residential and business, no rape campaign	signed by CPF Chairperson	R8,300	R9, 003	Structure not fully functional
Tlhabane CPF	Community Police Forum	Destroy the market for stolen goods, choose clean life campaign, anti rape campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R8,300	R9, 003	Structure not fully functional
Vryburg CPF	Community Police Forum	Thiba koloi addressing theft out of motor vehicle, Matio go sha mabapi awareness addressing house breaking, substance abuse awareness, 16 days of activism of no violence against women and children	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R16, 000	The election process delayed implementation of the projects and spending of the allocated funds.
Madikwe CPF	Community Police Forum	Churches against crime, anti rape crime, 16 days of activism of no violence against women and children	Section 38 (1) (j) Certificate signed by CPF Chairperson	R5,000	R5, 009	N/A
Lichtenburg CPF	Community Police Forum	16 days of activism, educational youth program, summer sport against crime, Lichtenburg High school talk, domestic violence awareness campaign.	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	R19, 500	N/A
Ikageng CPF	Community Police Forum	Project: Are ithompeng; Itsokellano Campaign; Project Ipopeng	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R4, 366	One project not implemented due to elections of new members.
Lethlabille CPF	Community Police Forum	Substance abuse and drug abuse campaign, stop buying stolen goods, anti rape campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R20,000	None	Elections of new committee disrupted implementation
Bedwang CPF	Community Police Forum	Bomme lihokomeleng awareness campaign, Baagisane thusang awareness campaign, A e Tiren! project	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R6, 007	Implementation was disrupted by AGM
Cyferskuil CPF	Community Police Forum	Neighborhood watch campaign, drug awareness campaign, 16 days activism on no violence against women and children	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R3,017	Transport challenges and changes in committee
Tshidilamolomo CPF	Community Police Forum	Awareness campaign on drug and substance abuse, awareness campaign	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R7, 800	The remaining balance in the account is R 2 171,95 and it was reported to be for the bank charges.
Madibogo CPF	Community Police Forum	Sport against crime, awareness campaign on robberies and	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R9, 000	The remaining balance is R 157.00 in the account reported

Stella CPF	Community Police Forum	burglaries Nwa ka maikarabelo Project addressing crime due to alcohol and drug abuse, 16 days of activism and no violence against women and children	Section 38 (1) (j) Certificate signed by CPF Chairperson	R10,000	R1,950	to be for the bank charges. The structure was not fully functional as most of them are employed at EPWP. During transfer the CPF was having funds in the CPF account.			
Lomaryaneng CPF	Community Police Forum	Project kileleng: Mobilization of women to apply punitive actions against sexual offences, awareness on stock theft, awareness on assault incidents, awareness on stolen goods and theft cases	Section 38 (1) (j) Certificate signed by CPF Chairperson	R21,000	R20,000	The remaining balance will be used for bank charges.			
Atamelang CPF	Community Police Forum	Campaign against assaults and contact crimes, Operation Zindisa against burglary residential and business, Operation Thibela against rape	Section 38 (1) (j) Certificate signed by CPF Chairperson	R15,000	R2,300	AGM, elections of new members. The chairperson of the structure passed away and other two three members were not active due to sickness.			

5. CONDITIONAL GRANTS

None

6. DONOR FUNDS RECEIVED

None

7. CAPITAL INVESTMENT

None

7.1. Capital investment, maintenance and asset management plan

- Details as to how asset holdings have changed over the period under review, including information on disposals, scrapping and loss due to theft
 - R150 000 IT equipments on capital asset were disposed and R50 000.00 of IT minor assets were also disposed.
 - Measures taken to ensure that the department's asset register remained up-to-date during the period under review
 - Asset verification on quarterly basis and reconciliation of asset on monthly basis. The asset register is updated on monthly basis
- Measures taken to ensure that the department's asset register remained up-to-date during the period under review
 - The asset register is monitored and reconciled on a quarterly basis.

PART C: GOVERNANCE

1. INTRODUCTION

The Department is committed to maintain the highest standard of good governance to ensure management and accountability of public funds and resources. The Department therefore appointed skilled and competent staff in all key positions.

The Department also had numerous management committees to drive and advice on all critical activities. In addition to these committees, policies and procedures have been approved after consultation with officials for inputs. Implementation and monitoring thereof is continuing to ensure improved control environment.

The Department further aligned itself with the National and Provincial Anti-Corruption strategies to ensure that all allegations of fraud and corruption are investigated and reported. This is to ensure that the reputation of the Department is maintained and resources safe-guarded. The Department was committed in working together with relevant external stakeholders such as the Audit Committee, Provincial Internal Audit, Auditor General, EXCO, Portfolio Committee and SCOPA by implementing their recommendations in order to improve its governance processes.

The Department continuously accounts to the Member of the Executive Council, EXCO, and Legislature, Audit Committee on its operations and use of state funds as required by legislation.

2. RISK MANAGEMENT

The Department had during the year under review reviewed and implemented the risk management policy and strategy.

The Department conduct risk assessment on an annual basis to determine whether the strategies set to mitigate risks were effective and adequate, and also to identify new emerging risks.

The Risk management committee is appointed by the Accounting Officer on an annual basis to deal with and provide recommendations with regards to the overall risk management activities of the Department. This is done through the review and interrogation of the monthly risk management progress reports which outlines progress in terms of implementation of the risk mitigating strategies. In addition, the committee plays an integral part in the review of the risk management policies and procedures.

The committee during its quarterly review of the Departmental performance, advises and monitors the effectiveness of the risk management systems.

There is minimal progress in the management of risks which translated into minimal benefits to the Department's performance, based on this, the Department will conduct regular workshops and integrate its performance planning and reporting with the risk management in order to realise optimum progress.

3. FRAUD AND CORRUPTION

The Department reviewed its fraud prevention plan during the year under review. And realises a satisfactory achievement in implementing the plan, amongst others the following were achieved – awareness workshops and fraud risk assessments were

conducted in Head Office, regional and station level, marketing of the concepts through placement of posters, investigation of fraud and corruption cases received from the NACH.

The Departmental internal procedures for reporting suspected acts of fraud and corruption including the National Anti-Corruption Hotline have been communicated to officials, in addition, the Department developed and approved a whistle-blowing policy which also outlines procedures for disclosing especially if the official wishes to disclose anonymously. All these processes cover confidentiality of the disclosed information.

Cases are reported through the Departmental procedures and the National Anti-Corruption Hotline. Once received, they are investigated and reported to relevant stakeholders. Actions taken are as per the recommendations of the investigating officers.

4. MINIMISING CONFLICT OF INTEREST

All SMS members and Bid committee members disclosed their business interests for the financial year.

All suppliers submit SBD forms as and when they intend to render services or provide goods to the department

5. CODE OF CONDUCT

The Department encourages good ethical practices as prescribed in the Public Service Code of Conduct through various trainings and workshops. There is however challenge of reported various acts of misconduct ranging from allegations of theft, negligence, unbecoming conduct and fraud. This is dealt with through the disciplinary procedure.

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

Inadequate office space within the Department, Head Office and some Traffic Station still remains a challenge and pose risks to Occupational Health and safety towards employees; however, the Department is working on addressing this matter by looking for a conducive office space.

7. PORTFOLIO COMMITTEES

The Department appeared once to the Portfolio Committee on the 24 October 2013

The Committee was mainly concerned about the traffic officers not having sufficient uniform, especially name tags. The Department has since improved on this matter.

8. SCOPA RESOLUTIONS

Resolution No.	Subject	Details	Response by the department	Resolved (Yes/No)
1	Expenditure management	Management should monitor spending of the department on a monthly basis to ensure that payments are made within 30 days as required by Treasury Regulations 8.2.3 and to prevent any possible over-expenditure	<p>The Department has developed a procedure manual on accruals, which is used as a guide on how to deal with accruals and commitments.</p> <p>A register of all contractual obligations is kept and used to follow up on all invoices due for a particular month. These contractual obligations include security payments, labour saving devices, cellphones, telephones, rented buildings, and all other contracts that the Department has.</p> <p>A register of all open orders for which goods / services that have been procured is kept and analysed on a bi weekly basis. Orders where goods/services have been received are process for payment immediately. Where there are delays in provision of required goods or services, suppliers are followed up and given deadlines. Where there is confirmation that goods will not be delivered, orders are cancelled. A monthly accrual register is also kept a followed up. Furthermore, the above control measures are monitored during the reviews of the interim financial statements which are also subjected to review by the Internal Audit and the Auditor General.</p>	Yes
2	Financial Statements Preparation	Control measures should be implemented to ensure	The office of the Chief Financial Officer	Yes

Resolution No.	Subject	Details	Response by the department	Resolved (Yes/No)
		<p>that the financial statements submitted for auditing are prepared in accordance with the prescribed financial reporting framework as required by section 40(1)(a) of the PFMA to prevent any misstatements of disclosure</p>	<p>conducted a workshop on the Financial Reporting Framework to all departmental officials who provide inputs into the financial statements. The department has implemented a strategy on preparation of financial statements, where different teams have been established to prepare and review statements before presentation to treasury and to the Auditor General South Africa. A checklist has been developed from the Financial Reporting Framework and is being used in reviewing financial statements. In addition to that, the department prepares full statements on a quarterly basis and disclosures on a monthly basis. This has assisted the department in dealing with challenges that may arise that affect the statements, during the financial year instead of waiting for the financial year end. There is improvement in financial reporting</p>	
3	Advertisement of bids in the government bulletin	Control measures should be implemented to ensure that all invitations for competitive bidding are advertised in the government tender bulletin as required by Treasury Regulations 16A6.3 (c)	<p>All contracts advertised for 2013/14 were advertised in the tender bulletin and newspapers. All bids will be published on the website of the department within 10 days after closing date for at least 30 days. A compliance checklist is implemented and attached to all bids which are processed</p>	Yes

Resolution No.	Subject	Details	Response by the department	Resolved (Yes/No)
			as evidence that compliance with laws and regulations has been verified by different officials.	
4	Filling of posts within 12 months	Funded vacant posts should be filled within 12 months as required by Public Service Regulations 1/VII/C.1A.2 to ensure adequate service delivery.	The department has implemented an approved Recruitment Project Plan There is Regular advertisement of replacement positions as and when vacated. Critical positions to be approved for the year for advertisement at the beginning of the financial year. Progress report on profiled, shortlisted and interviewed posts is Compiled and Updated a progress report on profiled, shortlisted, interviewed & filled posts shortlisting and Interview report is finalised and submitted to the head of department within 05 working days	Yes
5	Payroll certification	Control measures should be implemented to ensure that persons in charge at pay points always certify that the employees receiving payments are entitled thereto as required by Treasury Regulations 8.3.4	Paymasters have been appointed for all pay points and are ensuring that payrolls are collected, certified and returned within the stipulated period More pay points have been created at districts to reduce the turnaround time. Monthly reminders are sent to pay masters for them to collect payrolls and pay slips for certification Weekly audit steering committee meetings also assist the department with the monitoring of submission made by paymaster within the department.	Yes
6	Transfers and Subsidies	Monitoring controls should be implemented to ensure that transfers and subsidies to entities are	Controls have been implemented that ensure monthly monitoring of transfers	Yes

Resolution No.	Subject	Details	Response by the department	Resolved (Yes/No)
		applied for their intended purposes as required by Treasury Regulations 8.4.1	and subsidies. Accredited Training has been conducted to CPFs Quarterly reviews scheduled include those Station CPFs which were not reached / accessed due the AGM process. Monthly progress reports including required supporting documents(i.e. bank statements, invoices, quotations, returned cheques, etc) are followed up during monthly monitoring	
7	Revenue management	Appropriate processes should be developed and implemented to provide for the collection, recording and reconciliation of information regarding revenue as required by Treasury Regulation 7.2.1	All supporting documents are being kept safely for both Registering Authority and Driving License testing Centers to substantiate the performance of the transaction.	Yes
8	Interest on overdue accounts	Control measures should be implemented to ensure that interest is charged on debts as required by Treasury Regulation 11.5.1	Interest is now being charged on all overdue accounts	Yes

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

The department received an unqualified audit opinion in the 2012/13 financial year. There were however other matters that were raised by the AGSA and an audit action plan was developed and monitored on a weekly basis.

10. INTERNAL CONTROL UNIT

During the year under review, the internal control unit reviewed internal control processes for compliance with relevant laws, policies and procedures and recommended improvements where gaps were identified. A compliance checklist was also developed during the year as a monitoring tool for compliance.

In addition to the above activities, the unit coordinated the audit processes and assisted managers with development of audit action plans for both Provincial Internal Audit and the Auditor General's reports. The unit facilitated the process of implementation of these action plans through the Departmental Audit Steering Committee.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Key activities:

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Key objectives:

Provide a value add risk based internal audit service to the department.

- **Summary of audit work done**

For the financial year under review 43 assurance and advisory reports were issued to the Department. Work performed was based on a risk based internal audit plan and included audits of: risk management; supply chain management; financial statements; report on pre-determined objectives; IT governance; human resources and audit action plans (both internal and external). The audit work performed indicated that various deficiencies in internal control, risk management and governance processes exist and that this will require improvement on by the Department through timely and adequate implementation of agreed upon audit action plans.

- **Key activities and objectives of the audit committee**

To contribute to the oversight function of the design and implementation of effective corporate governance encompassing: integrated reporting, financial management, risk management and internal controls with a view of achieving quality service delivery.

• **Attendance of audit committee meetings by audit committee members**

The table below discloses relevant information on the audit committee members:

Name	Qualifications (Highest Qualification)	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Ms P. Mzizi	CA(SA)	External	NA	1 November 2009- Reappointed 29 July 2013	NA	6
Ms M. Morata	B Proc	External	NA	29 June 2012	NA	6
Mr M. Mnisi	xxx	External	NA	1 November 2009	Term ended	2
Mr M. Mohohlo*	MBA	External	NA	1 November 2009- Reappointed 29 July 2013	NA	1
Mr F. Sinthumule	MBA	External	NA	29 July 2013	NA	2
Dr K. Lesedi	xxx	External	NA	22 November 2013	NA	1
Ms O. Bodigelo	xxx	External	NA	22 November 2013	NA	1
Mr K Sehularo	xxx	External	NA	22 November 2013	NA	1

*Co-opted for specific meetings

- reviewed the compliance with the National Treasury Guide for the preparation of the annual report;
- reviewed the alignment of the quarterly reporting to the annual performance plan and the annual performance reporting;
- reviewed whether the performance reported is in agreement with portfolio of evidence; and
- reviewed significant adjustments resulting from the audit.

The audit committee had requested the accounting officer to ensure that all the review notes and comments of the consultants, internal audit and audit committee are fully addressed prior to submission of the Report on predetermined objectives to Auditor General South Africa.

Internal audit

The Audit Committee is satisfied that the internal audit function operated effectively during the year under review. However the level of resourcing and strategic placement of the function can still be improved upon. The Audit Committee also notes that the deficiencies in risk management mentioned above impact on the adequate implementation of the risk based audit approach.

Auditor General South Africa

We have reviewed the department's implementation plan for audit issues raised in the previous year and we are not satisfied that the matters have been adequately resolved.

The Audit Committee has met with the Auditor General South Africa and is not aware of any unresolved issues with respect to the current audit.

[5]

The Audit Committee concurs with the Auditor General South Africa's conclusions on the annual financial statements.

General

The Audit Committee strongly recommends that the Department must prioritise the adequate and effective implementation and frequent monitoring of the audit action plans for both internal and external audit in order to achieve the required effectiveness in governance, accountability and clean administration.

Signed on behalf of the Cluster Audit Committee by:



**Chairperson of the
Cluster Audit Committee**

.....
P Mzizi CA(SA)

Date 31 July 2014

The above report was presented to, considered and approved by the Central Audit Committee at a meeting held on 03 August 2014 and is signed by:

**Chairperson of the
Provincial Audit Committee**



.....
M.M. Mohohlo

Date 31 July 2014

PART D: HUMAN RESOURCE MANAGEMENT

1. INTRODUCTION

The information contained in this part of the annual report has been prescribed by the Minister for the Public Service and Administration for all departments in the public service.

2. OVERVIEW OF HUMAN RESOURCES

- **The status of human resources in the department.**

As at 31st March 2014, the Department had 1023 permanent staff and 252 temporary employees (contract, internships and Learnerships) of which 477 employees are Traffic Officers. The structure gives the Department an opportunity to appoint additional 1015 employees, thus increasing personnel to 2084 by 2019.

A training gap was identified for Traffic Officers including different areas of training with specific focus on an improved professional approach towards Traffic Management as a formal career. Such categories are:

- ❖ *12 months Learnership Programmes for new traffic officer recruits;*
- ❖ *Bursaries to current non-traffic officer staff to encourage growth and retention of staff*

As a result 50 Youth were registered on the Road Traffic Management Learnership. 44 is unemployed Youth and 6 is permanent employees who have been awarded bursary to study as Traffic Officers. This will ensure the Department has sufficient manpower to deliver on its mandate.

- **Human resource priorities for the year under review and the impact of these.**

The Department planned to recruit additional Traffic Officers during the year under review. The aim here was to increase Traffic visibility and also implement 24/7 hour shift system in four towns of the Province. This was however not achieved due to unavailability of qualified, unemployed Traffic Officers. The Department then resolved to recruit unemployed Youth and train them as Traffic Officers.

- **Workforce planning and key strategies to attract and recruit a skilled and capable workforce.**

Filling of positions is always aligned to budget availability. Critical positions to be filled in a particular Financial Year are identified at the beginning of each Financial Year, informed by the needs of the Department. The recruitment processes in the Department is competency based in ensuring that only competent applicants are appointed.

- **Employee performance management.**

Systems were in place to ensure that Performance Management Development System is adhered to and effectively implemented. Individual Performance is linked to the Departmental Performance as reflected in the Annual Performance Plan.

At the end of the 3rd quarter, all performance assessments for employees on salary level 1-12 were moderated and qualifying employees were duly remunerated. Developmental areas were identified and addressed through training. The challenge still remains with moderations of Senior Managers as a result of the way the Department is structured and as a result had to rely on Senior Managers from other Provincial Departments.

- **Employee wellness programmes.**

Employee Health & Wellness is deemed one important area in creating a balanced work life for all Employees. This is achieved through allowing all Employees to participate in health screenings during Departmental Wellness days, counselling, spiritual services and participation in various sporting Codes. The Department participates in the national Sports Tournament and were declared Champions during September 2013 tournament.

- **Highlight achievements and challenges faced by the department, as well as future human resource plans /goals.**

The Department managed to increase the appointment of persons with disability to 1.77 % as at December 2013. However this has dropped to 1.49% as at 31st March 2014 due to transfers to other Departments. 10 Employees were trained in sign Language

Lack of sufficient office accommodation / building still remains a challenge and this has a negative bearing on establishing a common organizational culture. A report has compiled which will be taken into account when relocating to new Office space in ensuring Persons with Disabilities are accommodated.

3. HUMAN RESOURCES OVERSIGHT STATISTICS

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 2013 and 31 March 2014

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
Management Administration	R 66,074,891.83	R 61,037,139.26	R3,841,548.20	R 1,196,204.37	99.7%
Civilian Oversight	R 13,588,248.02	R 13,174,271.82	0	R 413,976.20	100%
Transport Regulations	R 228,028,596.04	R 227,612,530.66	R 1,500	R 414,565.28	98.36%
Crime Prevention & Comm Relations	R 7,363,847.00	R 6,949,391.00	0	R 414,456.00	99.11%
Total	R 315,055,582.80	R 308,773,503.66	R 3,843,048.20	R 3,439,201.85	98.7%

Departmental Note:

The expenditure amounts are based on BAS data.

Table 3.1.2 Personnel costs by salary band for the period 1 April 2013 and 31 March 2014

Salary band	Personnel expenditure (R'000) (excluding Goods & Services)	% of total personnel cost	No. of employees (as at 31 March 2014)	Average personnel cost per employee (R'000)
Lower skilled (Levels 1-2)	R 4 371 414.36	1	46	R 95 031.00
Skilled (level 3-5)	R 26 365 465.62	8	172	R 153 288.00
Highly skilled production (levels 6-8)	R 182 932 394.31	58	615	R 297 451.00
Highly skilled supervision (levels 9-12)	R 82 821 376.46	27	177	R 467 917.00
Senior and Top management (levels 13-16)	R 10 412 805.27	3	13	R 800 985.00
Contract/Abnormal/Periodical Appointments	R 6 157 881.79	2	252	R 24 436.00
Total	R 313 061 337.81	100	1275	R 245 538.00

Table 3.1.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by programme for the period 1 April 2013 and 31 March 2014

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
54000000 PUBLIC SAF:PROGR 1 - ADMINISTRATION	R 43 044 554.81	70	R 555 941.17	1	R 1 827 490.00	3	R 2 564 454.54	4
54100000 PUBLIC SAF:PROGR 2 - CIVILIAN OVERSIGHT	R 8 385 881.15	64	R 368 254.46	3	R 300 600.00	2	R 439 951.34	3
54200000 PUBLIC SAF:PROGR 3 -	R 138 708	60	R 23 020	10	R 6 328 320.00	3	R 12 373	5

TRANSPORT REGULATION	578.31		270.51				497.77	
54300000 PUBLIC SAF:PROGR 4-CRIME PREV & COMM POLICE RELA	R 4 900 102.15	71	R 8 586.00	0	R 158 700.00	2	R 217 480.00	3
Total	R 195 039 116.42	62	R 23 953 052.14	8	R 8 615 110.00	3	R 15 595 383.65	5

Departmental Note:

The Personnel expenditure amounts are based on PERSAL data.

Table 3.1.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by salary band for the period 1 April 2013 and 31 March 2014

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)	R 2 850 953.95	65		0	R 398 700.00	9	R 456 307.50	10
Skilled (level 3-5)	R 17 629 209.06	67	R 123 875.06	1	R 1 686 600.00	6	R 2 433 550.54	9
Highly skilled production (levels 6-8)	R 108 813 614.86	60	R 20 193 186.51	11	R 5 072 400.00	3	R 10 094 118.28	6
Highly skilled supervision (levels 9-12)	R 55 112 406.08	67	R 3 506 312.13	4	R 1 295 226.00	2	R 2 443 971.33	3
Senior management (level 13-16)	R 6 166 594.40	59		0	R 162 184.00	2	R 167 436.00	2
Contract/ Abnormal/ Periodical Appointments	R 4 466 338.07	73	R 129 678.44	2	Nil	0	Nil	0
Total	R 195 039 116.42	62	R 23 953 052.14	8	R 8 615 110.00	3	R 15 595 383.65	5

Departmental Note:

The Personnel expenditure amounts are based on PERSAL data.

3.2. Employment and Vacancies

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 filled.

Table 3.2.1 Employment and vacancies by programme as on 31 March 2014

Programme	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
54000000 PUBLIC SAF:PROGR 1 - ADMINISTRATION	224	205	9	69
54100000 PUBLIC SAF:PROGR 2- CIVILIAN OVERSIGHT	45	38	16	0
54200000 PUBLIC SAF:PROGR 3 - TRANSPORT REGULATION	815	763	6	24
54300000 PUBLIC SAF:PROGR 4-CRIME PREV & COMM POLICE RELA	24	19	21	1
Total	1108	1025	8	94

Table 3.2.2 Employment and vacancies by salary band as on 31 March 2014

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)	47	46	2	47
Skilled(3-5)	181	172	5	47
Highly skilled production (6-8)	663	614	7	
Highly skilled supervision (9-12)	202	180	11	
Senior management (13-16)	15	13	13	
Total	1108	1025	8	94

Table 3.2.3 Employment and vacancies by critical occupations as on 31 March 2014

Critical occupation	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
ADMINISTRATIVE RELATED	156	138	12	Nil
FINANCIAL AND RELATED PROFESSIONALS	21	18	14	Nil
HUMAN RESOURCES & ORGANISAT DEVELOPM & RELATE PROF	21	20	5	Nil
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS	84	73	13	Nil
REGULATORY INSPECTORS	446	417	7	44
Grand Total	728	666	8.5	44

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 2014

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	0	0	0	0	0
Salary Level 16	0	0	0	0	0
Salary Level 15	1	0	0	1	100
Salary Level 14	2	2	100	0	0
Salary Level 13	12	11	92	1	8.3
Total	15	13	86.7	2	13.3

Table 3.3.2 SMS post information as on 30 September 2013

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	0	0	0	0	0
Salary Level 16	0	0	0	0	0
Salary Level 15	1	0	0	1	100
Salary Level 14	2	2	100	0	0
Salary Level 13	12	11	92	1	8.3
Total	15	13	86.7	2	13.3

Table 3.3.3 Advertising and filling of SMS posts for the period 1 April 2013 and 31 March 2014

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	0	0%	1	0%
Salary Level 16	0	0	0%	0	0%
Salary Level 15	0	0	0%	0	0%
Salary Level 14	2	1	100%	0	0%
Salary Level 13	12	2	92%	1	8%
Total	15	3	80%	2	20%

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 2013 and 31 March 2014

Reasons for vacancies not filled within six months
HOD post was advertised within period of a month i.e in Nov'11 after being vacated on the 30/10/2011, all recruitment processes were done, and it was later re-advertised in Feb/Mar'13.
Re advertisement

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 2013 and 31 March 2014

Reasons for vacancies not advertised within six months
One vacant post of HOD was advertised within six months of becoming vacant.
Reasons for vacancies not filled within six months
HOD position has been vacant from April 2011 when the actual incumbent was deployed to another Department prior to the expiry of his contract on of October'2011. This position was then only advertised in Nov'2011, a month after the expiry of the contract. The recruitment process was not concluded and the post was later re-advertised during Feb/Mar'13. Appointment will be made in the new Financial Year.

3.4. Job Evaluation

Table 3.4.1 Job Evaluation by Salary band for the period 1 April 2013 and 31 March 2014

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)	46	0	0	0	0%	0	0%
Skilled (Levels 3-5)	180	0	0	0	0%	0	0%
Highly skilled production (Levels 6-8)	720	0	0	0	0%	0	0%
Highly skilled supervision (Levels 9-12)	200	0	0	0	0%	0	0%
Senior Management Service Band A	12	0	0	0	0%	0	0%
Senior Management Service Band B	2	0	0	0	0%	0	0%
Senior Management Service Band C	1	0	0	0	0%	0	0%
Senior Management Service Band D	0	0	0	0	0%	0	0%
Total	1161	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.

Table 3.4.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2013 and 31 March 2014

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	
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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 2013 and 31 March 2014

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
None	0	0	0	0
Total number of employees whose salaries exceeded the level determined by job evaluation				Nil
Percentage of total employed				Nil

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 2013 and 31 March 2014

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	0	0	0	0
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Total number of Employees whose salaries exceeded the grades determine by job evaluation	Nil
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3.5. Employment Changes

Table 3.5.1 Annual turnover rates by salary band for the period 1 April 2013 and 31 March 2014

Salary band	Number of employees at beginning of period-1 April 2013	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2)	35	16	1	3
Skilled (Levels3-5)	159	15	4	3
Highly skilled production (Levels 6-8)	604	39	24	4
Highly skilled supervision (Levels 9-12)	164	9	4	0
Senior Management Service Bands A	10	1	0	0
Senior Management Service Bands B	1	0	0	0
Senior Management Service Bands C	0	0	0	0
Senior Management Service Bands D	0	0	0	0
Contracts	30	94	59	197
Periodical/Abnormal Appointments	0	158	0	0
Total	1003	332	92	9

Table 3.5.2 Annual turnover rates by critical occupation for the period 1 April 2013 and 31 March 2014

Critical occupation	Number of employees at beginning of period-April 2013	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
ADMINISTRATIVE RELATED	119	3	4	3
FINANCIAL AND RELATED PROFESSIONALS	16	3	1	6
HUMAN RESOURCES & ORGANISAT DEVELOPM & RELATE PROF	15	4	1	7
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS	62	8	0	0
REGULATORY INSPECTORS	453	62	36	8
TOTAL	665	80	42	0

Table 3.5.3 Reasons why staff left the department for the period 1 April 2013 and 31 March 2014

Termination Type	Number	% of Total Resignations
Death	8	8.7
Resignation	13	14.1
Expiry of contract	57	62
Dismissal – operational changes	0	0
Dismissal – misconduct	2	2.2
Dismissal – inefficiency	1	1.1
Discharged due to ill-health	1	1.1
Retirement	6	6.5
Transfer to other Public Service Departments	4	4.3
Other	0	0
Total	92	100
Total number of employees who left as a % of total employment (as at 31 March 2014)	1274	7

Table 3.5.4 Promotions by critical occupation for the period 1 April 2013 and 31 March 2014

Occupation	Employees 1 April 2013	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
Administrative related	119	13	11	83	69.7
Financial and related professionals	16	2	13	12	75
Human resources & OD & relate prof	15	3	20	9	60
Other administrative policy and related officers	62	12	19	53	85.5
Regulatory inspectors	453	26	6	273	60.3
TOTAL	665	56	8.4	430	64.7

Table 3.5.5 Promotions by salary band for the period 1 April 2013 and 31 March 2014

Salary Band	Employees 1 April 2013	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)	35	0	0	18	51
Skilled (Levels3-5)	159	3	2	78	49
Highly skilled production (Levels 6-8)	604	45	8	387	64
Highly skilled supervision (Levels 9-12)	164	13	8	123	75
Senior Management (Level 13-16)	11	2	18	4	36
Contract Workers	30	0	0	0	0
Total	1003	63	6	610	61

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 2014

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	6	0	0	1	3	0	0	0	10
Professionals	27	0	0	0	44	0	0	0	71
Technicians and associate professionals	354	14	1	26	275	5	0	6	681
Clerks	69	0	0	0	198	5		3	275
Service and sales workers	2	0	0	0	0	0	0	0	2
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	1	0	0	0	0	0	0	0	1
Elementary occupations	26	0	0	0	51	0	0	0	77
Non-Permanent Workers	69	0	0	0	89	0	0	0	158
Total	554	14	1	27	660	10	0	9	1275
Employees with disabilities	10	0	0	1	7	0	0	1	19

Table 3.6.2 Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2014

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	7	0	0	1	5	0	0	0	13
Professionally qualified and experienced specialists and mid-management	57	2	0	10	40	0	0	1	110
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	322	12	1	16	320	5	0	8	684
Semi-skilled and discretionary decision making	66	0	0	0	134	4	0	0	204
Unskilled and defined decision making	33	0	0	0	72	1	0	0	106
Non-Permanent Worker	69	0	0	0	89	0	0	0	158
Total	554	14	1	27	660	10	0	9	1275

Table 3.6.3 Recruitment for the period 1 April 2013 to 31 March 2014

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management									
Senior Management	1								1
Professionally qualified and experienced specialists and mid-management	3				4				7
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	10				19				29
Semi-skilled and discretionary decision making	5				8				13
Unskilled and defined decision making	3				13				16
Transfers to the Department	4				9	1			14
Contracts/Periodial/Abnormal Appointment	103				148	1			252
Total	129	0	0	0	201	2	0	0	332
Employees with disabilities	5				4				9

Table 3.6.4 Promotions for the period 1 April 2013 to 31 March 2014

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	2	0	0	0	2
Professionally qualified and experienced specialists and mid-management	4	0	0	0	9	0	0	0	13
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	24	3	0	0	17	1	0	0	45
Semi-skilled and discretionary decision making	1	0	0	0	2	0	0	0	3
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	29	3	0	0	30	1	0	0	63
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 3.6.5 Terminations for the period 1 April 2013 to 31 March 2014

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management									
Senior Management									
Professionally qualified and experienced specialists and mid-management	3	1							4
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	15			3	3			1	22
Semi-skilled and discretionary decision making	1				1				2
Unskilled and defined decision making	1								1
Contracts	17				42				59
Total	37	1	0	3	46	0	0	1	88
Transfers	3	0	0	0	1	0	0	0	4
Employees with Disabilities	0	0	0	0	0	0	0	0	0

Table 3.6.6 Disciplinary action for the period 1 April 2013 to 31 March 2014

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Disciplinary action	45	3	0	1	20	1	0	1	71

Table 3.6.7 Skills development for the period 1 April 2013 to 31 March 2014

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	3	-	-	-	2	-	-	-	5
Professionals	12	-	-	-	16	-	-	-	28
Technicians and associate professionals	336	19	1	17	222	8	-	3	606
Clerks	11	-	-	-	50	1	-	-	62
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	12	-	-	-	50	-	-	-	62
Total	374	19	1	17	340	9		3	763
Employees with disabilities	1	0	0	0	0	0	0	0	1

7.2. Signing of Performance Agreements by SMS Members

Table 3.7.1 Signing of Performance Agreements by SMS members as on 31 May 2013

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	0	0
Salary Level 16	0	0	0	0
Salary Level 15	0	0	0	0
Salary Level 14	1	1	0	0
Salary Level 13	11	9	7	77%
Total	13	11	7	0

Table 3.7.2 Reasons for not having concluded Performance agreements for all SMS members as on 31 March 2014

Reasons
The HOD Post and 3 of Level 13 SMS members were vacant.

Table 3.7.3 Disciplinary steps taken against SMS members for not having concluded Performance agreements as on 31 March 2014

Reasons
Warning Letters

7.3. 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 2013 to 31 March 2014

Beneficiary Profile				Cost	
Race and Gender	Number of beneficiaries	Number of employees	% of total within group	Cost (R'000)	Average cost per employee (Nr of beneficiaries/Cost)
African					
Male	148	451	33	R 1 762 896.78	R 11 911.46
Female	216	512	42	R 2 601 628.01	R 12 044.57
Asian					
Male	0	1	0	R 0.00	R 0.00
Female	0	0	0	R 0.00	R 0.00
Coloured					
Male	5	14	36	R 50 079.51	R 10 015.90
Female	3	9	33	R 27 527.58	R 9 175.86
White					
Male	10	27	37	R 171 808.92	R 17 180.89
Female	6	9	67	R 106 493.64	R 17 748.94
Total	388			R 4 720 434.44	R 12 166.07

Table 3.8.2 Performance Rewards by salary band for personnel below Senior Management Service for the period 1 April 2013 to 31 March 2014

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)	16	46	35	R 78 351.18	R 4 896.95	0.00%
Skilled (level 3-5)	84	172	49	R 522 306.37	R 6 217.93	0.00%
Highly skilled production (level 6-8)	217	615	35	R 2 541 614.46	R 11 712.51	1.00%
Highly skilled supervision (level 9-12)	70	177	40	R 1 544 484.90	R 22 064.07	0.00%
Total	387	1010	38	R 4 686 756.91	R 12 110.48	1.00%

Table 3.8.3 Performance Rewards by critical occupation for the period 1 April 2013 to 31 March 2014

Critical occupation	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within occupation	Total Cost (R'000)	Average cost per employee
ADMINISTRATIVE RELATED	43	125	34	R 989 705.50	R 23 016.41
FINANCIAL AND RELATED PROFESSIONALS	11	18	61	R 166 141.11	R 15 103.74
HUMAN RESOURCES & ORGANISAT DEVELOPM & RELATE PROF	6	18	33	R 83 379.18	R 13 896.53
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS	38	69	55	R 458 938.41	R 12 077.33
REGULATORY INSPECTORS	121	434	28	R 1 461 056.13	R 12 074.84
TOTAL	219			R 3 159 220.33	R 14 425.66

Table 3.8.4 Performance related rewards (cash bonus), by salary band for Senior Management Service for the period 1 April 2013 to 31 March 2014

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	1	11	9%	R 33 677.53	R 33 677.53	0.30%
Band B	0	2	0	0	0	0
Band C	0	0	0	0	0	0
Band D	0	0	0	0	0	0
Total	1	13	8%	R 33 677.53	R 33 677.53	0.30%

3.9 Foreign Workers

Table 3.9.1 Foreign workers by salary band for the period 1 April 2013 and 31 March 2014

Salary band	01-Apr-13		31-Mar-14		Change	
	Number	% of total	Number	% of total	Number	% Change
Lower skilled	1	100	0	0	-1	0
Highly skilled production (Lev. 6-8)	0	0	1	100	1	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	1	100	1	100	0	0

Table 3.9.2 Foreign workers by major occupation for the period 1 April 2013 and 31 March 2014

Major occupation	01 April 2013		31 March 2014		Change	
	Number	% of total	Number	% of total	Number	% Change
REGULATORY INSPECTORS	1	100	1	100	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 2013 to 31 December 2013

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)	262	92	30	4	9	R 96 236.54
Skilled (levels 3-5)	1330	91	128	17	10	R 708 731.53
Highly skilled production (levels 6-8)	3965	90	469	63	8	R 3 670 654.15
Highly skilled supervision (levels 9 -12)	807	87	109	15	7	R 1 348 542.64
Top and Senior management (levels 13-16)	61	97	7	1	9	R 178 355.53
Total	6425	90	743	100	9	R 6 002 520.39

Table 3.10.2 Disability leave (temporary and permanent) for the period 1 January 2013 to 31 December 2013

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)	0	0%	0	0%	0	R 0.00
Skilled (Levels 3-5)	90	100%	6	40%	15	R 48 758.82
Highly skilled production (Levels 6-8)	331	100%	9	60%	37	R 325 091.90
Highly skilled supervision (Levels 9-12)	0	0%	0	0%	0	R 0.00
Senior management (Levels 13-16)	0	0%	0	0%	0	R 0.00
Total	421	100%	15	100%	28	R 373 850.72

Table 3.10.3 Annual Leave for the period 1 January 2013 to 31 December 2013

Salary band	Total days taken	Number of Employees using annual leave	Average per employee
Lower skilled (Levels 1-2)	897	62	14
Skilled Levels 3-5)	3871	212	18
Highly skilled production (Levels 6-8)	12647	607	21
Highly skilled supervision (Levels 9-12)	3995	172	23
Senior management (Levels 13-16)	218	12	18
Total	21628	1052	20

Table 3.10.4 Capped leave for the period 1 January 2013 to 31 December 2013

Salary band	Total days of capped leave taken	Number of Employees using capped leave (as on 31 Dec 2013)	Average number of days taken per employee	Average capped leave per employee as on 31 March 2014
Lower skilled (Levels 1-2)	0	0	0	4
Skilled Levels 3-5)	11	2	6	24
Highly skilled production (Levels 6-8)	67	3	22	45
Highly skilled supervision (Levels 9-12)	5	2	3	60
Senior management (Levels 13-16)	0	0	0	3
Total	83	7	12	39

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 2013 and 31 March 2014

Reason	Total amount (R'000)	Number of employees	Average per employee (R'000)
Leave payout for 2013/14 due to non-utilisation of leave for the previous cycle	R0.00	0	R0.00
Capped leave payouts on termination of service for 2013/14 (Leave Gratuity)	R457,503.69	7	R48,947.55
Current leave payout on termination of service for 2013/14 (Leave Discounting (Unused Leave Cr) out of service + Leave Discounting/Gratuity *Unused Leave Cr)	R74,920.94	10	R7,492.07
Total	R832,108.39	17	R48,947.55

3.11. HIV/AIDS & Health Promotion Programmes

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	Health Screenings are done during IEHW presentations to Districts and Stations Awareness campaigns/ Information sharing sessions are conducted continuously including HIV & AIDS reflections where testing is emphasised

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.	X		Ms. MS Tselapedi Director: HRM
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.	X		Four Pillars totalling to thirteen (13) officials with a dedicated budget allocated during 2013/2014 financial year.
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.	X		- Counselling services - Conduct home & hospital visits, to employees -Health Screening -Referrals done to rehabilitation centres
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.		X	No Peer Education program
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.		X	The Departmental Policies were not revised, as the current policies do make provisioning for such.
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.		X	
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	X		Yes. Numbers of Employees who go for Voluntary Counselling and Testing during Wellness Days has increased
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.		X	No

3.12. Labour Relations

Table 3.12.1 Collective agreements for the period 1 April 2013 and 31 March 2014

Subject matter	Date
Total number of Collective agreements	N/A

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

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 2013 and 31 March 2014

Outcomes of disciplinary hearings	Number	% of total
Correctional counselling	0	0%
Verbal warning	2	5%
Written warning	5	12%
Final written warning	19	44%
Suspended without pay	0	0%
Fine	0	0%
Demotion	1	2%
Dismissal	4	9%
Not guilty	3	7%
Case withdrawn	9	21%
Total	43	100%

Table 3.12.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2013 and 31 March 2014

Type of misconduct	Number	% of total
Unbecoming Conduct	7	16%
Corruption	1	2%
Negligence	17	40%
Fraud	0	0%
Remunerative Work Without Approval	2	5%
Bribery	0	0%
Intimidation	0	0%
Failure to comply with Act (PFMA)	0	0%
Misuse / Loss of State Property	5	12%
Abuse of Intoxicating Substance	1	2%
Absenteeism	3	7%
Falsification of Records	3	7%
Use of Vulgar Language	1	2%
Discrimination	1	2%
Failure to follow Instruction	2	5%
Total	43	100%

Table 3.12.4 Grievances logged for the period 1 April 2013 and 31 March 2014

Grievances	Number	% of Total
Number of grievances resolved	13	68%
Number of grievances not resolved	6	32%
Total number of grievances lodged	19	100%

Table 3.12.5 Disputes logged with Councils for the period 1 April 2013 and 31 March 2014

Disputes	Number	% of Total
Number of disputes upheld	0	0%
Number of disputes dismissed	9	69%
Number of disputes pending	4	31%
Total number of disputes lodged	13	100%

Table 3.12.6 Strike actions for the period 1 April 2013 and 31 March 2014

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

Table 3.12.7 Precautionary suspensions for the period 1 April 2013 and 31 March 2014

Number of people suspended	3
Number of people who's suspension exceeded 30 days	3
Average number of days suspended	(Total: 832 days/3) Average: 277 days
Cost of suspension(R'000)	R1,815 099.20

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 2013 and 31 March 2014

Occupational category	Gender	Number of employees as at 1 April 2013	Training needs identified at start of the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	5	23			36
	Male	7	13			
Professionals	Female	27				
	Male	44				
Technicians and associate professionals	Female	286		650		1061
	Male	385		411		
Clerks	Female	203		112		142
	Male	69		30		
Service and sales workers	Female	0				
	Male	2				

Skilled agriculture and fishery workers	Female	0			
	Male	0			
Craft and related trades workers	Female	0			
	Male	0			
Plant and machine operators and assemblers	Female	0			
	Male	1			
Elementary occupations	Female	51			
	Male	26			
Sub Total	Female	572		762	1203
	Male	534		441	
Total		1106	36	2406	2442

Table 3.13.2 Training provided for the period 1 April 2013 and 31 March 2014

Occupational Category	Gender	Number of employees as at 1 April 2013	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	2	50			5
	Male	3				
Professionals	Female	16				28
	Male	12				
Technicians and associate professionals	Female	233				606
	Male	373				
Clerks	Female	51				62
	Male	11				
Service and sales workers	Female					
	Male					
Skilled agriculture and fishery workers	Female					
	Male					
Craft and related trades workers	Female					
	Male					
Plant and machine operators and assemblers	Female					
	Male					
Elementary occupations	Female	50				62
	Male	12				
Sub Total	Female	352				
	Male	411				
Total		763				763

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 2013 and 31 March 2014

Nature of injury on duty	Number	% of total
Required basic medical attention only	9	90%
Temporary Total Disablement	1	10%
Permanent Disablement	0	0%
Fatal	0	0%
Total	10	100%

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:

- (a) The rendering of expert advice;
- (b) The drafting of proposals for the execution of specific tasks; and
- (c) 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 2013 and 31 March 2014

Project title	Total number of consultants that worked on project	Duration (work days)	Contract value in Rand
None			R0.00

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
None			R0.00

Table 3.15.2 Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2013 and 31 March 2014

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
None			R0.00

Table 3.15.3 Report on consultant appointments using Donor funds for the period 1 April 2013 and 31 March 2014

Project title	Total Number of consultants that worked on project	Duration (Work days)	Donor and contract value in Rand
None			R0.00

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
None			R0.00

Table 3.15.4 Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2013 and 31 March 2014

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
None			R0.00

3.16. Severance Packages

Table 3.16.1 Granting of employee initiated severance packages for the period 1 April 2013 and 31 March 2014

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

Annual Financial Statements
for
Vote 5- NW:PUBLIC SAFETY AND LIASON
for the year ended 31 March 2014

	Page No.
Appropriation Statement	121
Notes to the Appropriation Statement	127
Statement of Financial Performance	129
Statement of Financial Position	130
Statement of Changes in Net Assets	131
Cash Flow Statement	132
Notes to the Annual Financial Statements	133
Disclosure Notes to the Annual Financial Statements	149
Annexures	
Annexure 1A	159
Annexure 1B	160
Annexure 1C	163
Annexure 1D	164
Annexure 2A	165
Annexure 2B	166
Annexure 3	167

Vote 5- NW:PUBLIC SAFETY AND LIASON
Appropriation Statement
for the year ended 31 March 2014

		Appropriation per programme									
		2013/14					2012/13				
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000		
1. MANAGEMENT ADMINISTRATION											
Current payment	123 058	-4 189	1 035	119 904	118 046	1 858	98.5%	95 137	90 937		
Transfers and subsidies	306	1 047	-	1 353	1 352	1	99.9%	815	169		
Payment for capital assets	1 879	3 142	-	5 021	4 836	185	96.3%	2 837	2 696		
Payment for financial assets	-	-	-	-	-	-	0.0%	-	31		
	125 243	-	1 035	126 278	124 234	2 044		98 789	93 833		
2. CIVILIAN OVERSIGHT											
Current payment	16 980	-149	88	16 919	16 524	395	97.7%	15 721	14 044		
Transfers and subsidies	76	-	-	76	-	76	0.0%	172	87		
Payment for capital assets	-	149	-	149	138	11	92.6%	2 000	-		
Payment for financial assets	-	-	-	-	-	-	0.0%	-	-		
	17 056	-	88	17 144	16 662	482		17 893	14 131		
3. TRANSPORT REGULATION											
Current payment	348 591	-1 739	-1 123	345 729	336 902	8 827	97.4%	237 130	322 124		
Transfers and subsidies	1 300	-	361	1 661	1 444	217	86.9%	468	846		
Payment for capital assets	15 196	1 739	-	16 935	12 619	4 316	74.5%	15 722	13 206		
Payment for financial assets	-	-	-	-	-	-	0.0%	-	-		
	365 087	-	-762	364 325	350 965	13 360		253 320	336 176		
CRIME PREVENTION & COMMUNITY											
POLICE RELATIONS											
Current payment	10 076	-160	-361	9 555	9 014	541	94.3%	10 898	7 675		
Transfers and subsidies	752	160	-	912	773	139	84.8%	840	754		
Payment for capital assets	4 130	-	-	4 130	184	3 946	4.5%	-	-		
Payment for financial assets	-	-	-	-	160	-160	0.0%	-	-		
	14 958	-	-361	14 597	10 131	4 466		11 738	8 429		
TOTAL	522 344	-	-	522 344	501 992	20 352	96.1%	381 740	452 569		
Reconciliation with Statement of Financial Performance											
Add:											
Departmental receipts				20 474				90 121			
Actual amounts per Statement of Financial Performance (Total Revenue)				542 818				471 861			
Actual amounts per Statement of Financial Performance Expenditure					501 992				452 569		

Appropriation per Economic classification									
	2013/14					2012/13			
	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
Current payments									
Compensation of employees	314 353	-1 554	-	312 799	308 773	4 026	98.7%	264 783	264 388
Goods and services	184 352	-4 683	-361	179 308	171 713	7 595	95.8%	92 812	170 391
Transfers & subsidies									
Provinces & municipalities	698	-	-	698	633	65	90.7%	-	-
Non-profit institutions	665	-	-	665	664	1	99.8%	754	754
Households	1 071	1 207	361	2 639	2 272	367	86.1%	1 541	1 103
Payment for capital assets									
Buildings & other fixed structures	3 105	-	-	3 105	103	3 002	3.3%	1 300	-
Machinery & equipment	18 100	5 030	-	23 130	17 674	5 456	76.4%	20 550	15 902
Payment for financial assets									
	-	-	-	-	160	-160	0.0%	-	31
Total	522 344	-	-	522 344	501 992	20 352	96.1%	381 740	452 569

Detail per programme 1 - MANAGEMENT ADMINISTRATION
 for the year ended 31 March 2014

Details per Sub-Programme	2013/14					2012/13			
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1.1 OFFICE OF THE MEC	809	140	-	949	964	-15	101.6%		
Current payment									
1.2 OFFICE OF THE HoD	1 886	-835		1 051	816	235	77.6%	971	1 131
Current payment							0.0%	287	
Transfers and subsidies									
1.3 OFFICE OF THE CFO	2 505	-316	-	2 189	2 182	7	99.7%	2 127	1 924
Current payment							0.0%		6
Transfers and subsidies							0.0%		31
Payment for financial assets									
1.4 CORPORATE SUPPORT	100 927	-3 022	1 035	98 940	97 400	1 540	98.4%	74 856	71 631
Current payment									
Transfers and subsidies	306	1 027		1 333	1 332	1	99.9%	528	163
Payment for capital assets	1 879	3 142		5 021	4 836	185	96.3%	2 837	2 696
1.5 LEGAL SERVICES	4 330	-605		3 725	3 707	18	99.5%	5 338	4 076
Current payment									
Transfers and subsidies	-	20		20	20	-	100.0%		
1.6 SECURITY	12 601	449		13 050	12 977	73	99.4%	11 845	12 175
Current payment									
Total	125 243	-	1 035	126 278	124 234	2 044	98.4%	98 789	93 833

2013/14									
Programme 1 Per Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments									
Compensation of employees	61 731	-1 554	1 035	61 212	61 038	174	99.7%	55 470	52 226
Goods and services	61 327	-2 635		58 692	57 008	1 684	97.1%	39 667	38 710
Transfers & subsidies									
Households	306	1 047		1 353	1 352	1	99.9%	815	170
Payment for capital assets									
Machinery & equipment	1 879	3 142		5 021	4 836	185	96.3%	2 837	2 696
Payment for financial assets							0.0%		31
Total	125 243	-	1 035	126 278	124 234	2 044	98.4%	98 789	93 833

Detail per programme 2 - CIVILIAN OVERSIGHT
 for the year ended 31 March 2014

Details per Sub-Programme	2013/14						2012/13		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
2.1 PROGRAMME SUPPORT									
Current payment	3 540	36	88	3 664	3 595	69	98.1%	2 793	4 630
Transfers and subsidies	76			76		76	0.0%	72	87
2.2 POLICY AND RESEARCH									
Current payment							0.0%	365	
2.3 MONITORING AND EVALUATION									
Current payment	13 440	-185		13 255	12 929	326	97.5%	12 563	9 414
Transfers and subsidies							0.0%	100	
Payment for capital assets		149		149	138	11	92.6%	2 000	
Total	17 056	-	88	17 144	16 662	482	97.2%	17 893	14 131
2013/14									
Programme 2 Per Economic classification	2013/14						2012/13		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments									
Compensation of employees	13 086	-	88	13 174	13 174	-	100.0%	12 658	11 770
Goods and services	3 894	-149		3 745	3 350	395	89.5%	3 063	2 274
Transfers & subsidies									
Households	76			76		76	0.0%	172	87
Payment for capital assets									
Machinery & equipment		149		149	138	11	92.6%	2 000	
Total	17 056	-	88	17 144	16 662	482	97.2%	17 893	14 131

Detail per programme 3 - TRANSPORT REGULATION
 for the year ended 31 March 2014

Details per Sub-Programme	2013/14						2012/13		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
3.1 SAFETY REGULATION									
Current payment	18 622	291		18 913	18 565	348	98.2%	20 507	19 589
Transfers and subsidies	160	-92		68	40	28	58.8%	151	
3.2 LAW ENFORCEMENT									
Current payment	222 332	-5 370	-1 123	215 839	213 240	2 599	98.8%	179 144	196 895
Transfers and subsidies	318	92	361	771	771	-	100.0%	200	735
Payment for capital assets	12 091	1 246		13 337	12 305	1 032	92.3%	14 212	12 996
3.3 TRANSPORT ADMINISTRATION & LICENCING									
Current payment	107 637	3 340		110 977	105 097	5 880	94.7%	37 479	105 640
Transfers and subsidies	822			822	633	189	77.0%	117	111
Payment for capital assets	3 105	493		3 598	314	3 284	8.7%	1 510	210
Total	365 087	-	-762	364 325	350 965	13 360	96.3%	253 320	336 176
2013/14									
Programme 3 Per Economic classification	2013/14						2012/13		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments									
Compensation of employees	232 524		-1 123	231 401	227 612	3 789	98.4%	190 902	195 647
Goods and services	116 067	-1 739		114 328	109 290	5 038	95.6%	44 937	126 477
Transfers & subsidies									
Provinces & municipalities	698			698	633	65	90.7%	468	846
Households	602		361	963	811	152	84.2%		
Gifts and donations				-			0.0%		
Payment for capital assets									
Buildings & other fixed structures	3 105			3 105	103	3 002	3.3%	1 300	
Machinery & equipment	12 091	1 739		13 830	12 516	1 314	90.5%	15 713	13 206
Total	365 087	-	-762	364 325	350 965	13 360	96.3%	253 320	336 176

Detail per programme 4 - CRIME PREVENTION & COMMUNITY POLICE RELATIONS

for the year ended 31 March 2014

Details per Sub-Programme	2013/14					2012/13			
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
4.1 COMMUNITY POLICE RELATIONS									
Current payment	2 402	141		2 543	2 457	86	96.6%	1 653	967
Transfers and subsidies				-			0.0%		
4.2 SOCIAL CRIME PREVENTION									
Current payment	7 674	-301	-361	7 012	6 557	455	93.5%	9 245	6 708
Transfers and subsidies	752	160		912	773	139	84.8%	840	754
Payment for capital assets	4 130			4 130	184	3 946	4.5%		
Payment for financial assets				-	160	-160	0.0%		
Total	14 958	-	-361	14 597	10 131	4 466	69.4%	11 738	8 429

Programme 4 Per Economic classification	2013/14					2012/13			
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments									
Compensation of employees	7 012	-		7 012	6 949	63	99.1%	5 753	4 745
Goods and services	3 064	-160	-361	2 543	2 065	478	81.2%	5 145	2 930
Transfers & subsidies									
Non-profit institutions	665			665	664	1	99.8%	754	754
Households	87	160		247	109	138	44.1%	86	
Payment for capital assets									
Machinery & equipment	4 130			4 130	184	3 946	4.5%		
Payment for financial assets				-	160	-160	0.0%		
Total	14 958	-	-361	14 597	10 131	4 466	69.4%	11 738	8 429

**Notes to the Appropriation Statement
 for the year ended 31 March 2014**

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-D) 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 2 (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 to 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	Variance as a % of Final Approp.
	R'000	R'000	R'000	%
Programme 1:Administration	126 278	124 234	2 044	1.62%

Underspending was mainly on goods and services because office furniture and IT equipment for Traffic college was not delivered as expected.

Programme 2:Civilian Oversight

	17 144	16 662	482	2.81%
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The programme had a saving in one of the projects that was implemented in the current financial year.

Programme 3:Transport Regulation

	364 325	350 965	13 360	3.67%
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Unspent funds on building and other fixed structure(Vehicle Testing Station) as well as on agency fees

Programme 4: Crime Prevention and Community Police
Relation

14 597 10 131 4 466 30.60%

Unspent funds on CCTV cameras as well as stipend for Community Patrollers

4.2 Per economic classification:

Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
R'000	R'000	R'000	%

Current expenditure

Compensation of employees	312 799	308 773	4 026	1.3%
Goods and services	179 308	171 713	7 595	4.2%

Transfers and subsidies

Provinces and municipalities	698	633	65	9.3%
Non-profit institutions	665	664	1	0.2%
Households	2 639	2 272	367	13.9%

Payments for capital assets

Buildings and other fixed structures	3 105	103	3 002	96.7%
Machinery and equipment	23 130	17 674	5 456	23.6%

Payments for financial assets

- 160 -160

Goods and services underspent largely due to office furniture and IT equipment not delivered as expected by the service provider. Machinery and Equipment underspending is due to CCTV project that could not start during the financial year and lastly the Infrastructure budget was also not spent due to lack of implementation by agent.

**Statement of Financial Performance
 for the year ended 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
REVENUE			
Annual appropriation	2	522 344	381 740
Departmental revenue	3	20 474	90 121
TOTAL REVENUE		542 818	471 861
EXPENDITURE			
Current expenditure			
Compensation of employees	4	308 773	264 388
Goods and services	5	171 713	170 391
Total current expenditure		480 486	434 779
Transfers and subsidies			
Transfers and subsidies	7	3 569	1 857
Total transfers and subsidies		3 569	1 857
Expenditure for capital assets			
Tangible assets	8	17 777	15 902
Total expenditure for capital assets		17 777	15 902
Payments for financial assets	6	160	31
TOTAL EXPENDITURE		501 992	452 569
SURPLUS/(DEFICIT) FOR THE YEAR		40 826	19 292
Reconciliation of Net Surplus/(Deficit) for the year			
Voted Funds		20 352	-70 829
Annual appropriation		20 352	-70 829
Conditional grants		-	-
Unconditional grants		-	-
Departmental revenue and NRF Receipts	14	20 474	90 121
SURPLUS/(DEFICIT) FOR THE YEAR		40 826	19 292

**Statement of Financial Position
 as at 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
ASSETS			
Current Assets		127 229	150 695
Unauthorised expenditure	9	100 791	100 791
Cash and cash equivalents	10	25 765	38 704
Prepayments and advances	11	-	10 539
Receivables	12	673	661
Non-Current Assets		-	-
TOTAL ASSETS		127 229	150 695
LIABILITIES			
Current Liabilities		127 229	150 695
Voted funds to be surrendered to the Revenue Fund	13	23 344	29 951
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	14	101 871	120 484
Payables	15	2 014	260
Non-Current Liabilities		-	-
TOTAL LIABILITIES		127 229	150 695
NET ASSETS		-	-

Statement of Changes in Net Assets
for the year ended 31 March 2014

NET ASSETS	Note	2013/14 R'000	2012/13 R'000
Capitalisation Reserves			
Opening balance		-	-
Transfers:			
Movement in Equity			-
Movement in Operational Funds			-
Other movements			-
Closing balance		-	-
Recoverable revenue			
Opening balance		-	56
Transfers		-	-56
Irrecoverable amounts written off			-
Debts revised			-56
Debts recovered (included in departmental receipts)			-
Debts raised			-
Closing balance		-	-
Retained funds			
Opening balance		-	-
Transferred from voted funds to be surrendered (Parliament/Legislatures ONLY)			-
Utilised during the year			-
Other			-
Closing balance		-	-
Revaluation Reserves			
Opening balance		-	-
Revaluation adjustment (Housing departments)			-
Transfers			-
Other			-
Closing balance		-	-
TOTAL		-	-

Cash Flow Statement
for the year ended 31 March 2014

	<i>Note</i>	2013/14 R'000	2012/13 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		900 687	771 111
Annual appropriated funds received	2.1	496 200	381 740
Departmental revenue received	3	404 484	389 371
Interest received	3	3	-
Net (increase)/ decrease in working capital		12 281	-101 462
Surrendered to Revenue Fund		-423 915	-306 429
Current payments		-480 486	-349 407
Payments for financial assets		-160	-31
Transfers and subsidies paid		-3 569	-1 857
Net cash flow available from operating activities	16	4 838	11 925
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	8	-17 777	-15 902
Net cash flows from investing activities		-17 777	-15 902
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/ (decrease) in net assets		-	-56
Increase/ (decrease) in non-current payables		-	-
Net cash flows from financing activities		-	-56
Net increase/ (decrease) in cash and cash equivalents		-12 939	-4 033
Cash and cash equivalents at beginning of period		38 704	42 737
Cash and cash equivalents at end of period	10	25 765	38 704

**Notes to the Annual Financial Statements
for the year ended 31 March 2014**

1. 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.

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.

1.1. Basis of preparation

The financial statements have been prepared in accordance with the Modified Cash Standard.

1.2. Going concern

The financial statements have been prepared on a going concern basis.

1.3. Presentation currency

Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

1.4. Rounding

Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).

1.5. Foreign currency translation

Cash flows arising from foreign currency transactions are translated into South African Rands using the exchange rates prevailing at the date of payment / receipt.

1.6. 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.

1.7. Revenue

1.7.1. 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.

1.7.2. 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.

1.7.3. Accrued departmental revenue

Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:

- 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.

The accrued revenue is measured at the fair value of the consideration receivable.

Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents.

1.8. Expenditure

1.8.1. Compensation of employees

1.8.1.1. Salaries and wages

Salaries and wages are recognised in the statement of financial performance on the date of payment.

1.8.1.2. Social contributions

Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment.

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.

1.8.2. Other expenditure

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.

1.8.3. Accrued expenditure payable

Accrued expenditure payable is recorded in the notes to the financial statements when the goods are received or, in the case of services, when they are rendered to the department.

Accrued expenditure payable is measured at cost.

1.8.4. Leases

1.8.4.1. Operating leases

Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment.

The operating lease commitments are recorded in the notes to the financial statements.

1.8.4.2. Finance leases

Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment.

The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.

Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:

- 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.

1.9. Aid Assistance

1.9.1. Aid assistance received

Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value.

Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.

1.9.2. Aid assistance paid

Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.

1.10. Cash and cash equivalents

Cash and cash equivalents are stated at cost in the statement of financial position.

Bank overdrafts are shown separately on the face of the statement of financial position.

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.

1.11. Prepayments and advances

Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash.

Prepayments and advances are initially and subsequently measured at cost.

1.12. Receivables

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.

1.13. Investments

Investments are recognised in the statement of financial position at cost.

1.14. 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.

1.15. Payables

Payables are recognised in the statement of financial position at cost to the extent that cash has exchanged hands between department and the payer.

1.16. Capital Assets

1.16.1. Immovable capital assets

Immovable capital assets are initially recorded in the notes to the financial statements at cost. Immovable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.

Where the cost of immovable capital assets cannot be determined accurately, the immovable capital assets are measured at R1 unless the fair value of the asset has been reliably estimated, in which case the fair value is used.

All assets acquired prior to 1 April 2002 are recorded at R1.

Immovable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure that is of a capital nature is added to the cost of the asset at the end of the capital project unless the immovable asset is recorded by another department in which case the completed project costs are transferred to that department.

1.16.2. 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 accurately, 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 are 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 is added to the cost of the asset at the end of the capital project unless the movable asset is recorded by another department/entity in which case the completed project costs are transferred to that department.

1.16.3. 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 accurately, 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 are recorded at R1.

Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure that is of a capital nature is added to the cost of the asset at the end of the capital project unless the intangible asset is recorded by another department/entity in which case the completed project costs are transferred to that department.

1.17. Provisions and Contingents

1.17.1. Provisions

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.

1.17.2. Contingent liabilities

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

1.17.3. Contingent assets

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

1.17.4. Commitments

Commitments are recorded at cost in the notes to the financial statements when there is a contractual arrangement or an approval by management in a manner that raises a valid expectation that the department will discharge its responsibilities thereby incurring future expenditure that will result in the outflow of cash

1.18. Unauthorised expenditure

Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:

- approved by Parliament or the Provincial Legislature with funding and the related funds are received; or
- approved by Parliament or the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or
- transferred to receivables for recovery.

Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.

1.19. Fruitless and wasteful expenditure

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.

Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables for recovery.

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.

1.20. Irregular expenditure

Irregular expenditure is recorded in the notes to the financial statements when confirmed. 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.

Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery or not condoned and is not recoverable.

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.

1.21. Changes in accounting estimates

The nature and amounts of the changes in accounting estimates for current and future periods are disclosed. Where the effect on future periods could not reasonably be determined this fact is disclosed.

1.22. Prior period errors

The nature and amounts of the errors corrected along with whether the errors were corrected retrospectively are disclosed. Where the amounts could not be reasonably determined, this fact is disclosed.

1.23. Non-adjusting events after the reporting date

All material events occurring after reporting date but affecting the financial statement information will be stated in the financial statement indicating, the nature of the event and an estimate of its financial effect or a statement to that effect where such estimate cannot be made for each material category of non-adjusting event after the reporting date and refer to the relevant note to the financial statements.

1.24. Agent-Principal arrangements

Agent-Principal arrangement are described with regards to the nature, circumstances and terms related to agency-principal arrangements and referred to the relevant note to the financial statements

Notes to the Annual Financial Statements

for the year ended 31 March 2014

2. Annual Appropriation

2.1 Annual Appropriation	2013/14			Appropriation
	Final Appropriation	Actual Funds Received	Funds not requested/ not received	Received
Programmes	R'000	R'000	R'000	R'000
Administration	126 278	124 050	2 228	98 789
Civilian Oversight	17 144	14 886	2 258	17 893
Transport Regulation	364 325	347 340	16 985	253 320
Crime Prevention and Police Relation	14 597	9 924	4 673	11 738
Total	522 344	496 200	26 144	381 740

The department requested R 495 200 000 and received an amount of R 496 200 000 and R 26 144 000 was not requested and not received from Provincial treasury.

An additional R1 million received and not requested was channelled back to Treasury through the Voted Funds to be surrendered account i.e. the department requested R495 200 000 and received R496 200 000 from Treasury.

	Note	2013/14 R'000	2012/13 R'000
3. Departmental Revenue			
Tax revenue		367 659	355 978
Sales of goods and services other than capital assets	3.1	21 900	20 640
Fines, penalties and forfeits	3.2	14 661	12 207
Interest, dividends and rent on land	3.3	3	-
Transactions in financial assets and liabilities	3.4	264	546
Total revenue collected		404 487	389 371
Less: Own revenue included in appropriation	14	384 013	299 250
Departmental revenue collected		20 474	90 121

		2013/14	2012/13
		R'000	R'000
3.1	Sales of goods and services other than capital assets	Note	
		3	
	Sales of goods and services produced by the department	21 900	20 640
	Administrative fees	21 407	20 348
	Other sales	493	292
	Sales of scrap, waste and other used current goods	-	-
	Total	21 900	20 640
3.2	Fines, penalties and forfeits	Note	
		3	
	Fines	14 075	11 498
	Penalties	586	709
	Total	14 661	12 207
3.3	Interest, dividends and rent on land	Note	
		3	
	Interest	3	-
	Total	3	-
3.4	Transactions in financial assets and liabilities	Note	
		3	
	Other Receipts including Recoverable Revenue	264	546
	Total	264	546
4.	Compensation of Employees	Note	
4.1	Salaries and wages		
	Basic salary	195 319	164 271
	Performance award	4 694	3 365
	Service Based	822	600
	Compensative/circumstantial	27 312	26 619
	Periodic payments	-	2
	Other non-pensionable allowances	40 173	34 322
	Total	268 320	229 179

	Note	2013/14 R'000	2012/13 R'000
4.2 Social Contributions			
Employer contributions			
Pension		24 812	21 908
Medical		15 579	13 252
Bargaining council		62	49
Total		<u>40 453</u>	<u>35 209</u>
Total compensation of employees		<u>308 773</u>	<u>264 388</u>
Average number of employees		<u>1 075</u>	<u>952</u>
		2013/14	2012/13
	Note	R'000	R'000
5. Goods and services			
Administrative fees		64 794	72 133
Advertising		3 077	2 393
Minor assets	5.1	1 173	551
Bursaries (employees)		75	182
Catering		968	1 046
Communication		3 743	4 238
Computer services	5.2	1 157	1 292
Consultants, contractors and agency/outsourced services	5.3	12 596	23 016
Audit cost – external	5.4	4 212	3 517
Fleet services		17 284	8 398
Inventory	5.5	2 372	39
Consumables	5.6	4 328	4 565
Operating leases		4 964	4 613
Property payments	5.7	10 870	9 215
Rental and hiring		-	163
Transport provided as part of the departmental activities		17	67
Travel and subsistence	5.8	31 522	28 277
Venues and facilities		371	369
Training and development		3 843	1 206
Other operating expenditure	5.9	4 347	5 111
Total		<u>171 713</u>	<u>170 391</u>
		2013/14	2012/13
	Note	R'000	R'000
5.1 Minor assets	5		
Tangible assets		1 173	551
Machinery and equipment		1 173	551
Intangible assets		-	-
Total		<u>1 173</u>	<u>551</u>

		2013/14	2012/13
		R'000	R'000
5.2	Computer services	Note	
	External computer service providers	5	
		1 157	1 292
	Total	1 157	1 292
		2013/14	2012/13
		R'000	R'000
5.3	Consultants, contractors and agency/outsourced services	Note	
	Business and advisory services	5	
	Legal costs	2 654	1 324
	Contractors	785	1 160
		9 157	20 532
	Total	12 596	23 016
		2013/14	2012/13
		R'000	R'000
5.4	Audit cost – external	Note	
	Regularity audits	5	
		4 212	3 517
	Total	4 212	3 517
		2013/14	2012/13
		R'000	R'000
5.5	Inventory	Note	
	Clothing material and accessories	5	
	Food and food supplies	1 847	-
	Fuel, oil and gas	46	29
	Materials and supplies	-	2
	Medical supplies	456	8
		23	-
	Total	2 372	39
		2013/14	2012/13
		R'000	R'000
5.6	Consumables	Note	
	Consumable supplies	5	
	Uniform and clothing	757	1 858
	Household supplies	5	-
	Building material and supplies	626	-
	IT consumables	57	-
	Other consumables	69	-
		-	1 858
	Stationery, printing and office supplies	3 571	2 707
	Total	4 328	4 565

		2013/14	2012/13
	<i>Note</i>	R'000	R'000
5.7 Property payments	5		
Other		10 870	9 215
Total		<u>10 870</u>	<u>9 215</u>
		2013/14	2012/13
	<i>Note</i>	R'000	R'000
5.8 Travel and subsistence	5		
Local		31 522	28 273
Foreign		-	4
Total		<u>31 522</u>	<u>28 277</u>
		2013/14	2012/13
	<i>Note</i>	R'000	R'000
5.9 Other operating expenditure	5		
Resettlement costs		605	92
Other		3 742	4 013
Total		<u>4 347</u>	<u>5 111</u>
		2013/14	2/13
	<i>Note</i>	R'000	R'000
6. Payments for financial assets			
Debts written off	6.1	160	31
Total		<u>160</u>	<u>31</u>
6.1 Debt written off			
Deceased employees		55	14
Non-existent debtors (No supporting records)		101	16
Uneconomical debt		-	1
Pensioners		4	-
Total		<u>160</u>	<u>31</u>
Total debt written off		<u>160</u>	<u>31</u>
		2013/14	2012/13
	<i>Note</i>	R'000	R'000
7. Transfers and Subsidies			
Provinces and municipalities	<i>Annexure 1A</i>	633	-
Non-profit institutions	<i>Annexure 1B</i>	664	754
Households	<i>Annexure 1C</i>	2 272	1 103
Total		<u>3 569</u>	<u>1 857</u>

	Note	2013/14 R'000	2012/13 R'000
8. Expenditure for capital assets			
Tangible assets		17 777	15 902
Buildings and other fixed structures	30	103	-
Machinery and equipment	29	17 674	15 902
Total		17 777	15 902

8.1 Analysis of funds utilised to acquire capital assets - 2013/14

	Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets	17 777	-	17 777
Buildings and other fixed structures	103	-	103
Machinery and equipment	17 674	-	17 674
Total	17 777	-	17 777

8.2 Analysis of funds utilised to acquire capital assets - 2012/13

	Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets	15 902	-	15 902
Buildings and other fixed structures	-	-	-
Machinery and equipment	15 902	-	15 902
Total	15 902	-	15 902

	2013/14 R'000
8.3 Finance lease expenditure included in Expenditure for capital assets	
Tangible assets	2 012
Buildings and other fixed structures	-
Machinery and equipment	2 012
Total	2 012

		2013/14	2/13
		R'000	R'000
		Note	
9	Unauthorised Expenditure		
9.1	Reconciliation of unauthorised expenditure		
	Opening balance	100 791	15 419
	As restated	100 791	15 419
	Unauthorised expenditure - discovered in the current year (as restated)	-	85 372
	Less: Amounts approved by Parliament/Legislature with funding	-	-
	Less: Amounts approved by Parliament/Legislature without funding and written off in the Statement of Financial Performance	-	-
	Current	-	-
	Capital	-	-
	Transfers and subsidies	-	-
	Less: Amounts transferred to receivables for recovery	-	-
	Unauthorised expenditure awaiting authorisation / written off	100 791	100 791
		2013/14	2012/13
9.2	Analysis of unauthorised expenditure awaiting authorisation per economic classification	R'000	R'000
	Current	100 791	100 791
	Capital	-	-
	Transfers and subsidies	-	-
	Total	100 791	100 791
9.3	Analysis of unauthorised expenditure awaiting authorisation per type	R'000	R'000
	Unauthorised expenditure relating to overspending of the vote or a main division within the vote	100 791	100 791
	Unauthorised expenditure incurred not in accordance with the purpose of the vote or main division	-	-
	Total	100 791	100 791
		2013/14	2012/13
		R'000	R'000
10	Cash and Cash Equivalents		
	Consolidated Paymaster General Account	25 765	38 704
	Total	25 765	38 704

				2013/14	2012/13
				R'000	R'000
				Note	
11	Prepayments and Advances				
	Prepayments			-	10 539
	Total			-	10 539
		Less than one year	One to three years	2013/14 Older than three years	2012/13
		R'000	R'000	R'000	R'000
		Note			Total R'000
12	Receivables				
	Recoverable expenditure	12.1	351		335
	Staff debt	12.2	320		326
	Other debtors	12.3	2		-
	Total		673	-	661
12.1	Recoverable expenditure (disallowance accounts)			Note 12	
	(Group major categories, but list material items)				
	Dishonoured cheques			341	335
	Damages and losses disallowed			10	-
	Total			351	335
12.2	Staff debt			Note 12	
	(Group major categories, but list material items)				
	Debt account			320	408
	Sal Tax Debt			-	-59
	Debt recoverable income			-	-23
	Total			320	326
12.3	Other debtors			Note 12	
	Pension recoverable			2	-
	Total			2	-

		2013/14	2012/13
		R'000	R'000
13	Voted Funds to be Surrendered to the Revenue Fund		
	Opening balance	29 951	30 058
	Prior period error	-	-
	As restated	29 951	30 058
	Transfer from statement of financial performance (as restated)	20 352	-70 829
	Add: Unauthorised expenditure for current year	9	85 372
	Voted funds not requested/not received	2.1 -26 144	-
	Transferred to retained revenue to defray excess expenditure (Parliament/Legislatures ONLY)	-	-
	Paid during the year	-815	-14 650
	Closing balance	23 344	29 951
		2013/14	2012/13
		R'000	R'000
14	Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund		
	Opening balance	120 484	22 892
	Prior period error	-	14 717
	As restated	14.1 120 484	37 609
	Transfer from Statement of Financial Performance (as restated)	20 474	90 121
	Own revenue included in appropriation	384 013	299 250
	Transfer from aid assistance	-	-
	Transfer to voted funds to defray expenditure (Parliament/Legislatures ONLY)	-	-
	Paid during the year	-423 100	-306 496
	Closing balance	101 871	120 484
14.1	Prior period error (affecting Voted funds to be surrendered)	Note	2012/13
			R'000
	Relating to 2012/13		14 717
	Overpayment		14 717
	Total		14 717

Prior year error relates to overpayment of RTMC which was reversed into the Vote and a debtor raised for recovery of the overpayment from the affected party.

		2013/14	2012/13
		R'000	R'000
15	Payables - current		
	Clearing accounts	12	27
	Other payables	2 002	233
	Total	2 014	260
		2013/14	2012/13
		R'000	R'000
15.1	Clearing accounts		
	Salary: income tax	12	25
	Salary: pension fund	-	2
	Total	12	27
		2013/14	2012/13
		R'000	R'000
15.2	Other payables		
	RTMC	1 284	226
	Salary ACB recall	1	7
	Revenue to be Surrendered	1	-
	Pension unallocated receipts	716	-
	Total	2 002	233
		2013/14	2012/13
		R'000	R'000
16	Net cash flow available from operating activities		
	Net surplus/(deficit) as per Statement of Financial Performance	40 826	19 292
	Add back non cash/cash movements not deemed operating activities	-35 988	-7 367
	(Increase)/decrease in receivables – current	-12	-337
	(Increase)/decrease in prepayments and advances	10 539	-10 539
	Increase/(decrease) in payables – current	1 754	-5 214
	Expenditure on capital assets	17 777	15 902
	Surrenders to Revenue Fund	-423 915	-306 429
	Voted funds not requested/not received	-26 144	-
	Own revenue included in appropriation	384 013	299 250
	Net cash flow generated by operating activities	4 838	11 925
		2013/14	2012/13
		R'000	R'000
17	Reconciliation of cash and cash equivalents for cash flow purposes		
	Consolidated Paymaster General account	25 765	38 704
	Total	25 765	38 704

Disclosure Notes to the Annual Financial Statements

for the year ended 31 March 2014

		Note	2013/14 R'000	2012/13 R'000
18	Contingent liabilities and contingent assets			
	18.1 Contingent liabilities			
	Liable to	Nature		
	Housing loan guarantees	Employees	Annex 2A Annex 2B 12	36
	Claims against the department		10 661	10 558
	Total		10 673	10 594

The contingent liabilities listed above have an element of uncertainty with regards to the timing and occurrence of the of the obligation to the department. The housing guarantees will only result in a liability for the department if the employees included in the projection default from paying the lending institutions. Possibility of a refund by the is high to the extent that the employees is still within the employment of the department and/or his/her pensions have not been paid out

Claims against the department are not recoverable as they will be as a result of a possible court ruling to pay a third party. Unless otherwise directed by the ruling on how to recover economic benefits from affected employees the claims if realized will remain irrecoverable.

		Note	2013/14 R'000	2012/13 R'000
19	Commitments			
	Current expenditure			
	Approved and contracted		6 459	16 494
	Approved but not yet contracted		3 300	-
			9 759	16 494
	Capital Expenditure			
	Approved and contracted		-	-
	Approved but not yet contracted		-	3 987
			-	3 987
	Total Commitments		9 759	20 481

The full amount of R6,459,000 is commitment which has a contract longer than 12 months.

				2013/14	2012/13
				R'000	R'000
20. Accruals					
Listed by economic classification					
	30 days	30+ days	Total	Total	
Goods and services	6 143	49	6192	14 910	
Total	6143	49	6192	14 910	
Listed by programme level					
	Note	2013/14	2012/13	R'000	R'000
Administration		3 720	6 818		
Civilian Oversight		106	60		
Crime Prevention		119	170		
Transport Regulation		2 247	7 862		
Total		6 192	14 910		
Confirmed balances with departments					
	Note	2013/14	2012/13	R'000	R'000
Confirmed balances with departments		-	173		
Total		-	173		
21 Employee benefits					
	Note	2013/14	2012/13	R'000	R'000
Leave entitlement		15 772	15 750		
Service bonus (Thirteenth cheque)		8 648	7 462		
Performance awards		5 185	4 645		
Capped leave commitments		37 844	38 004		
Other		-	-		
Total		67 449	65 861		

Negative leave is where a leave was over granted and is currently being recovered. Employees are entitled to use their credits at any given time but will be recovered should any employee leave the services (leave determination)

Performance award for level 1 -12 for the financial year 2013/2014 is still outstanding and the projection is based on 1.5% of personnel budget, and performance award for 2012/2013 for two officials is still outstanding. A performance award for SMS amounting to R457 is still outstanding.

Lease commitments

22.1 Operating leases expenditure

2013/14	Specialised military assets	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	-	-	225	-	225
Later than 1 year and not later than 5 years	-	-	-	-	-
Later than five years	-	-	-	-	-
Total lease commitments	-	-	225	-	225

2012/13	Specialised military assets	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	-	-	881	-	881
Later than 1 year and not later than 5 years	-	-	225	-	225
Later than five years	-	-	-	-	-
Total lease commitments	-	-	1 106	-	1 106

All operating leasing of buildings (office space) carry both an annual escalation and renewal clause. The escalation is provided for as per individual agreement and renewal clause is at the discretion of both parties in the agreement.

No restriction is placed on the current lease agreement.

22.2 Finance leases expenditure **

2013/14	Specialised military assets	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	-	-	-	1 225	1 225
Later than 1 year and not later than 5 years	-	-	-	996	996
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	2 221	2 221

2012/13	Specialised military assets	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	-	-	-	1 273	1 273
Later than 1 year and not later than 5 years	-	-	-	526	526
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	1 799	1 799

Finance lease agreements are mainly on hiring of photocopiers and procurement of cell phone services for use by departmental official. These lease agreement carry a general escalation clause. The finance leases carry a penalty clause for early cancellation of the contract by the department.

	Note	2013/14 R'000	2012/13 R'000
23 Accrued departmental revenue			
Tax revenue		47 632	35 385
Total		47 632	35 385

The opening balance were understated by the amount of R86 313.58 for Charora Registering Authority

	Note	2013/14 R'000	2012/13 R'000
23.1 Analysis of accrued departmental revenue			
Opening balance		35 385	30 005
Less: Amounts received		367 659	355 978
Add: Amounts recognised		391 074	370 204
Less: Amounts written-off/reversed as irrecoverable		11 168	8 846
Closing balance		47 632	35 385
		2013/14 R'000	2012/13 R'000
23.2 Accrued department revenue written off			
Nature of losses			
Commission not recoverable from the Registering Authority		11 168	8 846
Total		11 168	8 846

The amount of R11 168 000 (2013: R8 846 000) relates to commission payable to registering authorities that is set off against the amount receivable from relevant registering authorities to indicate the net amount receivable.

	Note	2013/14 R'000	2012/13 R'000
24. Irregular expenditure			
24.1 Reconciliation of irregular expenditure			
Opening balance		184 526	153 163
Add: Irregular expenditure - relating to prior year		-	-
Add: Irregular expenditure - relating to current year		27 121	32 544
Less: Prior year amounts condoned		-	(1 181)
Less: Current year amounts condoned		-	-
Less: Amounts recoverable (not condoned)		-	-
Less: Amounts not recoverable (not condoned)		-	-
Irregular expenditure awaiting condonation		211 647	184 526
Analysis of awaiting condonation per age classification			
Current year		27 121	32 544
Prior years		184 526	151 982

Total		211 647	184 526
			2013/14
			R'000
24.2	Details of irregular expenditure - current year		
	Incident	Disciplinary steps taken/criminal proceedings	
	Services without order	None	398
	Less than 3 quotations	None	1 218
	Awarded to lowest scoring bidder	None	4 088
	Lack of supporting documents for inherited contract	None	13 972
	Finance lease not condoned by treasury	None	603
	Security Service contract extended exceeding legal limit	None	6 121
	Local content requirement not checked	None	721
			27 121
		2013/14	2012/13
		R'000	R'000
25. Fruitless and wasteful expenditure			
25.1	Reconciliation of fruitless and wasteful expenditure		
	Opening balance	2 127	1 876
	Fruitless and wasteful expenditure – relating to prior year	-	-
	Fruitless and wasteful expenditure – relating to current year	70	251
	Less: Amounts resolved	-	-
	Less: Amounts transferred to receivables for recovery	-	-
	Fruitless and wasteful expenditure awaiting resolution	2 197	2 127
25.2	Analysis of awaiting resolution per economic classification		
	Current	2 197	251
	Capital	-	-
	Transfers and subsidies	-	-
	Total	2 197	251
25.3	Analysis of Current Year's Fruitless and wasteful expenditure		2013/14
	Incident	Disciplinary steps taken/criminal proceedings	R'000
	Penalties paid (Log sheets)	Still under investigation	40
	Interest paid (Overdue accounts)	None	26
	Charge on cancellation of accommodation	Still under investigation	4
		Total	70

26 Third Party Transaction

The Department of Public Safety and Liaison is using the Department of Public Works, Roads and Transport offices at no costs (Old Parliament Building Complex)

	No. of Individuals	2013/14 R'000	2012/13 R'000
27 Key management personnel			
Political office bearers (provide detail below)			-
Officials:			-
Level 15 to 16	1	1 529	1 821
Level 14 (incl. CFO if at a lower level)	3	2 732	2 153
Family members of key management personnel			-
Total		<u><u>4 261</u></u>	<u><u>3 974</u></u>

One official on level 14 is acting as Head of Department(Level 15) and one official on level 13 is acting on level 14. Another official on level 13 was acting on level 14 from April to June 2013 and another official was appointed on level 14 from July 2013 to date.

28 Non-adjusting events after reporting date

Following the announcement made by the Provincial Legislature that the Department of Public Safety and Liaison will be reconfigured to Department of Community Safety and Transport Management. This implies that the department will take over the function of Transport Operations which is currently reported in the Annual Report of Department of Public Works, Roads and Transport.

The Announcement does not however, have any financial implication for the year under review.

29 Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Opening balance R'000	Curr year adjustments to prior year balances R'000	Additions R'000	Disposals R'000	Closing balance R'000
MACHINERY AND EQUIPMENT	16 042	-	15 662	5 151	26 553
Transport assets	-		5 001	5 001	-
Computer equipment	4 322		2 799	150	6 971
Furniture and office equipment	941		374	-	1 315
Other machinery and equipment	10 779		7 488	-	18 267
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	<u><u>16 042</u></u>	<u><u>-</u></u>	<u><u>15 662</u></u>	<u><u>5 151</u></u>	<u><u>26 553</u></u>

29.1 Additions
ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	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	17 674	-	-2 012	-	15 662
Transport assets	5 001	-	-	-	5 001
Computer equipment	2 799	-	-	-	2 799
Furniture and office equipment	374	-	-	-	374
Other machinery and equipment	9 500	-	-2 012	-	7 488
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	17 674	-	-2 012	-	15 662

29.2 Disposals
DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash received Actual
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	-	5 151	5 151	-
Transport assets	-	5 001	5 001	-
Computer equipment	-	150	150	-
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	-	5 151	5 151	-

29.3 Movement for 2012/13
MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2013

	Opening balance	Curr year adjustments to prior year balances	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	7 466	41	13 808	5 273	16 042
Transport assets	-	-	5 179	5 179	-
Computer equipment	3 772	41	603	94	4 322
Furniture and office equipment	941	-	-	-	941
Other machinery and equipment	2 753	-	8 026	-	10 779
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	7 466	41	13 808	5 273	16 042

29.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	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	-	-	-	6 407	-	6 407
Curr Year Adjustments to Prior Yr Balances				443		443
Additions				1 074		1 074
Disposals				50		50
TOTAL MINOR ASSETS	-	-	-	7 874	-	7 874

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets				2 587		2 587
Number of minor assets at cost				5 596		5 596
TOTAL NUMBER OF MINOR ASSETS	-	-	-	8 183	-	8 183

Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2013

	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	-	-	-	5 107	-	5 107
Curr Year Adjustments to Prior Yr Balances	-	-	-	793	-	793
Additions	-	-	-	551	-	551
Disposals	-	-	-	44	-	44
TOTAL MINOR ASSETS	-	-	-	6 407	-	6 407

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets	-	-	-	2 586	-	2 586
Number of minor assets at cost	-	-	-	4 571	-	4 571
TOTAL NUMBER OF MINOR ASSETS	-	-	-	7 157	-	7 157

30 Immovable Tangible Capital Assets
MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Opening balance	Curr year adjustments to prior year balances	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	-	-	103	103	-
Other fixed structures	-	-	103	103	-
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	-	-	103	103	-

30.1 Additions
ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	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
BUILDINGS AND OTHER FIXED STRUCTURES	103	-	-	-	103
Other fixed structures	103	-	-	-	103
TOTAL ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS	103	-	-	-	103

30.2 DISPOSALS OF IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash received Actual
	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	-	103	103	-
Other fixed structures	-	103	103	-
TOTAL DISPOSAL OF IMMOVABLE TANGIBLE CAPITAL ASSETS	-	103	103	-

31 Agent-principal arrangements

	2013/14
	R'000
31.1 Department acting as the principal	
External Registering Authorities (Municipalities)	64 210
Total	64 210

The Department act as the principal for External Registering Authorities who collect revenue (Motor Vehicle Licence) on behalf of the Department. The department is liable for 20% Commission paid to 26 External Registering Authorities who collect revenue on behalf of the department.

The commission only becomes due to the registering authorities once they have collected review on behalf of the department.

31.2 Department acting as the agent

For each of the individual agent relationships of the department, provide a description of the nature, circumstances and terms relating to the arrangements with the principal

32 Change in accounting estimate

During the year the following changes were made to the estimations employed in the accounting for transactions, assets, liabilities, events and circumstances

	Value derived using the original estimate	Value derived using the amended estimate	R-value impact of change in estimate
Accounting estimate change:			
Note 29.4 affected by the change	-	443	443

Change in accounting estimate is due to the adjustment made on fair valuation of movable assets. These assets were previously recognised at R1 and in the current financial year have been fair valued. There will be no future impact on financial statement as this adjustment is not reviewed annually.

33 Prior period errors

33.1 Correction of prior period error for secondary information

	Note	2012/13 R'000
<i>The comparative amounts in Note 23.1 were restated as follows:</i>		
Less :Amounts received		-355 978
Add: Amount recognised		370 204
Less: Amounts written-off/reversed as irrecoverable		<u>-8 846</u>
Net effect on the note		<u><u>5 380</u></u>
 <i>The comparative amounts in Note 23.2 were restated as follows:</i>		
Commission not recoverable from the Registering Authority		<u>8 846</u>
Net effect on the note		<u><u>8 846</u></u>

The opening balance were understated by the amount of R86 313.58 for Charora Registering Authority

There was also an error in amounts disclosed for revenue received and recognised as this amount did not include commission to be paid over to registering authorities. To align the disclosure to modified cash base accounting All prior year figures have been adjusted to be inclusive of the 20% commission paid & to be paid to registering authorities

Annexures to the Annual Financial Statements
 for the year ended 31 March 2014

Annexure 1A

STATEMENT OF UNCONDITIONAL GRANTS AND TRANSFERS TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION			TRANSFER		SPENT			2012/13	
	Amount R'000	Roll Overs R'000	Adjustment s R'000	Total Availabl e R'000	Actual Transfer R'000	% of Available funds Transferred %	Amount received by Municipality R'000	Amount spent by municipality R'000	% of available funds spent by municipality %	Total Available R'000
Rustenburg Local Municipality	-	-	-	-	455	-	-	-	-	-
Madibeng Local Municipality	-	-	-	-	178	-	-	-	-	-
	-	-	-	-	633	-	-	-	-	-

Annexures to the Annual Financial Statements
 for the year ended 31 March 2014

ANNEXURE 1B
STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION			EXPENDITURE		2012/13 R'000	
	Adjusted appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000		% of Available funds transferred %
Transfers							
Amalia	-	-	-	-	-	20	
Atamelang	-	-	-	-	15	-	
Bedwang	-	-	-	-	10	12	
Bethanie	-	-	-	-	25	8	
Biesiesvlei	-	-	-	-	-	3	
Bloemhof	-	-	-	-	-	10	
Boitekong	-	-	-	-	-	8	
Bray	-	-	-	-	-	8	
Buffelshoek	-	-	-	-	20	-	
Christiana	-	-	-	-	-	6	
Colligny	-	-	-	-	-	15	
Cyferskuil	-	-	-	-	10	10	
Delareyville	-	-	-	-	-	17	
Ganyesa	-	-	-	-	10	8	
Groot Marico	-	-	-	-	-	10	
Hartebeesfontein	-	-	-	-	-	15	
Hebron	-	-	-	-	20	10	
Huhudi	-	-	-	-	-	8	
			160				

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION					EXPENDITURE		2012/13
	Adjusted appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Appropriation Act	
	R'000	R'000	R'000	R'000	R'000	%	R'000	
Ikageng	-	-	-	-	10	-	15	
Ipelegeng	-	-	-	-	15	-	7	
Itsoseng	-	-	-	-	15	-	8	
Jericho	-	-	-	-	-	-	6	
Jouberton	-	-	-	-	-	-	20	
Kanana	-	-	-	-	10	-	-	
Kgomotso	-	-	-	-	-	-	7	
Khuma	-	-	-	-	10	-	7	
Klerksdorp	-	-	-	-	50	-	5	
Klipgat	-	-	-	-	15	-	20	
Koster	-	-	-	-	15	-	8	
Leeudoringstad	-	-	-	-	10	-	15	
Lehurutshe	-	-	-	-	15	-	10	
Lethabong	-	-	-	-	20	-	15	
Lethabile	-	-	-	-	20	-	-	
Lichtenburg	-	-	-	-	20	-	20	
Lomanyaneng	-	-	-	-	21	-	20	
Madikwe	-	-	-	-	5	-	5	
Mafikeng	-	-	-	-	-	-	10	
Mafikeng Cluster Board	-	-	-	-	-	-	25	
Makapanstad	-	-	-	-	20	-	20	
Makgobistad	-	-	-	-	-	-	7	
Makwassie	-	-	-	-	-	-	20	
Marikana	-	-	-	-	-	-	10	
Mmabatho	-	-	-	-	6	-	10	
Mimakau	-	-	-	-	-	-	5	
Mogwase	-	-	-	-	15	-	11	
Mooifontein	-	-	-	-	6	-	15	

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION					EXPENDITURE		2012/13 Appropriation Act R'000
	Adjusted appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds transferred %		
Mothotlung	-	-	-	-	25	-	20	
Motswedi	-	-	-	-	15	-	10	
Morokweng	-	-	-	-	6	-	-	
Nietverdiend	-	-	-	-	-	-	15	
Orkney	-	-	-	-	-	-	9	
Ottosdal	-	-	-	-	20	-	15	
Ottoshoop	-	-	-	-	-	-	15	
Phokeng	-	-	-	-	-	-	5	
Piet Plessis	-	-	-	-	-	-	7	
Reivilo	-	-	-	-	7	-	13	
Sannieshof	-	-	-	-	-	-	5	
Schweizer Reneke	-	-	-	-	15	-	15	
Setlagole	-	-	-	-	-	-	15	
Stella	-	-	-	-	10	-	6	
Stilfontein	-	-	-	-	20	-	12	
Sun City	-	-	-	-	20	-	7	
Swartruggens	-	-	-	-	-	-	7	
Taung	-	-	-	-	-	-	5	
Tlhabane	-	-	-	-	-	-	6	
Tshidilamolomo	-	-	-	-	8	-	6	
Ventersdorp	-	-	-	-	10	-	15	
Vryburg	-	-	-	-	-	-	8	
Wolmaranstad	-	-	-	-	20	-	20	
Zeerust	-	-	-	-	-	-	20	
Madibogo	-	-	-	-	-	-	15	
Thuso ya Batho Anti Crime	-	-	-	-	10	-	-	
Kitso ke Lesedi	-	-	-	-	20	-	-	
Potchefstroom	-	-	-	-	30	-	-	
Total	-	-	-	-	664	-	754	

Annexures to the Annual Financial Statements
 for the year ended 31 March 2014

ANNEXURE 1C
 STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION			EXPENDITURE		2012/13 R'000
	Adjusted appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	
Transfers						
Households: Injury on duty	-	-	-	-	1 252	114
Households: Leave gratuity	-	-	-	-	1 020	989
Total	-	-	-	-	2 272	1 103

Annexures to the Annual Financial Statements for the year ended 31 March 2014

ANNEXURE 1D STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2013/14	2012/13
		R'000	R'000
Received in cash			
Subtotal		-	-
Received in kind			
Checkout Supermarket	20 Soap Bars	-	-
Checkout Supermarket	20 Toothpaste	-	-
Checkout Supermarket	20 Toothbrush	-	-
Checkout Supermarket	20 Washing Rugs	-	-
Checkout Supermarket	20 Vaseline bars	-	-
Checkout Supermarket	20 Dawn body lotions	-	-
SASSETA	10 Diaries 2014	-	-
SASSETA	10 Desk Calendar	-	-
Subtotal		-	-
TOTAL		-	-

Annexures to the Annual Financial Statements
 for the year ended 31 March 2014

ANNEXURE 2A

STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2014 - LOCAL

GUARANTOR INSTITUTION	Guarantee in respect of	original guaranteed capital amount R'000	Opening balance 1 April 2013 R'000	Guarantees drawdowns during the year R'000	Guaranteed repayments/cancelled/reduced/released during the year R'000	Revaluations R'000	Closing balance 31 March 2014 R'000	Guaranteed interest for year ended 31 March 2014 R'000	Realised losses not recoverable i.e. claims paid out R'000
	Housing								
	Housing loan guarantees	-	13	-	13	-	-	-	-
First Rand Bank LTD (Saambou)	Housing loan guarantees	27	12	-	-	-	12	-	-
People's Bank LTD	Housing loan guarantees	15	11	-	11	-	-	-	-
Absa	Housing loan guarantees	-	-	24	24	-	-	-	-
	Total	42	36	24	48	-	12	-	-

Vote 5- NW: PUBLIC SAFETY AND LIAISON
Annexures to the Annual Financial Statements
for the year ended 31 March 2014

ANNEXURE 2B
STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2014

Nature of liability	Opening balance	Liabilities incurred	Liabilities cancelled/	Liabilities recoverable	Closing balance
	1 April 2013 R'000	during the year R'000	reduced during the year R'000	(Provide details hereunder) R'000	31 March 2014 R'000
Claims against the department					
S J Nel	26	-	-	-	26
INCA or Mosiamise Business Solutions	2 671	-	-	-	2 671
S B Maruping	28	-	-	-	28
P Mashishi	100	-	-	-	100
Sibanda M A	300	-	-	-	300
JPJ and AJ DU Plooy	818	-	-	-	818
Madibela T.A	200	-	-	-	200
Serbel CC	18	-	-	-	18
Mmolawa S.K	5 000	-	-	-	5 000
MBD credit solutions	1 368	-	-	-	1 368
H.B Ferreira	29	-	-	-	29
L.G Lategan	-	79	-	-	79
Abigail Juries & Moagisi Mokaleng & MEC FOR Dept of DHSPS&L	-	24	-	-	24
TOTAL	10 558	103	-	-	10 661

166

**Annexures to the Annual Financial Statements
 for the year ended 31 March 2014**

**ANNEXURE 3
 INVENTORY**

	2013/14		2012/13	
	Quantity	R'000	Quantity	R'000
Inventory				
Opening balance	6 908	4 765	2 262	161
Add/(Less): Adjustments to prior year balances				
Add: Additions/Purchases - Cash	28 260	3 641	7 030	4 604
Add: Additions - Non-cash				
(Less): Disposals	(30 355)	(8 111)	(2 384)	
(Less): Issues				
Add/(Less): Adjustments				
Closing balance	4 813	295	6 908	4 765

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