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FOREWORD 2004-2005

The Department of Community Safety is undergoing a period of significant organizational change. It is now much larger in terms both of its budget and personnel, and it has a broader mandate, incorporating traffic management and road safety. In order to execute its dual mandate effectively, it has had to review its organizational structure, systems, procedures, controls, skills, strategies, programmes and paradigms.

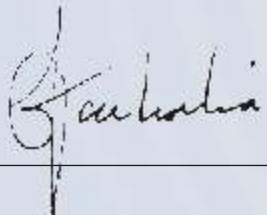
It has proved receptive to change, capable of incorporating new ideas and in this way to build on the foundations established over the last ten years. During the period of this reporting year, the victim empowerment infrastructure has been expanded, community policing forums have been re-established in many areas across the Province, service delivery at station level in areas identified as having a high incidence of contact crimes was monitored, taxi conflict was curtailed through proactive intervention and law enforcement, and road safety measures were implemented, particularly at hazardous locations.

The Department has also made good progress in developing a provincial safety plan to improve coordination and integration of crime prevention initiatives in the Province, a road Safety plan aimed at achieving a 30% reduction of road accident fatalities by 2009, and a regulatory framework for community policing in the province.

The Auditor-General's opinion qualifies the department's financial statements on the basis that the administration of leave was inadequate. This relates in part to a shared responsibility with the Gauteng Shared Services Centre. The opinion also raises issues as "emphasis of matter", some of which arise out of the difficulties inherent in the migration process. The department and I will work together to take the remedial steps that are necessary.

In the year ahead the Department will be concentrating on strengthening oversight of SAPS with a view to improving service delivery and contributing to the reduction of crime, implementing the new framework and guidelines for Community Police Forums (CPFs), improving coordination within the criminal justice cluster, strengthening traffic law enforcement, including and in particular the laws relating to the taxi industry. It is also currently reviewing the implementation of social crime prevention programs, examining ways of improving service delivery and law enforcement in informal settlements, and encouraging volunteerism in crime prevention initiatives.

The Department's performance in the years ahead will depend on building its capacity for innovation and rigorous implementation- in short on being an organization which learns through action.



Firoz Cachalia
Member of the Executive Council



PREFACE BY HEAD OF DEPARTMENT

INTRODUCTION

As described in the Strategic Plan for 2004 to 2009, the Department of Community Safety is mandated mainly from Section 206 of the Constitution of the Republic of South Africa, Act 108 of 1996 which states that each province is entitled:

- ? to monitor police conduct;
- ? to oversee the effectiveness and efficiency of the police service, including receiving reports on the police service;
- ? to promote good relations between the police and the community;
- ? to assess the effectiveness of visible policing.

Subsequent legislation and national policing policies further mandate the Department to exercise these functions over all the policing agencies of the province, and to be at the helm in the coordination of the implementation of crime prevention programmes by all other government departments and organs of civil society in the province.

By merging the Traffic Management directorate with the Department of Safety and Liaison to establish the Department of Community Safety, the provincial government extended further the Department's mandate to that of ensuring the safety of the province's citizens on the road by putting up systems that will ensure the reduction of the unacceptable high levels of road accidents and fatalities. The call by the Premier of the province for the Department to ensure the reduction of road fatalities by 30% over the coming five years poses an even bigger challenge for the Department. This, the Department has translated as ensuring the reduction of road fatalities by 6% per year.

This mandate and core work areas continue to be the strategic and operational focal points for the financial year 2004 to 2005 and beyond.

BACKGROUND

The financial year 2004 - 2005 has indeed been a challenging and rewarding one for the Department of Community Safety. The latter was created in May 2004 as a result of the merger between the former Department of Safety and Liaison, and the Directorate: Traffic Management originally located within the Department of Public Transport, Roads and Works. These challenges were manifested in the migration process of merging the two components, developing appropriate organizational and operational strategies and plans to address the extended mandatory assignments, whilst ensuring continuity in operations, fiscal discipline and financial prudence.

DEPARTMENTAL PRIORITIES

The Department has engaged in a process of reviewing its priorities as a new entity against the total budget of the department. Part of this process involved reprioritising programmes and projects and ensuring that the budget was reprioritised in light of new priorities.

The Department of Community Safety therefore has identified the following priorities:

- ? Effective oversight on law enforcement agencies in terms of their effectiveness and efficiency.
- ? Co-operative governance to ensure effective working relationships with all role players and stakeholders, law enforcement agencies, traffic law enforcement agencies and all spheres of government.
- ? Safety Promotion.
- ? Effective traffic law enforcement.

However, of critical importance are the following two aspects that play a pivotal role in the Department achieving its vision over the next five years:

- ? The development and implementation of a Provincial Safety Plan for Gauteng and;
- ? reducing road fatalities and accidents by 30% over a three-year period as set by the Premier during 2004.

ORGANISATIONAL ACHIEVEMENTS

Structure & Programmatic Synergies

The structure of the Department was reviewed as a result of the merger. To date, the Department has made significant strides in filling the positions that have been created in the structure of the new entity, including Financial Management, Human Resource Management and Development, Strategic Planning and Monitoring Organizational Performance.

Also, the department endeavored to create programmatic synergies where possible to ensure maximum output with the available resources. A case in point is the consolidation of the communication and public education and awareness functions across the department which included Ikhaya Lethemba, Road Safety Promotion and the former Communications programme of the

Department of Safety and Liaison. The synergy that has been achieved will ensure the achievement of optimal results through programmatic co-ordination.

D Departmental Administrative Management

Departmental Administrative Management

From the merger, there was need to elevate the directorate traffic management to a chief directorate and capacitate it to meet its new challenges as contained in its new mandate. A strong need also arose to capacitate the Chief Directorate: Corporate Support in order to provide proper support to line function programmes within the department. The capacity of the department also needed to be enhanced in order to provide policy and legal services, financial management, human resource management and development, administration as well as information technology and risk management.

The department aims to acquire and utilize automated systems and processes which are geared towards enhancing its effectiveness and efficiency.

A project has been initiated with the Johannesburg Metropolitan Police Department with the objective of effecting integration centralization of data at a provincial level to effect efficient, real-time information management and accuracy. This project is still in its conceptual stages but already the Department has been able to realize its potential and benefits.

OPERATIONAL ACHIEVEMENTS

Civilian Oversight

To ensure the effective implementation of its legislated mandate the Department established a Civilian Oversight Chief Directorate at the beginning of the year. The chief directorate comprises of three components, that is, Monitoring of Police Service Delivery directorate, Service Evaluation and Research Directorate and the Community Police Relations Unit. During this process the monitoring function was separated from the evaluation giving further impetus to both functions and capacitating them.

Monitoring of Police Service Delivery

Additional community safety officers were employed and deployed to police stations throughout the province at a ratio of 1:6. This therefore means that one community safety officer takes responsibility for 6 police stations. The role of the community safety officer is to deal with all safety and security related issues at a local level in order to ensure a holistic approach to service delivery and community safety at a local level.

Service Evaluation and Research

This directorate was is responsible for evaluating the effectiveness of all policing policies and informing policy development in terms of safety and security. It also provides research support for the department albeit at a small scale and identifies and disseminates within the department best practices in terms of safety and security. It is the same directorate that ensures liaison with other research and academic institutes.

Community Police Relations

The department took a strategic decision to facilitate a capacity-building programme for CPFs as a civilian oversight agency to assist the department in executing its monitoring and evaluation mandate over policing agencies. Operating at local level, CPFs are mandated to exercise the oversight on the police at that level. A team was established to ensure that all the CPFs in the province are functional and effective as directed by the President and Premier on the strengthening of CPFs in their respective State of the Nation/Province Addresses. This programme is a new approach for the department and has begun to show positive results.

Safety Promotion

The Safety Promotion chief directorate was also established and also comprises of three components, that is, Citizen Safety, Ikhaya Lethemba and Public Education and Information, all of which are at the level of directorate.

Ikhaya Lethemba the one stop center established by the Department a year ago is a flagship project in the Province that has managed to render the complete package of professional services to victims of domestic violence and sexual abuse. The services include, prosecutorial services, counseling and trauma debriefing, medico-legal services, specialized policing services and temporary accommodation.

The Department has continued to expand victim empowerment facilities throughout the province at police station level and has facilitated networking between these facilities and Ikhaya Lethemba with a view to ensuring accessibility of services to victims throughout the Province.

The department also continued with key social crime prevention programmes targeting the general public, the youth and vulnerable groups.

Challenges

CHALLENGES FACING THE DEPARTMENT

One of the key challenges has been the merger of a Department which had a primarily civilian oversight and co-ordination role (the former Safety and Liaison Department), with a Directorate which is largely concerned with service delivery and law enforcement (the Traffic Management component, consisting mainly of uniformed provincial traffic officers). In this regard the Department needs to find its feet in terms of monitoring law enforcement agency whilst operating as one at the same time.

We believe there are many synergies that have been realized however there is room for improvement with regards to solid data management and analysis capabilities.

The Department, by virtue of the migration process and as directed by the Premier of Gauteng, has expanded its mandate to incorporate the objectives and functions of the Directorate: Traffic Management. This therefore indicates that the department has now acquired additional strategic objectives and outputs. This has thus increased the strategic scope of work to be undertaken by the department. Whilst we have taken many steps in the right direction, accompanying the way forward for the department is the sustainability of the department's momentum and building on the fruitful gains achieved to date.

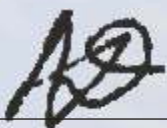
CONCLUSION

A word of thanks is noted specifically to the Member of Executive Committee, responsible for Community Safety, Mr. Firoz Cachalia, for the political guidance, strategic and operational support he has given to the Department during this trying year.

Without the commitment and dedication of the management team and staff of this new entity, the incredible strides we have achieved would not have been possible. Your continued efforts and unstaggering commitment stand the Province in good stead to achieve its vision of a better life for all!

To our law enforcement agencies, a big thank you for the joint efforts and operations in making Gauteng a safe and secure province.

Partners and stakeholders of the Department have also played a role in realizing our achievements; a word of gratitude is extended to you all.



A. DLODLO
HEAD OF DEPARTMENT



DEPARTMENTAL OVERVIEW

2.1 MANDATE OF THE DEPARTMENT

The mandate is determined by the following pieces of legislation:

- ☐ Constitution (Chapter 11, Section 206)
- ☐ White Paper on Safety and Security (1998)
- ☐ South Africa Police Services Act No 68 of 1995
- ☐ The National Crime Prevention Strategy
- ☐ South African Police Services Amendment Act No 83 of 1998.

2.2 CONSTITUTIONAL MANDATE

According to the Constitution of the Republic of South Africa Act 108/1996, the Department has the following functions. :

- ☐ Monitor police conduct;
- ☐ Oversee efficiency and effectiveness of the police service including receiving reports on the police service;
- ☐ Promote good relations between the police and the community;
- ☐ Assess effectiveness of visible policing; and
- ☐ Liaise with Cabinet with regards to crime and policing in the province.

A province in order to perform the functions outlined above:

- ☐ May investigate or appoint a commission of enquiry into any complaint of police inefficiency or a breakdown in relations between the police and any community;
- ☐ Must make recommendations to the Cabinet Member responsible for policing; and
- ☐ A provincial legislature may require the Provincial Commissioner of the province to appear before it or any of its committees to answer questions.

2.3 NATIONAL LEGISLATIVE MANDATE

According to the White Paper on Safety & Security, the strategic priority areas for achieving a safer and more secure society are:

- ☐ Law enforcement: If policing is to improve safety and security, it will do so through arresting and bringing suspects to court with quality evidence. The focus areas are:
 - To increase the effectiveness and efficiency of criminal investigations;
 - To target visible policing to address specific crimes and the fear of crime; and
 - To improve the quality of service delivery to victims of crime.
- ☐ Social crime prevention: reduces the socio-economic and environmental factors that influence people to commit crimes and become persistent offenders. It can be achieved by:
 - Designing out crime;
 - Education;
 - Promoting social cohesion;
 - Supporting youth, families and groups at risk;
 - Breaking cycles of violence;
 - Promoting individual responsibility; and
 - Socio-economic interventions to undercut causes of crime.

According to Chapter 2 of the South African Police Service Act, Act No. 68 of 1995, the Secretariat forms part of the Ministerial Services to monitor the South African Police Service (SAPS).

"The Minister shall establish a secretariat to be called the Secretariat for Safety & Security. A provincial government may establish a provincial secretariat to be called the Provincial Secretariat for Safety & Security. The Minister may, subject to the laws governing the public service, appoint a person to the office of Secretary, who shall be responsible for:

The performance of the functions of the secretariat; and
The management and administration thereof.

The Secretary may, in consultation with the Minister, subject to the law governing the public service, appoint the necessary personnel to assist the Secretary to perform, subject to his or her control and directions, any function of the secretariat.

D

Departmental Overview (cont.)

THE SECRETARIAT SHALL:

Advise the minister in the exercise of his or her powers and the performance of his or her duties and functions
 Perform such functions as the Minister may consider necessary or expedient to ensure civilian oversight of the Service
 Promote democratic accountability and transparency in the Service
 Promote and facilitate participation by the Service in the Reconstruction and Development Programme
 Provide the Minister with legal services and advice on constitutional matters
 Provide the Minister with communication, support and administrative services
 Monitor the implementation of policy and directions issued by the Minister and report to the Minister thereon
 Conduct research into any policing matter in accordance with the instructions of the Minister and report to the Minister thereon
 Perform such functions as may from time to time be assigned to the secretariat by the Minister
 Evaluate the functioning of the Service and report to the Minister thereon."

Although these functions pertain to the national secretariat, the same functions would apply largely to the provincial secretariats.

2.4 PROVINCIAL LEGISLATIVE MANDATE

In addition to the monitoring role outlined above, provincial governments are tasked with the responsibility of leading social crime prevention in their provinces.

The provinces must consolidate and prioritize social crime prevention initiatives and activities in alignment with national priorities by doing the following:

- Initiate, lead and co-ordinate social crime prevention initiatives in the province in alignment with national priorities,
- Co-ordinate a range of provincial functions and role players in social crime prevention,
- Focus on programs which assist local government and communities most at risk, and
- The establishment of public and private partnerships to support crime

L

Legislative Policies

2.5 GOOD GOVERNANCE LEGISLATIVE RESPONSIBILITIES

The following legislation and policies guide and govern the Department.

NAME	RESPONSIBLE STRUCTURE
<input type="checkbox"/> Public Finance Management Act, (Act 1 of 1999) and Treasury Regulations and delegations <input type="checkbox"/> Public Finance Management Amendment Act (Act 29 of 1999) <input type="checkbox"/> Treasury Regulations	All units
<input type="checkbox"/> Public Service Act (Act 103 of 1994) and Regulations and Delegations <input type="checkbox"/> Public Service Laws Amendment Act (Act 47 of 1997) <input type="checkbox"/> Public Service Laws Second Amendment Act (Act 93 of 1997)	Corporate Support
<input type="checkbox"/> The National Archives Act (Act 43 of 1996)	Corporate Support
<input type="checkbox"/> Labour Relations Act (Act 66 of 1995) as amended <input type="checkbox"/> Basic Conditions of Employment Act (Act 75 of 1997) <input type="checkbox"/> Employment Equity Act (Act 55 of 1998), as amended <input type="checkbox"/> Skills Development Act (Act 97 of 1998) <input type="checkbox"/> Skills Development Levies Act (Act 9 of 1999) <input type="checkbox"/> South African Qualifications Authority Act (Act 58 of 1995) <input type="checkbox"/> Adult Basic Education and Training Act (Act 52 of 2000) <input type="checkbox"/> White Paper on Human Resource Management in the Public Service (Government Notice 18594 of 1997) <input type="checkbox"/> Green Paper on Public Service Training and Education (Government Notice 17852 of 1998) <input type="checkbox"/> White Paper on Affirmative Action in the Public Service (Government Notice 18800 of 1998) <input type="checkbox"/> National Skills Development Strategy <input type="checkbox"/> Code of Conduct in the Public Service <input type="checkbox"/> Government Employees Pension Law	Corporate Support
<input type="checkbox"/> Promotion of Access to Information Act, (Act 2 of 2000)	Communication and Information
<input type="checkbox"/> White Paper on the Transformation of the Public Service (Batho Pele)	All units

2.6.1 STAKEHOLDERS

STAKEHOLDERS	LINK TO DEPARTMENT
Business sector	Resources Community participation and consultation Information and technology
Academic institutions	Research Evaluation Community participation and consultation Project implementation Information and technology
NGOs	Research Project development & implementation Monitoring & evaluation Advocacy Community participation and consultation Victim empowerment
CBOs	Project implementation Community participation and consultation Victim empowerment
Provincial Government Departments	Crime Prevention Project development Integrated quality social services delivery
Criminal Justice System: SAPS, Metropolitan Police Departments, Departments of Justice & Correctional Services	Law Enforcement Crime Prevention Community participation and consultation Effective rehabilitation of offenders Victim empowerment
Media	Research Advertising Networking Queries Publicity

2.6.2 MONITORING MECHANISMS & IMPLEMENTATION OF THE MANDATE

SAFETY	MONITORED BY	MECHANISM
Member of the Executive Council (MEC)	<input type="checkbox"/> Premier <input type="checkbox"/> Executive Council <input type="checkbox"/> Standing Committees on Public Safety and Security and Public Accounts <input type="checkbox"/> Members of Provincial Legislature <input type="checkbox"/> Communities	<input type="checkbox"/> Progress reports to the Premier <input type="checkbox"/> One to one meetings with the Premier <input type="checkbox"/> Reports to committees in the Premier's office on agreed programmes <input type="checkbox"/> Quarterly and annual reports <input type="checkbox"/> Budget speech <input type="checkbox"/> Strategic plan
Head of the Department	MEC Auditor General Standing Committee on Public Safety and Security and Public Accounts DPSA	Monthly reports Quarterly reports Annual report Monthly management meeting
Programme Managers (Directors)	HOD	<input type="checkbox"/> Monthly reports <input type="checkbox"/> Quarterly reports <input type="checkbox"/> Monthly management meeting
Project managers (Deputy Directors)	Programme Managers (Directors) Management Team	<input type="checkbox"/> Weekly Directorate Meeting <input type="checkbox"/> Project plan meetings <input type="checkbox"/> Monthly and weekly reports <input type="checkbox"/> Direct participation in project implementation

A REPORT ON ORGANISATIONAL SYSTEMS AND RESOURCES AGAINST THE

DELIVERY OF SERVICES

3.1 Departmental Mandate

The Department derives its mandate from a variety of policies and legislation. The mandate may be summarised as follows:

- ? Enforcement of traffic legislation;
- ? Monitoring of compliance and adherence to traffic legislation and road public transport legislation;
- ? Conducting oversight through monitoring and evaluation of law enforcement agencies;
- ? Training of traffic officers, examiners and inspectors;
- ? Public awareness and education;
- ? Initiate, lead and co-ordinate social crime prevention initiatives in the province;
- ? Promote good community police relations; and
- ? Co-ordination of a range of Criminal Justice System (CJS) activities.

3.2 Vision

"To ensure that Gauteng is a safe and secure province."

3.3 Mission

To improve public safety in the province specifically through:

- ? Monitoring and evaluation of the effectiveness and efficiency of policing agencies.
- ? Effective implementation and promotion of appropriate social crime prevention initiatives.
- ? Providing excellent traffic management services.
- ? Co-ordination of efforts and programmes in the CJS.
- ? Educating & empowering citizens on issues of public safety and co-ordinating community initiatives.
- ? Improving and strengthening relations between communities and law Enforcement agencies.

3.4 Critical Success Factors

The department views the following critical success factors for the implementation of this strategic plan:

- ? The establishment of a new department, incorporating added functions and new mandates.
- ? The implementation of a change management process that will instil a shared corporate culture and understanding of the extended mandate of the new department.
- ? The development and implementation of a provincial safety plan which co-ordinates and encourages co-operation from the bottom up.
- ? Building understanding of, and support for, social crime prevention among all provincial government departments; to facilitate our co-ordination role in respect of this form of crime prevention.
- ? Sustaining the good cooperation that has been established between the Traffic Management Directorate and other law enforcement agencies in relating to joint traffic management projects and operations.
- ? Maintaining effective working partnerships with other Departments of the Gauteng Provincial Government, most notably Social Services and Population Development, Health, Public Transport, Roads and Works and Education.
- ? A coherent national policy environment, in respect of both traffic management and safety and security, which provides clear direction and support to the province.
- ? Building good relationships between the municipalities and the agencies of the criminal justice system in the province.
- ? The strengthening of CPFs with a view to enabling this structure to operate in line with the Provisions of the Constitution and all other supporting legislation.
- ? Business information systems, analysis and development.
- ? The implementation of employee wellness programmes, like the Employee Assistance Programme and HIV/Aids workplace programmes, aimed at supporting a healthy workforce.

FIROZ CACHALIA
MEMBER OF EXECUTIVE COUNCIL



AYANDA DLODLO
HEAD OF DEPARTMENT



SIBUSISO MPANZA
CHIEF FINANCIAL OFFICER



SHOKI TSHABALALA
CHIEF DIRECTOR
SAFETY PROMOTION



KESI ARRAN
CHIEF DIRECTOR
TRAFFIC MANAGEMENT



AMANDA HARTMANN
CHIEF DIRECTOR
CORPORATE SERVICES



JOY MOJA
DIRECTOR
MEC'S OFFICE



PIKO MBAMBO
DIRECTOR
CITIZEN SAFETY



DUMISANI NGEMA
DIRECTOR
PUBLIC EDUCATION &
INFORMATION



SOLOMON MAILA
DIRECTOR
MONITORING OF SERVICE DELIVERY



TEBOGO UMANAH
DIRECTOR
SERVICE EVALUATION & RESEARCH



STEPHEN NKUTHA
DIRECTOR
STRATEGIC PLANNING



KGOMOTSO MOJAPELO
DIRECTOR
FINANCE



YOLAND RUITERS
DIRECTOR
EXECUTIVE SUPPORT



IAN ROBERTSON
DIRECTOR
CO-OPERATIVE GOVERNANCE
& STAKEHOLDER RELATIONS

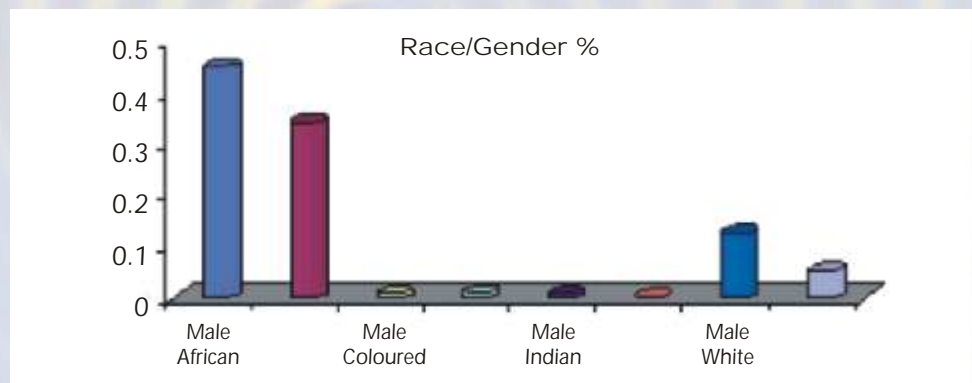


DR. VUSI MAKHALEMELE
DIRECTOR
IKHAYA LETHEMBA

3.5 Strategic Objectives

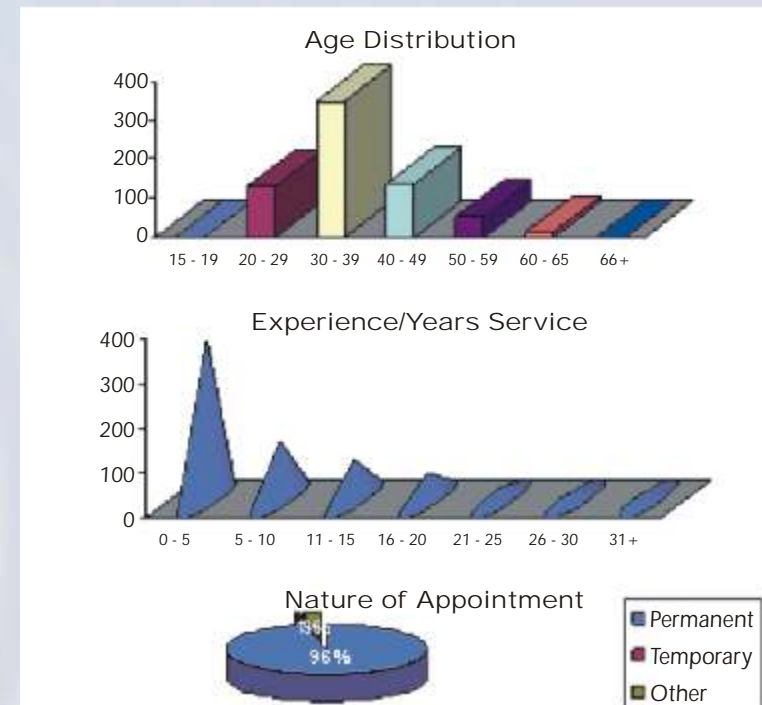
The Department of Community Safety has identified the following strategic objectives:

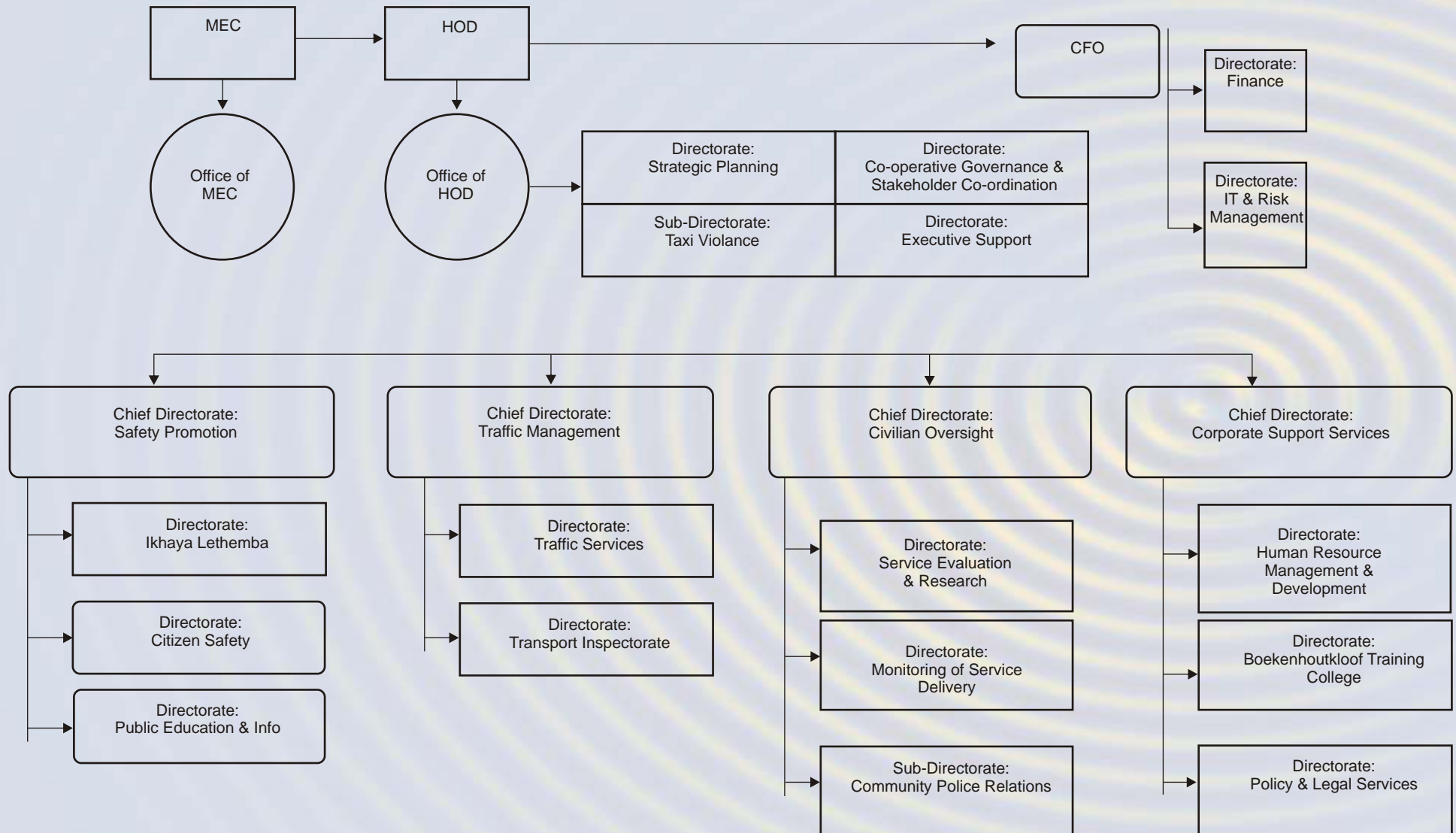
- ☐ Effective oversight on law enforcement agencies in terms of their effectiveness and efficiency.
- ☐ Co-operative governance to ensure effective working relationships with all role players and stakeholders, law enforcement agencies, traffic law enforcement agencies and all spheres of government.
- ☐ Safety Promotion.
- ☐ Effective traffic law enforcement.



4. ORGANISATION OF THE DEPARTMENT

4.1 DEPARTMENTAL STRUCTURE





HR Oversight Report

HR OVERSIGHT - APRIL 2004 to MARCH 2005 - Gauteng - Department of Community Safety

1. PERSONNEL EXPENDITURE

TABLE 1.1 - Personnel costs by Programme

Programme	Total Voted Expenditure (R'000)	Compensation of Employees (R'000)	Training Expenditure (R'000)	Professional and Special Services (R'000)	Compensation of Employees as percent of Total Expenditure
Pr1: Management & Administration	6742	6777	0	0	101
Pr2: Safety Promotion	5590	4923	0	0	88
Pr3: Monitoring & Evaluation	4668	4424	0	0	95
Pr4: Traffic Management	76498	73747	0	0	96
Total as on Financial Systems (BAS)	93498	89871	0	0	96

TABLE 1.2- Salaries, Overtime, Home Owners Allowance and Medical Aid by Programme

Programme	Salaries (R'000)	Salaries as % of Personnel Cost	Overtime (R'000)	Overtime as % of Personnel Cost	HOA (R'000)	HOA as % of Personnel Cost	Medical Ass. (R'000)	Medical Ass. as % of Personnel Cost	Total Personnel Cost (R'000)
PR1	3874	291.9	72	11.1	29	2.5	250	20.8	4225
PR2	3041	182.9	225	12.4	28	2	174	10.1	3468
PR3	2874	129.7	259	9	31	0.8	165	6.3	3329
PR4	45497	350.3	6370	32.7	576	4.1	4489	31.4	56932
Other	21	75	0	0	0	0	1	3.6	22
TOTAL	55307	1029.8	6926	65.2	664	9.4	5079	72.2	67976

H

HR Oversight (cont.)

2. EMPLOYMENT AND VACANCIES

TABLE 2.1 - Employment and Vacancies by Programme at end of period

Programme	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
pol co-ord mon eval cjs cur 3, Permanent	2	0	100	0
Auxilliary services *cur(1), Permanent	3	2	33.3	0
Community safety admin cur 2, Permanent	2	1	50	0
Corporate supp n cur 1, Permanent	19	14	26.3	0
Financial management *cur(1), Permanent	6	4	33.3	0
Human resource&proj supp *cur(1), Permanent	8	2	75	0
Ikhaya lethemba admin *cur (2), Permanent	22	7	68.2	0
It & risk management cur (1), Permanent	6	1	83.3	0
Management and administration, Permanent	13	9	30.8	0
Office of the cfo d/cur (1), Permanent	2	2	0	0
Pol monitoring & eval adm*cur(3), Permanent	7	6	14.3	0
Policy & legal services d/cur (pr1), Permanent	2	0	100	0
Programme management*cur(4), Permanent	4	2	50	0
Public education&comm adm*cur(2), Permanent	14	8	42.9	0
Public transp inspection*cur(4), Permanent	122	104	14.8	0
Road safety d/cur (pr2), Permanent	4	4	0	0
Road safety education*cur(4), Permanent	45	38	15.6	0
Service delivery admin cur 3, Permanent	28	21	25	0
Social crime prevention *cur (2), Permanent	2	0	100	0
Special services*cur(4), Permanent	74	64	13.5	0
Strategic planning d/cur (pr1), Permanent	6	5	16.7	0
Traffic law enforcement*cur(4), Permanent	349	318	8.9	0
Training traffic college*cur(4), Permanent	80	70	12.5	0
TOTAL	820	682	16.8	0

TABLE 2.2 - Employment and Vacancies by Salary Band at end of period

Salary Band	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Lower skilled (Levels 1-2), Permanent	84	67	20.2	0
Skilled (Levels 3-5), Permanent	377	323	14.3	0
Highly skilled production (Levels 6-8), Permanent	240	205	14.6	0
Highly skilled supervision (Levels 9-12), Permanent	97	72	25.8	0
Senior management (Levels 13-16), Permanent	22	15	31.8	0
TOTAL	820	682	16.8	0

TABLE 2.3 - Employment and Vacancies by Occupation at end of period

Occupations	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional to the Establishment
Programme 1	76	61	19.7	0
Programme 2	21	21	0	0
Programme 3				
Programme 4				
TOTAL	820	682	16.8	0

3. JOB EVALUATION

TABLE 3.1 - Job Evaluation

Salary Band	Number of Posts	Number of Jobs Evaluated	Number of Posts Upgraded	Number of Posts Downgraded
Lower skilled (Levels 1-2)	84	0	0	0
Skilled (Levels 3-5)	377	0	0	0
Highly skilled production (Levels 6-8)	240	2	1	0
Highly skilled supervision (Levels 9-12)	97	5	6	0
Senior Management Service Band A	16	3	3	0
Senior Management Service Band B	4	0	0	0
Senior Management Service Band C	1	0	0	0
Senior Management Service Band D	1	0	0	0
TOTAL	820	10	10	0

TABLE 3.2 - Profile of employees whose positions were upgraded due to their posts being upgraded

Beneficiaries	African	Asian	Coloured	White	Total
Female	2	0	0	1	3
Male	3	1	0	0	4
Total	5	1	0	1	7
Employees with a Disability	0	0	0	0	0

TABLE 3.3 - Employees whose salary level exceed the grade determined by Job Evaluation (i.t.o PSR 1.V.C.3)

Not applicable for financial year under review

TABLE 3.4 - Profile of employees whose salary level exceeded the grade determined by job evaluation (i.t.o. PSR 1.V.C.3)

Beneficiaries	African	Asian	Coloured	White	Total
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Not applicable for financial year under review

4. TURNOVER RATES

4. TURNOVER RATES

TABLE 4.1 - Annual Turnover Rates by Salary Band

Salary Band	Employment at Beginning of Period	Appointments	Terminations	Turnover Rate
Lower skilled (Levels 1-2), Permanent	1	0	1	100
Skilled (Levels 3-5), Permanent	8	1	7	87.5
Highly skilled production (Levels 6-8), Permanent	24	10	7	29.2
Highly skilled supervision (Levels 9-12), Permanent	16	6	1	6.3
Senior Management Service Band A, Permanent	7	3	1	14.3
Senior Management Service Band B, Permanent	1	0	0	0
TOTAL	57	20	17	29.8

TABLE 4.2 - Annual Turnover Rates by Occupation

Occupation	Employment at Beginning of Period	Appointments	Terminations	Turnover Rate
Administrative related, Permanent	8	2	1	12.5
Cleaners in offices workshops hospitals etc., Permanent	0	0	1	0
Communication and information related, Permanent	4	1	0	0
Computer system designers and analysts., Permanent	1	0	0	0
Finance and economics related, Permanent	1	2	0	0
Human resources & organisat developm & relate prof, Permanent	2	2	0	0
Human resources clerks, Permanent	5	0	0	0
Language practitioners interpreters & other commun, Permanent	1	0	0	0
Library mail and related clerks, Permanent	1	0	0	0
Material-recording and transport clerks, Permanent	0	1	0	0
Messengers porters and deliverers, Permanent	1	0	0	0
Other administrative & related clerks and organisers, Permanent	17	1	4	23.5
Other administrative policy and related officers,	7	2	1	14.3
Other occupations, Permanent	1	2	0	0
Rank: Unknown, Permanent	1	0	0	0
Regulatory inspectors, Permanent	0	5	8	0
Secretaries & other keyboard operating clerks, Permanent	1	0	1	100
Senior managers, Permanent	6	2	1	16.7
TOTAL	57	20	17	29.8

TABLE 4.3 - Reasons why staff are leaving the department

Termination Type	Number	Percentage of Total Resignations	Percentage of Total Employment	Total	Total Employment
Death, Permanent	3	17.6	5.3	17	57
Resignation, Permanent	9	52.9	15.8	17	57
Expiry of contract, Permanent	2	11.8	3.5	17	57
Discharged due to ill health, Permanent	1	5.9	1.8	17	57
Retirement, Permanent	2	11.8	3.5	17	57
TOTAL	17	100	29.8	17	57

Resignations as % of Employment

29.8

TABLE 4.4 - Promotions by Critical Occupation

Occupation	Employment at Beginning of Period	Promotions to another Salary Level	Salary Level Promotions as a % of Employment	Progressions to another Notch within Salary Level	Notch progressions as a % of Employment
Administrative related	8	11	137.5	10	125
Cleaners in offices workshops hospitals etc.	0	0	0	1	0
Communication and information related	4	3	75	4	100
Computer system designers and analysts.	1	0	0	1	100
Finance and economics related	1	0	0	1	100
Financial clerks and credit controllers	0	0	0	1	0
Human resources & organisat developm & relate prof	2	2	100	0	0
Human resources clerks	5	0	0	2	40
Language practitioners interpreters & other commun	1	4	400	1	100
Library mail and related clerks	1	0	0	1	100
Messengers porters and deliverers	1	0	0	0	0
Other administrat & related clerks and organisers	17	3	17.6	24	141.2
Other administrative policy and related officers	7	2	28.6	21	300
Other occupations	1	0	0	2	200
Rank: Unknown	1	0	0	0	0
Regulatory inspectors	0	0	0	57	0
Secretaries & other keyboard operating clerks	1	0	0	1	100
Senior managers	6	2	33.3	0	0
TOTAL	57	27	47.4	127	222.8

TABLE 4.5 - Promotions by Salary Band

Salary Band	Employment at Beginning of Period	Promotions to another Salary Level	Salary Level Promotions as a % of Employment	Progressions to another Notch within Salary Level	Notch progressions as a % of Employment
Lower skilled (Levels 1-2), Permanent	1	0	0	3	300
Skilled (Levels 3-5), Permanent	8	0	0	70	875
Highly skilled production (Levels 6-8), Permanent	24	8	33.3	42	175
Highly skilled supervision (Levels 9-12), Permanent	16	12	75	11	68.8
Senior management (Levels 13-16), Permanent	8	7	87.5	1	12.5
TOTAL	57	27	47.4	127	222.8

5. EMPLOYMENT EQUITY STATISTICS

TABLE 5.1 - Total number of Employees (incl. Employees with disabilities) per Occupational Category (SASCO)

Occupational Categories	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Legislators, senior officials and managers, Permanent	4	0	2	6	1	2	0	0	2	0	9
Professionals, Permanent	245	6	5	256	81	161	2	1	164	9	510
Clerks, Permanent	19	0	0	19	4	51	4	0	55	27	105
Service and sales workers, Permanent	4	0	0	4	0	0	0	0	0	0	4
Elementary occupations, Permanent	33	0	0	33	1	19	1	0	20	0	54
TOTAL	305	6	7	318	87	233	7	1	241	36	682

	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Employees with disabilities	5	0	0	5	1	7	0	0	7	0	13

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HR Oversight (cont.)

TABLE 5.2 - Total number of Employees (incl. Employees with disabilities) per Occupational Bands

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Top Management, Permanent	1	0	0	1	0	1	0	0	1	0	2
Senior Management, Permanent	6	0	2	8	1	2	1	0	3	1	13
Professionally qualified and experienced specialists and mid- management, Permanent	32	1	0	33	22	16	1	1	18	3	76
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	64	0	1	65	55	59	3	0	62	25	207
Semi-skilled and discretionary decision making, Permanent	165	5	4	174	9	134	2	0	136	7	326
Unskilled and defined decision making, Permanent	37	0	0	37	0	21	0	0	21	0	58
TOTAL	305	6	7	318	87	233	7	1	241	36	682

TABLE 5.3 -
Recruitment

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Senior Management, Permanent	1	0	1	2	0	1	0	0	1	0	3
Professionally qualified and experienced specialists and mid- management, Permanent	4	0	0	4	1	1	0	0	1	0	6
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	7	0	0	7	0	3	0	0	3	0	10
Semi-skilled and discretionary decision making, Permanent	0	0	0	0	0	1	0	0	1	0	1
TOTAL	12	0	1	13	1	6	0	0	6	0	20

TABLE 5.4 - Promotions

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Top Management, Permanent	1	0	0	1	0	0	0	0	0	0	1
Senior Management, Permanent	2	0	2	4	0	1	1	0	2	1	7
Professionally qualified and experienced specialists and mid- management, Permanent	7	0	0	7	3	11	0	1	12	1	23
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	17	0	0	17	4	22	3	0	25	8	54
Semi-skilled and discretionary decision making, Permanent	33	1	1	35	1	33	1	0	34	1	71
Unskilled and defined decision making, Permanent	1	0	0	1	0	2	0	0	2	0	3
TOTAL	61	1	3	65	8	69	5	1	75	11	159

	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Employees with disabilities	1	0	0	1	0	2	0	0	2	0	3

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HR Oversight (cont.)

TABLE 5.5 - Terminations

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total Blacks	Male, White	Female, African	Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Senior Management, Permanent	0	0	0	0	0	1	0	0	1	0	1
Professionally qualified and experienced specialists and mid-management, Permanent	1	0	0	1	0	0	0	0	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	2	0	0	2	3	1	0	0	1	1	7
Semi-skilled and discretionary decision making, Permanent	1	0	1	2	1	4	0	0	4	0	7
Unskilled and defined decision making, Permanent	0	0	0	0	0	1	0	0	1	0	1
TOTAL	4	0	1	5	4	7	0	0	7	1	17

Table 5.7 Skills development

SALARY LEVEL	AFRICANS		COLOUREDS		INDIANS/ASIANS		WHITE		DISABLED	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
13 – 16	15	5			1		1	1		
9 – 12	13	9	3	1			11	8		
5-8	201	197	7	9	17		12	8		
1-4	36	71						4		

6. PERFORMANCE MANAGEMENT

TABLE 6.1 - Performance Rewards by Race, Gender and Disability

	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
African, Female	47	226	20.8	200	4,264
African, Male	55	300	18.3	270	4,910
Asian, Female	0	1	0	0	0
Asian, Male	1	7	14.3	4	3,839
Coloured, Female	4	7	57.1	22	5,442
Coloured, Male	0	6	0	0	0
Total Blacks, Female	56	234	23.9	236	4,220
Total Blacks, Male	60	313	19.2	285	4,752
White, Female	17	36	47.2	84	4,962
White, Male	39	86	45.3	241	6,173
TOTAL	172	667	25.8	844	4,907
Employees with a disability	10	13	76.9	32	3,166

TABLE 6.2 - Performance Rewards by Salary Band for Personnel below Senior Management Service

Salary Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Lower skilled (Levels 1-2)	15	58	25.9	35	2,333
Skilled (Levels 3-5)	57	326	17.5	197	3,456
Highly skilled production (Levels 6-8)	72	208	34.6	416	5,778
Highly skilled supervision (Levels 9-12)	28	75	37.3	196	7,000
TOTAL	172	667	25.8	844	4907

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HR Oversight (cont.)

TABLE 6.3 - Performance Related Rewards (Cash Bonus) by Salary Band for Senior Management Service

SMS Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)	% of SMS Wage Bill	Personnel Cost SMS (R'000)
Band A	1	10	10	9	900	0.2	3,728
Band B	0	3	0	0	0	0	0
Band C	0	1	0	0	0	0	0
Band D	0	1	0	0	0	0	0
TOTAL	1	15	6.7	9	900	0.2	3728

7. FOREIGN WORKERS

TABLE 7.1 - Foreign Workers by Salary Band

Salary Band	Employment at Beginning Period	Percentage of Total	Employment at End of Period	Percentage of Total	Change in Employment	Percentage of Total	Total Employment at Beginning of Period	Total Employment at End of Period	Total Change in Employment
TOTAL	0	0	0	0	0	0	0	0	0

TABLE 7.2 - Foreign Workers by Major Occupation

Major Occupation	Employment at Beginning Period	Percentage of Total	Employment at End of Period	Percentage of Total	Change in Employment	Percentage of Total	Total Employment at Beginning of Period	Total Employment at End of Period	Total Change in Employment
TOTAL	0	0	0	0	0	0	0	0	0

8. LEAVE MANAGEMENT

TABLE 8.1 - Sick Leave for Jan 2004 to Dec 2004

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 skilled (Levels 1-2)	42.5	80	12	5.6	4	6
Skilled (Levels 3-5)	309	52.1	132	61.7	2	67
Highly skilled production (Levels 6-8)	191	64.4	52	24.3	4	70
Highly skilled supervision (Levels 9-12)	39.5	32.9	13	6.1	3	24
Senior management (Levels 13-16)	43	76.7	5	2.3	9	73
TOTAL	625	58.2	214	100	3	240

TABLE 8.2 - Disability Leave (Temporary and Permanent) for Jan 2004 to Dec 2004

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)
TOTAL	0	0	0	0	0	0

TABLE 8.3 - Annual Leave for Jan 2004 to Dec 2004

Salary Band	Total Days Taken	Average per Employee	Employment
Lower skilled (Levels 1-2)	121	5	24
Skilled (Levels 3-5)	860	7	131
Highly skilled production (Levels 6-8)	721	7	105
Highly skilled supervision (Levels 9-12)	313.44	10	31
Senior management (Levels 13-16)	136	12	11
TOTAL	2151.44	7	302

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HR Oversight (cont.)

TABLE 8.4 - Capped Leave for Jan 2004 to Dec 2004

	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2004	Number of Employees	Total number of capped leave available at 31 December 2004	Number of Employees as at 31 December 2004
Lower skilled (Levels 1-2)	1	1	42	1	1652	39
Skilled (Levels 3-5)	15	3	20	6	2920	148
Highly skilled production (Levels 6-8)	48	3	42	14	6979	165
Highly skilled supervision (Levels 9-12)	9	2	81	5	4797	59
TOTAL	73	3	40	26	16348	411

TABLE 8.5 - Leave Payouts

Reason	Total Amount (R'000)	Number of Employees	Average Payment per Employee (R)
Leave payout for 2004/05 due to non-utilisation of leave for the previous cycle	0	1	0
Capped leave payouts on termination of service for 2004/05	7	2	3500
Current leave payout on termination of service for 2004/05	4	2	2000
TOTAL	11	5	2200

9. HIV/AIDS

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 Hartmann, Head: Corporate Support Services
2. Does the department have a dedicated unit or have you designated specific staff members to promote 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		1 EWP Practitioner Budget: R144 000 Prevention, identification and treatment of the following: <ul style="list-style-type: none"> • Mental health problems • Work related problems • Psychosocial problems
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of the programme.	x		Yes Ms Gopane Mr Ndlebe EWP and HR Practitioners
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		
5. Has the department reviewed the employment policies and practices of your department 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		HIV/Aids Workplace Policy
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	x		Policy provides for the same rights and privileges Staff encouraged
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	x		Stats will only be available from 2005-6 onwards Number of disciplinary cases Number of EAP referrals Absenteeism rate
8. Has the department developed measures/indicators to monitor & evaluate the impact of your health promotion programme? If so, list these measures/indicators.	x		

H

HR Oversight (cont.)

10. EMPLOYEE RELATIONS MATTERS

TABLE 10.1 - Collective Agreements

None

TABLE 10.2 - Misconduct and Discipline Hearings Finalized

Outcomes of disciplinary hearings	Number	Percentage of Total	Total
Dismissals	3	2.9	101
Reprimands	4	3.9	101
Written Warnings	13	12.8	101
Final Written Warnings	7	6.9	101
Employees referred to counseling	12	11.8	101
Employees referred for refresher training	12	11.8	101
Employees not found guilty at hearings	6	5.9	101
Cases closed due to no jurisdiction	3	2.9	101
Employees arrested on criminal charges	5	4.9	101
Employees that received suspended sentences	2	1.9	101
Fines given to employees	3	2.9	101
Employees owing money to the Dept	19	18.8	101
Other	12	11.8	101
TOTAL	101	100	101

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HR Oversight (cont.)

TABLE 10.3 - Types of Misconduct Addressed and Disciplinary Hearings

Type of misconduct	Number	% of total
Corruption	28	27.7
Reckless driving	12	11.8
Assault	2	1.9
Arson	1	0.9
Damage to property	3	2.9
Capable homicide	1	0.9
Debt recovery	14	13.8
Negligence	1	0.9
Drunk on-duty	1	0.9
Financial loss	7	6.9
Incapacity ill-health	14	13.8
Insubordination	7	6.9
Intimidation	1	0.9
Misuse of vehicle	2	1.9
Shooting incidents	3	2.9
Theft	4	3.9
Total	101	100

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HR Oversight (cont.)

TABLE 10.4 - Grievances Lodged

Number of grievances addressed	Number	% of total
Resolved	13	100
Not resolved	0	0
Total	13	100

TABLE 10.5 - Disputes Lodged

Number of disputes addressed	Number	% of total
Upheld	2	100
Dismissed	0	0
Total	2	100

TABLE 10.6 - Strike Actions

Strike Actions	—
Total number of person working days lost	0
Total cost(R'000) of working days lost	0
Amount (R'000) recovered as a result of no work no pay	0

TABLE 10.7 – Precautionary Suspensions

Precautionary Suspensions	—
Number of people suspended	6
Number of people whose suspension exceeded 30 days	6
Average number of days suspended	60
Cost (R'000) of suspensions	R 346 000

TABLE 11.1 _ Training Needs identified

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Technicians and associate professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Clerks	Female	0	0	0	0	0
	Male	0	0	0	0	0
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Gender sub totals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		0	0	0	0	0

H

HR Oversight (cont.)

TABLE 11.2 _ Training Provided

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Technicians and associate professionals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Clerks	Female	0	0	0	0	0
	Male	0	0	0	0	0
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Gender sub totals	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		0	0	0	0	0

12. INJURY ON DUTY

TABLE 12.1 - Injury on Duty

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

13. CONSULTANTS

TABLE 13.1 - Report on consultant appointments using appropriated funds

None

TABLE 13.2 - Analysis of consultant appointments using appropriated funds, i.t.o. HDIs

None

TABLE 13.3 - Report on consultant appointments using Donor funds

None

TABLE 13.4 - Analysis of consultant appointments using Donor funds, i.t.o. HDIs

Not applicable

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Strategic Objective

7. STRATEGIC OBJECTIVE AND LEVEL OF SUCCESS

The Annual Report of 2003 to 2004 highlighted the following priorities in its outlook for the financial year 2004 to 2005:

- Maximising resource bases at a local level by collaborating with existing programmes to improve service delivery by law enforcement agencies;
- Effective implementation of oversight over the Criminal Justice system to ensure synergy with all role-players in relation to public safety and the effective implementation of policy and legislation;
- Co-operative governance to ensure effective working relationships with all roleplayers and stakeholders, law enforcement agencies, traffic law enforcement agencies and All spheres of government;
- Social Crime Prevention;
- Creating awareness and providing education in communities in relation to public safety and security; and
- Effective traffic management.

Thus, reporting on strategic objectives and levels of success for each of the above-mentioned strategic objectives, will focus on the key outcomes and projects that were identified in the outlook for the financial year 2004 to 2005.

7.1 DEPARTMENTAL PRIORITIES

The following table presents a summary of the priorities of the Department of Community Safety and the desired outcomes That will be the result of pursuing these goals.

	Priorities	Desired Outcome	Projects
1	Effective oversight of law enforcement agencies in terms of their effectiveness and efficiency	<ul style="list-style-type: none"> ? Effective and efficient law enforcement agencies that contributes to a safer province ? Fully functional and sustainable CPFs ? Improved service delivery by law enforcement agencies 	<ul style="list-style-type: none"> ? Business systems enhancement ? Evaluation of the effectiveness of policing within the province ? Determination of provincial crime prevention and law enforcement priorities ? Enhancement of CPFs as civilian oversight support structures
2	Co-operative governance to ensure effective working relationships with all role players and stakeholders, law enforcement agencies, traffic law enforcement agencies and all spheres of government	<ul style="list-style-type: none"> ? Maximising resource base to ensure a safer province through integrated planning ? Maximising resource bases at a local level by collaborating with existing programmes to improve service delivery by law enforcement agencies 	<ul style="list-style-type: none"> ? Integrated planning between law enforcement agencies ? Coordinated efforts on safety and security across all levels of government ? Provincial Safety Strategy (implementation) ? Effective utilisation of community liaison officers

	Priorities	Desired Outcome	Projects
3	Safety Promotion	<ul style="list-style-type: none"> <input type="checkbox"/> Prevention of secondary victimisation and promotion of victim empowerment <input type="checkbox"/> Prevention of behaviours that lead to unsafe conditions and experiences and social crime <input type="checkbox"/> Significant reduction in road fatalities through road safety promotion <input type="checkbox"/> Coordinated interventions geared towards appropriate environmental design <input type="checkbox"/> Improved community police relations <input type="checkbox"/> Prevention of violence against women and children and other vulnerable groups <input type="checkbox"/> Informed communities on issues of safety and security 	<ul style="list-style-type: none"> <input type="checkbox"/> Ikhaya Lethemba <input type="checkbox"/> Schools -based safety projects <input type="checkbox"/> Projects targeting youth at risk <input type="checkbox"/> Capacity building programmes for CPFs <input type="checkbox"/> Road Safety projects <input type="checkbox"/> Communications programmes that promote safety and security
4	Effective traffic law enforcement	<ul style="list-style-type: none"> <input type="checkbox"/> Compliance with traffic legislation <input type="checkbox"/> Effective traffic law enforcement system <input type="checkbox"/> Reduction of traffic accidents and fatalities 	<ul style="list-style-type: none"> <input type="checkbox"/> Business systems enhancement <input type="checkbox"/> Implementation of traffic law enforcement deployment strategy <input type="checkbox"/> Implementation of new vehicle policy <input type="checkbox"/> Overload control <input type="checkbox"/> Enforcement of traffic regulations <input type="checkbox"/> Inspections of testing centres, licensing centres

7.2

Priority 1:

Effective Oversight of Law Enforcement Agencies

Objective:

To ensure the constant improvement of service delivery by the law enforcement agencies of the province, accessibility of their services to communities, accountability to government and the communities they serve, and effective partnerships with communities against crime.

Background

The Department has a legislated mandate of exercising oversight over the policing agencies of the province. According to legislation, the province will also determine policing needs and priorities of the province to inform police plans and determine the allocation of resources.

To this end the Department began the year by strengthening its oversight structures elevating the function to a Chief Directorate: Civilian Oversight. Further the monitoring and evaluation function which was previously located within one directorate was separated and two directorates were established to give impetus to the two inherent critical functions.

The two directorates are:

- ? Monitoring of Police Service Delivery,
- ? Service Evaluation and Research

The third component, which is a sub-directorate known as the Community Police Relations sub-directorate, was also established. This component was designed to enhance community policing, build partnerships against crime between the police agencies and communities, mobilize and ensure greater participation by communities in crime prevention, as per dictates of existing legislation.



7.2.1

Monitoring of Police Service Delivery

Objective:

To monitor the implementation of plans by the police agencies of the province in terms of transformation, human resource management, financial and resource management and deployment, as well operations, with the purpose of ensuring improved service delivery.

Introduction

During the financial year 2004/05 the Directorate Monitoring and Evaluation continued its mandated task as defined in the Constitution of the Republic and other consequent legislation and policies. The directorate's mandate is defined above as that of monitoring police conduct and performance and evaluating the effectiveness of its strategies, plans and operations. The areas tabulated below were embarked on during the year in review:

Quarterly Review Sessions

The most effective among instruments utilized by the Department to exercise oversight on the policing agencies of the province are the review sessions. These sessions are held quarterly and in them participates the Department's senior management and the senior officers of the province's law enforcement agencies, that is, the South African Police Service and the province's three Metropolitan Police Departments, those of Johannesburg (JMPD), Tshwane (TMPD) and Ekurhuleni (EMPD). The Independent Complaints Directorate (ICD) as well as the heads of the province's other criminal justice departments also participate. The state of policing in the province is discussed at length and the level of cooperation between the province's police agencies interrogated.

Policing plans are minutely interrogated with the purpose of determining the way forward and bettering the state of safety and security in the province. The coordination of criminal justice activities is also discussed and priorities identified.

Achievements

Quarterly review sessions have resulted in the sharing of best practices by the different policing areas in different aspects of policing. One such achievement was noted in the implementation of sector policing where the West Rand policing area model was found to be the best and adopted and replicated throughout the province. The improvement of cooperation amongst the province police agencies has resulted in the maximum utilization of the province's policing resources and coordination of crime combating and prevention operations. Challenges facing the law enforcement agencies in the implementation of their strategies are identified during these sessions and next quarter's deliverables agreed on.

Police Priorities

Government key priorities in terms of safety and security are the following:

- ? the prevention of violence against women and children
- ? the prevention of serious and violent crime
- ? the curbing of corruption

Priority Stations

Police management has identified police stations countrywide as priority stations. These are determined by the level of crimes in their precinct. They are the station located in areas that contribute fifty percent to the country's crime situation. The province has twenty one such stations amongst which are Hillbrow, Alexandra, Katlehong etc. It was during the last review session of the financial year 2003/04 that it was decided that there was need to focus on removing priority stations from that status.

Exit Stations

It was resolved in the last policing quarterly review session that there was need for the Department of Community Safety to work closely together with the province's law enforcement agencies in initiating a process of ensuring that seven of the province's twenty one priority stations are removed from that category and status. One station was identified in each of the seven SAPS policing areas, and these are:

Mamelodi, Moroka, Tembisa, Roodepoort, Vanderbijlpark, Springs, Hillbrow Policing strategies were devised and implemented which came to be known as exit strategies. The seven stations have since been dubbed "exit stations". Partnerships with other relevant stakeholders including the local communities were also sought as these comprised the critical element of the exit strategies.

It is based on the monitoring of the implementation of these plans and the evaluation of their effectiveness that plans of the directorate monitoring service delivery were designed during the first three quarters of the year.

Constant monitoring and evaluation on improvements around the following areas was exercised:

- ? Management
- ? Client Services/Response
- ? Detective Services
- ? Resource allocation, management and utilization
- ? Sector policing
- ? Corruption
- ? Coordination and integration of plans by the police agencies
- ? Community policing

Whilst it was conceded by all parties involved that it had been unrealistic to expect to exit these stations from their current status in the agreed timeframe, there has been tremendous improvement on the stations in terms of all of the above. These achievements have been acknowledged by both the public and police staff in the targeted stations. The following observations were made by the Department on each of the stations:

1. STATUS REPORT ON MOROKA

The station is responsible for policing an estimated population of 250 000(census) with a policing area of 26 kilometers square that covers the following areas:

- ? Chiawelo + informal settlement
- ? Senaoane
- ? Phiri
- ? Mapetla
- ? Dlamini
- ? Mofolo North, South and Central
- ? Rockville
- ? White City Jabavu Central White City Jabavu
- ? Molapo

DETECTIVE SERVICES

Recruitment of members:

12 Constables have been recruited from the uniform branch and transferred to the detective branch to address the acute shortage of personnel. Each constable was assigned to a mentor (an experienced inspector). 8 Constables have already attended and successfully completed the Detective Learning Programme.

The total strength of this unit stands at 69. However for full complement to be reached 1 Supt, 1 Captain and 20 investigating officers are required to reach the granted personnel strength according to the REP.

The unit now has 25 vehicles which means three detectives are allocated one vehicle. The ideal situation would be two detectives per vehicle. This situation is however an improvement from when the station was before it was declared an exit station.



FOCUS ON THE INCREASE OF THE CONVICTION RATE

In order to achieve this all dockets to and from court are perused and certified by an officer i.e. the respective group commanders. Shortcomings are immediately identified and rectified.

The Branch Commander monitors the court registers on a daily basis to ensure that the dockets that should have been sent to court are in fact forwarded.

There is a close working relationship and contact between the officers and investigating officers and the Justice Department. Any problems that are identified are immediately communicated and rectified. A telephone list of all officers and members was handed to the Justice Department in order to facilitate effective communication.

According to the SAPS.6 there has been an increase in the number of convictions and a decrease in the number of acquittals and cases withdrawn in court since December 2004 March

Convictions : Average of 95 per month

Acquittals : Average of 43 per month

Withdrawn : Average of 139 per month

TO ENSURE THAT PROPER FEEDBACK IS GIVEN TO COMPLAINANTS

During booking out of dockets officers give instructions to investigating officers to contact complainants. They were instructed to contact complainants within 24hrs of receiving dockets for further investigation

The document "Status report on investigation of crime" which was circulated via E-mail on the 2003-07-11 by the Gauteng Provincial Head, Detective Service, is fully implemented

Officers are enforcing the instruction that no case docket must be closed until the completed document mentioned above is properly completed or a suitable entry made in the investigation diary (SAPS.5) that the complainant has been informed of the outcome of the investigation

If there are any complaints of lack of feedback the Station Commissioner, Branch Commander and Group officers give personal attention to such complaints. This is then addressed with the respective investigating officer in order to establish if there was any neglect or misconduct and to rectify such situation if they do arise

There has been a dramatic increase in the number of such complaints

The issue is discussed regularly with officers and members during weekly Branch Lectures

TO REDUCE THE NUMBER OF DOCKETS ON HAND

Because of the increase in the number of Operations, the number of dockets registered has also increased. This resulted in the increase in the number of dockets on hand

More so, this is compounded by the fact that more arrests were also made which resulted in the increase in the number of court dockets on hand which understandably takes longer to finalize

This Branch has embarked on a concerted effort to reduce the number of dockets on hand per investigating officer. All officers and members have committed themselves that no member would have more than 80 dockets on hand at the end of August 2004. Currently there are only 17 members (out of 59 investigators) who have more than 80 dockets on hand. These members are currently receiving individual attention from the Branch and Group Commanders.

In order to achieve and maintain this objective additional personnel and resources are required to ease the current burden on investigating officers and also on officers

Enhancement of Crime Office

An inspector has since been appointed as the Crime Office co-coordinator whose responsibilities are as follows:

To be the liaison person between the Detectives, Crime Office and CSC

To peruse all docket received at the Crime Office during the tour of his duty

To record appropriate instructions in the investigation diary

To ensure that these instructions are complied with by members posted at the Crime Office

To accompany members of the Crime Office to attend all serious crime scenes and to give the necessary instructions or guidance at the scene. He must also ensure that crime scenes which have to be attended by specialized Units are in fact attended by the relevant Units

To ensure that the necessary specialized units that could assist in the investigation of crime scenes are contacted e.g. LCRC (Local Criminal Record Centre)

To daily compile a list of uncharged suspects that are in custody and then to inform the relevant investigating officers. This ensures the timeous charging of suspects and prevents the unnecessary release of suspects

To daily compile a list of accused that are going to court and then to inform relevant investigating officers. This ensures that dockets that have to be in court, especially for first appearance, are in fact in court. This also prevents cases being withdrawn in court because of dockets not being available

Members of the Detective Branch also assist the Crime office after hours i.e. during weekdays and weekends. Each group makes members available for this. Members also report at 05:00 each weekday morning to assist the Crime office in preparing dockets so that the Branch and Group Commanders do not have difficulties when booking out dockets

MONTHLY INSPECTIONS

Group Commanders conduct monthly inspections of dockets of all members under their command

Each of this four Group commanders have 15 members and an average of 1320 dockets within their group which they have to manage

During September and October 2003 this branch was inspected by the National and Provincial Inspectorates respectively and was inspected by the Area Head, Detectives during July 2004

The shortage of officers sometimes places a strain on the current officers in fulfilling this task

The total number of CIAC member's stands at 6 and CIG at 6, are really doing well. (i.e.) They help the detectives with gathering more information and tracing suspects.

Client Service Centre (CSC)

All CSC reliefs are being headed by Captains. The station commissioner informed the team that our department has played an important role to the station by sending the members for the customer care course. A huge difference is apparent, because the quality of the statement taking has improved drastically. Even the answering of the telephone has improved. Complaints by the members of the community have also dropped. CSC members are always in full uniform and they treat clients with great care and respect.

Every Friday the team collects the area operational plan, before an operation is visited the team starts at the CSC of the respective station to check if whether the commander of the CSC is aware of their Crime Prevention activities or whereabouts. This gives the team an opportunity to observe all members in the CSC.



SECTOR POLICING

There are seven sectors in the area and all have sector managers and one assistant. The lack of resources has forced that six(6) vehicles be utilized by all the seven sector managers and they have not encountered any problems so far. To show the commitment of the sector managers they are all utilizing their private cell phones to keep the sectors working.

SECTOR FORUMS

Sector forums have been established in all the sectors and there is a good attendance of meetings by the community. This enabled the SAPS to determine local policing problems and receive suggestions on pertinent issues from community. In May this year one of the forums embarked on a door to door anti crime campaign in Chiawelo and this campaign is to be replicated in other sectors.

The CPF, a local councilor and principals of schools located within the sector are represented in this sector forum. Non governmental organizations attend per invitation. Neighborhood watches have also been established whereby the patrollers accompany people in the morning and in the afternoon to their respective transports locations.

PROBLEMS/CHALLENGES

The level of participation in sector forums varies from sector to sector and there is need for best practices to be replicated amongst the sectors. Changes in participants and managers also affect the performance of sectors.

There is need for sector managers to be allocated state cellular phones as they are supposed to be on call for twenty four hours and this would enhance response time drastically.

COMMUNITY POLICE RELATIONS

The local CPF is also functional with local councilors actively involved. Other stakeholders include Churches, Business, Petrol stations, Youth forums. These participants conduct empowering workshops and campaigns against crime.

STAKEHOLDER INVOLVEMENT

The working relationship between SAPS and other law enforcement agencies is not so fine. Because the Metro police are not always cooperative, they like doing operations without proper consultation with SAPS. Even if SAPS calls them if there is an event in places like Thokoza Park they tend not to turn up.

NICRO

They assist the station in training the VEP volunteers in counseling. The community is also referred to NICRO for further counseling and diversion. NICRO Social workers do supervision and also do debriefing.

WARD COUNCILORS

They usually organize public meetings and invite the police to come and address the issues of crime. They ensure that long grass is cut at open spaces, demolish unused structures which generate crime.

SANCA

They rehabilitate identified people with drug problem, and present workshop on drug and alcohol abuse.

NIISA

They assist with shelter for the victims of domestic violence

YOUTH DESK

Moroka SAPS mobilized the youth out of ten areas including schools and available youth formation in the community to formulate youth desk that will be sustainable under the umbrella of community police forum in Moroka SAPS. A committee consisting of 9 members was then elected, and will network with other local youth formation for yearly activities. Youth desk will be involved in all station social crime prevention activities and the station yearly plan.

The youth desk is built up of youth in all ten areas supported by the community police sub-forums namely: Chiawelo, Dlamini, Senaone, Phiri, Mapetla Molapo, White City, Rockville and Mofolo. Bushel be Mvelo youth formation is actively involved in the youth desk. The structure consists of youth representatives from local high schools as agreed with school safety teams: Ngungunyane, Vuwani, Sekanontwana, Phafogang, Morris Isaacson, Lebone, Senaone Junior and Mapetla Tswana High Schools.

On the 13 & 14 May 2004 the youth desk was invited to participate in leadership skills development human rights and democracy workshop at Auckland Park facilitated by National Union of temporary employees of SA (NUTESA). Twenty representatives from the youth desk attended the workshop successfully, executive committees and sub-committees. The workshop was organized by Lucas of the above organization contact no. 073 2261 289.

TRAINING ALL MEMBERS

At the station there is a social worker conducting workshops and in service training to all the members at the station and he is also responsible for the counseling of members.

PUBLIC PERCEPTION

Public perception is very positive the proof is letters appreciation, phone call and media articles. And contributing in meetings. Since the formation of the sector policing the public is starting to have trust in the police, they feel that since a sector manager is always in contact with the people then policing has been taken to the people.

RECOMMENDATION

- ? There should be an improvement in sectors that are not performing well in terms of responding to complaints in Chiawelo and Rockville because they are contributing factor to high-rate of cases reported in the station.
- ? The cases pending specifically those indicated in the table from FCS there must be a proper feed-back to complaints and they must set themselves target to attend to those complaints.
- ? The police must be able to utilize the pro-forma when giving feed-back to the complaints so as to eliminate back log to cases.
- ? They must continue to engage NGO's and Local government in resolving issues that concerns the community.
- ? They must continue with the training of the members because they improve skills of the members and up-lift their morals. (Detectives and CSC).

HILLBROW EXIT STRATEGY REPORT

Background

The Directorate continues to monitor the station regarding the progress of the exit strategy and monitoring the resolutions taken in the quarterly review. The following units and stakeholders were visited.

Station Commissioner
Head of Client service centre
Head of Crime prevention
Head of detectives
Sector policing managers
Csc relief members
Head of crime intelligence
Community police relation
Support service commander

Leadership

The leadership of Dir. Louw who ensures that service delivery improves. In our interactions with members some seemed not satisfied with the station management, whilst others displayed signs of satisfaction. Certain members also feel that different component heads are not giving them direction in they expect from them members.

TRAINING ON DETECTIVES AND SENIOR MANAGERS

Since July 2004 only 12 new detectives received training on detective course, and old members did not receive training except the one which was conducted in June. Senior managers have received training in performance management in October 2004.

In JHB area about seven stations were upgraded and the vacant post have been advertised.

DEPLOYMENT OF RESOURCES AND MANAGEMENT

In July the total number vehicles at the station was 79, but in the month of September 2004 the station received 12 more vehicles. The resources are deployed as follows:

Detectives: 43 vehicles
Crime Prevention: 35
Support Service: 4
Client Service Centre: 6
Ciac: 3

The new 12 vehicles were allocated to the Crime Prevention unit, and this has made a big impact in police visibility and the patrol in the area. The Head of support service indicated that they are still expecting more vehicles before the end of October 2004.

The culture of ownership is still a problem but inspections are conducted every week and also by monthly. There is a great improvement with the vehicles taken to the garage, the vehicles send for repairs do not take more than a month now being repaired.

Crime intelligence

The unit is composed of only six members, out of the six 3 members are SAPS members and the other 3 are civilians. The members did not receive any training and they rely on trained members from other stations to assist them. The commander indicated that the 3 SAPS members have permanent informers.

Client Service Centre

The total personnel at the CSC is 125 with 4 relief's. The station is in the process of opening new ell's and the target is end of October 2004,

Challenges facing the unit

Poor statement taking
Members undergoing rehabilitation process due to abuse of liquor
The new students are performing better, than the old members when it comes to attitude towards the complainants and the telephone etiquette.
Continuous training in answering the phone is been offered by the station.

Success made by the unit

The response time at the CSC is very good, due to more members at the unit.
Members who were provided with training by our office are applying their skills at the sectors.
The attitude is changing gradually.

DETECTIVES

This is the unit that had received more vehicles than other components. The unit has received 12 new members since July 2004, and 3 new vehicles. This has enabled the members to carry an average of 50 to 120 dockets per member, depending on the type of cases they investigating.

CHALLENGES FACING THE UNIT

Members who are investigating murder cases, must be given training on procedures relating to postmortem.

Serious cases like murder must be investigated by members who are experts and have received intensive training in this field of work.

The unit is divided into three components, and each component has a commander.

Crime Prevention unit

The unit commander is currently acting and the former commander has resigned.

The acting commander indicated that the unit has 4 reliefs with 40 members per shift and 24 reservists which are also utilized at the CSC.

The crime prevention unit works together with the sector policing members and CIAC in identifying hotspots and conducting operations in the area.

The total number of 12 new vehicles were allocated to the unit

IMPACT OF THE RESOURCES AND THE PERSONNEL

This has made a good impact since the unit had more vehicles and personnel, as this has assisted the crime to decrease very much compared to the previous years.

Crime has also decreased due to high police visibility and patrols in the area.

Four members from the unit were appointed to assist with only projects around the area.

CHALLENGES

The closure of liquor unit at the station for 2 months.

No strict measures are in place on traders who contravene the liquor act.

SECTOR POLICING

Phases have been completed in February 2004. Meetings are held jointly with the CPF's at the station on a monthly basis, is a good relationship between CPF and the sector managers.

Hillbrow sector

Meetings are held every month at the station with the following stakeholders:

JMPD

Taxi associations

Housing tribunals

Councilors

Care takers forum

Youth desk

Faith based organization and the CBO's

Community police relations

PREVALENT CRIMES IN THE SECTOR

Assault: Most of the assault cases are caused by alcohol abuse

Rape: The rape cases are happening in the hotels and cases are withdrawn by the complainant after they have settled the matter with suspects

Prostitutions

CHALLENGES

Buildings which are left by the owners and are occupied illegally

Housing tribunals do not have much power in evictions



SUCCESES

The caretaker's forum was establish and is assisting a lot in the building
The housing tribunals is also assisting in the meetings by explaining the rights of Landlords
The housing tribunals assist in educating the sector about the procedures in evictions.
Each stakeholder deals with problems relevant to his portfolio, JMPD undertaking policing by-laws, ongoing operations with SAPS with the smash and grabs in the identified areas, consisting of 25 JMPD officers.
Youth desk is mobilizing the youth around Hillbrow SAPS with an attempt to engage them in different activities in order to disengage them from crime.
Hotspots are identified by circulating documents on which members were asked to fill in their identified hot spots.

JOUBERT PARK

Crimes committed in this sector are all types of crimes from petty to serious such as loitering, murder, prostitution and robberies.

The challenges facing the sector

How to attract more people to attend meetings.
A serious problem of crimes committed in parks.
A sustainable operation from SAPS and JMPD because there are people living in the Park and it is difficult for the security to chase them out.

BEREA

Crimes committed in the sector:
Murder, drugs prostitution
Robberies of cell-phones with firearm
Building which were abandoned

CHALLENGES

Too many illegal liquor outlets
To sustain the relationship of Landlord who owns the parks to monitor the opening of the parks and the closing.

BRAAMFONTEIN, PARKTOWN, AND KILLARNEY SECTOR

Crimes committed in these sectors are:
Residential robberies and business robberies
Smash and grab especially in Braamfontein
Taxi violence
Hijacking and theft of motor vehicle

SUCCESES

A satellite police was opened in September 2004, at De korte street
The car guards is successfully operating in Braamfontein.
In Killanery the improvement of the response time since the vehicles are deployed in each sector.

ANALYSIS OF CRIME PATTERNS & TRENDS

Murder
Robbery aggravating
Assault GBH
Rape

According to the statistic we received from the station, crime has reduced drastically, and the following crimes has decreased compared to last year:
Murder compared to last year has decreases by 1%
Robbery has decreased by 10%
Rape has decreased by 1%

COURT

An interview was conducted with Joyce Sepuru who is the Assistant Court Manager. Mrs. Sepuru outlined the following as some of the issues that she would like to see the department engaging in:
Educating police officers on domestic violence
Comparison to be drawn between status of locally and internationally in order to draw best practice model.

STAKEHOLDER UTILISATION

Most of the stakeholders are participating in the sector policing, others attend meetings at the SCCF. The relationship of Metro and SAPS is very good, and operations are held jointly every Tuesday. Different stakeholders meet together and discuss all problems relevant to their precinct and are addressed in these meetings.

TEMBISA

REPORT ON TEMBISA (EXIT STATION)

QUARTERLY REVIEW RESOLUTIONS

BACKGROUND

Tembisa has been declared a priority station based on the high level of crime in the area of North Rand. The Department has through its Monitoring and Evaluation mandate continue to monitor the station to ensure that there is improvement of service delivery.

DETECTIVE SERVICES

The component has a total number of fifty four (54) investigators, subdivided into two (2)

- ? Effective detectives adhering to first information of crime at the CSC, these group comprises of 23 members working on four (4) shifts.
- ? Detectives (CID) branch complying with further investigation on the crimes reported, this group comprises of thirty-one (31) members. (what about training since the quarterly review)

DOCKET ALLOCATION AND MANAGEMENT

- ? On average the component receives 800-900 dockets on a monthly basis, of which an average each member carries +- 40 dockets per month.
- ? Of all the cases received 200-300 dockets are sent to court on a monthly basis, of which 40% successful rate is attained from those dockets sent to court

Below find the illustration comparison of SAPS for April 2003 and April 2004

	APRIL 2003	APRIL 2004
Cases reported	1055	1122
Sent to court	242	352
Redrawn in court	158	146
Closed undetected	740	632
Successful convictions	27	76
Not guilty	23	23

Management and supervision is done on a daily basis before and after court
The component has relationship with the SPP as they interact on daily basis, monthly on the Justice meeting (inclusive of correctional services).

CIAG & CIG

The component operates with a total number of five (5) members under one (1) captain.
Only two vehicles and one computer has been allocated to the component (Not in a bullet point form please, elaborate more)

CRIME PREVENTION

The component has to manage to sustain the good relationship with communities, however they are in the process
Restructuring the CPF executive as to allow more community participation (the process has to be completed by mid July
Relationship with other law enforcement agencies is good i.e. Metro, however through national instruction SANDF has no longer operate with SAPS as it set to assist in the rural areas only

B. CLIENT SERVICE CENTER

Not all the members in the client service were trained on customer care as there has been intensive field training for student constables
Most of the members trained on customer care are within the sectors, detectives and crime prevention components
Sector policing functional but under resourced in both personnel and material (vehicles and cellphones)

C. ADMINISTRATION & SUPPORT SERVICES

Resource utilization and management

The station has total of 74 vehicles allocated
4 vehicles have been boarded
6 vehicles have mechanical problems
the total strength of personnel is 325 members of which majority are on sick leaves and there are within the crime prevention component

Management processes of vehicles

Daily inspection of vehicles by fleet manager and component heads
Vehicles are issued as per garaging authority issued by the station commissioner
Since February 2004 only one member resigned
Six (6) members were transferred to newly opened station at Rabie Ridge

D. MANAGEMENT TRAINING AND DEVELOPMENT

Since February 2004 there has not been any management training or development on any field

CONCLUSION

Capacitating and management of detective services has improved with room for better service
Nothing has been done to capacitate or resource crime intelligence component
Crime prevention has adhered to its plan of action and improved its relation with both communities and other law enforcement agencies
Client service centre has not adhered to utilization of trained members for customer care
Sector policing effective but under resourced
Resource utilization and management needs to be improved
There is no adherence to management training and development
Number of vehicles allocated per sector will result to short life span of vehicles as they run 24 hours

RECOMMENDATIONS

Further capacitation of the detectives with additional 20 members for effective work in the sectors as the area is large with 12 sectors
Capacitation of crime intelligence with additional seven (7) members to reinforce crime gathering and analyses in the sectors
Capacitation the crime intelligence component with additional 4 computers for crime analyses and 3 vehicles, digital cameras for criminal identification
Identify and deploy members who were trained on customer care at the client service center
Capacitate the sector with additional 4 members per sector and 2 additional vehicles per sector
The station needs to be allocated with vehicles suitable for the environmental design i.e. 4x4 or Condos
Device programmes to alleviate lots of sick leaves taken by members especially within crime prevention and client service components
The department needs to continue to monitor all the processes as they unfold

MAMELODI

MAMELODI PROGRESS REPORT

BACKGROUND

The Monitoring team visited the station with the purpose of establishing whether there was any progress at the station since the last quarterly review. The team further interacted with community members to determine the changes based on the report presented by Area Commissioner Mashigo, whereby he indicated that there were developments and changes and the station has managed to exit from the priority list.

The team focused in the following areas:

CRIME PREVENTION UNIT
CLIENT SERVICE CENTRE
DETECTIVE SERVICE

Priority Crimes for the Station

Rape
Armed Robbery
Assault GBH
Assault common
Car Hijacking
Housebreaking
Theft from/out of Motor vehicle.

The unit commander indicated that for the past three months there has been a considerable decrease in Rape, Assault GBH and Armed robberies. According to the unit commander, rape has decreased in the areas compared to last year.

2004	2005	Decrease
<u>Rape</u>		
55 Cases	22 Cases	55.1%
<u>Assault GBH</u>		
166 Cases	79 Cases	52.2%
<u>Armed Robberies</u>		66.7%

CRIME PREVENTION UNIT

- ? 120 members (17 females + 103 males)
- ? 16 vehicles in total
- ? 4 Cell phones

	Sector Policing	Sector Managers	Business Watch
Members	80	10	10

Allocated to	Number of Vehicles
Sector Policing	10
Business Watch	1
Liquor	1
Special Task Team	1
Sector Co-coordinators	1
Snr. Superintendent Kekana	1
Sector managers	1

Sector Policing:

- ? 10 sectors
- ? 10 vehicles
- ? 02 members per vehicle
- ? 20 members per shift
- ? 02 shifts per day
- ? Two-way Radios in all vehicles
- ? 10 sector managers

All sector managers have cell phones and their numbers are known to the community. Sector Crime Forums have been formed in the sectors and they are managed by Sector Managers. Meetings are held monthly with sector forums and issues pertaining to crime and the safety of communities are discussed.

CLIENT SERVICE CENTRE

The unit commander indicated that the component consists of hundred (100) members and they are divided into four relief's with twenty (20) members per shift. The unit has been allocated four (4) vehicles, and two of them is responsible for attending to complaints and the remaining two is used for court duties, issuing of summons and Protection Orders.

In terms of training members have been attending driving and circulation courses and currently five (5) members are attending a driving course.

DETECTIVES

The unit has a personnel strength of eighty six (86) members including civilians. Fifty seven (57) are Investigating Officers and the other fifteen, (15) is responsible for effective detective at the station.

In terms of the Resource Establishment Plan the Unit is suppose to have fourty (47) vehicles, but they only have twenty four (24) vehicles and the number seems to be reducing instead of increasing. Members are deployed to sectors and they are experiencing problems in terms of attending to cases and providing feedback to complainants on time. The station management indicated that a Swot Analysis was conducted in the unit after the community complained about some of the investigating officers who were not performing, and ten (10) members have been redeployed to other components.

Docket Management

The Detective Unit has been structured into groups for better management and control of dockets, and the groups are structured as follows:

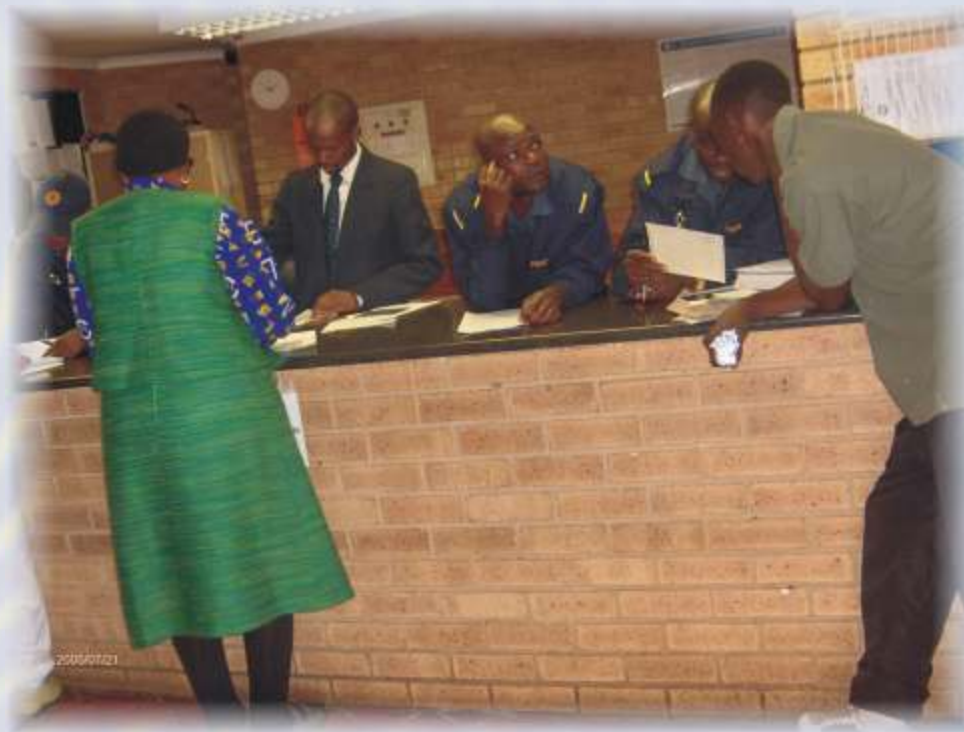
- o Murder and Robbery
- o Housebreaking and Theft
- o General

A bring forward systems is currently operating on the CAS system and dockets are inspected by an officer every fourteen (14) days

CJS RELATIONSHIP

There is one magistrate court which serves Mamelodi police station. The court assists in terms of issuing of Protection orders and court interdicts. The prosecutor attends the Crime Combating Forum meeting at Mamelodi Police Station. The relationship between the court and the station is good. The Station and the court are planning on embarking on an outreach project to teach the community about court processes e.g. Bail, Protection Orders, etc.

There is however the problem with regard to assault common cases where the prosecutors refuse to prosecute on the because they claiming to be high court rolls to deal with.



INTERACTION WITH COUNCILLORS

Councillor Zitha Ward 28

The councillor indicated that since the workshop the relationship between SAPS and the community has improved considerably. He further indicated that the sector manager responsible for ward 28 and sector forum members are working together and meetings are held regularly to discuss progress.

The councillor also highlighted that they are still experiencing problems around staff shortage during weekends and most cases are reported during this period.

Councillor Kutumela Ward 15

The councillor indicated that they are working together with the sector manager responsible for his ward and that he is available 24 hours to assist. Meetings are held monthly to discuss issues affecting the ward and progress. He further indicated that police visibility has been heightened around the area.

Ali Makola SANCO

He indicated that there has been a lot of improvement at the station since the election of the new CPF committee. He further highlighted that community police relations have been improved in the area whereby awareness activities and events aimed at educating the community on issues of crime are planned jointly by both the community and SAPS.

ROODEPOORT POLICE STATION

DEMOGRAPHIC

Roodepoort Police Precinct is estimated to be 64 square kilometers with an estimated population of 150 000 and 250 000 equally divided between male and female respectively. The area is divided into 9 officially launched police sectors and the 10th police sector will be launched soon. The area has two mines of which one is still active and the other one is being rehabilitated Durban Roodepoort Deep and Bottom in Slovoville

INFORMAL SETTLEMENTS

Seven informal settlements:

- ? Matholesville
- ? Princess
- ? Plot 8
- ? Sol Platjies
- ? Vlakfontein
- ? Ebumnandini
- ? Tshepisong East / Phase 8

SHOPPING COMPLEX/ CENTRES

There are four major shopping centres in sector's 1,2,4 and 9 with smaller shopping malls in some of the suburbs.

- ? Westgate
- ? Princess Crossing
- ? Wilrogate
- ? Horizon

STATION PROFILE

The station has the strength of 25 officers, 222 members and 60 civilians. The station commissioner is Director Van den Heever. Senior Supt. Lategan is the head of the crime prevention component. Head of the Detective branch is Snr/ Supt Masenya .

CIAC

This component had never received any members from the area office. It is still operating with five members who are headed by a captain.

DOCKET MANAGEMENT

The station has established the crime office which deals with new dockets. New dockets are sent to this office for first phase investigation. This is done within 48 hours and by so doing docket loss is kept to a minimum.

SERIOUS AND VIOLENT CRIMES

Serious and Violent Crimes Unit are the priorities of both the National and Provincial governments. These crimes affect vulnerable groups mostly and society at large. They also contribute heavily on the crime map because of their nature.

Roodepoort had a concentration of "A Crimes" / contact crimes between the periods of March 2004 to March 2005. The station has declared contact crimes a priority as a result the following crimes decreased by 11 percent.

- ? Attempted murder
- ? Robbery with AGGR CIR
- ? Robbery without firearm
- ? Bank Robberies
- ? Assault GBH and Assault Common

Although the figures still shows that murder, rape and indecent assault and house breaking are still high.

OBSERVATION ON THE CRIME TRENDS

It has been observed that the station is working hard to decrease incidences of crime after the establishment and implementation of the exit plan.

CRIME PREVENTION / SECTOR POLICING

Status of sector policing

There are nine sectors which are running smoothly. All these nine sectors are operational on a twenty four hour basis. All the sectors have a commander who leads members, on monthly basis the commander is expected to report the work done and challenges in the respective sector to the community and the Area Commissioner. Sector policing is the responsibility of the police but not of the community. Roodepoort is divided according to the following sectors:

- ? Sector 1 [Roodekrans and Wilropark]
- ? Sector 2 [Helderkruin and Kloof en Dal]
- ? Sector 3 [Horison park, Horizon view, Honeyhills, Horizon, Georginia, Roodepoort North and Discovery
- ? Sector 4 [Groblerspark, Princess, Reefhaven, Technikon, Roodepoort West and Lindhaven]
- ? Sector 5 [Witpoortjie]
- ? Sector 6 [Roodepoort CBD, Davidsonville and Creswell park
- ? Sector 7 [Durban Deep, Matholesville and Solplaatjies]
- ? Sector 8 [Tshepisoong, Slovoville, Vlakfontein, Doornkop and Ebumnandini]
- ? Sector 9 [Westgate/Horizon View/Princess/Wilrogate]

Resources

Distribution of both physical and human resources vary according to the needs, and size of the sectors. All the sectors have a cell phone and a number that the community could phone in order to report crime or to seek information about policing issues. The total number of the detectives deployed in each sector is two and they are responsible for investigating all the reported cases in the sector. These members operate with two vehicles. There are also members of CIAC who are deployed in all the sectors.

SECTOR FORUMS

All the sectors have established sector forums which are headed by the sector manager that represents all members of SAPS who are deployed in different areas. The forum is also comprised of the community members and all the role players who are involved in policing issues. The community policing forum and the councilors sit in the sector forum meetings. The meetings are held on a monthly basis and all the members of SAPS who function in the sectors are expected to attend.

It is during these meetings that the police report back to the communities about sectoral operations and also advise the community on the crimes which are happening in the precincts.

The police also distribute sectoral information to the community. The minutes of the meetings are kept and presented to the head of crime prevention unit.

PUBLIC PRECEPTION

The communities are satisfied with the whole idea of sector policing and its implementation. This was confirmed during the interaction with the community around the services which are provided by the exit station.

STAKEHOLDERS

The station has the support of the local government and community based organizations which assist in social crime prevention initiatives. The justice department needs to assist the station to establish a minor offence court to deal with petty crimes. Metro police need to assist the station in the sectors but not only during monthly operations.

ROODEPOORT COURT

According to the station plan 18 members are deployed at the court, 1 civilian with 3 vehicles. Roodepoort has 4 regional courts (one is for sexual related offences and the remaining three for dangerous suspects). There are also 5 district courts.

CRIME COMBATING STRATEGIES

The following was implemented in order to enhance combat of crime especially contact crimes. The focus of the action plan is mainly community and service deliver oriented, with joint assistance of the following components:

Sector policing

- ? Run liquor operations
- ? Establish SMS systems with business community and other stakeholders for Crime reporting
- ? Enhance police visibility
- ? Involve the NGOs
- ? Enhance social crime prevention
- ? Tasking Metro police in hotspots
- ? Community involved operations
- ? Communication between SAPS and community through sector crime forum Meetings, CPF and Block watch meetings

Crime office

- ? 24 hours duty shifts
- ? Data typists to circulate information on stolen property immediately
- ? Interview complainants and attend to all reported cases immediately
- ? Ensure quality investigation, especially the quality of statements
- ? Immediately charging suspects, and arrest where necessary
- ? Visit crime scenes immediately

Detectives

- ? Be deployed in sectors in cooperation with uniform members
- ? Focus on crime scenes, wanted persons and red dockets
- ? Maintain regular contact between investigators and victims/ witnesses
- ? Do suspects tracing and linkage of dockets

CSC

- ? Taking of quality statements
- ? Have good customer service expertise e.g. Telephone ethics and waiting period
- ? To ensure a smooth flow of dockets between the SCS and the crime office
- ? To have an anti-escape plan in order to prevent escapes

CPF

- ? Improve SAPS, local government and community relations
- ? Be part of social crime projects
- ? Promoting of Block watches

CIAC

- ? Plot cases on geographic information systems
- ? Do environmental scans in problem areas
- ? Do proofing of suspects
- ? Identify hotspots

SUCCESESSES

Through the implementation of the action plan the following was achieved:

- ? The station was able to reduce crime by 19% over a three months period
- ? Trust between SAPS and community has increased
- ? Better investigations which has resulted on Detectives carrying less than 40 Dockets
- ? Better response time to complaints
- ? More visible policing through sector policing
- ? Better working relationship between NGOs, and co-operation with government Stakeholders

VANDERBIJLPARK STATION PROFILE

The station is situated in Vanderbijlpark and is responsible for the policing of 1 163 783 estimated population within the area of jurisdiction. The language that is dominantly spoken in the area is English although officers are able to communicate in all the eleven languages (11). According to the station commissioner sign language is not catered for at the station.

Station Infrastructure

The issue of office space was raised and it mostly experienced by the detectives unit SAP 13 store to small

Impacts on service delivery;

- ? Confidential matters are discussed outside or they have to use other offices
- ? No space to store confiscated goods etc.

Contact points/ satellite

The station has a satellite station in the area to attend to complaints and deal with crimes in the nearby locations.

Feedback to Complainants

Regular contact and feedback is maintained between Detectives and complainants by visiting complainants, contacting complainants/victims telephonically, implementing the Pro- forma by providing constant feedback to complainants. The station Commissioner communicates with communities in the area through regular CPF meetings and holds meetings with other stakeholders, senior citizens, NGO's and schools

Leadership and Management Abilities

Measures taken to ensure that the vision, mission, values and code of conduct are institutionalized at station level;

- ? Station lectures
- ? Daily sessions
- ? Circulars to staff
- ? Information book

Other regular meetings with members of the station happen every Friday to discuss decisions taken by management and component heads meet daily with their staff members.

The station commissioner indicated that staff meetings are arranged once a station lectures Month. According to the station commissioner further indicated that problems at the station are remedied by station lectures, one on one meeting and referrals.

Criminal Justice System

There is interaction between the station and the local Criminal Justice partners that is Prosecutors and Prison Officials, and monthly meetings are held to discuss the following issues:

- ? The issue of prisoners
- ? Applications for J50
- ? Case withdrawals
- ? Warrant of arrests
- ? Bail applications
- ? feedback from prosecutors

Complaints (other than criminal)

The station indicated that they are registering \pm 600 complaints on a monthly basis and the information was verified with through the public complaints register (Standard order 101)

According to SAPS 101, the following number of complaints was received in the past three months

The station commissioner indicated that the station has finalized its structure and this is regarded as a strong point. He further indicated that the station aims to sustain their strong points by encouraging team work, addressing issues concerns raised by members to uplift their moral, introducing incentives and awarding awards.

The following were identified as weaknesses:

The quality of statement taking by members deployed in the CSC

Negligence of duties by junior members

The station commissioner and management intend to address such weaknesses by arranging training, introducing the mentorship programme and building partnerships with reservists.

Community Service Center

Members at the CSC are constantly reminded about the Batho Pele Principles through station lectures, component meetings and the information book. The unit commander indicated that weekly meetings are held with unit members to address issues such as service delivery and escapes in the cells

The unit commander indicated that their strong points are commitment, willingness of members to work extra hours, co-operation and good working relations amongst members.

The weaknesses were identified as low staff morale and lack of manpower, and steps taken to address the weaknesses are one on one meetings, and letters of appreciation to encourage members for the good work.

Victim Empowerment

The unit has four (4) shifts, and each shift has twenty five (25) members per shift and twenty two (22) of them were on duty during our visit.

Members working in the CSC are trained and equipped to deal with victims of crime and abuse.

Training received:

- ? Victim empowerment
- ? Diversity
- ? Counseling
- ? Intra-trauma
- ? Debriefing
- ? Churches

Crime Prevention

The station's priority crimes:

- ? Murder
- ? Rape
- ? Common theft

Progress that have been achieved in stabilizing these crimes:

- ? Crime threat analysis
- ? Crime intelligence
- ? The implementation of sector policing in the 11 sectors are the involved of sector Managers
- ? Patrol reports are handed in daily to indicate successes and hindrances

The crime prevention unit is informed in crime prevention initiatives:

- ? Crime threat analysis
- ? Reservists
- ? Members
- ? Patrol reports

There are joint initiatives between the police station and community members including community patrols, sector crime forums, Traffic management, Social Services

Crime Combating Strategy

The station was briefed on the Crime Combating strategy and the station informed that the strategy forms part of the station plan, meetings, workshops, and parades are used to discuss operational plans

Crime Prevention Course 1 and 2 have been undertaken by the station to support and add value to the Crime Combating Strategy. The station commissioner further indicated that there is co-operation from the community, and they have informers, sector forums and domestic forums for information gathering.

The Crime Combating Strategy had a good effect on the morale of the members at the police station and members from other components assists during operations. Performance standards are used at the station to measure the successes and failures of the Crime Combating Strategy and for comparing crimes received, arrests and the number of suspects. Deployment of members is influenced by crime patterns and members are deployed according to the crime trends.

The station is able to identify crime hot spots or areas to implement the Crime Combating Operations through the analysis done by crime intelligence, information from informers, and detectives. Metro police is also involved in implementing the Crime Combating Strategy and other relevant stakeholder such as business people, security companies, CIDP, universities, reservists, CPF, and joint information commerce. Problems were experienced with regards in the beginning, but currently the situation has changed and currently they are not experiencing any difficulties.

Sector Policing

The implementation of sector policing has been completed. All sectors have been established and are running smoothly.

Visible Policing

Nature and frequency of patrols conducted at the station:

- ? Foot patrols are done weekly
- ? Motorcycle patrols are done daily
- ? Mounted patrols (horseback) is done fortnightly
- ? Vehicle patrols are done daily
- ? Air support is done quarterly
- ? Crime patterns were the criteria that was used for the planning of these patrols
- ? The impact that the patrols had on the crime in the area was that the crime Shifted to other areas
- ? Members are briefed before being sent out for patrols at parades and operational Plans
- ? Members are also debriefed after patrols have been conducted
- ? There are two Officers in charge and the usage of informational books for Debriefing
- ? Over the past three months Operation (stop and search, premises searched, People searched, schools visited) was conducted
- ? 15 shebeens were closed down
- ? 10 motor vehicles were recovered and suspects were apprehended

Intelligence Operations

- ? All members in the Crime Prevention Center are capacitated and trained in crime Information gathering and analyses
- ? Intelligence driven operations are managed by gathering of information, docket Analysis and task crime data
- ? Other key stake holders are security companies and traffic dept.

Social Crime Prevention

The following table indicates members involved in ADOPT A COP at schools:

	Total Number
Number of schools	25
Number of members	8



Leadership and Management

The unit commander indicated that members are monitored daily to ensure the implementation of stations operational plan and crime prevention programmes. Meetings are held daily within the unit to address concerns and issues raised by members in the unit. One on one and group meetings are also held to solve problems within the unit.

The unit has introduced performance appraisal systems in the unit to recognize members who are performing well through incentives and the criteria used are the number of arrests made by members within the unit.

The unit commanders indicated that skills that are required to effectively and efficiently improved service delivery within the unit are Crime Prevention 1 & 2 course and crime scene management.

The unit's strong points are that members are committed and willing to work extra hours and they are sustained by constantly providing support to members, incentives for members performing well and team work is also viewed as the units strong point.

The weak points of the unit is that members tend to build comfort zones for themselves and this creates problems when a need arise for them to be shifted.

Support Services

The criteria used at the station to allocate vehicles is according to the components needs, and the budget in terms of the vehicles. Vehicle inspections are done monthly to check the usage by members and also the condition of the vehicle.

Absenteeism

The component head indicated that stress, injury on duty, and depression are the main causes of absenteeism. He further indicated that mechanisms that are in place to reduce the rate of absenteeism and this is achieved through professional assistance by psychologists and social services with the assistance of Chaplains

Discipline

Pro-active measures that have been put in place to minimize misconduct and the effects on the station are the negative discipline, stations instructions, constant reminders about wrong actions, and sensitizing of members on instructions. Mechanisms that are in place at the station to recognize, encourage, and appropriately reward staff performing well in providing customer services and standard monthly meetings are held to reward members according to their performance

In-Service Training

The following courses were offered at the station:

- ? Logistics
- ? HR
- ? Finance
- ? In-service training programs are held yearly at the station

The impact of in-service training on service delivery at the station is good and staff members at the station have undergone basic computer training. Computers that are in use at the station are two (2) and they are responsible for crime analyses, 2 for circulation of firearms and stolen vehicles, 1 GIS and crime mapping, 1 for CAS, 1 for PERSAL, 1 for POLFIN, and two (2) for Detectives. All members have received training on the 8 Batho Pele Principles and it was conducted through station lectures.

Leadership and Management Abilities

To ensure that members within the unit understands the importance of implementing the stations operational plan, particularly the support services program. Daily meetings are held with members of the community and problems within the Support Services are done by informal basis. The component head indicated that PEP system is used to continuously measure performance and to assist in improving service delivery.

Leadership and management skills needed to manage the Support Service effectively and efficiently are inter-personal, and communication skills. The strong points are, commitment, and willingness by members to work extra hours and they can be sustained by constant motivation and recognition letters. Weak points are identified as self management and leadership skills. The unit aims to address their weaknesses by means of training and mentoring members.

The acute shortage of human and material resources at Vanderbijlpark police station was a disquieting factor.

- ? The station received 4 members who joined the management team.
- ? 35 members received training on customer care and 20 members trained On domestic violence
- ? 7 new members have been deployed to the Community Service Centre to Address the personnel shortage in the unit

SPRINGS

STATUS QUO REPORT ON SPRINGS

BACKGROUND

The station was declared an Exit Station in the last quarterly review of 2003 by the Provincial Commissioner. This move was to remove the station from the priority list of stations that are contributing high crime statistics in the province. The Area Management as well as the Provincial Management had to provide all the necessary resources to the Station in order to perform their duties and to reduce the crime levels in the Precinct.

FOCUS AREAS

Improved Leadership and Management
Resource Allocation and Management
Crime Situation
Sector Policing
Community Police Relations

IMPROVED LEADERSHIP AND MANAGEMENT

Three of the senior management of the station were transferred to Benoni and replaced. The station was performing well under these members who were transferred and it is still performing well since these changes. The station Management is constituted by disciplined members that also lead by example and do not expect anything less than excellent performance.

All the component heads are people who are experienced in most of the things that they do and they in turn impart the very good knowledge to junior members.

The change in the management will result in members having to adapt to different style of the newly appointed manager. This will not cause any problems as the new manager has the same approach and vision regarding policing as the departed one.

RESOURCE ALLOCATION AND MANAGEMENT

The Current station strength at the station is 215 members excluding the 65 civilians. These 215 members are inclusive of the reservists that are working at the CSC and Crime Prevention Unit all of these members are fully operational.

BEFORE	COMPONENT	DETECTIVES	CRIME PREV	C SERVICE C
	MEMBERS	45	60	43
	VEHICLES	18	12	3
AFTER	COMPONENT	DETECTIVES	CRIME PREV	C SERVICE C
	MEMBERS	42	60	43
	VEHICLES	17	10 cars 5 motorbikes	3

CSC

This component has 4 cars at present and of the vehicles that 1 is at the mechanical school for repairs and the other 3 running smoothly. The problem with the cars from this component would that they run for 24 hours without any breaks and thus causing the vehicles to accumulate mileage resulting in the cars being boarded very quickly.

In terms of capacitating of the component reservists were recruited and they are also assisting the Crime Prevention Component when they have operations.

DETECTIVES

This component has 17 vehicles and all of them are in a good running condition none of the components cars are at the garage neither for repairs nor to be boarded. All these cars are shared amongst all the 42 members of the component. There is 7 cars have a high mileage and they will soon start giving problems

That were reported the previous period when comparing the two years.

CRIME PREVENTION.

This component has 10 vehicles and 10 motor bikes which are shared amongst the members in this unit. None of the cars are at the mechanical school and there are 5 motor bikes that are currently in repairs. These motor bikes are utilized for patrols in the CBD.

The component is being assisted by the members who are working at the Client Service Center when they have operations. Most of the component members have been deployed in Sectors and they work on a rotational basis. The station was assisted by the Commando's during operations and this has since been stopped and the commando's do not feature anywhere.

CRIME SITUATION

Since the implementation of Sector Policing in the Area most crimes have shown a significant decrease in terms of statistics

The CIAG component has assisted the station to be in a position to decrease the crimes in the Area. The effective usage of informers has played a significant role in this regard and thus allowing the police to act swiftly when it comes to acting on crime before it takes place.

SECTOR POLICING

The station has 6 functional sectors and of those sectors 2 of them are functional but not fully. The other sectors are currently on phase 5 and have sector managers who are available for 24 hours. The CPF in the region is involved in the sectors. Ideally the Sectors were supposed to be 10 and the station still needs to undergo the process of breaking the land accordingly allowing the sectors not to be over stretched. The other factor preventing the sectors to be increased would be fact the there are no vehicles that can be deployed in those sectors but the personnel is available.

The Flying Squad is the actively involved in the sectors because the sector police units are not yet adequately resourced. The deployment of the Flying Squad has been a beneficial factor as they conduct respond to calls rapidly and the arrests have increased drastically.

IMPROVED COMMUNITY POLICE RELATING

The station had continuous meetings with the Station police Forum and thus creating a common understanding with all the role players. The meetings are held on a regular basis between the station and the forum. The levels of community participation in the CPF still need to be improved.

The most effective sub forums in the precinct are in the informal settlements. When community members arrest suspects, they follow procedure and they do not harm the suspects. They are immediately handed over to the police.

COMPLAINTS MANAGEMENT

The management of citizen complaints against members of the province's law enforcement agencies has been and continues to be an important indicator of service delivery shortcomings on the part of these law enforcement agencies. The citizen complaints received from members of the public against the law enforcement agencies ranged from those relating to lack of adequate feedback to complainants/victims of crime by investigating officers on the progress they make in the investigation of reported cases, complaints relating to officer misconduct and complaints relating to general concerns about service delivery.

The department has also continued to receive complaints from members of the law enforcement agencies themselves against the management and leadership within the law enforcement agencies. Complaints from police officers range from those relating to unfair labour practice such as allegations of racism, nepotism in appointments, favouritism in promotions, and general complaints relating to the pace of transformation within these law enforcement agencies. In some of the complaints received from members of the law enforcement agencies against management, however, the department found that these emanated from outright ill-discipline on their part and such complaints were, in the circumstances, resolved within the agencies themselves. Where a particular complaint falls within the mandate of the Independent Complaints Directorate (ICD) in terms of existing legislation, the complaint would be referred to the ICD for a fuller investigation.

During the year under review, the following complaints were received and handled by the Department:

Figure 1.

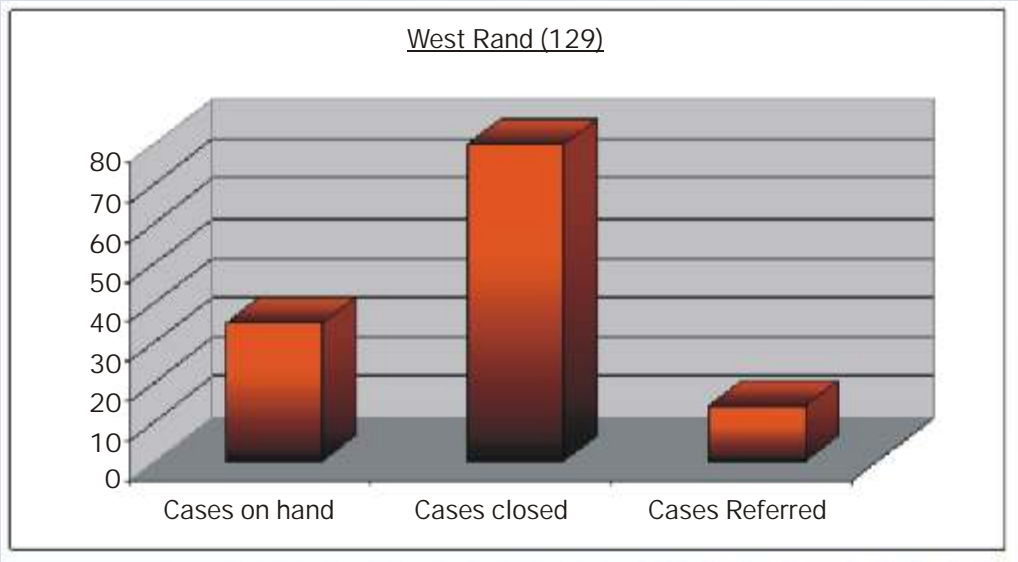


Figure 3

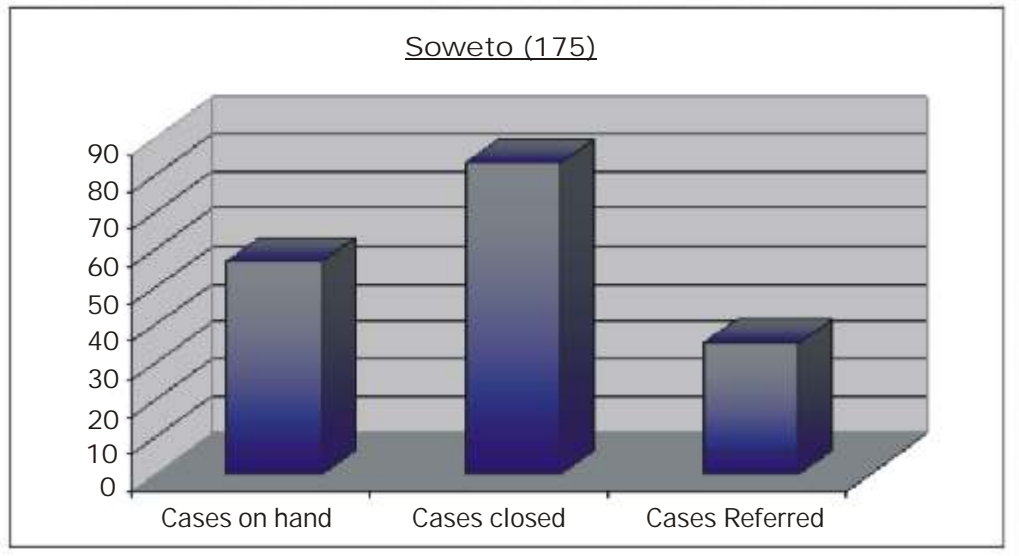


Figure 4.

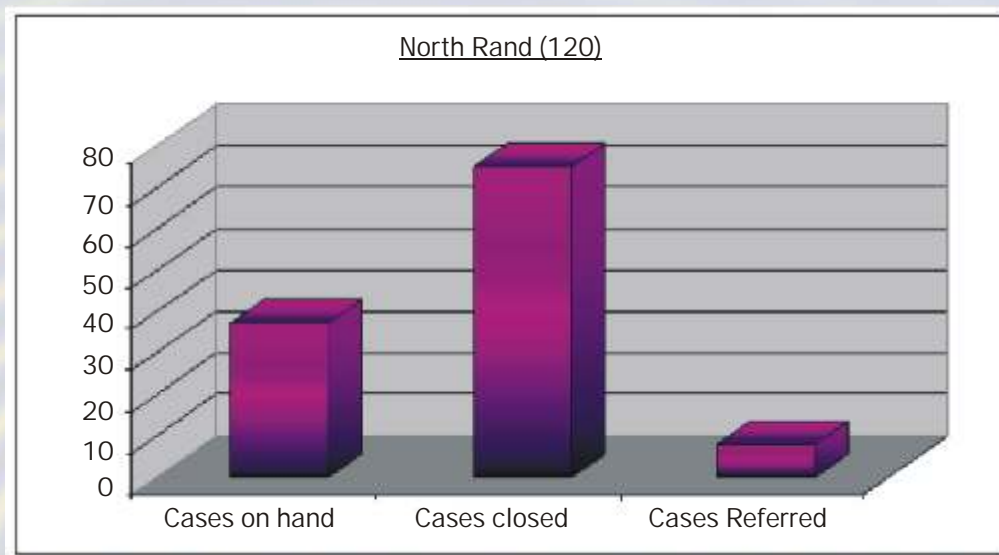


Figure 5.

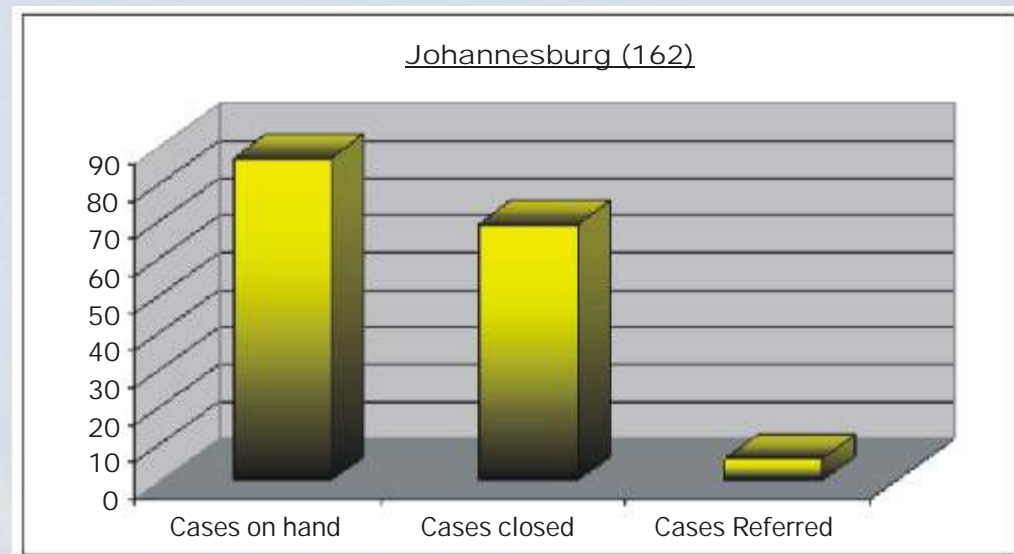


Figure 6.

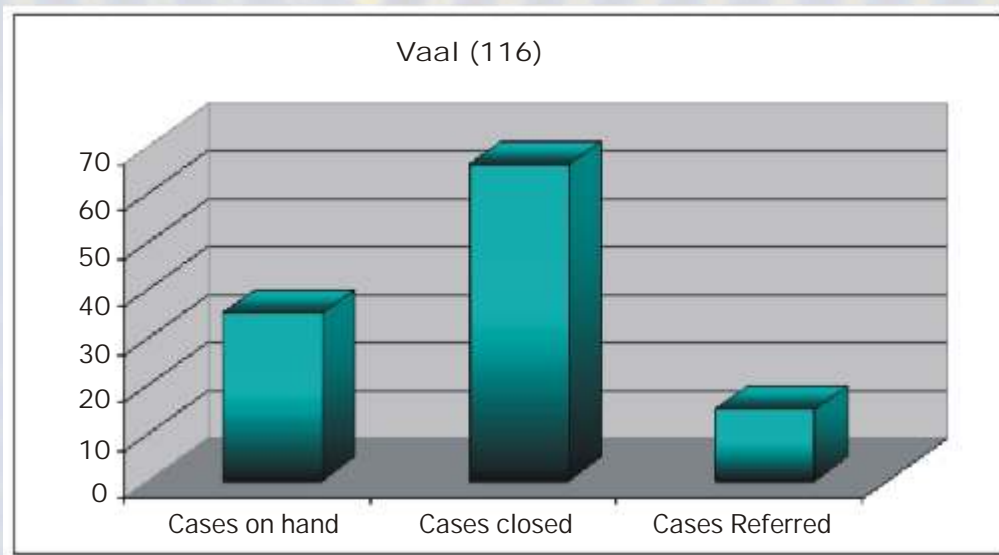


Figure 7.

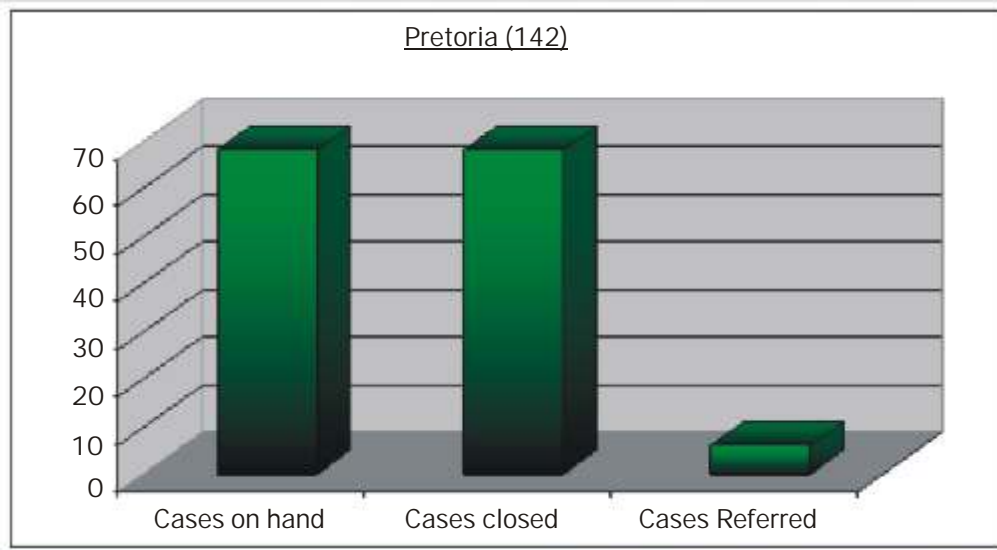


Figure 8.

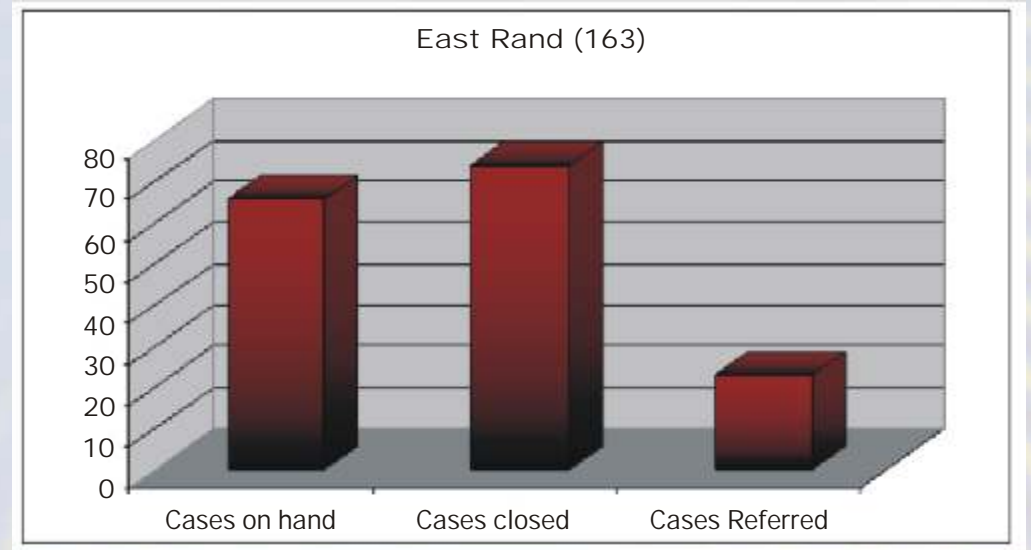
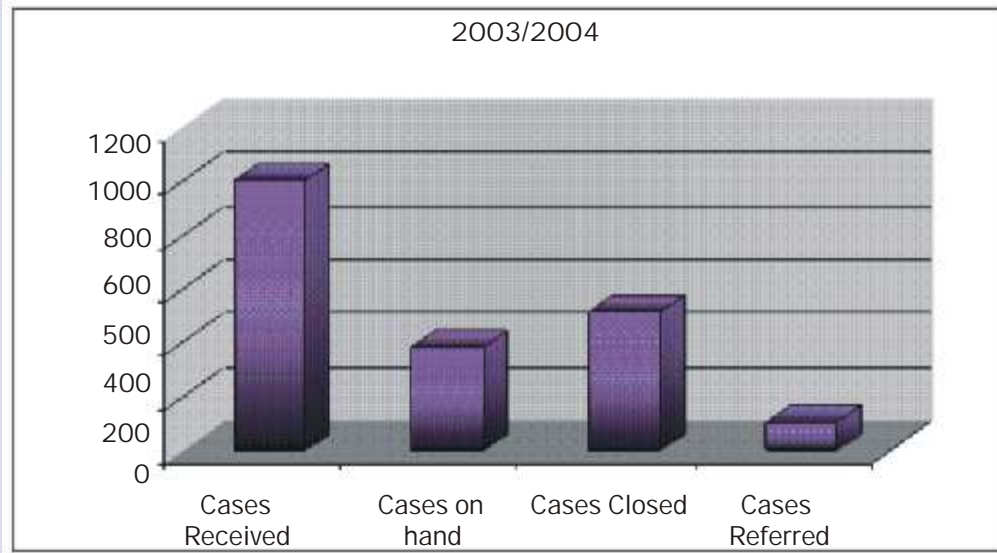


Figure 9.



Electronic Tracking System (ETS)

The ETS is currently being revamped for improved effectiveness and efficiency. The State Information Technology Agency (SITA) is assisting in this regard. A Manual Complaints Tracking System (MCTS) is also being developed to serve as a backup to the ETS.

Monitoring of Festive Seasons Operational Plans

Obtained Festive Season Plans from SAPS for interrogation

Interacted with SAPS Management on the plans

Developed a monitoring plan

Joined the National Minister, the National Commissioner, and Provincial SAPS on New Year's Eve operations until the early hours of New Year's Day

SERVICE EVALUATION

Background

The Constitution Act 108 of 1996 empowers the Secretariat to oversee the effectiveness of and efficiency of the police service, including receiving reports on the police service.

Chapter 2 (3)1 (j) and (h) of the South African Police Service Act 68 of 1995 prescribes the functions of the Secretariat for Safety and Security and these apply mutatis mutandis to provincial secretariats.

Two of the functions in the Chapter mandate the Directorate: Service Evaluation and Research and define its responsibilities. The functions are:

- (h). conduct research into any policing matter in accordance with the instructions of the Minister and report to the Minister thereon
- (j). Evaluate the functioning of the service and report to the minister thereon.

Introduction

In its new structure the Department separated the evaluation from the monitoring function. These had historically been designed into a single component and existed in a single directorate. The separation was with the purpose of ensuring that evaluation is given greater emphasis since it informs strategic planning and policy development in the Department. Two directorates were established under the chief directorate Civilian Oversight, one to focus on monitoring service delivery by the criminal justice system in general and law enforcement agencies in particular, and the other on service evaluation and research.

Purpose

Evaluate the impact of policies, programmes, and strategies of the criminal justice departments on safety and security in the province so as to ensure the improvement of service delivery by the Criminal Justice System, and provide research support for the Department in the execution of its functions as defined in Chapter 2 of the SAPS Act.

Focus Areas

The directorate will focus on three major activities in its drive to realise its mandate: These are:

- Evaluation of the impact of policies and strategies of the criminal justice system on safety and security in the province
- ? Provide research support for the department and its stakeholders
- ? Develop early warning systems for the Department
- Inform the strategic planning process of the Department

Approach

- ☐ Conduct primary and secondary research
- ? Identify and collect and analyse all critical safety and security policy documentation
- ? Acquire and analyse all reports on safety and security relevant to the Department's mandate
- ? Acquire and analyse all safety and security strategies
- ? Package the information according to Departmental needs and priorities
- ? Set up processing and analysis mechanisms and systems
- ? Identify and establish relations and collaborate with established research institutions stakeholders
- ? Convening conferences, symposia seminars and workshop
- ? Benchmarking
- ? Facilitate the review of Departmental Strategy

Scope

The research and evaluation scope of work will be determined by the national and provincial priorities as well as departmental programmes. Currently the policing priorities are:

- ☐ Safer Communities
- ? Prevention of crimes against women and children
- ? Prevention of youth criminality
- ? Addressing serious and violent crimes
- ? Tourist Safety
- ? Combating fraud corruption
- ? Improved community police relations
- ? Departmental Programmes

Project Outputs

The outputs of the Directorate: Service Evaluation will be encapsulated in the following:

- ? Research reports
- ? Thesis
- ? Publications
- ? Discussion Papers
- ? Policy proposal
- ? Conferences, symposia, seminars, workshop

Community Police Relations

The responsibility of establishing Community Police Forums lies with the provincial commissioner of the South African Police Service as prescribed in SAPS ACT 68 of 1995. The Department of Community Safety has, however committed to focus on improving community police relations as also prescribed in the Constitution of the Republic 108 of 1996 and the SAPS Act. It is mainly through the existence of effective CPFs that this can be achieved. It is in this vein that during the past year the department embarked on a process of establishing and ensuring the sustainability of CPFs where they do not exist, consolidating and strengthening those that are weak. This is also in line with ensuring that they exercise civilian oversight over the police at station level, a responsibility they have not been able to perform effectively in the past. A new and consolidated community Police Relations Unit has been established and will fall under the Oversight chief directorate because of the oversight role CPFs have to exercise over police agencies.

Priority 2: Co-operative Governance

Objective: to ensure effective working relationships with all roleplayers and stakeholders, law enforcement agencies, traffic law enforcement agencies and all spheres of government



CO-OPERATIVE GOVERNANCE

Through this priority the Department has strengthened the existing and co-ordination mechanisms as well as the design, establishment and operationalisation of other necessary co-ordination structures. For example, the Department through the Cabinet Sub-Committee and Social Services interacts with other GPG Departments like Health, Education, Social Welfare and Sports and Recreation. The Department also participates in other structures in relation to the formulation of the Integrated Development Plans of Local Municipalities. Components like Town and Urban Planning, Economic Development and Strategic Planning of local authorities participate in the process as well as all GPG Departments.

CO-ORDINATION AND INTERGRATION OF LAW ENFORCEMENT AGENCIES

The Department has arranged a series of meetings with the Traffic Law Enforcement Agencies of the Province of North West, Limpopo and Mpumalanga with a view to consolidate the relationships that already exist. During the main holiday period over Easter and December/January there is obviously a greater need for co-ordination on a daily basis due to the dramatic increase in the number of vehicles using the main arterial routes out of Gauteng.

LOCAL CRIME PREVENTION

The Department has an on going relationship with local authorities with regard to Crime Prevention issues. We have assisted in the formulation of the Integrated Development Plans (IDP) of the Local, District and Metropolitan Municipalities.

As the IDP's are developed on an annual basis and are refined with each passing year so equally the Department assists and comments on the formulation of the Safety and Security Plans of the respective municipalities.

PRIORITY 3:

SAFETY PROMOTION

Objective:

To coordinate government and civil society efforts aimed at preventing crime and secondary victimisation, as well as create awareness and public education on community safety in the province.

Background

The Department continued to strengthen its internal capacity with the purpose of achieving its vision, that of making the province safe and secure.

A Chief Directorate designed to address social crime prevention related issues and coordinate government and civil society crime prevention initiatives in support of policing efforts to reduce crime and criminality in the province was established at the beginning of the year. The chief directorate comprise of the following three components which were established at the level of directorate:

- ☐ Citizen Safety
- ? Ikhaya Lethemba
- ? Communication and Public Education

Citizen Safety

This directorate is divided into two sub-directorates namely, Crime Prevention and Road Safety Promotions. Projects implemented by the directorate were those that are designed to address issues identified as priorities by the government, which are:

- ? The Prevention of Youth Criminality
- ? Prevention of Violence on Women and Children and other vulnerable groups
- ? Community Policing
- ? Road safety

PREVENTION OF YOUTH CRIMINALITY

Research and other academic studies continue to identify and locate the youth at the center of crime and criminality both as perpetrators and victims. This is a result of multi-dimensional factors which are socio-economic and historic. These factors have rendered them vulnerable to abuse by greedy drug-lords and other deviant elements who continue to target them as a market for the disposal of their drugs and other illicit substances. The propensity of young people to participate in crime as a survival mechanism, or as a need for social affirmation, exposes them to acts of crime and often requires that they become perpetrators of violence.

School going youth are not immune to this onslaught leading to growing rates of violent crimes in the places of learning, vandalism, illegal possession of firearms and other stolen goods, abuse of the girl child and rape.

To address the issue of youth criminality, the Department has developed an integrated framework document on the prevention of youth criminality as identified in the provincial Youth Development Strategy, and has begun to implement projects that are in line with the strategy. The projects target youth in schools and those out of school and were implemented in all seven policing areas. The following areas were targeted during 2004-2005;

Make It Better Programme

During the past financial year the Department together with Khulisa continued the implementation of the Make It Better Programme Sophiatown which has serious drug and gangster problem. The objectives of the programme were to:

- ☐ Empower young people to provide leadership in the area of social crime prevention;
- ? Enable youth to initiate, develop and implement social crime prevention programmes;
- ? To equip youth with self-employment skills;
- ? To encourage youth to participate and get involved in social crime prevention;

A Drug Awareness march was conducted with schools which participated in the Make It Better Programme., with the objective of raising awareness within the community of Sophiatown about the seriousness as well as the impact of substance abuse in schools.

The purpose of the Westbury Drug Abuse Programme was to provide drug education to Grade 6 and 7 learners in five schools in Westbury to enable them to make informed and healthy choices about drugs. The Westbury community was characterised by high levels of gang related violence between 1950 to 2002. During the last two years, the community have experienced a marked decrease in gang related violence. However the community is experiencing a marked increase in drug-related violence and a higher number of young people becoming addicted to drugs and alcohol. Continued efforts are being made by provincial and local government, community organisations and structures, and non-government organisations to intervene, prevent and address substance abuse in the community.

The drug education programme in schools focused on:

- ? Providing opportunities for learners to increase their knowledge about the harmful effects of drug abuse;
- ? Providing an opportunity for learners to engage in dialogue about the harmful effects of drug abuse and express attitudes they need to avoid the using drugs;
- ? Supporting educators and school efforts to raise awareness of the harmful effects of drug abuse to ultimately help reduce school problems associated with drug misuse;
- ? Through increased awareness of the harmful effects, to minimise the number of young people who ever engage in drug abuse or delay the onset of first time use;
- ? Encourage and provide knowledge of where learners, friends or family members, can seek help for drug abuse and get more information

Key achievements of the Westbury Drug Abuse Programme include:

- ? Undertaking drug presentation in five schools in Westbury: Westbury Primary School, Newclare Primary School, Dowling Primary, Bernard Isaacs Primary, and Everest Primary School;
- ? Reaching 1085 learners;
- ? Engaging with 19 educators from Grade's 6,7,8 and 9 in the five schools;
- ? Implementing a workshop specifically for teachers on substance abuse.



The programme was undertaken as a partnership between Khulisa Crime Prevention Initiatives and the Gauteng Department of Safety and Liaison. The Khulisa Make It Better youth leaders from the Westbury and Soweto groups jointly undertook the drug awareness and education programme in the schools. The principals of the five schools, community members, Khulisa and stakeholders collectively set up a working document to lay down the operating principles, set out the framework and guidelines for implementation.

The educators found the drug programme informative, educational and enlightening, and at the same time three indicated the information was "shocking" and "frightening". As one teacher wrote on the post evaluation form: "Not only was it very informative, it was also frightening".

15 of the teachers indicated that they believed that the programme had increased awareness in the learners about the dangers of drugs and where learners could go for help (four teachers did not complete this question).

In descending order of frequency, the teachers indicated that they had gained insight into:

- ? The need to be more observant in the classroom and help learners if they are addicted;
- ? What drugs learners know about drugs and the different type of drugs;
- ? Where learners and people addicted to drugs can go for help and that there is help for learners;
- ? The harmful effects of drug use;
- ? That teachers and parents can make a difference;
- ? That support is important and that they can give it to learners;
- ? How easy it is to get addicted and how difficult it is to get off drugs.

TIISA THUTO PROJECT

The project was focused in the Ekurhuleni where much work had already been done in previous years. To sustain the initiative of the previous year during which 77 youth workers were trained to implement the Tiisa Thuto programme in schools, and work with learners with anti-social behaviour, two youth workers were deployed in each of the school identified:

Akanyang, Dukathole, Keketso, Khumalo, Monde, Reahile, Ntuthuko, Intokozo, Tamaho, Phumelela, Maitjibulo, Abram Hlophe, Chivirikani, Lungisani, Manzini, Samson, Songoba Umtholo, Zonkizizwe, New Palmridge

Educators had identified 20 learners, with behavioural problems to participate in the project/programme. Profiling event for the project was held in the Katlehong area and other surrounding schools for their buy-in and co-operation. About 1500 learners, teachers, CPF members, SGB members attended the event.

Crime Prevention Manual

A Manual on crime reduction and violence prevention in schools was finalised and each school received a copy. Workshops were conducted with 5 teachers in each school, to deal with anger management, substance abuse, guns and also children with anti-social behaviour.

YOUTH DESK

The Department is tasked with the responsibility of co-ordinating youth crime prevention projects in the Gauteng Province. Therefore as part of implementing the social crime prevention programme, the Crime Prevention unit is establishing youth desks at police stations for purposes of co-ordinating youth crime prevention activities.

WEST RAND

The challenge of young people not playing an active role in the fight against crime in their localities, has necessitated the Department to initiate the process of mobilising and engaging youth to form youth crime prevention desk at their local police stations.

In support of this initiative, the Department in partnership with SAPS Area West Rand facilitated the establishment of youth desks in all the police stations of West Rand policing area. This was followed by capacity building programme in a form of training.

A capacity building programme was implemented with the youth desks in all the 11 police stations of West Rand. 100 youth desk representatives were participating in the programme which focused in the following areas:

1. Project Management Principles
2. Presentation and Facilitation skills
3. Substance Abuse
4. Teamwork
5. Mental Wellness (HIV Aids, Life skills programme)

Florida

During the year the youth desk together with the Local council embarked on an open day session at Randleases with the objective of profiling the desk as well as donate clothing to the destitutes. Of importance is the working relationship between the youth desk and the Local government on pertinent issues relating to crime prevention.

Child Protection Week Programme

The Department of Safety conducted a Child Protection Awareness Programme with the Alex SAPS and 16 Primary schools in Alex with the objective of raising awareness on child abuse as well as their rights and responsibilities. 1500 learners attended the event.

The Department supported the following events which raised awareness on child protection as well as the role of stakeholders in the fight against violence and abuse of children;

- Randfontein The SAPS together with Healthworkers in the area awarded the local healthworkers in their role of preventing and fighting child abuse.
- ? West Rand Area The police together with the Gauteng Alliance for Street Children and FNB hosted a children's right programme in Muldersdrift with the objective of sensitising and informing partners on their role in preventing abuse.

COMMUNITY POLICE RELATIONS

Background

Chapter 11, section 206 (3c) of the Constitution of the Republic of South Africa, Act 108 of 1996, prescribes that good relations between the police and the community be promoted. This was designed to correct the deeply rooted animosities that existed between the police and communities they are supposed to serve. Given the historical role of the South African Police Force which was in the forefront in the defence of the apartheid system and the enforcement of its heinous laws, the affected sections of the population continue to regard the service with suspicion and distrust. The new democratic government installed in 1994 subsequently adopted a community policing approach to correct this situation.

As a vehicle and medium of promoting the envisaged improved relations between the two entities, Community Police Forums were conceptualised and from 1995 established as prescribed in Chapter 7 of the South African Police Service Act, 68 of 1995.

Section 18(1) of the Act, states - " the Service shall, in order to achieve the objects contemplated in section 215 of the Constitution, liaise with the community through community police forums and area and provincial community boards, in accordance with sections 19, 20 and 21, with a view to:

- establishing and maintaining a partnership between the community and the service;
- promoting communication between the service and the community;
- promoting co-operation between the service and the community in fulfilling the needs of the community regarding policing;
- improving the rendering of police services to the community at national, provincial, area and local levels;
- improving transparency in the service and accountability of the service to the community; and
- promoting joint problem identification and problem solving by the service and the community.



Status quo of CPFs

Introduction

From December last the new Department of Community Safety embarked on an extensive process, albeit limited by resources, to determine the status quo of each Community Police Forum in the Gauteng Province. An audit was conducted on all the CPFs of the province to determine their status quo in terms of functionality and effectiveness. Focus was not on the policing Boards but on local CPFs and sub-forums.

The purpose of the research was also to compile CPF profiles which will be continuously updated to monitor developments with regard to each CPF.

Focus Area

- 1) Composition of the CPF Structure
- 2) Profile of members (available skills)
- 3) Training
- 4) Alignment of the CPF sub forums to sector policing
- 5) CPF Projects aimed at crime prevention
- 6) Participation of local government in the CPF
- 7) Relationship between the local station and the CPF
- 8) Relationship between the local CPF with the Area Board
- 9) Accountability

MINIMUM STANDARDS FOR FUNCTIONAL CPF

The following minimum standards were developed to determine functional CPFs

All CPFs must:

Have properly composed Structures as defined in the Provincial Guidelines,
Have a CPF Constitution and adhere by it,
Be Representative of the demographics of their communities
Be Accountable to the communities they serve and be approved by them
Have local Community Safety Plans informed by local safety and security dynamics
Have Projects designed to address community crime prevention needs and priorities
Have Annual Activity Plans outlining the activities of the Forum for the year,

Hold regular CPF Meetings aimed at tracking project progress
Hold periodic Public Meetings to continuously understand the needs of the people
Promote and enhance Good Relations with Stakeholders to ensure conducive conditions for cooperation on crime prevention,
Participate in Sector Policing activities to ensure crime reduction
Implement police Oversight programmes

Findings

CPFs in the province can be categorized along three (3) main categories each with their unique dynamics that have influenced their evolution over a period of ten year:

- ? Suburban
- ? Township (formal and informal settlements)
- ? Rural (peri urban)

The original conceptual model of Community police forum

Suburban Community Police Forums

Suburban Community Police Forums are located in the affluent residential areas of the province. The reason for their establishment is not as anticipated in legislation since relations between the police and these communities were not strained during the apartheid era. The establishment of these CPFs is driven, in the main, by the need for physical protection, especially since these areas are riddled with property related crimes. The CPFs tend to have private security elements as they are run as section 21 companies. Local citizens are prepared to pay for their protection and donate substantial amounts of money to these CPFs. These monies are utilized for buying resources such vehicles, cellular phones and other resources, which are in turn donated to the local police station. Public awareness campaigns are periodically carried out during which safety tip pamphlets are distributed. These suburban CPFs are composed of highly literate, professional and, in some cases, academic volunteers who assist in the enhancement and further capacitation of these structures. Suburban CPFs do not attract as many citizens during public meetings as those in townships. For the purpose for which they have been established, most suburban CPFs are effective save for the fact that they do not comply fully with the new minimum standards.

Township CPFs

Township Community Police Forums are located in the poorest residential areas of the province. The CPFs have moved a long way from being police bashing forums to entities seeking cooperation for better conditions of safety and security for the people of the province.

Many of the CPFs that exist are not properly structured. Some exist only by name

Many are not known by communities. There is no constant and proper flow of information and they are detached from communities who are eager to participate



The following problems are evident in some of them:

- ? There are few dedicated participants
- ? They are politicized to the detriment of crime prevention
- ? They have no clear agendas
- ? Clear hostilities between SAPS and CPFs
- ? Many are regarded as nuisance by most officers
- ? Unlike forums in affluent areas they rely on SAPS for operational resources
- ? They operate in highly populated, impoverished and desperate communities without resources
They operate in highly populated, impoverished and desperate communities without resources
- ? Communities in the areas are ever growing and no resources to match the growth, as a result the CPF are stretched beyond limits
- ? They resort to establishing sub-forums in the areas they cannot reach and then abandon them leaving inexperienced forums to operate on their own thus expanding the problem

Peri Urban CPFs (Rural)

The CPFs are dominated by farmers to the exclusion of the farm employees and other community components. Most are dominated by the former commandos and their main occupation is the safety of the farmers from attacks. They are heavily armed Grondwolk Operasioneel Koördineerings Komitee (GOKOKs) that conduct patrols with the blessing of the local stations. They cooperate well with local police station. The farm employees cannot participate also because of the location of the station which is in the town center and they cannot afford the journeys to attend meetings. Illiteracy and lack of facilities also contribute to the ignorance around issues including safety and security.

Consolidation of CPFs

The Department has embarked on a process of establishing CPF where they do not exist and consolidating those that exist.

A two phased approach has been employed which are the following:

Phase 1: Ensuring the existence of functional CPFs by ensuring that they are established and adhere to the minimum standards as tabulated above.

Phase 2: Ensuring that the CPFs are effective by engaging in effective crime prevention activities and actively support sector policing.

Remarkable achievements and strides have been made in this regard with functional sector police forums and community police forums being established in the following areas:

- ☐ Diepsloot
- ? Cullinan
- ? Hammanskraal
- ? Mamelodi
- ? Soshanguve
- ? Wiedebrug
- ? Benoni
- ? Yeoville
- ? Thembisa
- ? Vosloorus
- ? Sophiatown
- ? Zonkizizwe
- ? Munsieville
- ? Kgutsong
- ? Westonaria

COMMUNITY SAFETY FORUMS

Two areas were piloted for Community Safety Forums in the province Vaal and Pretoria.

The Safety Forum concept aims at coordinating all Social Crime Prevention initiatives of different stakeholders in a particular area.

Pretoria CSF

They met quarterly and were coordinated by the Tshwane Metropolitan Police Department. The major project that they ran was the Peace and Development Project in Soshanguve.

The project aimed at training young people as Community Peace workers enabling them to recognize existing or potential conflict situation in their communities.

They work in teams of 5-8 persons and patrol the streets by day and night staying in close contact with the police and the social workers.
100 young people were trained in 1994.

They dealt with 516 conflict situation and managed to solve 326 of those situations. Cases of criminal nature were handed to the SAPS.

The Community Peace workers have built trust in the Soshanguve area and their activities have reduced petty crimes in Soshanguve.

This is a voluntary project that needs young people to commit themselves to it for one year. They are motivated by the career bridging training that they receive throughout the year.

The Tshwane Metropolitan Department provided financial support while the Department through CSVF facilitated the training on Post Traumatic Stress.

VAAL CSF

The CSF has identified various projects and developed discussion papers on various issues of Social Concern.

On of the project that CSF dealt with was the project of the initiation schools. The project aimed raising awareness of the dangers of the informal initiation schools and mobilized communities to expose and boycott the schools.

In November the CSF organized a school workshop where 10 High schools participated in the development of the positional paper on initiation schools which paper was submitted to Social welfare for consideration.

The CSF also worked closer with High Schools in the Vaal and Gun Free South Africa to popularize the Firearm legislation and the declaration of Fire Arm Free zones in schools. It is estimated that 80% of the High Schools are now Fire arm Free Zones.

The problem confronting the CSF is the lack of funding of youth project by the business partners who are in the CSF especially if the project does not directly address their problem. The Metro rail is a case in point in this CSF; they are only interested in supporting programmes that will reduce cable theft in the rail points. The Emfuleni Municipality will however have to coordinate the CSF as part of their Local Crime Prevention Strategy

TRAINING OF THE CPF MEMBERS

A capacity building programme aimed at equipping CPF members with skills to initiate and manage crime prevention projects was embarked upon. The members were trained on the following subjects:

Project Management

Training on the Electoral Act

This project was undertaken by the Department and the Independent Electoral Commission Gauteng office. The training was conducted before the April 2004 elec
The purpose of the training was to empower CPF members to play a role in the elections either as observers or mediators in case of political tensions in their communities.

A total number of 80 CPF members were trained on the electoral Act and there were those who assisted the Independent Electoral Commission during the elections as observers.



Ikhaya Lethemba

Ikhaya Lethemba, One-Stop Centre for Victims of Domestic Violence and Sexual Abuse officially opened its doors on 19th March 2004. The conceptualization and operationalization of the model proved a challenging yet rewarding experience for the Department of Community Safety and has presented the Department with a significant learning curve. Unique in its conceptual nature, the centre offers services 24 hours per day, 7 days a week, 365 days a year. These services are holistic in nature in that a victim of domestic violence or sexual abuse is provided with services imperative to both his or her mental, emotional and physical well-being, aside from the criminal justice system services that are also offered on site. Because the centre offers this array of critical services to the victim in one geographic space, secondary victimization is completely eliminated.

As alluded to earlier, the infrastructure refurbishment is not yet completed, however, the Department has met the challenge of ensuring that all the required services are provided to a victim, and these are offered either through permanent or interim measures at the Centre.

The Centre boasts specialized policing services, prosecutorial services, psychological and trauma debriefing and counseling services on a permanent slate. Services that will ultimately be a permanent feature at the centre, once fully refurbished, are being rendered through interim measures and include temporary accommodation; medico-legal services; and general empowerment initiatives. A network of services has also been initiated so as to proactively ensure that victim in any police precinct in the Province is assured of victim empowerment services at any time.

In the financial year in question, Ikhaya Lethemba has offered critical services to an estimated 2 800 victims on site.

Conceptualisation

Prior to 1994 services to victims of violence and crime were largely run by NGO's and faith based organizations. However after 1994, there was a realization that South Africa was left with a legacy of trauma and violence and that government had to play an active role in providing solutions. 1996 saw the release of National crime prevention strategy: comprehensive policy framework that focused on the reduction of crime in South African society. The mission of the VEP programme (NCPS) is to develop and implement a coordinated strategy so as to ensure a caring, supportive, accessible, available and thorough service to victims of crime, thus contributing to ensure a sense of empowerment and an environment conducive to peaceful communities

A study done by South African Human Rights Commission in 2001 on affects of secondary victimization of victims of domestic violence and sexual assault the study revealed that there was significant secondary victimization experienced by victims of domestic and sexual violence within the state institutions.

The following are some of the findings:-

1. Police services
 - o Lack privacy for victims when reporting cases in the charge offices
 - o Insensitive police officers
 - o Poor training of police officers on Domestic Violence Act
2. Medico-legal services
 - o Doctors filling J88 inappropriately
 - o Poor court presentation of evidence
 - o Doctors afraid to deal with court cases hence lack of doctors in the service
 - o Poorly trained medico-legal doctors
 - o Long waiting periods at casualty, had to mix with other patients in the queue cases



3. Justice system

- o Prosecutors and magistrates not well trained
- o Prolonged cases on the roll
- o Easy acquittal of cases or perpetrators led free
- o Lenient sentences
- o Rights of victims not upheld
- o Children subjected to unfriendly court processes

4. Shelter

- o No consideration for victims to be accommodated on emergency shelter. Victims prone to secondary violation by perpetrators
All the above issues led to the new approach of one stop centre to ensure that holistic, well integrated and multi-disciplinary services to victims are implemented.

Under the leadership of the Premier's office a decision was made to develop an integrated response to violence. Ikhaya Lethemba was conceptualized in 2001 following approval of the integrated quality social services strategy on prevention of violence against women and children by provincial cabinet. The Department of Community Safety was tasked with responsibility of leading and coordinating the development and implementation of the strategy.

A task team was formed to oversee the establishment of the one-stop centre. Ikhaya Lethemba, which literary means "Home of Hope", opened its doors officially on the 19th of March 2004.

Objectives of the centre:

- o To provide integrated, holistic and multi-disciplinary services to victims of domestic violence and sexual assault
- o To promote self-reliance and independent living, by:
Supporting victims towards complete healing both physically and mentally
Imparting various life skills and training opportunities
Promote economic empowerment of clients
To offer shelter services to victims who require emergency and med;
Long-term accommodation
- o To ensure speedy and effective prosecution and conviction of perpetrators of violence and sexual assault on women and children who report cases at Ikhaya
- o To develop Ikhaya as a centre of learning
- o To manage VEP services provincially by ensuring that VEC's at stations are operationally linked to Ikhaya Lethemba and that a uniform and standardized service is offered.

SERVICES OFFERED

? Intake section

- Screening of clients
- Assessments to determine urgent needs
- Counseling services to victims of domestic violence and sexual cases
- Crisis intervention

? Medico-legal

- Physical examination of victims of domestic violence and rape
- Completion of J88 as doctor's evidence in court
- Collection of forensic evidence for laboratory investigations
- Colposcopy examination to detect even the minute injuries not visible with a naked eye. Injuries could be magnified and photos taken which can be presented in court as further proof of evidence
- Prophylactic therapy
 - ? Sexually transmitted infection (STI)
 - ? Antiretroviral treatment medication given within 72hrs of the rape incident to prevent contraction of HIV/AIDS by victims
- Voluntary counseling and testing (VCT) accompanied by pre and post counseling sessions
- Examination of abandoned babies and children with completion of form 9 (medical form) before placing them in places of safety
- Blood collection for DNA examination of perpetrators of rape (collection of blood specimen for testing)

? FCS (Family Violence, Child Protection and Sexual Offences Unit)

- Opening of case dockets for domestic violence and sexual assault cases
- Investigations
- Collection of evidence

- ? BEE Courtwise
Court preparation
Provision of knowledge to victim's of crime of their rights and a complete court preparation programme for children over 13 yrs and above
Court support
Physically accompanying victims to court for emotional support
Life skills and educational programme
Crime prevention through mobile outreach programs, puppet shows, teaching and training
Empowering local community with life skills
- ? NPA (National Prosecuting Authority)
Assists with movement of cases from policing agents into CJS until case finality
Assist clients with info on legal rights
Court support services
- ? Teddy Bear clinic
Forensic psychological assessment and court preparation for children under 13 years
Referral agreement for chronic child
Sexual abuse cases examination of certain chronic child cases

Clinical psychological services
Group of clinical psychologists will be contracted to service Ikhaya clients
- ? Shelter services
Two components exists: temporary/emergency and medium to long term shelter
The exit strategy is based upon a care plan and an IDP (Individual Development plan), in this plan is converted into contract with the client

Emergency

Shelter offer to women and children who have been victims of sexual/physical, emotional abuse and domestic violence. Once admitted in the shelter they are given a full clothing kit, basic needs and a room
Emergency shelter accommodates for 1 to 3 days and there after alternative accommodation is arranged with the shelter network depending on the need or placed back with the family
The emergency shelter can currently accommodate 20 people

Medium to long term

A fully fledged permanent complex will be established as part of the second phase units. This unit will accommodate 150 women and children in a secured and safe environment
The women will be exposed to various programmes to ensure independent living after 6-9 months

- ? Skills development and economic empowerment impart necessary skills and training for clients to be self reliant and independent
- ? Exit strategy is an individualized programme for each and every client, which looks at holistic and integrated services delivery. The programme ensures that clients are moved to a level of highest possible functioning, self reliance and independence.
- ? The exit strategy is based upon a care plan and an IDP (Individual development plan), in this plan is converted into contract with the Client

Achievements

The achievement attained at Ikhaya has been incremental over the previous year. The gradual growth was clearly tangible over the later stages of the financial year 2004/2005. This was largely due to the fact that this was the first year of operation and there were so many systems and protocols that needed to be put in place. These systems also required that they be tested on many occasions and the failures and challenges rectified. The centre initially operated on Monday to Friday, 8am-4pm with counseling the only service being offered to victims referred to the centre. As from the 1st April 2005 the centre began to operate on 24hour, 7 days a week basis which allowed more accessibility for victims. The arrival of health services at the centre allowed us to offer comprehensive package of professional services to victims. This component also operates on a 24 hour basis. We have a successful volunteer programme which assists us to run this section. These volunteers have been well trained and are based at the centre 7 days a week.

Provincial marketing of the professional services was completed and this was accompanied by a marked increase in referrals from police stations. An increased degree of awareness about Ikhaya's services is also apparent amongst police officers.

Networking is being set up between the provincial court structures and Ikhaya, although this remains a challenge for 2005/2006. There is a need for us to formalize a criminal justice network around Ikhaya's clients to ensure that we are able to report on the efficacy of our prosecutorial services.

Since inception the centre has been fortunate to receive national and international visitors and delegations e.g. the Botswana Telecoms and Saartie Baartman, Cape Town. These visitors were all highly impressed with what they saw. All of them expressed willingness to come again and learn more about this unique conceptual model.

During the festive season the centre initiated one of the groundbreaking projects where in partnership with designated hotels, gauteng shelter network and the police stations throughout the province victims of domestic violence and sexual assault were accommodated in shelters, hotels and B&B's. these victims were only accommodated in cases of extreme emergency and life threatening situations. It is pleasing to note that project led to creation of the idea to operationally link Ikhaya Lethemba centre with the VEC's in all the 124 police stations in Gauteng Province

IKHAYA LETHEMBA VEC LINK PROJECT

As part of the expansion of the conceptual model, a need was identified to link Ikhaya with all VEC's in the police stations in Gauteng over a period of two years. The purpose of creating this link is to ensure that victims are afforded the similar holistic services as rendered at Ikhaya. To also ensure there is no secondary victimization at station level. Victims will have access to real empowerment programmes in terms of knowledge on victim's rights, adequate assistance in obtaining protection orders and other legal avenues

To ensure that the department that has at any given time an overall picture and information on cases of domestic violence and sexual offences in the whole province, an effective utilization of an ICT (Information Communication Technology) system will be recommended.

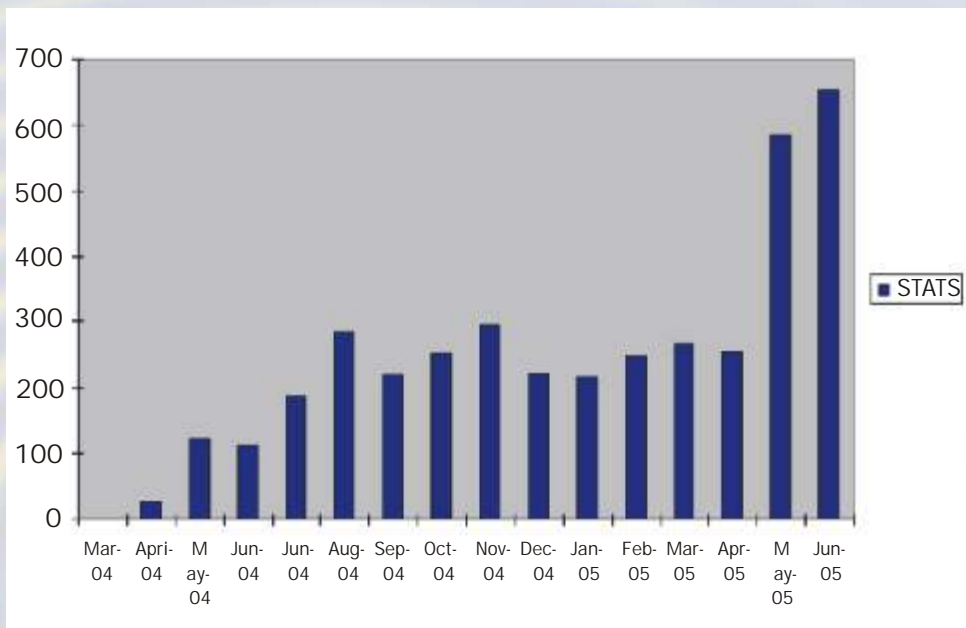
This linkage will involve appointment of 5 regional coordinators whose main task would be to coordinate and ensure access to the following services at local/regional level:-

- ? Medico-legal services in the 28 sites in the province
- ? Social services
- ? Psychological and counseling services
- ? Shelter services in partnership with the Gauteng Shelter Network. In cases of extreme emergency provision has been made by Ikhaya Lethemba to shelter victims overnight in designated hotels around Gauteng
- ? The regional coordinator will also be responsible for the following:-
- ? Ensure that each VEC has proper guidelines and protocols that are strictly adhered to
- ? Ensure that the quality of the services rendered in all VEC's are uniform, standardized and are of acceptable high quality
- ? Responsible for the identifying, recruiting and selection of volunteers who will be placed to perform duties at VEC's
- ? Ensure continuous training and development of volunteers through identified training programmes.

It is hoped that by the end of the current financial year at least 50% of the VEC's in the province will have been Successfully linked with Ikhaya.



STATISTICS



The following figures show the number of victims who have been assisted by the different components of Ikhaya Lethemba during its first year of existence. In general there is a notable increase in the number of victims accessing the services of the center. This is attributable to the marketing of the center by the Department as well as increased inter-departmental cooperation within the Gauteng Provincial Government.

PREVENTION OF VIOLENCE AGAINST WOMEN AND CHILDREN

In the previous financial year the Department approached the South African Breweries (SAB) imploring it to assist in the establishment of victim friendly facilities in police stations in the province. This is also taking into account that most domestic violence and other violent crimes are committed mostly in areas of high substance abuse environment. The SAB donated victim friendly facilities in some police stations.

During this period under review the department undertook an exercise to assess the effectiveness of Victim Empowerment Centres in 99 SAPS stations. The goals of the assessment were as follows:

- ? Determine the extent to which the intended benefits of the VECs are understood and realized by the communities
- ? Determine the extent to which VECs have adequate infrastructure capacity to function effectively

The focus of the impact assessment was on the following key areas:

- ? Understanding the objectives of the VEC
- ? Accessibility
- ? Market Awareness
- ? Referral System
- ? Service Levels
- ? Involvement of Key Stakeholders
- ? VEC sustainability



During this exercise over 100 victims or direct users interviewed and over 400 other stakeholders interviewed.

The overall summary of the study indicated that the services offered by the centers are perceived to be adding value to the communities

Victims, direct and indirect victims are satisfied with the service and are particularly impressed by the care and support received from volunteers.

The Department took up the process by establishing victim friendly facilities in twenty eight police station but could only achieve fourteen during the financial year under review.

Victim empowerment Centres were established in the following police stations:
Protea Glen, Naledi, Lenasia, Eesterus, Erasmia, Lyttelton, Etwatwa, Putfontein, Tsakane, Dawn Park, Zonkizizwe, Sandringham, Douglasdale and Florida.

ROAD SAFETY PROMOTION

The main focus of the Sub-Directorate: Road Safety Promotion is the successful delivery of formal, informal and non-formal road safety education to all road users in the province, community participation in projects and events.

It operates from Head Office and seven regional offices. It is responsible for variety of projects including the pedestrian management projects, road safety education projects and community road safety projects.

1. Junior pedestrian.

Under junior pedestrian there are two main projects, Child in Traffic and Scholar Patrol which is done in the classroom and on the road respectively. The Child in Traffic education culminated into practical demonstration projects (evaluation) to reinforce and practice what the learners have learnt in the real situation through play.

1.1 Child in traffic

The Child in Traffic project is an initiative that was developed to educate pre-primary and primary school learners in appropriate pedestrian behaviour. This project, targets both educators and learners between the ages of 3 to 8 years. Whilst learners are given formal lessons in a classroom setting using flipcharts, workbooks as well as teacher's manuals, teachers on the other hand are empowered with knowledge and skills to train youngsters on a continuous basis. Apart from formal classroom lessons, learners are also engaged informally. In this regard, Danny Cat is a puppet that is used to practically demonstrate road safety. Thus, road safety education is directed at shaping the behaviour of learners in road safety. Danny Cat further allows the children to participate and engage Road Safety Officers on traffic issues. Learners that participated in this exercise were rewarded with promotional items in the form of rulers, pencils and crayons.

1.2 Junior Traffic Training Centres (JTTC)

These centers are erected at various schools for usage by learners. The centers are established so that learners can get an opportunity to practically experience road safety. Real-life traffic situations are re-enacted so that learners are exposed to real situations. The centers also afford road safety officers an opportunity to gauge the level of learner understanding of road safety.

1.3 Safety in Traffic Education project (STEP)

The STEP programme was conducted with a flip chart presentation as a teaching aid in Road Safety for pre-primary and primary school teachers in the school readiness and learning readiness programmes for the foundation phase (gr 1,2 and 3), as approved by National Department of Education. The educators used the content in their education of their learners. Integration manuals were used for the integration of Road Safety in the Learning programmes of the foundation phase. The schools involved in this project were also usually also conducting the Child in Traffic programme.

44 days were planned to execute 1144 operations with 26 staff members on this project with an average of 15 learners reached per class
All schools in the respective regions were targeted but were limited to 26 schools per Road Safety officer for the year, but especially those near or in the vicinity of Hazardous locations received additional attention.

Measurable Deliverable	Achieved	Target for the Year
Schools targeted	676	676
Averages for schools (20 learners)	16 728	13 520

2. Scholar patrol:

Scholar Patrol was initiated to assist Traffic officials in ensuring that learners cross the road safely at strategic points at schools. The schools apply for a crossing near an entrance of the school where there is a need and it is demanded by circumstances. The application form is forwarded to the Local Traffic Department by the Principle of the school. A site visit is done by the Traffic Department to establish if the road and traffic situation, volumes and speed of vehicles and road environment are conducive for learners to operate safely.

Once approved by the Traffic Department, the application is forwarded to the Road Safety regional office to register the type of crossing and the members. Equipment is ordered and training of SP members is done prior to them operating on the road. This was done by Traffic Officials and Road Safety Officers responsible for the area. All schools in the province can apply to instate a Scholar Patrol crossing. The objective is to provide fully trained and equipped scholar patrol teams operating at pedestrian crossings for the safe passage of learners at school. Regional competitions were conducted to determine the level of safe operations by the members at the school crossings by Traffic and Road Safety officials, which also served as an evaluation tool. This also culminated into a provincial winner. An awards function was held on 8 October 2004 at Leratong regional office to honour members participating in this project with individual certificates to members and trophies and floating shields were handed to winning schools. One winning school from each of the 7 regions attended the function.

The following were the regional winning schools:

Benoni: Mvelaphanda, Letsie, Matshidiso
Vereeniging: Asmata, Meyerton, Kgomolo
Heidelberg; Shalima Ridge, Nigel, Polokegong
Pretoria/Bronkhortspruit: Baxoxele, Wierda, Mogale

Krugersdorp: Phandulwazi, Krugersdorp Noord, Venterspost
Provincial winners were the following:

1. Baxoxele: Pretoria
2. Asmata: Vereeniging
3. Krugersdorp Noord: Krugersdorp

3. Adult pedestrian

3.1 Forums

The road safety forums are established to educate the road users and community at large. These forums are facilitated by Road Safety Officers. The forums are representative of community members including educators, SAPS, Social Workers, Nurses, Politicians, traffic and non-governmental organizations. The forum discusses matters of road safety in general, and public awareness programmes.

These forum are affiliates of CORSAF which is sponsored by BP South Africa. The one region that has been established under this structure is the Northern Region.

(9 days planned for 26 Road Safety Officers and 5 days completed)

Measurable Deliverable	Achieved	Target for the Year
ABET education lectures	156	234
People reached	1791	2300

3.2 Pedestrian Visibility Activities

Pedestrian Visibility activities were conducted during joint operations at hazardous locations and taxi ranks especially over the Easter and Festive periods .All relevant role players under the auspices of TMG.

The Multi Purpose and PA vehicles were used during these operations in the communities around the following hazardous locations as identified through the GTIC: Golden Highway, Soweto Highway, Tshwane and Johannesburg CBD, Olievenhoutbosch, Diepsloot- R511, N3- Phumulong, Soshanguve, Carltonville, Magaliesburg, Tarlton and Westonarea, Old Potchefstroom Road (Soweto and Lenasia) and Potgieter Street. These areas were selected based on high accident and fatality statistics received by the Gauteng Traffic Information centre. (GTIC)

All Road Safety Officers worked jointly on a rotation basis with Community members, and Metro, District and Local Police and Provincial Traffic officers.

Pamphlets were distributed and Road Safety messages were broadcasted.

Quiz competitions were held with the people attending at strategic points of gathering such as at Taxi ranks, Community centers, Shopping centers and clinics with the the Public Address system on board the vehicles.

Twenty four shebeens around hazardous locations on the Golden Highway, in Soweto- Kagiso and Dobsonville, Spruitview, Thokoza in the East Rand, Mamelodi East and West and on the Moloto Road at Dewagendrift, Jakkalsdans and Leeukloof were visited and posters were also placed strategically at these shebeens.

Measurable Deliverable	Achieved	Target for the Year
Pedestrian Visibility activity days at the above hazardous locations	92 days	98 days

4. High schools

High School education consist of three identified key projects

4.1 Bridge Awareness Lectures

Bridge Awareness Lectures is a method of educating high school learners to serve as a bridge between Primary and High school Road Safety education. This project has been partly phased out due to the implementation of the Safe Schools project. The project consisted of lectures and accompanying educational aids. High schools in all allocated areas for road safety officers benefited from this project. Officers identified schools preferably in hazardous locations but in the main all schools at the recognized hazardous locations were targeted.

4.2 Safe Schools

Safe Schools, a road safety project that focused on the safe traveling of learners to and from schools. A variety of topics were dealt with in the lesson content, inclusive of crime projects in the abuse and illegal use of drugs, alcohol and other harmful substances. Educators were briefed on the detail and content of the project and they used the content in their daily subjects taught. Learners were subjected to various forms of role play including essay writing, drawings and creativity activities to demonstrate their perspective on road safety issues. Debriefing sessions with educators were held (in a school committee) to establish severe road safety and crime related problems. This was used to address the problems with specific intervention as and when were required.



4.3 Debates

Debates regarding road safety topics /issues is a method of emphasizing road safety education and awareness amongst high school learners. 6 Schools were selected on a rotation basis in each area per region by Road Safety Officials. A pre determined theme was given and learners in grade 10 and 11 participated in preparing for the competition.

Schools nominated the best debating group of 5 learners to participate in the regional finals. The 2 winning schools from each region competed at a pre determined venue in the Provincial Debating competition. Adjudication was done by 5 knowledgeable people on Debate issues and adjudication. Trophies were given to the winning teams and a floating trophy went to the winning school. Participants received promotional items which served as motivation of participation to all learners.

The following schools, one each from each region participated in the Provincial final competition:

Botshepho High, Ekangala Comprehensive, Tembisa High, Saul Ridge High, General Smuts High, Olievenhoutbosch High, Tsasungu High and Mosupatsela High Schools. The following schools received positions and received trophies and certificates and book vouchers:

1. General Smuts High
2. Ekangala Comprehensive
3. Tembisa High

Measurable Deliverable	Achieved	Target for the Year
Awareness lectures/ activities	600	572
Safe Schools activities	8	8
Debate Competitions planned including Provincial finals	8	8

5. Driver education

Driver education is divided into, Educational lectures, Driver training with Driver evaluations and Informal awareness media campaigns.

The driver education groups addressed were Heavy Motor Vehicles, Light Motor Vehicles and Minibus Taxis

The objective is to visit companies and educate as many drivers and road users as possible who contribute to a safe road environment.

Lectures varied from Overloading to Roadworthiness and Space time and Ideas in Traffic, Alcohol and fatigue, Seatbelt wear, Pre-trip inspection and Speeding based on the K78 System of Vehicle control.

The Heavy motor vehicle category was trained and evaluated at company level by in-house Driver Trainer Instructors.

Road Safety officials conducted lectures and assisted instructors in the evaluation of their drivers by means of the Driver of the Year Competition (DOTY).

The initial eliminations were done at company level. The best drivers were entered into regional competitions and the winners proceed to participate in the Provincial finals.

An award function was held at Tshwane Metro Police Head office conference hall on 27 September 2004 where the Provincial team who participated in the National competition which was held in North West province in October 2004, was announced.

The International competition was held in Croatia in September 2004 and Mr. J Ndebele from Metrobus was the only Gauteng bus driver who represented South Africa as one of the team members based on his performance in the 2003 National competition.

The DOTY equipment used in 2004 was manufactured based on the international standards and was implemented for the 1st time in 2004. It consisted of 18 obstacles in the track test.

Regional competitions

Seven regional competitions were conducted during June and July 2004

Johannesburg (Central) region

The competition took place on 10 June at the Wembley stadium.

22 Participants participated

Pretoria (Northern) region

The competition took place on 24 June at the Boekenhoutkloof Traffic Training College

27 Participants participated

Bronkhorstspuit (North eastern) region

The competition took place on 1 July at Bronkhorstspuit Gautrans Roads Depot

14 Participants participated

Benoni (Eastern) region

The competition took place on 8 July at Benoni Gautrans Roads Depot

26 Participants participated

Krugersdorp (Western) region

The competition took place on 15 July at OILKOL

42 Participants participated

Heidelberg (Far eastern) region

The competition took place on 22 July at the SANDF military base

39 Participants participated

Vereeniging (Southern) region

The competition took place on 24 July at the municipal Licensing centre
33 Participants participated

Summary

A total of 203 participants from 42 companies entered and completed the regional competitions

Sponsorships

The main vehicle sponsors were Macsteel who supplied 2 Rigid and 2 Articulated vehicles, Metrobus and Putco for a bus for each of the competitions. ABI Sandfontein branch sponsored soft drinks at the Pretoria and Bronkhorstspuit competitions. ABI Heidelberg sponsored soft drinks at the Heidelberg competition. Venues were sponsored as indicated above. Roadwing sponsored an Articulated vehicle and trophies for Articulated winners for the three place winners each at the Pretoria region. OILKOL, Lombard tyres and SASKO corporate sponsored prizes and bread.

Provincial competition

The competition took place on 19 August at the Boekenhoutkloof Traffic Training College. The first three winners in each category of each regional competition competed at the Provincial final, a total of 63 participants. In addition, a female category was also held.

The results of the regional competitions were as follow:

Johannesburg (Central)

	RIGID	BUS	ARCTIC
1	V MTWESI (SAB)	S GUMBI (PUTCO)	V MDAWENI (SAB)
2	S MLAUDZI (P/UP)	LJ HORN (METRO)	G MACONGWANE (ROADWING)
3	J MATLOA (P/UP)	MP IKE (METRO)	T MATHOKOA (ROADWING)

FEMALE: 1. M VUTSHILO (METRO)

Pretoria (Northern)

	RIGID	BUS	ARCTIC
1	M SEBATA (ABI)	H KLAASTE (METRO)	A V D MERWE (ABI)
2	H QETSELE (M/STEEL)	J G BUYS (TLHABANE)	J KHALABATSANE (MACSTEEL)
3	EK RAMETSI (EMR)	E MASANABO (PUTCO)	J SEEMELA (ABI)

FEMALE: 1. A MOSOMBUKA (PUTCO) 2. J NKWANA (PUTCO)

Bronkhorstspuit (North Eastern)

	RIGID	BUS	ARCTIC
1	F NGOEPE (ROADS)	V VILAKAZI (METRO)	T ZULU (MACSTEEL)
2	X HLWATIKA (M/STEEL)	G NDLOVU (PUTCO)	E MAZIBUKO (MACSTEEL)
3	D MAHLANGU (M/STEEL)	S MASHININI (PUTCO)	P NAPE (MACSTEEL)

FEMALE: 1. D MBETHE (PUTCO) 2. E MAHLANGU (PUTCO)

Benoni (Eastern)

	RIGID	BUS	ARCTIC
1	J MOLEPO (CLOVER)	W SHABANGU (PUTCO)	I MOFOKENG (AFROX)
2	J MHLANGA (CLOVER)	T SILINDA (PUTCO)	A NTSHANGASE (MACSTEEL)
3	E KHUBOGA (TSHWANE METRO)	L APHANE (PUTCO)	J MANAKA (MACSTEEL)

Krugersdorp (Western)

	RIGID	BUS	ARCTIC
1	MANAMELA (P/UP)	M CEBANI (PUTCO)	E NXABI (MACSTEEL)
2	D SIBANDE (OILKOL)	J SIMELANE (PUTCO)	R MBUYISA (MACSTEEL)
3	S IMAM (KULFI)	M MASILELA (PUTCO)	T VILAKAZI (MACSTEEL)

FEMALE: 1. E MTHIMUNYE (PUTCO) 2. E ZULU (PUTCO) 3. M. SKHOSANA (PUTCO)

Heidelberg (far eastern)

	RIGID	BUS	ARCTIC
1	L DU TOIT (PBH)	J SMITH (METRO)	L STEVENS ((PBH)
2	W FOURIE (ESKOM)	J LESO (LUXLINER)	T NYONI (PUREGAS)
3	AT SCHUTTE (ESKOM)	G DU PREEZ (ESKOM)	B SIBEKO (NIGEL BOTTLE)

Vereeniging (Southern)

	RIGID	BUS	ARCTIC
1	M RABOROKO (DIXON)	D MTIMENE (PUTCO)	J DELPORT (ROADWING)
2	S OLIPHANT (NALI)	J KEKANA (METRO)	P MASHEGO (ROADWING)
3	D KULA (PVT)	J CHAGI (VAAL/M)	M NTABONYANE (METRO)

FEMALE:1. T ZWANE (PUTCO) 2. N KHUVUTHU (PUTCO) 3. A ZWANE (METRO)

6. Departmental projects and programmes:

The sub- Directorate Road Safety Promotion participated in the following Departmental projects/ programmes.

Launches (Drive 4 Life: Easter and Festive), Prize giving functions, Handover ceremonies, Exhibitions, Road Safety week, Women's day, Children's day, Youth Day, Health and Safety day.

Measurable Deliverable	Achieved	Target for the Year
Planned Driver company education days	42	32
People reached at competitions	702	700
Taxi Drivers Reached	2 247	1820

PUBLIC EDUCATION AND INFORMATION

The department ran programmes and projects aimed at increasing awareness amongst communities on issues of safety and security.

The main objective is ensuring that communities in the province are sensitised, educated, informed and mobilised on crime issues, particularly those affecting women and children and young people.

The department employs a variety of tools and approaches to reach out to communities.

Developmental Communications

This form of communication involves direct outreach campaigns to communities. They include road shows, door-to-door campaigns, community meetings and Imbizo's.

The purpose of these campaigns is to directly interact with communities by going into their areas and in their homes. In this way, members of communities are able to raise issues of concerns directly with the department and the MEC. They can also raise complaints against law enforcement agencies that the department is required to take and resolve on behalf of affected members of the public.

During these campaigns, the department is supported by the participation of law enforcement agencies, Councillors, Community Police Forums, Non-Governmental Organisations operational in specific areas as well as community organisations. Promotional and educational material is distributed at such events, to both educate as well as market the department in communities. Door-to-door campaigns and road shows were held in the following areas:

CHILD PROTECTION WEEK

Child Protection Week is held annually in the country to highlight government programmes aimed at preventing child abuse. This focus week is the result of government declaring child abuse a priority crime, thus a need to create public consciousness and awareness.

Child Protection Week was launched in Alexandra at Phulusho Higher Primary School in May. The school was chosen owing to learners reporting abuse cases to teachers. SAPS identified the school and the department agreed to make the school the site of the launch.

1500 learners were addressed by the MEC, who encouraged them to report cases of abuse and also explained the purpose of the week to learners. The provincial strategy on the Prevention of Violence against Women and Children also prioritises children as a vulnerable group. The department thus collaborates with other departments in regard to children issues. The Department of Social Development in the province is a lead department on children and champions the Gauteng Programme of Action for Children (GPAC).

YOUTH MONTH

The month of June is designated Youth Month as a commemoration of 16 June 1976 events where young people protested against the introduction of Afrikaans as a medium of instruction in township schools. June is now commemorated annually and used to focus on issues of youth development as well as challenges facing young people.

The department uses the month of June to highlight and create awareness on its programmes around the prevention of youth criminality. The department marked Youth Month by embarking on the following activities:

Hillbrow and Westbury Clean-up Campaigns

The campaign took place on the 12th of June 2004. The department and stakeholders were aiming to create awareness around issues of gangsterism in the areas. The campaign also aimed to tackle environmental design issues that contribute to high crime levels in the area. Stakeholders who participated included SAPS, Pikitup, City Parks, City Power, Johannesburg Roads Agency and the Johannesburg Metro Police Department.

The cleaning campaign was undertaken with a view to getting young people to take pride in their areas of residence. Filthy environments are usually associated with crime hotspots and no go areas and their elimination contributes to them being less attractive to criminals. Similarly, environmental design in area contributes to its safety or less safe character. Open places, veld, alleys and dark ways provide opportunities to criminals to harass, mug and even murder members of the community. By getting local government to install lighting in identified spots, the campaign contributes to the safety of communities as more lighting creates visibility at night and significantly reduces opportunities available to criminals.

Volunteer young people cleaned the area whilst City Power fixed broken street lights and installed lighting in dark alleys and walkways. Graffiti encouraging gangsterism was also painted off the walls. Youths who participated in this campaign were mobilised through the Johannesburg Youth Desk.



Evaton Crime Awareness Campaign

The area has significant levels of unemployment and is thus vulnerable to crime. The aim was to mobilise young people to assist the police in the identification of known and wanted criminals in the area. It would also serve to deter those young people attracted to the life of crime.

It was organised by the department in collaboration with SAPS, CPF, youth organisations and the Youth Desk in the area.

The MEC led a march during this event targeting hotspots in the area and culminated in an address by the MEC and youth leaders. The march was a way of mobilising the community and creating awareness about the campaign. Artists were utilised to send anticrime messages to young people.

Information Session for Learners

A session was held with 1500 learners from 20 primary schools in the Kathorus area on the 14th of June. The session was in pursuit of the Tiisa-Thuto project and meant to inform learners of the purpose and benefits of the project. Tiisa-Thuto is a project run jointly by the department and the Centre for the Study of Violence and Reconciliation (CSVR). Its aim is to educate learners on youth criminality issues. Through this project, the department aims to contribute to and strengthen the culture of learning and teaching in schools. The 20 schools that attended are the following:

Dukathole
Keketso
Khumalo
Monde
Reahile
Nthutuko
Intokozo
Tamaho
Phumelelo
Maitjibulo
Abram Hlophe
Chivirikani
Lungisani
Manzini
Samson
Songoba
Umtholo
Sonkizizwe
Palm Ridge



Learners were addressed by MEC Firoz Cachalia and MMC for Safety in Ekurhuleni, Clr Vulindlela Maphekula on why they should not involve themselves in crime and drugs. The department continues to monitor the impact of the campaign in the area through its Social Crime Prevention and Monitoring of Police Service Delivery units.

Sports Against Crime

The department, Mamelodi Youth Desk and SAPS organised a Sports Against Crime event at Retlhabile Stadium on the 26th of June. The aim of the event was to mobilise young people in the area against crime and mob justice. The area had just experienced a number of mob justice incidents.

Through this event, an environment would be created for the department and law enforcement agencies to root out incidences of mob justice in the area.

The tournament attracted the participation of 1000 young people in the fun run, netball, soccer and drama categories. The Tshwane Metropolitan Council provided medals for the event.

WOMENS' MONTH

The month of August is designated Women's Month and used to celebrate contributions and achievements by women in ensuring a better for communities. It is also used to highlight challenges faced by women in society's ongoing struggle for women emancipation. The department marked Women's Month by holding events in the following areas:

Yeoville- a departmental audit had shown that Yeoville was one of the stations the department had never visited and was experiencing problems of community police relations and violence and abuse of women. A door-to-door campaign was held in the area.

Bophelong- the area was identified during an information session with the elderly, who raised concerns about abuse in the area, we therefore went back to raise awareness. The event was a community awareness session organised with SAPS, Youth Desk, Community Police Forum and NGOs in the area. The aim was to raise awareness on issues of violence and abuse.

Roodepoort- the area was identified by the Department of Social Services and we jointly held a door-to-door campaign to raise awareness on issues of violence and abuse.

Kagiso- the police station had just opened a Victim Empowerment Centre and it was launched during this focus month. The centre provides a service to victims of domestic violence and sexual abuse. The currently is currently linking these centres to Ikhaya Lethemba to ensure that victims access the comprehensive package offered at the centre.

Thembisa- a door-to-door campaign was held in the area. The area had been identified by our monitoring unit as experiencing increasing levels of violence and abuse of women and children. The campaign was undertaken with SAPS, CPF and community organisations in the area.

16 DAYS OF ACTIVISM OF NO VIOLENCE AGAINST WOMEN AND CHILDREN

The 16 Days of Activism of no Violence Against Women and Children is an annual campaign running from the 25th November to the 10th of December. The aim of the campaign is to create public awareness and highlight programmes and projects of government to reduce gender based violence and abuse. The department engaged in the campaign by organising the following activities:

Railway Stations Interaction

MEC, law enforcement agencies and the department interacted with train commuters during a train ride organised by the department. The purpose was to get from train commuters their experience and perception of crime issues, particularly those affecting women and children. The rides were undertaken during early mornings to reach the widest possible numbers of commuters.

The 16 Days campaign was also explained to commuters and government programmes relating to women and children were also outlined. Relevant educational material was distributed to commuters. The ride from Springs station to Johannesburg culminated in a media breakfast event where the MEC further outlined campaign plans to the media.

Further train interaction exercises were done in Soweto, Pretoria, West Rand and the Vaal and these were attended by the department, without the MEC.

16 Days Launch

The launch was held on the 25th November 2004 at Tsakane Police Station and coincided with the opening of the Victim Empowerment Centre. Statistics demonstrated at the time that Tsakane was experiencing highest levels of domestic violence in the province, hence the decision to have the launch there. The purpose of the launch was to generate provincial awareness of the 16 Days campaign through maximum media coverage, mobilise the community of Tsakane and surrounding areas on issues of violence and abuse as well as profile the new VEC that was being launched.

The MEC Firoz Cachalia, Ekurhuleni Mayor Cnr Duma Nkosi and SAPS Provincial Commissioner Perumal Naidoo all addressed the community and pledged to work together with communities to uproot the scourge of violence and abuse. The launch was attended about 3000 community members.

Interaction with Taxi Industry

The Kliptown and Bragwanath taxi ranks were visited as part of the 16 Days campaign. The purpose was to deal with perceptions that harassment of young women based on their clothing often occurred at such places. Interaction with taxi drivers provided an opportunity to interact with passengers around the campaign. Taxi associations committed themselves to ensuring that all passengers' rights, especially women, were upheld.

The department utilised a musician in these interactions to amplify its message to both taxi drivers and passengers.

Men Against Abuse

A major milestone of the campaign was when the department launched the Men Against Abuse project in Eldorado Park. The launch was a culmination of work done by various directorates in the department. The event was aimed at projecting the organisation to the community and letting the community know initiatives by them amongst them.

Our Social Crime Prevention unit continues to work jointly with forum to ensure it makes the required impact in the community.

One success of the project was when a 36 year old male was placed at a shelter in Lenasia through Men Against Abuse because he was abused by his children. At the time of the launch, MAA was in the process of finding him a job and he was responding well to counselling.

Profiling Ikhaya Lethemba

Ikhaya Lethemba is a flagship project of the government's integrated quality Social Services Strategy and the Prevention of Violence and Abuse of Women and Children. It aims to ensure that appropriate infrastructure exists to deal with violence and abuse of women and children and offer a holistic package of services to victims of violence.

Breakfast sessions to profile Ikhaya Lethemba have already been undertaken in six policing areas in the current financial year. West Rand is to have the final session. These sessions brought together all law enforcement agencies, Departments of Health, Social Development, Justice, Local Authorities, Non-Governmental Organisations and Community Based Organisations. The aim was to ensure that frontline service providers to victims of domestic violence and sexual abuse are apprised of the centre and its services. A vigorous media and outreach campaign will be being embarked upon to educate members of the community about services provided at the centre.

A DVD outlining services of Ikhaya Lethemba has been produced. Copies will be made to be distributed at the VEP centres, stakeholders and Women organisations.

SAFETY FOCUS MONTH

The month of February is used by the provincial government to focus on issues of safer communities and environment. The aim is to get communities to participate in such structures as CPF's and Crime Sector Forums. The department used the month to focus on school safety since substance abuse was identified as being on the increase. All the schools that were visited during the focus month were identified by SAPS and local government law enforcement agencies due to their problematic nature. The following activities took place:

Launch of Safety Month

The launch took place at Vezukhono Secondary School in Etwatwa, Ekurhuleni on the 08th February 2005.

The MEC addressed 1500 learners in that school, motivating them against drugs and substance abuse and encouraging them to report drug dealers and peddlers to the police. Learners were also addressed by C/r Vulindlela Maphekula, Safety MMC in Ekurhuleni.

Drugs and Substance Abuse Awareness Campaign

An awareness campaign was held at Katleho Mpumelelo High School in Sebokeng on the 22nd February 2005. Learners at the school were addressed by SAPS, the department and the Department of Education.

An awareness campaign was also held at Kagiso Secondary School on the 23rd of February 2005. A total of 1000 learners were addressed by SAPS, the department, SANCA, Ward Councillor and the Principal. Learners were warned on the effects of drugs and substance abuse and encouraged to expose those turning schools into narcotics' markets.

Launch of School Safety Committees

Our partnership with Ekurhuleni resulted in the launch of School Safety Committees in that region during February 2005. School Safety Committee is an initiative to bring together learners, educators, parents and communities to discuss issues of safety affecting their schools.

As part of promoting safety in schools, it is imperative that these committees be linked to other community structures such as Crime Sector Forums and Community Policing Forums.

In the current financial year, we are continuing with school safety promotion through amongst others, organising essay competitions in all policing areas to get learners to think and write about issues of school safety.

PUBLIC RELATIONS AND BRANDING

After the April 2004 elections, the Premier announced the formation of a new department. The former Department of Safety and Liaison was merged with the Traffic Management Directorate of the Department of Public Transport, Roads and Works to form the Department of Community Safety. That presented the new department with the challenge of developing a new brand and image.

A service provider was contracted to assist the department with the development of a new image, brand and communication messages for the new department. The exercise was completed in April 2005. The department is currently in the process of implementing recommendations arising from the exercise.

These range from developing new stationery, branding of our head office as well as regional offices and the rebranding of our traffic management.

Priority 4: Effective Traffic Management

In order to achieve an average of 6% reduction in fatalities and crashes per year over the next five years (30%) as indicated by the Premier of Gauteng, the objectives and achievements outlined in the annual report 04/05 are based on achieving the intended outcome.

With the above objective in mind and ensuring compliance with National Traffic Legislation, the Department embarked upon projects that highlighted the enforcement of traffic laws; overload control; traffic officer training; compliance with traffic legislation pertaining to Public Passenger Road Transport, Drivers License Testing Centres (DLTC) and Vehicle Testing Stations (VTS); monitoring and recording traffic related information; road safety promotion and the compliance of all subsidised and government garage vehicles to regulatory framework.

The migration of the former Department of Safety and Liaison and the Directorate: Traffic Management, formerly located in the Department of Public Transport, Roads and Works, has resulted in the new Department of Community Safety. This creation, as announced by the Premier of Gauteng during April 2004, has resulted in challenges and changes for all concerned. More significantly, it provided the ingredients for a stronger and well-directed Department that is refocused and result driven in order to fulfill the role of reducing the carnage on Gauteng's roads.

The Department of Community Safety undertook the task of restructuring the new entity with a view to ensuring that duplication of efforts and resources were eliminated in order to achieve maximum deliverables. Within this context, the component focusing on Road Safety was relocated to the Directorate: Citizen Safety and the Anti-Corruption Unit is temporarily located within the Chief Directorate: Corporate Support Services within the Department of Community Safety. Furthermore, Traffic Management's corporate support services have been centralised within the department's support services division.

Boekenhoutkloof Traffic Training College



The Traffic Training College is registered with the National Department of Transport in terms of the Road Traffic Act 93 of 1996. The three main courses namely: Traffic Officers Diploma, Examiners of Motor Vehicles and Examiners of Driver Licenses together with a variety of additional training courses are presented at the College.

Enrolment at college is from: Provinces (9), Metropolitan/District/Local authorities, SADC countries and private institutions.

The attendance of courses and the number of students trained by the College is determined by the following 4 factors:

- ☐ Accommodation facilities available on the college grounds (Maximum 80 students)
- ☐ Students traveling to and from the college, authority/entity providing own accommodation
- ☐ Needs of Provinces, Metro's, District and Local Authorities to train new officers/personnel
- ☐ Number of students per instructors ratio as prescribed by The Department of Transport (3 students = 1 instructor)

The maximum capacity per course is as follows:

- ☐ Traffic officers 140 students of which 60 may be accommodated at the collage
- ☐ Examiners of Drivers License: 18 students of which 10 may be accommodated at the college
- ☐ Examiners of Motor Vehicles: 18 students of which 10 may be accommodated at the college

We are responsible for the training of other provinces due to the fact that there was only one (1) College previously responsible for the training of all traffic officers in the old Transvaal namely: Boekenhoutkloof Traffic Training College.

The results of the Traffic Training College are as follows:

Course for Traffic Officers Diploma

The five-month training course for Traffic Officers is presented twice a year. The results are as follows:

CATEGORY	2004	2003
Students passed	99	123
Students failed	5	6
Students withdrawal	2	8
TOTAL	104	137

During 2004 students trained were from Local Authorities (68) and Mpumalanga Province (34) whereby 2 students withdrawn from the course. On completion of the course the officers will be equipped with theoretical and practical knowledge regarding traffic legislation.

Course for the Examiners of Drivers' Licenses

This ten-week course is presented four times per year and 15 students are normally admitted per course. The results are as follows:

CATEGORY	2004	2003
Students passed	67	50
Students failed	9	4
TOTAL	76	54

During 2004 this course was presented to 25 Provincial officers' 50 Local Authority and 1 Southern African Developing Countries (SADC) officer. On completion of the course the officers/person will be equipped with theoretical and practical knowledge regarding the testing and authorization of learners and Drivers licences on the K53 method of driving, as well as all of the relevant legislative issues.

Course for the Examiners of Motor Vehicles

This course is presented five times per year and is for 8 weeks duration. 15 Student are normally admitted per course. The results achieved in 2004/05 compared to 2003/04 are as follows:

CATEGORY	2004	2003
Students passed	66	77
Students failed	14	4
TOTAL	80	81

During 2004 17 Provincial, 23 Local Authority and 40 from private institutions. On completion of the course the officers/person will be equipped with theoretical and practical knowledge regarding the examining of vehicle and the authorization of roadworthiness certificates, as well as all of the relevant legislative issues.

The college was therefore successful in training 99 Traffic officers, 66 Examiners of Drivers' Licenses and 66 Examiners of Vehicles. They were deployed in hazardous locations resulting in an effective controlling of these locations

Other courses conducted by the College are as follows: (Students numbers in brackets)

- ☐ Overload Control 4 Refresher Course (35): For updating officers with latest legislation amendments with a duration of 2 weeks
- ☐ Public Passenger Road Transport - 6 Courses (140): Training provided for Traffic and transport officers regarding Gauteng Public Transport act and all other related legislative issues.
- ☐ Advance Driving 15 Courses (84): Personnel trained in offensive and defensive driving skills
- ☐ Internal refresher courses 37 Visits: For updating officers with latest legislation amendments at regional offices
- ☐ Computer Based Training (CBT) 7 Courses: Training of college staff in order to utilize Computer equipment for training purposes

The above-mentioned courses were attended by the Gauteng Traffic Management law enforcement officers.

Special Services

The main focus of this Sub-Directorate is to render specialized services through specialist units Namely:

- ☐ Inspectorate of Testing Station and Centers
- ☐ Special Patrol Unit (SPU)
- ☐ Gauteng Traffic Information Center (GTIC)
- ☐ Anti-fraud and Corruption Unit
- ☐ Central Radio Station (CRS)
- ☐ Administrative Division

It also renders transversal services to the other sub-directorates, including procurement, financial support and personnel support services.

The Inspectorate

The inspectorate inspects Vehicle Testing Stations, Drivers Licences Testing Centres for compliance with the relevant legislation as well as driving schools directives pertaining to procedure and equipment.

Stations and centres are inspected and when problem areas are identified for immediate remedial action, Severe remedial action is taken against fraudulent examiners.

Examiners investigated for non-compliance or fraudulent activities are suspended (9) and if found guilty, de-registered from the National Traffic Information System (NaTIS). Further more, facilities that do not comply with the minimum standards as outlined in the SABS codes are closed down and de-registered by Law Administration.

The following general finding and corrective measures were instituted:

Driving License Testing Centres: Deviations from legislative prescriptions Suspensions, cancellations of registrations and 14 days rectification notice

Vehicle testing Stations: Concerns regarding trend in the number of vehicles tested at Private testing stations and local Authorities and the accuracy of testing conducted Increased inspections conducted at suspected testing stations

Driving Schools: Instructors did not carry the relevant documentation with them Instructors charged for the offence and increased inspections conducted at identified driving schools

Once increased inspections were conducted the compliance by Vehicle Testing Stations, Driving License Testing Centres and Driving Schools increased resulting in better qualified drivers and more roadworthy vehicles on our provincial road network.

The Inspectorate reported the following deliverables for the 2004/05 financial year:

NO. OF INSPECTIONS PERFORMED		
PROJECTS	TARGET FOR THE YEAR	TOTAL
Driving License Testing Centres	31	56
Vehicle Testing Stations	123	176
Driving Schools	156	160
Driving School Instructors	192	192
No. Examiners Suspended	-	9

All the Vehicle Testing Stations (123), Drivers License Testing Centres (31) and driving school Instructors (192) within Gauteng were inspected for compliance. However, Driving schools were randomly inspected due to the fact that the exact number of driving schools in Gauteng are unknown because they are not legislated.

The majority of the accidents in Gauteng can be attributed towards unroadworthy vehicles and driver error. By inspecting the Vehicle Testing Stations, Drivers License Testing Stations and driving school compliance to relevant legislations increased

Special Patrol Unit

The Special Patrol Unit is a specialised highway patrol unit used for special law enforcement operations also assisting Metro/District/Local Councils with law enforcement at hazlocs in their areas of jurisdiction.

The Special Patrol Unit reported the following deliverables for the 2004/05 financial year:

The issuing of these documents resulted in the reduction of unroadworthy vehicles on our roads and ensuring compliance by road users

ARRESTS EXECUTED		
TYPE OF ARREST	TARGET FOR THE YEAR	TOTAL
Drunken Driving	-	7
Reckless & Negligent Driving	-	1

Arresting of offenders resulted in the prevention of crashes and fatalities on our roads.

PEDESTRIAN SAFETY		
ACTION	TARGET FOR THE YEAR	TOTAL
Pedestrian Arrests	-	8

According to the National Road Traffic Act 93/96: No pedestrians are allowed to be on foot on a freeway. When an officer encounters a pedestrian he will only arrest the pedestrian if he/she is not in possession of identification documents. These actions assist in the reduction/prevention of road fatalities and crashes involving pedestrians.

Gauteng Traffic Information Centre (GTIC)

The Gauteng Traffic Information Centre (GTIC) was established in 2000 to assist the Directorate with the maintaining of statistics and the collation and generation of management reports that are processed by dedicated members.

The GTIC is responsible for three (3) key areas namely Information Management (Project management), Drive 4 Life and the Provincial Accident Register (PAR).

By maintaining databases the GTIC aims to provide accurate statistics, which assists in the (1) identification of hazardous locations, (2) comparison of statistics amongst Provincial/Metro/District/Local councils (3) strategic activities of the Chief Directorate.

During 2004/05 the GTIC was achieved the following:

Traffic Management:

- ❑ Produced and collated 12 Directorate Monthly reports and 4 Quarterly reports.
- ❑ Creation of presentation and administrative assistance to the Traffic Management
- ❑ Gauteng (TMG) structure and its 10 sub-committees
- ❑ The maintaining of the Drive 4 Life (Arrive Alive) database and the generation of reports to Department of Transport.
- ❑ The co-ordination, consolidation and interpretation of statistics, operational plans and feedback reports to all role players involved in Joint operations.

Project management:

- ❑ The GTIC created and maintained project related databases on the projects and activities of the Chief Directorate Traffic Management.
- ❑ Weekly and monthly reporting assists the Chief Directorate to determine progress on the Strategic operational plan.

Provincial Accident Register (PAR):

- ❑ Monthly updating of the Provincial Accident Register (PAR) with captured accident reports from the 31 capturing authorities and ensured that the new data were transferred to the Department of Transport
- ❑ The GTIC established the detailed fatality report with detailed locations and time of fatal crashes and fatalities. This database is utilized for trend analysis and updating of current and new hazardous locations
- ❑ As part of our liaison with the capturing authorities, 12 visits were conducted to help solve problems encountered

Anti-fraud and Corruption Unit

The Anti-fraud and Corruption Unit investigates allegations of corruption within the Directorate and at Testing Centres and Stations. The unit also conducts inspections in the Directorate for compliance. During the 2004/05 financial year the unit dealt with the following:

ANTI FRAUD AND CORRUPTION UNIT PERFORMANCE		
ACTION	TARGET FOR THE YEAR	TOTAL
Number of Cases Reported / Investigated	-	101

By undertaking such exercises the unit was in a position to ensure that corruption was at a minimum.

The type of cases investigated is as follows:

- ☐ Misconduct
- ☐ Misuse of fire arms
- ☐ Misuse of subsidised and GG vehicles
- ☐ Alleged fraud and corruption

Depending on the nature of evidence people are suspended, charged, a departmental hearing conducted and if found guilty dismissed. Minor offenders were warned with training provided related to the offence

Internal Audit unit: (anti fraud and corruption unit)

This unit also conducted audits in order to identify risk areas, and to assist staff and managers to overcome any disadvantages they might have in relations to executing the required functions correctly

A total of 96 audits were scheduled for 2004/05. However, 357 actual Audits were conducted. The following items were audited:

- ☐ Leave records
- ☐ Assets
- ☐ Stock
- ☐ Firearms
- ☐ Vehicles
- ☐ Overtime claims
- ☐ Travel & subsistence claims
- ☐ Sub-vehicle claims
- ☐ Payments to service providers
- ☐ Financial control measures

The inspections conducted lead to the following findings and corrective measures instituted:

- ☐ Registers (leave, asset, Firearms, Vehicles and Claims in general) not completed correctly
- Training provided to the regional offices regarding the completion of registers
- ☐ The department was not accredited with SAPS as a weapons holder - Appointment of a Departmental armourer and registration with SAPS

Central Radio Station

The Central Radio Station provides a 24-hour service to all regional office, the SAPS and Metro/District/Local authorities. It's main functions are:

- ❑ To provide information from the National Traffic Information System (NaTIS) regarding Motor vehicle records
- ❑ Monitoring of the Reaction Vehicle Units
- ❑ Two-way radio communication with fixed and mobile units in the Province
- ❑ Dealing with reports by members of the public

GAUTENG: CENTRAL RADIO STATION	
	TOTAL
Terminals Enquiries (NaTIS)	23 619
Incidents Reported	745
Incoming / Outgoing Calls	12 103

By under taking all the above-mentioned enquiries the station plays a major role in ensuring that lives are saved through assistance provided in contacting relevant role-players/stakeholders for quick response and assistance (EMS, SAPS etc.)

Terminal enquiries assist in the identification of unlicensed/registered vehicles as well as stolen vehicles. The particulars of the owner/driver can be verified in so minimizing wrong and misleading

Incidents reported via telephone/radio resulted in quick response by authorities ensuring that all incidents are safeguard timeously and minimising delays to the flow of traffic

Public Transport Inspectorate

The main focus of the Sub-Directorate: Public Transport Inspectorate is public passenger road transport law enforcement pertaining to all public passenger vehicles stipulated under the Gauteng Public Passenger Road Transport Act (GPPRTA) 2001.

Projects:

The main projects for the year were the following:

Check for driver fitness

Inspect for vehicle roadworthiness

Check and / or inspect operating licenses issued by any operating license board for compliance

Enforcement in declared areas. Where there is any conflict in an area, the area will be declared by the MEC as a non-operational zone. While consultation with the conflicting parties is taking place, Transport Inspectorate and SAPS will patrol the declared area to ensure compliance with the instruction of the MEC

Vehicle and Driver Fitness:

The unroadworthiness of public passenger transport vehicles has been identified as a critical offence area. The Directorate implemented a comprehensive project aimed at testing public passenger road transport vehicles in the Province for roadworthiness.

The results of this vehicle testing project are as follows:

CATEGORY	2004/05		2003/04	
	TARGET FOR THE YEAR	TOTAL	TARGET FOR THE YEAR	TOTAL
Vehicles Inspected	4 000	3 840	-	1 571

Operating License Compliance Project:

This project aimed at the inspection of drivers of vehicles for driver licenses and compliance with the conditions of operating licenses. Operations were executed at taxi ranks, road blocks and roadside check points. The results of these projects for 2004/05 are as follows:

OPERATIONS	TARGET FOR THE YEAR	TOTAL
Vehicles Inspected	15 000	13 256

Before a vehicle can be issued with an operating permit, a thorough inspection has to be conducted to ensure that the vehicle is roadworthy. Vehicles are sent for inspection at the three regional offices namely: Croesus, Wadeville and Pretoria. A GP 733 (road test report) is issued at the base for every vehicle inspected. Thereafter the driver/owner will proceed to the permit board to obtain a valid permit.

Traffic Services

The main focus of the Sub-Directorate is to conduct traffic law enforcement exercises throughout Gauteng in order to effectively decrease road traffic related fatalities and crashes.

Key Projects:

The key projects of the Sub-Directorate: Traffic Services are:

- Overload Control
- Juggernaut
- Speed
- K78 Roadblocks
- Blue Light and Satellite stations
- Incident Management
- Overtime
- GG and sub Vehicles

The various projects executed by the Sub-Directorate and the results achieved during 2004/05 as follows:

1. Overload Control:

The number of vehicles weighed, overloaded and charged by Directorate Traffic Management is as follows:

ACTION	TARGET FOR THE YEAR	TOTAL
Number of Vehicles Weighed on a static scale	130 000	266 101
Number of Vehicles Overloaded	-	43 649
Number of Vehicles Charged	13 000	18 786

* 16% of vehicles weighed were found to be overloaded and 43% of vehicles overloaded were charged.

Proactive and reactive law enforcement of overloaded vehicles was conducted to ensure that the infrastructure of our road remains intact.

According to the Road Traffic Legislation, if a vehicle is overloaded, 5% is subtracted from the total weight as shown on the scale, for example: a Vehicle is permitted to carry 100 kg and is found to actually weigh 105 kg, 5% is deducted from the 105 kg. 99,75 kg may therefore not be exceeded and the driver is subsequently not charged.

Of the 43 649 vehicles that were overloaded, 24 863 vehicles were not charged after deducting the 5% from the weight as determined by the scale. 18 786 Vehicles, which is 43% of 43 649, were issued with summonses for overloading.

2. Juggernaut:

The Sub-Directorate was also responsible for the co-ordinated planning of Operation Juggernaut initiated by NDoT that focused on vehicle roadworthiness and driver fitness. This was a special project aimed at checking the roadworthiness of heavy motor vehicles and the competency of all drivers. The results are as follows:

RESULTS	TARGET FOR THE YEAR	TOTAL
AA: Operations	1 400	3 588
Number of Roadblocks	100	178

3. Speed Measuring:

Carry out speed checking at identified hazardous locations where speeding has been identified as the cause of crashes and fatalities. The results are as follows:

RESULTS	TOTAL
Vehicles Measured	450 856

Vehicles measured refers to the number of vehicles that passed the speed checking device (checking point).

4. K78 Major Road Blocks:

In order to enable all law enforcement authorities to reduce crime and road traffic related offences by all role players, roadblocks were executed at identified locations. The results are as follows:

RESULTS	TOTAL
NaTIS Enquiries	8 536

NaTIS means the National Traffic Information System. 8 536 Vehicles were checked by the operator at the Central Radio Station to determine the following:

- ☐ If a vehicle was stolen
- ☐ Validity of vehicle license
- ☐ Ownership (Name and address of owner / responsible person)
- ☐ Where vehicle has been registered

The enquiry is done either by two way radio or telephonic.

5. Blue Light and Satellite Stations

This exercise was carried out to ensure high visibility of traffic policing in identified hazardous locations and also to ensure quick emergency responses to accidents/incidents. Visible patrolling is an effective deterrent mechanism for reckless/negligent driving or any other driving offences that might occur. The results are

RESULTS	TARGET FOR THE YEAR	TOTAL
Visible Patrol on Main Roads (Person Hours)	273 000	103 132
Documents Issued	-	90 220
Arrests	-	2 845

The Satellite stations locations are as follows:

- ☐ N14 Lanseria
- ☐ N1 / N4 Interchange
- ☐ N1 Wahlmanstall
- ☐ N3 Heidelberg
- ☐ R59 Vereeniging
- ☐ N1 / N3 Gilloolys
- ☐ Buccleuch Interchange

6. Incident Management (IMS):

To safe guard an incident/accident on our national, provincial and any related road infrastructure so as to ensure free flow of traffic as quickly as possible. The results are as follows:

RESULTS	TOTAL
Number of Incidents	51
Training	8
Meetings	2

7. Government Garage and Subsidized Vehicle Inspections

In order to ensure that Government and subsidized vehicles complies with the rules and regulations, intensified operations were executed. The results for the period 2004 / 2005 are as follows:

RESULTS	TARGET FOR THE YEAR	TOTAL
Vehicles Inspected: GG	500	696
Vehicles inspected: Subsidized	200	367

* This project was terminated during October 2004

This resulted in the reduction in the misuse of Government and Subsidised vehicles.

The law enforcement activities conducted on the identified projects through out Gauteng resulted in the following documents being issued.

DOCUMENTS ISSUED	
Project/Unit	TOTAL
Special Patrol Unit	2 833
Pedestrian Safety	1 454
Vehicle and Driver fitness	13 194
Juggernaut	79 662
Speed measuring	28 353
Major K78 roadblocks	4 290
Blue Light and Satellite Stations	90 220
Total	220 006

*Documents issued are a collective fraise for the type of documentation used by traffic officers in the execution of their duties. The summons (J534) and Discontinue notice (GP460) are prescribed documents and contained in the act. The documents utilized can be explained as follows:

- Summons (J534): Is a legal document that is issued to the offender once an offence has been committed. The offender will be able to pay an admission of guilt fine or appear in Court on the date specified on the summons. This document is also in layman's terms as a "Ticket or Fine"
- Discontinue notice (GP460): Is a legal document issued to the driver/owner of a vehicle to indicate that the use of the vehicle on a public road is suspended until the vehicle is certified roadworthy by a testing station.
- Road test report (GP733): Is a document used by officers to inspect a vehicle and indicate to the driver/owner of the vehicle if all items on the vehicle comply with the National Road Traffic act 93/96

Traffic Management Flagship Projects

The Directorate: Traffic Management, in liaison with the various role players participating in the TMG structure, has put tremendous effort into the success of the 10 Traffic Management Flagship Projects. These projects are as follows:

1. Drive-4-Life
2. Pedestrian Management
3. Road Safety Engineering, Audits and Hazlocs
4. Overload Control
5. Joint Operations
6. Education and Communication
7. Testing Stations and Centres
8. Incident Management
9. Public Passenger Transport
10. Information Management and Statistics

1. DRIVE-4-LIFE FLAGSHIP PROJECT

The objective of the Drive-4-Life Project is to implement and co-ordinate the Drive-4-Life/Arrive Alive Campaign on Provincial, Metropolitan, District and Local Council level. The strategies employed to achieve this objective include:

- ❑ Increased number of joint operations
- ❑ Focus on hazardous locations and routes
- ❑ Funding by Directorate: Traffic Management
- ❑ Visible traffic law enforcement
- ❑ Major focus on pedestrian safety

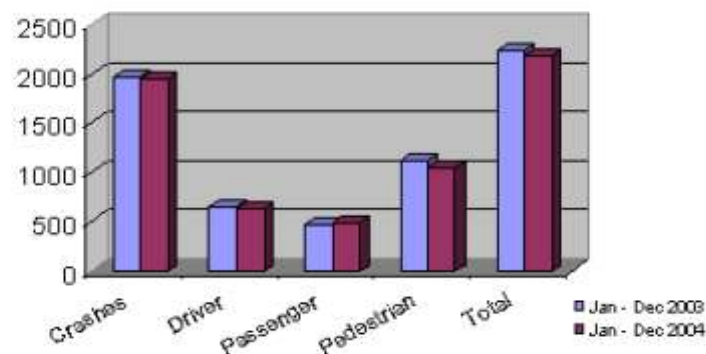
The achievements for the financial year in question are:

OUTPUT	TARGET FOR THE YEAR	TOTAL
Drive -4-Life operations	1 400	218 300
Documents issued	1 500 000	2 471 539
Vehicles tested	5 000	7 172
Road blocks	200	10 902

When comparing the number of fatalities of January – December 2004 with January – December 2003 the following deductions may be drawn:

- ❑ There was a 1% (24 less fatal crashes) reduction in the total number of fatal crashes (1945 vs. 1939)
- ❑ There was a 4% (25 less fatalities) reduction in the number of drivers fatalities (628 vs. 653)
- ❑ There was a 6% (32 less fatalities) reduction in the number of pedestrian fatalities (1 053 vs. 1114)
- ❑ In total Gauteng indicated a 2% (54 less fatalities) reduction in the number of fatalities (2 182 vs. 2 236)

January – December 2004 vs. 2003					
	Crashes	Driver	Passenger	Pedestrian	Total
Jan - Dec 2003	1969	653	469	1114	2236
Jan - Dec 2004	1945	628	501	1053	2182
Total	-24	-25	32	-61	-54
	-1%	-4%	6%	-6%	-2%



2. PEDESTRIAN MANAGEMENT FLAGSHIP PROJECT

The objective of the Pedestrian Management Flagship Project is to promote pedestrian safety through co-ordination of education, engineering, enforcement and communication projects at identified pedestrian hazlocs on Provincial, Metropolitan, District and Local Council level.

The following strategies were implemented:

- ❑ Prioritise plans for infrastructure development at hazlocs
- ❑ To conduct audits at identified hazlocs by multi-disciplinary teams
- ❑ To conduct pre-planned education and communication activities in and around the hazlocs
- ❑ Involve Community Safety Forums in education communication projects, activities and the upgrading of pedestrian facilities to take ownership of projects and activities
- ❑ To liaise with communities and community leaders in order to establish road safety forums
- ❑ Multi-disciplinary teams conducting audits at identified hazlocs

Due to the fact that 48% of all fatalities in Gauteng are pedestrians, the Pedestrian and Joint Operations Sub-committees revised their operational, communications and education programmes by updating the pedestrian hazardous locations and ensuring effective Implementation of the revised strategy.

The following is the outcome of law enforcement activities:

OUTPUT	TOTAL
Documents issued	1 454
Total pedestrians arrested	449

3. ROAD SAFETY ENGINEERING, AUDITS AND HAZLOCS FLAGSHIP PROJECT

The objective for this project is to identify and improve hazardous locations on the road and street network in Gauteng. The following strategies were utilized:

- ❑ The identification and elimination of hazardous road environment conditions at high accident risk locations on the road and street network
- ❑ Arrange and educate the community in the use and implementation of various Road Safety Manuals
- ❑ Erect new and replace existing outdated, faded or damaged regulatory, warning and guide signs, or traffic signals
- ❑ Identify at least 10 high traffic volume / pedestrian locations and address by introducing of efficient, cost effective engineering infrastructure improvements

During this year, Road Safety Audits were executed at Hendrik Potgieter Drive (P126-1).

4. OVERLOAD CONTROL FLAGSHIP PROJECT

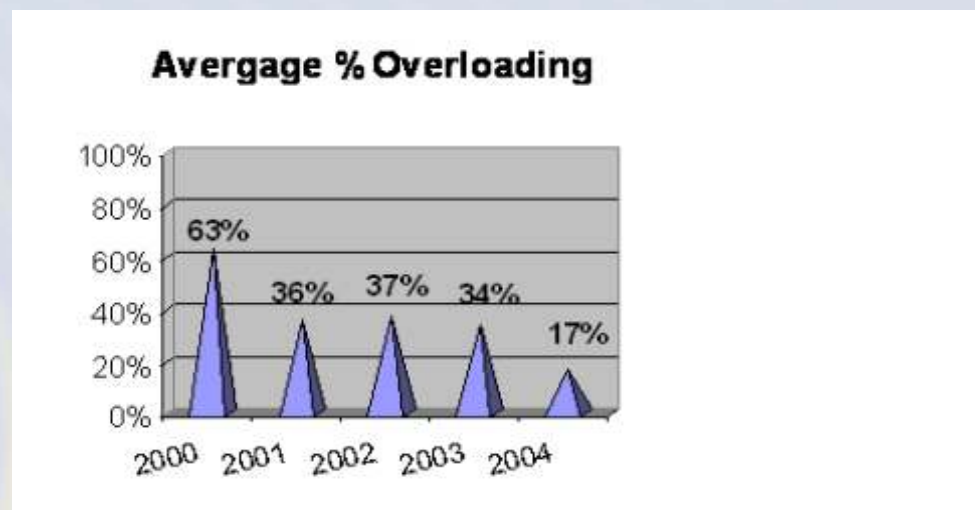
The project focuses on the execution of overload control throughout Gauteng Province to reduce the percentage of overloaded vehicles and minimise damage caused by the overloaded vehicles to the Gauteng road network. The strategies used to achieve this objective are based on:

- ❑ Upgrading of weighbridges and increased weighing operations by all role players
- ❑ Successful deployment of portable screeners on escape routes
- ❑ Computerisation of all weighbridges with uniform software for electronic transfer of data
- ❑ Major focus on severe overloads and frequent offenders
- ❑ Better co-ordination of overload law enforcement activities
- ❑ Uniform execution of overload law enforcement by all Provinces
- ❑ Cross-border assistance when and where necessary
- ❑ Government private partnership eg. SANRAL, N3TC, and Bakwena Platinum Toll operations

Achievements for 2004/05 are:

OUTPUT	TARGET FOR THE YEAR	TOTAL
Vehicles Weighed	130 000	274 747
Vehicles Overloaded	-	47 620
Vehicles Charged	13 000	21 702

An indicative presentation of the incidences of overloading over the past five years may be sketched as follows:



5. JOINT OPERATION FLAGSHIP PROJECT

The Joint Operation Flagship Project aims to reduce crashes and fatalities through the application of appropriate joint law enforcement actions at identified hazardous locations involving all enforcement agencies. Strategies include:

- ❑ Increased number of Joint Operations
- ❑ Focus on hazardous locations and routes
- ❑ Major focus on pedestrian safety
- ❑ Visible traffic law enforcement
- ❑ Co-ordination from satellite stations

Achievements for the financial year include:

RESULTS	TOTAL
Documents Issued	10 514

6. COMMUNICATION AND EDUCATION FLAGSHIP PROJECT

The objective of this project is the development and implementation of a Provincial, Education and Communication Plan in co-operation with Metro/District and Local Authorities in the implementation of the education and communication programmes. Strategies utilized in this flagship project include:

- ❑ Conduct education project workshops with Metros/District/Local Councils to update existing officers and train new officers
- ❑ Involve existing Community Safety Forums in education and communication projects and activities
- ❑ Develop and implement education and communication materials that will support the Provincial projects
- ❑ Support traffic law enforcement activities by developing and implementing appropriate supporting media messages (specialized and mass)

7. VEHICLE TESTING STATIONS, TESTING CENTRES & DRIVING SCHOOLS FLAGSHIP PROJECT

This flagship project has the following objectives:

To oversee the compliance of facilities and equipment at Testing Stations, Testing Centres and Driving Schools with technical requirements (SABS) and standards

To oversee the compliance of examiners of vehicles, examiners of driving and instructors of driving school with qualification requirements and standards

To oversee the compliance of driving licence testing centres, vehicle testing stations and driving school instructors with administrative policies, procedures, manuals and requirements

To oversee the uniform implementation of relevant legislation, regulation, policies, procedures and manuals

Achievements for the financial year in question may be recorded as:

7.1 Driving School Inspections:

Driving Schools Inspections	Target	Total
Number of Visits / Inspection	156	160

7.2 Drivers License Testing Centres Inspection:

Drivers Licence Testing Centres Inspection	Target	Total
Number of Visits / Inspection	31	56

7.3 Vehicle Testing Station Inspection:

Vehicle Testing Station Inspections	Target	Total
Number of Visits / Inspection	123	176

The unit was restructured during September - October 2004. The objectives and strategies were revisited and revised operational planning introduced to ensure that all objectives were approached to and targets obtained.

The sub-committee facilitated co-ordination throughout Gauteng in order to ensure a uniformed approach at all of the visited facilities in Gauteng.

8. INCIDENT MANAGEMENT FLAGSHIP PROJECT

The Incident Management Flagship Project has the following objectives:

- ☐ To oversee the maintenance and monitoring of IMS in the Province
- ☐ To oversee the implementation of the standards for IMS as set out in the Guideline Plans
- ☐ To promote communication and teamwork amongst the respective Steering Committees and role players
- ☐ To co-ordinate IMS training

Strategies used in this flagship project include:

- ☐ Ensure maintenance and monitoring of IMS
- ☐ Ongoing training of officers
- ☐ Debriefing on major incidents
- ☐ Interaction and co-operation with other Provinces
- ☐ Simulation exercise to be conducted in each region

Achievements for the year include:

RESULTS	TOTAL
Number of Incidents	51
Training	8
Meetings	2

9. PUBLIC PASSENGER TRANSPORT FLAGSHIP PROJECT

The Public Passenger Transport Flagship Project aims to:

To monitor public passenger transport operator's compliance with inter provincial and cross border rules and regulations

To maintain constant communication with taxi associations and taxi councils and hold regular meeting with the role players for sustainable joint operations

The flagship project uses the following strategies to achieve the objectives outlined above:

Law enforcement in the taxi industry must be executed in liaison with Metropolitan / District / Local Authorities

Increased joint public transport law enforcement operations focusing on:

- Vehicle and driver fitness
- Operators licenses compliance

Liaison with taxi associations and structures

The successes of this flagship project are:

RESULTS	TARGET FOR THE YEAR	TOTAL
Documents Issued	12 000	13 194
Vehicles Inspected: Stickers	9 000	9 404
Vehicles Inspected	15 000	13 256

His sub-committee established contact with Limpopo and Mpumulanga province and cross border operations were planned for 2005 / 2006

Major identified hazardous routes were patrolled and operations executed to ensure compliance from the public transport sector.

10. INFORMATION MANAGEMENT AND STATISTICS FLAGSHIP PROJECT

The objectives of the Information Management and Statistics Flagship Project are:

To oversee the capturing of accident report (AR) forms by the 31 capturing authorities and NDoT where applicable

To manage the capturing of backlogs and problems encountered by capturing authorities

To manage traffic management information in Gauteng through the GTIC

These objectives are achieved by:

Effective capturing of AR forms by the 31 authorities

Management of capturing backlogs

Integration of different capturing systems in Gauteng

Updating of computer hard/software at capturing authorities

Effective monitoring of progress with provincial flagship projects by the GTIC

Provide weekly, monthly and quarterly traffic management reports with inputs from the various role players

Achievements for 2004/05 are noted as:

- ☐ Ongoing transfer of data from 31 capturing authorities to GTIC and from GTIC to NATIS Successful transfer of missing data from GTIC to Ekurhuleni (12 000 files)
- ☐ Establishment of project data base for project management
- ☐ Increased liaison with SAPS in the completion of the AR and transfer of data from SAPS to capturing authorities

The results achieved by the Chief Directorate: Traffic Management is shown by the achievement of the National Productivity Award and the unit being a finalist in the Premier's Service Excellence Awards.

6. Performance Against Services

6.1 Safety Promotion

Objective	Actual output	Service delivery indicator	Outcome
Prevention of Violence against Women and Children	Implementation of Strategy for the Prevention of Violence and Abuse of Women and Children	Programmes and interventions implemented based on strategy	Coordinated effort in dealing with the Prevention of violence and abuse of women and children
	Enhancement of professional services at Ikhaya Lethemba	Number of cases opened at the Centre	Holistic package of services to victims
	Establishment of temporary accommodation model at Ikhaya Lethemba	Number of victims housed temporarily	Holistic package of services to victims

Objective	Actual output	Service delivery indicator	Outcome
	Enhancement of victim empowerment facilities at station level	Number of functional victim empowerment facilities	Victim -friendly and accessible victim empowerment services at station level
Prevention of Youth Criminality	Greater involvement of youth in anti - crime programmes and interventions	Programmes and interventions designed to reduce incidences of youth criminality	Reduction in incidences of youth criminality
Road Safety	Delivery of formal and informal road safety education to	Number of programmes implemented	Reduction in road fatalities and accidents
Awareness on safety and security issues	Awareness campaigns on the prevention of youth criminality, prevention of violence and abuse of vulnerable groups; community policing and road safety	Increased levels of Participation of communities in departmental interventions and activities Greater awareness on issues of safety and security	Informed public on safety and security issues Increased levels of reporting on incidences of crime and criminality
Sustain good working relations with media	Ongoing profiling and interaction with media houses	Improved media coverage	Positive relations between media and department

☐ Improvement and bottlenecks in provision of services

- Optimal utilization of volunteers
- Greater coordination between required role-players on social crime prevention
- Lack of coordination across and within the CJS
- Insufficient integration and planning between government departments on social crime prevention



Stakeholders

- Academic and research institutions
- Business sector
- NGOs and CBOs
- Faith -based organizations
- CPFs and CSFs
- Social Services Cluster Departments
- Criminal Justice Cluster Departments
- National, Provincial and Local Government
- Media houses (national, provincial and community)
- General public, particularly, target groups

6.2 Traffic Management

Objective	Actual output	Service delivery indicator	Outcome
Provision of accredited training to traffic law enforcement agencies	Training of traffic law enforcement officers	Number of courses offered and number of officers trained	Trained traffic law enforcement officers according to guiding frameworks
Traffic services will render a law enforcement function to regulate and control road traffic	Provision of real - time traffic data and information	Effective functioning of GTIC, PAR and CRS	Reduction in road fatalities and accidents
	Inspections of driving schools, vehicle testing stations and driver license testing centres	Number of inspections conducted	A safe environment for road users
	Patrols and operations by Special Patrol Unit	Number of arrests executed and joint operations effected	
	Implementation of traffic law enforcement exercises and projects	Number of programmes successfully implemented	

Objective	Actual output	Service delivery indicator	Outcome
Transport Inspectorate will render a law enforcement function to ensure safe, reliable and authorized public passenger road transportation	Evaluation of vehicle and driver fitness Inspection of operating licenses and permits Implementation of traffic law enforcement	Number of evaluations effected and notices issued Number of inspections conducted and notices issued Number of programmes successfully	Reduction in road fatalities and accidents A safe environment for road users

☐ Improvement and bottlenecks in provision of services

- Insufficient baseline information has been identified as a critical area for improvement to ensure accurate real -time data and information.

☐ Stakeholders

- Metropolitan Police Departments
- All spheres of Government
- District Councils
- South African Police Services

Objective	Actual output	Service delivery indicator	Outcome
Monitor levels of service delivery by SAPS	Improvement in service delivery and greater accessibility of both departmental and policing services to communities	Number of police stations profiled and visited Number of profiles generated	Improved levels of service delivery and increased customer satisfaction
Monitor functionality of MPDs	Greater co-operation and coordination between law enforcement agencies	Number and quality of joint operations between policing agencies	Coordinated effort by policing agencies in the province

Objective	Actual output	Service delivery indicator	Outcome
Management of complaints	Successful interventions on complaints raised by communities	Number of cases successfully concluded	Improved service delivery and increased customer satisfaction
Development of research and analysis capacity	Establishment of Directorate: Service Evaluation and Research Identification of research needs of the department	Existence of adequate capacity internally to support department's research needs in the form of a directorate	Internal research capacity
Sustainability of CPFs as effective civilian oversight agencies	Maintenance and sustainability of CPFs Profiling of CPFs in each policing area	Functional CPFs in policing areas Training of CPFs Existence of CPF profiles	Improved functionality and sustainability of CPFs Real -time information on CPFs

☐ Improvement and bottlenecks in provision of services

- Insufficient capacity led to recruitment of additional community safety officers for both monitoring of service delivery and community police relations
- Insufficient research and analytical skills led to establishment of the Directorate: Service Evaluation and Research.
- Inadequate utilization of business information management systems led to identification of systems that will enhance efficiency and effectiveness of departmental operations and information management.

☐ Stakeholders

- Law enforcement agencies
- Communities
- Academic and research institutions
- Business Sector
- NGOs and CBOs
- Faith -based organizations
- CPFs and CSFs
- Social Services Cluster Departments
- Criminal Justice Cluster Departments
- Independent Complaints Directorate
- Members of Mayoral Committees

6.4 Corporate Support Services

Objective	Actual output	Service delivery indicator	Outcome
Efficient and effective corporate support assistance	Implementation of financial management systems and processes	Timeous submissions of quality documents in accordance with regulatory frameworks	Submission of Strategic Plan and Budget Statements
	Implementation of Supply Chain Management	Real -time supplier database Existence of preferential procurement policy Optimal functionality of DAC	Rendering of professional supply chain management services to the department
	Implementation of Asset Management System	Functional real -time asset register Proper management and recording of assets	Correct management of assets of Department in line with regulatory frameworks
	Implementation of Human Resource Management and Development Programme	Existence of organizational structure to support department's strategic plan Workplace Skills Plan Employment Equity Reports Individual Development Plans for staff Recruitment and Selection techniques	Healthy, co - operative and skilled workforce

Objective	Actual output	Service delivery indicator	Outcome
	Implementation of an Information Technology Plan for Department	Degree of optimal utilization of information technology systems and facilities	Effective and efficient operations as a result of optimal use of IT devices, programmes and equipment
	Implementation of departmental anti - corruption and fraud strategy	% uptime Existence of anti - corruption strategy Adequate capacity within department to deal with corruption and fraud	Compliance with regulatory frameworks guiding fight against corruption and fraud
	Labour relations capacity for the department	Adequate capacity to deal with labour relations within the department	Compliance with regulatory frameworks guiding labour relations

☐ Improvement and bottlenecks in provision of services

- Created additional capacity and streamlined corporate support services functions within the department, especially, finance and human resource management, as the migration was effected.
- The need for a change management strategy resulted in interventions being designed and implemented including plans to contract an expert in this field to design and coordinate the implementation of a formal change management intervention.
- The insufficient services and programmes in relation to Employee Wellness are being enhanced to ensure proper support to staff.
- The change in risk profile of the department as a result of the migration will be addressed in the immediate future.

☐ Stakeholders

- Departmental staff
- Senior Management
- Suppliers and service providers
- Other National and Provincial Government Departments
- All spheres of Government
- Gauteng Shared Services Centre

REPORT ON THE PERFORMANCE OF PROGRAMMES AGAINST THE APPROVED PLANS

7. Departmental analysis

The primary successes and achievements of the Department of Safety and Liaison may be indicated as follows:

- ? Enhancement of professional services and the provision of temporary accommodation at Ikhaya Lethemba.
- ? Enhancement of victim empowerment facilities at police station level throughout the Province.
- ? Increased mobilization of communities in departmental activities
- ? Greater understanding of issues of safety security by communities
- ? Increased coordination and integration between law enforcement agencies
- ? Enhanced road safety education and awareness for all road users and communities.
- ? Provision of accredited training for traffic law enforcement agencies provincially, locally and SADEC region
- ? Establishment of internal research capacity.
- ? Increased sustainability of CPFs and CSFs.

8. Outcome and Output Structure:

Sub-programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
Monitor SAPS performance	Monitor service delivery by the SAPS at station and unit level especially on priority issues which are: Prevention of violence against women and children; Serious violent crimes & Corruption	Visits to stations and specialised units Identified and determined areas of intervention Recommended remedial measures and sensitised management teams	Monitor levels of service delivery by the SAPS at station level Monitor priority stations in the province with a view to exit them. Monitor the functionality of FCS Units. Prioritize 7 priority stations for exit	Visits to Stations Identified and determined areas of intervention at priority stations Recommended remedial measures and sensitised management Teams on problematic issues Facilitated development & implementation framework for exit stations. Improved service delivery at Client Service Centres. Improved accessibility of services in rural areas and informal settlements	Monitor levels of service delivery by the SAPS at station level.	Sharing of best practices in relation to policing between law enforcement agencies Improved accessibility to services rendered by Department and policing agencies
Establish effective complaints monitoring mechanism	Make necessary interventions in all complaints reported to the department	Enhancement of Service Delivery Desk Justice on Wheels	Make necessary interventions in all complaints reported to the department	Successful interventions on complaints raised with the department.	Make necessary interventions in all complaints reported to the department	Successful interventions on complaints raised by communities

Sub programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
	Identified and analysed crime trends through complaints Sensitized management teams and developed remedial measures	Improved client service at police stations	Identify and analyse crime trends through complaints Sensitise management and develop remedial measures	Analysis of crime patterns and trends. Greater levels of customer satisfaction. Justice on wheels Improved client service at police station		
Establishment and monitoring and evaluation of the Metropolitan Police Departments (Johannesburg, Tshwane and Ekurhuleni)	Improve coordination between policing agencies Ensure delivery on mandates	Established Provincial Coordinating Committee Increased visibility at local level Improved coordination at local level in terms of operations Enhanced policing services	Ensure adherence to business plans and mandate of MPDs Facilitate greater cooperation and coordination between law enforcement agencies.	Improved service delivery by MPDs. Coordinated effort by policing agencies on policing. Maximum utilisation of resources for maximum output. Joint policing operations.	Ensure adherence to business plans and mandate of MPDs Facilitate greater cooperation and coordination between law enforcement agencies.	Improved functionality of MPDs Greater co - operation and coordination between law enforcement agencies
Violence against women & children	To ensure development for prevention of violence and abuse of women and children	Provincial strategy adopted by GPG led by DSL	To implement and coordinate the strategy for the prevention of violence and abuse of women and children	Implementation of projects focusing on the prevention of violence and abuse of women and children	To operationalise the Ikhaya Lethemba One - Stop Centre	Provision and enhancement of all professional services including counseling, policing, medico - legal, prosecutorial and temporary accommodation.

Sub programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
	<p>To ensure that accessible services are provided to victims of violence and abuse</p> <p>To educate and raise awareness on the prevention of violence and abuse of women and children</p>	<p>Increased coordination of provincial activities</p> <p>Launched VEP : (Ivory Park, Tembisa and Orlando)</p> <p>Recruitment and training of volunteers to provide necessary support to victims</p> <p>Establishment of provincial one-stop-centre for victims of violence and abuse</p> <p>Implemented a Women's Focus Month Programme to highlight government programmes.</p> <p>Implemented a programme for the 16 Days of Activism to highlight government programmes.</p> <p>Participation in child protection week to raise awareness on preventative methods on child abuse.</p>	<p>To operationalise the Ikhaya Lethemba One-Stop Centre</p> <p>To facilitate the establishment of VEP facilities at station level</p>	<p>Official opening of Ikhaya Lethemba and operationalisation of Phase 1</p> <p>Establishment of 8 VEP facilities at station level</p>	To facilitate the establishment of VEP facilities at station level	<p>Assessment of VEP facilities at 99 stations.</p> <p>Establishment of 14 VEP facilities at station level</p>

Sub-programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
Community police relations	<p>To strengthen community police relations and structures for effective community policing</p> <p>To promote the coordination of social crime prevention and criminal justice system initiatives at local level</p>	<p>Improved community police relations for effective community policing at local level</p> <p>Greater participation of communities in the implementation of crime prevention initiatives</p> <p>Draft implementation strategy piloting Tshwane and Vaal areas for CSF</p>	<p>To maintain and ensure the sustainability of CPFs</p> <p>To pilot the concept of CSFs</p>	<p>42 CPFs were revived and re-launched</p> <p>2 Area Community Policing Boards were revived</p> <p>CSF concept piloted in Vaal and Pretoria</p>	<p>To ensure sustainability of CPFs and CSFs as effective civilian oversight agencies</p>	<p>An audit of all CPFs in the Province</p> <p>Establishment of 16 CPFs in areas where they did not exist</p> <p>Enhancement of CSFs in Vaal and Pretoria</p> <p>Training of CPFs on project management and the Electoral Act</p>
Prevention of Youth Criminality	To initiate, co-ordinate and implement projects aimed at youth crime prevention.	<p>Establish youth desks in police station to coordinate and implement youth crime prevention programmes.</p> <p>Implementation of youth focus month during June to highlight youth crime prevention programmes.</p>	<p>To implement framework document for prevention of youth criminality</p> <p>To establish youth desks at police station level</p> <p>To develop projects geared towards the prevention of youth criminality</p>	<p>Coordination and implementation of framework document for prevention of youth criminality</p> <p>Establishment of 43 youth desks at police station level</p>	<p>To develop projects geared towards the prevention of youth criminality</p>	<p>Design and implementation of programmes geared towards prevention of youth criminality specifically the MIB Programme; Tiisa Thuto and Youth Desks</p> <p>Reduction in incidences of youth criminality</p>

Sub-programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
	Developed a provincial youth crime prevention strategy Implantation of Khulisa Make It Better youth Leaders programme in Katlehong			Implementation of Make It Better Youth Leaders Development Programme, Tlisa Thuto and Adopt -a-Cop projects		
Public Education and awareness of departmental priorities and programmes	To raise public education and awareness on the departmental priorities and programmes	Awareness campaigns initiated in various areas throughout the province.	To raise awareness and education safety and security issues To improve and sustain good working relations between the department, policing agencies and communities	Awareness campaigns on departmental priorities and programmes. Ongoing profiling and interaction with media Conducted road shows, information sessions and campaigns.	To raise awareness on safety and security issues To sustain good working relations with media	Awareness campaigns on the prevention of youth criminality, prevention of violence and abuse of vulnerable groups, community policing and road safety Ongoing profiling and interaction with media houses

Sub-programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
Effective and Efficient Traffic Management Services	N/A	N/A	N/A	N/A	Provision of accredited training to traffic law enforcement agencies Traffic services render a law enforcement function to regulate and control road traffic	Training of traffic law enforcement officers Provision of real-time traffic data and information Inspections driving schools, vehicle testing stations and driver license testing centres

Sub-programme within the Vote	2002 - 2003		2003 - 2004		2004 - 2005	
	Goal	Result	Goal	Result	Goal	Result
					Transport Inspectorate will render a law enforcement function to ensure safe, reliable and authorized public passenger road transportation	Patrols and operations by Special Patrol Unit Implementation of traffic law enforcement exercises and projects

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Report of the Auditor General



REPORT OF THE AUDITOR-GENERAL TO THE GAUTENG PROVINCIAL
LEGISLATURE ON THE FINANCIAL STATEMENTS OF VOTE 10 -

THE DEPARTMENT OF COMMUNITY SAFETY FOR THE YEAR ENDED 31 MARCH 2005

1. AUDIT ASSIGNMENT

The financial statements as set out on pages 140 to 191, for the year ended 31 March 2005, have been audited in terms of section 188 of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004). These financial statements, the maintenance of effective control measures and compliance with relevant laws and regulations are the responsibility of the accounting officer. My responsibility is to express an opinion on these financial statements, based on the audit.

2. NATURE AND SCOPE

The audit was conducted in accordance with Statements of South African Auditing Standards. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- ? examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- ? assessing the accounting principles used and significant estimates made by management, and
- ? evaluating the overall financial statement presentation.

Furthermore, an audit includes an examination, on a test basis, of evidence supporting compliance in all material respects with the relevant laws and regulations which came to my attention and are applicable to financial matters.

The audit was completed in accordance with Auditor-General Directive No. 1 of 2005.

I believe that the audit provides a reasonable basis for my opinion.



3. QUALIFICATION

Leave management

The department did not implement sufficient internal controls to ensure that leave taken by staff were correctly reflected on PERSAL:

- (a) A recalculation of the leave provision for a sample of staff members (based on prior year audited closing balances, information in leave files, capped leave and current year accruals) indicated both over- and under statement of the leave entitlement report generated by PERSAL;
- (b) Leave was not captured accurately and in a timely manner;
- (c) Leave taken was in some instances not supported by approved leave forms; and
- (d) The Gauteng Shared Service Centre did not update the PERSAL system with leave submissions in good time.

The leave entitlement of R3 486 125, as disclosed in note 20 of the annual financial statements, was consequently misstated.

4. QUALIFIED AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matter referred to in paragraph 3, the financial statements fairly present, in all material respects, the financial position of the Department of Community Safety at 31 March 2005 and the results of its operations and cash flows for the year then ended, in accordance with prescribed accounting practice and in the manner required by the Public Finance Management Act, 1999 (Act No. 1 of 1999).

5. EMPHASIS OF MATTER

Without qualifying the audit opinion expressed above, attention is drawn to the following matters:

5.1 Unauthorised Expenditure

The department recorded overspending amounting to R 273 259.22 as detailed below:

Program 1 Management and Administration	R 8 245.82
Program 3 Monitoring and Evaluation	<u>R 265 013.40</u>
TOTAL	R 273 259.22



5.2 Traffic migration

The migration process of the Traffic Directorate, from the Department of Public Transport, Roads and Works to the Department of Community Safety was not completed as at 31 March 2005. Assets, personnel and intellectual resources held by the former directorate were consequently not formally transferred to the Department of Community Safety, although already in use by the department. In line with the "Guide for the preparation of annual reports", Annexure 4 did not reflect the value of all assets transferred from the Department of Public Transport, Roads and Works.

5.3 Inter-departmental balances

Included under accounts receivable as at 31 March 2005 was an amount of R2 217 332 which resulted from a difference between expenses incurred by the Department of Public Transport, Roads and Works on behalf of the Department of Community Safety (R53 994 542) and expenditure acknowledged by the Department of Community Safety (R51 777 210).

The report used by the Department of Public Transport, Roads and Works to determine the amount payable included support services expenditure which was disputed by the Department of Community Safety. This amount was raised as an unconfirmed liability in the records of the Department of Public Transport, Roads and Works.

5.4 Personnel expenditure

The department did not implement sufficient internal policies to ensure the validity of PERSAL interface transactions. Adequate audit evidence could consequently not be obtained to verify the validity and accuracy of reconciling items amounting to R 364 971 between PERSAL and BAS.

5.5 Fixed assets

5.5.1 Classification of expenditure

The department did not implement adequate internal policies and procedures to ensure the correct classification of expenditure. This resulted in consumable expenditure to the amount of R94 998 being allocated to capital expenditure. Also, newly acquired assets for the trauma unit to the amount of R 387 190 was incorrectly recorded as repairs and maintenance.

5.5.2 Completeness of the fixed asset register

The department did not implement sufficient internal policies to ensure the timeous recording of assets in the fixed asset register. Assets held at various trauma units were not tagged and could consequently not be traced to the fixed asset register.



5.5.3 Fixed asset internal policy

The draft fixed asset internal policy was not approved by the head of the department.

5.6 Supply Chain Management documentation

The supply chain management policy of the department did not include logistics management, disposal management and the regular assessment of supply chain performance.

5.7 Internal policy: Banking and cash management

Contrary to the requirements of Treasury Regulation 15.10.1.2, the department did not implement internal policies in respect of banking and cash management.

5.8 Traffic revenue

Monthly reconciliations were not done between money receipted relating to traffic fines paid over to the department by courts at different locations and revenue recorded on the Basic Accounting System (BAS).

5.9 Information system audit

An information system audit of the general controls surrounding the information technology environment at the Department of Community Safety revealed the following weaknesses:

- (a) A formal documented Disaster Recovery Plan and Business Continuity Plan did not exist;
- (b) Significant control weaknesses surrounding user account management on BAS existed;
- (c) An Information Technology (IT) security policy was not documented and the IT security officer's role was not defined;
- (d) Various physical access and environmental control weaknesses were identified in the server room;
- (e) An IT organisational structure was not documented and there was a key dependency on the IT Officer;
- (f) Backups were not taken and an off-site storage facility did not exist; and
- (g) An IT steering committee was not established.

Weaknesses pertaining to user account management and security raised concerns regarding the integrity of the data.

5.10 Submission of annual financial statements

The annual financial statements of the Department of Community Safety were submitted on 31 May 2005. Due to significant findings the statements were rectified and a final set was re-signed on 19 August 2005 and presented for audit.

5.11 Late completion of audit

Section 40 of the Public Finance Management Act, 1999 (Act No. 1 of 1999) prescribes the accounting officers' reporting responsibilities whilst section 40(2) requires that the Auditor-General must audit the financial statements and submit an audit report on those statements to the accounting officer within two months of receipt of the statements.

The audit was only completed on 02 September 2005 due to the following:

- (A) Re-submission of the annual financial statements on 19 August 2005 as a result of numerous audit queries;
- (b) Poor turnaround time with the submission of supporting documentation for testing; and
- (c) Final Provincial Treasury information regarding unauthorised expenditure was only received on 2 August 2005.

6. APPRECIATION

The assistance rendered by the staff of the Department of Community Safety during the audit is sincerely appreciated.

I Vanker for Auditor-General

Johannesburg

2 September 2005

Report of the accounting officer

Report by the Accounting Officer to the Executive Authority and Parliament of the Republic of South Africa

In June 2004 a political announcement was made by the Premier of Gauteng Mr Mbazima Shilowa to migrate the Traffic Management Services of the Province from the Department of Public Works and Transport to the Department of Safety and Liaison. This process necessitated the formation of a new department namely the Department of Community Safety. The process has not been without challenges but created an exciting opportunity for both entities to operate on a different plane with a major focus on change management and operational diversity.

Whereas the previous department handled a budget of less than R100m with a staff complement of less than a hundred employees the figures changed drastically greater numbers where the management had to adjust fairly rapidly to deal with the enormity of the challenge. Suddenly we had to deal with escalated number of labour relations issues as well as challenges on staff Training and Development. Recruitment and Selection on a larger scale became a reality and put tremendous strain on our inadequately capacitated Human Resources unit.

At the same time the Premier announced that the department had to reduce road accidents and fatalities by 30% over the next 5 years.

1. General review of the state of financial affairs

Significant policy decisions and strategic issues facing the Department has emerged as a result of two major processes within the financial year, namely, the appointment of a new political head as well as the integration of the former Department of Safety and Liaison and the Directorate: Traffic Management from the Department of Public Transport, Roads and Works.

On a political level, the new political head, namely the Member of the Executive Council, presents the Departments with a new focus on provincial priorities. Related to the political agenda, is the setting of provincial priorities and objectives by the Premier and the alignment of the department's five-year strategic plan to the commitments highlighted by both the Premier of the Province and the President.

The migration that the Department underwent also presented various policy, strategic and operational changes for the new entity. This process led to the Department growing from a staff complement of 80 to almost 700 staff members. On one hand, the department has had to review its organizational structure to ensure that the Department firstly, has sufficient capacity to deliver on its extended mandate and secondly, eliminates the duplication of services and resources from a programmatic perspective. To illustrate the latter, it may be highlighted that formerly the Road Safety Promotion component of Traffic Management Services has been incorporated into the Citizen Safety component within the Department as a result of the similarity of functions and programmes within each of these two units.

In addition, the Department has had to review the structure and capacity of the support services required for this new significantly bigger entity. The support services attached to the Directorate: Traffic Management was left to reside in the Department of Public Transport, Roads and Works. Hence, the Department therefore needed to elevate its internal corporate support services to cater for the new department.

From a policy perspective, the Department has initiated ground work in terms of the division of responsibilities arising from the merger. This process seeks to advise the affected departments on the functional components pertaining to traffic that should either be moved to the Department of Community Safety or remain resident in its current location.

As may be deduced, the creation of the new department has been a significant event for the Department to which a significant amount of resources has been attached. The migration also necessitated the development of a change management approach for the department with a view to creating a new corporate image and culture. In addition, the Department has to review its internal control systems in order to ensure that we align the controls for both entities. This also included the review of the delegation of authority for the approval and processing of financial transactions. On an operational level, the department also therefore had to ensure that the operational plans of Traffic Management and those of the former Department of Safety and Liaison were aligned to meet the new mandate of the organization.

Some of the major projects undertaken are:

- ☐ The development of a Provincial Safety Plan
- ☐ The functional analysis of the Directorate: Traffic Management to provide accurate information on operations and resources at the department's disposal
- ☐ The development of a new communication strategy for the new department, which paid particular emphasis on branding
- ☐ The development of a change management strategy
- ☐ An investigation into the delineation of responsibility between the Departments of Community Safety and Public Transport, Roads and Works
- ☐ A review of the organizational structure which led to the creation of 3 Chief Directorate and the deployment of additional human and material resources to each component
- ☐ The Department also established 14 Victim Empowerment Centres at police stations in the Province.

In terms of underspending for the year, the following must be noted:

- ☐ Due to the restructuring process, within the context of the migration, the process of filling vacant posts was affected. Nonetheless some of the vacancies were filled during the process of developing the strategic plan.
- ☐ The inoperationalization of Phase 2 of Ikhaya Lethemba has adversely affected the operational expenditure of the centre. This is largely due to as a result of non-participation and service delivery by critical stakeholders.
- ☐ The rationalization of programmes between the Directorate: Traffic Management and the former Department of Safety and Liaison resulted in cost-saving for the Department. This may be exemplified in terms of the alignment between the road safety promotion component within the Traffic Management entity and the Citizen Safety component within the Department where there were areas of commonality.

In spite of the above-mentioned reasons for underspending, the Department has managed to achieve satisfactory levels of service delivery which it aims to enhance through the implementation of its five-year strategic plan.

In order to deal with the processes that led to underspending, the following activities have been put in place:

- ☐ The Department has intensified its recruitment process in order to fill existing vacancies

Budget Allocation

The adjusted budget allocation for the 2004/5 financial year was R39 235 000 and after the migration of Traffic Management to the Department, an additional budget of R123 434 000 was added to the Department's coffers. The total departmental budget was then R162 669 000, of which the Department spent R157 906 000 which totals to 97% expenditure for the financial year.

The budget was allocated on the basis of the following programmes:

- ☐ Citizen Safety
- ☐ Monitoring of Service Delivery
- ☐ Service Evaluation and Research
- ☐ Public Education and Awareness
- ☐ Management and Administration which includes Corporate Support Services and the Offices of the MEC and HOD.

Spending Trends

The Department's spending pattern is as follows:

Year	Budget*	Actual	Underspent	Percentage underspent
2002-03	R 26 273 000	R 25 689 000	R 584 000	2.2%
2003-04	R 37 870 000	R 35 811 000	R2 059 000	5%
2004-05	R162 669 000	R157 906 000	R4 763 000	2.9%

*Adjustment Budget voted

2004-2005 Book Year

The Department underspent by R4 763 000 which represents 2.9% of the budget which comes as a result of the migration process, amongst other challenges. Another key challenge facing the Department was housing the total staff complement in one physical location. Within this context, the department therefore embarked upon a process of acquiring additional office space for accommodation. This space had then to be renovated to meet the needs of the department.

2. Services rendered by the Department

2.1 The department renders the following services:

- ? Providing traffic management services.
- ? Monitoring police conduct and the quality of policing services in Gauteng as well as the effective functioning of the Criminal Justice System (CJS).
- ? Implementing social crime prevention projects within communities in conjunction with other community based organisations.
- ? Assisting community based institutions and structures for effective community policing.
- ? Capacitating and supporting community based initiatives for effective community policing.
- ? Raising public awareness on the following issues:
 - The prevention of violence against women and children and other vulnerable groups.
 - The prevention of Youth criminality.
 - The improvement of Community police relations.

2.2 Tariff Policy

All law enforcement agencies utilize the National Road Traffic Act 29 of 1996 in determining the traffic tariffs, therefore, the Department also subscribing to this national determination of tariffs.

2.3 Free Service

Not applicable.

2.4 Inventories

Limited supply of stock, such as stationery and promotional material, are kept and utilized throughout the financial year.

3. Capacity constraints

The migration of the two entities, highlighted above, presented a financial challenge to the Department of Community Safety. The migration catered for the merger of the functional component, namely Traffic Management, to the Department without due consideration of the required support services (and its budget) needed for the effective and efficient provision of traffic services by the Department.

The departmental HR service as well as the finance division was stretched beyond their limits due to the insufficient capacity to deal adequately with the new department which had increased considerably in terms of numbers and services.

The announcement by the Premier of reducing road fatalities and accidents by 30% over the next five years also provided significant resource challenges to the new department.

Faced with the challenge of the migration of the two entities, the Department realised the need for specialist skills that were not available between the two entities. Within this context, the department had to source these specialized skills.

4. Utilisation of donor funds

The department did not utilise any donor funding during the 2004/05 financial year.

5. Trading entities/public entities

This item is not applicable to the department.

6. Other organisations to whom transfer payments have been made

R297 000 to Khulisa

7. Public/private partnerships

The department did not utilize public/private partnerships during the 2004/05 financial year.

8. **Corporate governance arrangements**

8.1 Risk Management

- ☐ Internal control systems have been reviewed to ensure sound financial management and this will continue. It should be noted that the Directorate: Traffic Management Services operated in a different Environment from the standards set by the new Department. This has Led to a review of the delegated authorities and the internal control systems.
- ☐ The risk management strategy was adhered to and will be reviewed in the coming financial year as the risk profile has altered due to the migration.

8.2 Internal Audit and Audit Committee

The audit committee is fully functional. Two audit committee meetings were held during the financial year. Presentations on the quarterly report were made to the Audit Committee and a thorough scrutiny of the Department's performance was made.

Several internal audits were performed for the Department by the GSSC's Audit Services (GAS).

9. Discontinued activities/activities to be discontinued

No activities have been discontinued within the Department.

10. New/proposed new activities

The following are some of the new initiatives that the Department has taken on for the medium-term expenditure framework:

- ☐ The development and implementation of a change management programme for the new department.
- ☐ The establishment of a call centre that will assist with public complaints as well as providing general information with regards to the CJS.
- ☐ The elevation of the Traffic Training College as a model of excellence providing comprehensive law enforcement training at a local and national level.
- ☐ The inclusion of Traffic Management Services in the coordination of policing in the Province.
- ☐ The integration and enhancement of business information systems and information technology to enhance policing in the province.
- ☐ The development of a Provincial Safety Plan for the Province.
- ☐ The development of a conflict management programme for the Province with regards to transport services.
- ☐ Providing assistance to Community Policing Forums (CPF) throughout the Province in terms of social crime prevention projects.

11. Events after the reporting date

None.

12. Performance Information

12.1 Management arrangements

Consideration was given to the efficient, effective, economical and transparent use of resources by:

- ☐ finalizing the delegation of powers as stated earlier, the two entities operated under different environments,
- ☐ providing financial management training especially to non-financial managers,
- ☐ ensuring that internal controls are in place and that segregation of duties has been effected.

12.2 Planning and budgeting

The department has developed a five-year strategic plan. The signing off of the five-year strategic plan has given rise to the development of operational plans for each strategic business unit within the Department. These operational plans will also assist with the tracking of organizational performance as well as assisting with the evaluation of performance per business unit for the coming financial year.

12.3 Expenditure management

Expenditure was managed by:

- ☐ implementing a tracking mechanism on committed expenditure and payments forwarded to the GSSC for payment,
- ☐ adopting a hands on approach regarding transfer payments made to partners to implement project plans,
- ☐ considering monthly age analyses on committed funds,
- ☐ improving payment procedures,
- ☐ providing on the job financial management training to avoid wasteful and fruitless expenditure, and
- ☐ A procurement year planner has been developed to ensure that planned expenditure is spent according to projections and also follows procurement procedures.

12.4 Asset and liability management

A comprehensive asset register was developed. Liabilities in terms of debtors are managed in conjunction with the GSSC.

12.5 Accounting and reporting requirements

The accounting requirements as spelled out in the PFMA have consistently been met. Monthly and quarterly reports on financial and non-financial matters are submitted to the Head of Department and the Member of the Executive Council. Submissions to Treasury on financial matters have been submitted on a monthly and a quarterly basis. The department furthermore managed to close its books timeously every month.

12.6 Financial Management Improvement

A system of monitoring and evaluation of expenditure is in place which is supported by monthly and quarterly reporting by programme managers.

13. Scopa Resolutions

No matters of emphasis were raised by the Auditor-General therefore there were no Scopa Resolutions.

14. Other

The Departmental Audit Committee is of the opinion that the Department must show the comparative figures for the 2003-2004 financial years of the Directorate: Traffic Management. The Departmental Audit Committee at which the Directorate previously reported have a different opinion as they are not willing to release the comparative figures.

The Department has sought the advice of the Auditor-General on the matter who shares the view that as the Department of Community Safety is a new entity it does not have to provide comparative figures.

The budget for the Department of Community Safety was allocated on the basis of specific projects, which are managed, implemented and monitored by various Programme Managers. This budgeting process may not necessarily have been followed by the Directorate: Traffic Management within the Department of Public Transport, Roads and Works.

The budget for Traffic Management that was transferred to the Department of Community Safety during the budget adjustment process was allocated as follows:

Compensation of Employees	R 93 498 000
Goods and Services	R 58 180 000
Capital Assets	R 9 882 000
Transfers	R 1 109 000
Non-profit Institutions	R 909 000
Provinces & Municipalities	R 200 000
 Total Budget	 R162 669 000

The attached annual financial statements set out on pages 140-191 have been approved by the Head of Department.

Kind regards



A. Dlodlo
Head of Department/Accounting Officer
2005-05-31

R Report of the Audit Committee

GAUTENG PROVINCIAL GOVERNMENT

Department of Community Safety

Report of the Audit Committee Cluster 3

REPORT OF THE AUDIT COMMITTEE

We are pleased to present our report for the financial year ended 31st March 2005.

Audit Committee Members and attendance

The Audit Committee met during the financial year on 5 occasions in terms of the charter. Meetings were held on the following dates 4 June 2004, 25 June 2004, 13 August 2004, 26 November 2004 and 29 April 2005.

Members and their attendance at meetings during the year was as follows:

	Meetings attended
Precious Sibiya external member	4
Anton du Toit - external member	5
Thozama Mlonzi external member	3
MaLlele PeTje	3
Sibusiso Mpanza	3
Ayanda Dlodlo	2
Linda Mvanana	1
Vuyani Mpofu	2

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from section 38(1)(a) of the PFMA and Treasury Regulations 3.1.13. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its audit committee charter, has regulated its affairs in compliance with its charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

The system of internal control is partially effective as the various reports of the internal auditors, the audit report on the annual financial statements, the matter of emphasis in the audit report and management letter of the Auditor-General have reported certain matters of non-compliance with prescribed policies and procedures. An ongoing risk assessment has been performed during the financial year under review.

R Report of the Audit Committee

The quality of in year management and quarterly reports submitted in terms of the Act and the Division of Revenue Act.

The Audit Committee is satisfied with the content and quality of quarterly reports prepared and issued by the Accounting Officer and the Department during the year under review.

Evaluation of Annual Financial Statements

The Audit Committee has:

- ✍ Reviewed and discussed with the Auditor-General and the Accounting Officer the audited Annual Financial Statements to be included in the Annual Report;
- ✍ Reviewed issues raised by the Auditor-General and management response during the Audit Committee meeting held to approve the Annual Financial Statements;
- ✍ Reviewed changes in accounting policies and practices;
- ✍ Reviewed significant adjustments resulting from the audit.

The Audit Committee concurs and accepts the conclusions of the Auditor-General on the Annual Financial Statements and is of the opinion the audited Annual Financial Statements be accepted and read together with the report of the Auditor-General.



Chairperson of the Audit Committee

Date 8/09/2005

Accounting Policies

The Annual Financial Statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. However, where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the Annual Financial Statements and to comply with the statutory requirements of the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), the Treasury Regulations for Departments and Constitutional Institutions issued in terms of the Act and the Division of Revenue Act, Act 5 of 2004. The following issued, but not yet effective Standards of Generally Recognised Accounting Practice have not been fully complied with in the Annual Financial Statements: GRAP 1, 2 and 3.

1. Basis of preparation

The Annual Financial Statements have been prepared on a modified cash basis of accounting, except where stated otherwise. The modified cash basis constitutes the cash basis of accounting supplemented with additional disclosure items. Under the cash basis of accounting transactions and other events are recognised when cash is received or paid. Under the accrual basis of accounting transactions and other events are recognised when incurred and not when cash is received or paid.

2. Revenue

Appropriated funds

Voted funds are the amounts appropriated to a department in accordance with the final budget known as the Adjusted Estimates of National/Provincial Expenditure. Unexpended voted funds are surrendered to the National/Provincial Revenue Fund, unless otherwise stated.

Departmental revenue

Tax revenue

A tax receipt is defined as compulsory, irrecoverable revenue collected by entities. Tax receipts are recognised as revenue in the statement of financial performance on receipt of the funds.

Sale of goods and services other than capital assets

This comprises the proceeds from the sale of goods and/or services produced by the entity. Revenue is recognised in the statement of financial performance on receipt of the funds.

Fines, penalties and forfeits

Fines, penalties and forfeits are compulsory receipts imposed by court or quasi-judicial body. Revenue is recognised in the statement of financial performance on receipt of the funds.

Interest, dividends and rent on land

Interest and dividends received are recognised upon receipt of the funds, and no provision is made for interest or dividends receivable from the last receipt date to the end of the reporting period. They are recognised as revenue in the Statement of Financial Performance of the department and then transferred to the National/Provincial Revenue Fund. Revenue received from the rent of land is recognised in the statement of financial performance on receipt of the funds.

Sale of capital assets

The proceeds from the sale of capital assets is recognised as revenue in the statement of financial performance on receipt of the funds.

Financial transactions in assets and liabilities

Repayments of loans and advances previously extended to employees and public corporations for policy purposes are recognised as revenue in the statement of financial performance on receipt of the funds.

Cheques issued in previous accounting periods that expire before being banked are recognised as revenue in the statement of financial performance when the cheque becomes stale. When the cheque is reissued the payment is made from Revenue.

Local and foreign aid assistance

Local and foreign aid assistance is recognised in the statement of financial performance on receipt of funds. Where amounts are expensed before funds are received, a receivable is raised. Where amounts have been inappropriately expensed using Local and Foreign aid assistance, a payable is raised. In the situation where the department is allowed to retain surplus funds, these funds are shown as a reserve.

3. Expenditure

Compensation of employees

Salaries and wages comprise payments to employees. Salaries and wages are recognised as an expense in the statement of financial performance when the final authorisation for payment is effected on the system. The expenditure is classified as capital where the employees were involved, on a full time basis, on capital projects during the financial year. All other payments are classified as current expense.

Social contributions include the entities' contribution to social insurance schemes paid on behalf of the employee. Social contributions are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system.

Short-term employee benefits

The cost of short-term employee benefits is expensed in the Statement of Financial Performance in the reporting period when the final authorisation for payment is effected on the system. Short-term employee benefits, that give rise to a present legal or constructive obligation are disclosed as a disclosure note to the Annual Financial Statements and are not recognised in the Statement of Financial Performance.

Long-term employee benefits and other post employment benefits

Termination benefits

Termination benefits are recognised and expensed only when the final authorisation for payment is effected on the system.

Medical benefits

The department provides medical benefits for its employees through defined benefit plans. Employer contributions to the fund are incurred when the final authorisation for payment is effected on the system. No provision is made for medical benefits in the Annual Financial Statements of the department.

Post employment retirement benefits

The department provides retirement benefits for certain of its employees through a defined benefit plan for government employees. These benefits are funded by both employer and employee contributions. Employer contributions to the fund are expensed when the final authorisation for payment to the fund is effected on the system. No provision is made for retirement benefits in the Annual Financial Statements of the department. Any potential liabilities are disclosed in the Annual Financial Statements of the National/Provincial Revenue Fund and not in the Annual Financial Statements of the employer department.

Other employee benefits

Obligations arising from leave entitlement, thirteenth cheque and performance bonus that are reflected in the disclosure notes have not been paid for at year-end.

Goods and services

Payments made for goods and/or services are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system. The expense is classified as capital if the goods and services was used on a capital project.

Interest and rent on land

Interest and rental payments resulting from the use of land, are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system. This item excludes rental on the use of buildings or other fixed structures.

Financial transactions in assets and liabilities

Financial transactions in assets and liabilities include bad debts written off. Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or underspending available to the department. The write off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts.

Unauthorised expenditure

Unauthorised expenditure, is defined as:

- ☐ The overspending of a vote or a main division within a vote, or
- ☐ Expenditure that was not made in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

Such expenditure is treated as a current asset in the Statement of Financial Position until such expenditure is approved by the relevant authority, recovered or written off as irrecoverable.

Irregular expenditure

Irregular expenditure, is defined as : expenditure, other than unauthorised expenditure, incurred in contravention or not in accordance with a requirement of any applicable legislation, including:

- ☐ the Public Finance Management Act
- ☐ the State Tender Board Act, or any regulations made in terms of this act, or
- ☐ any provincial legislation providing for procurement procedures in that provincial government.

It is treated as expenditure in the Statement of Financial Performance. If such expenditure is not condoned and it is possibly recoverable it is disclosed as receivable in the Statement of Financial Position at year-end.

Fruitless and wasteful expenditure

Fruitless and wasteful expenditure, is defined as:

expenditure that was made in vain and would have been avoided had reasonable care been exercised, therefore

- ☐ it must be recovered from a responsible official (a debtor account should be raised), or
- ☐ the vote. (If responsibility cannot be determined.)

Such expenditure is treated as a current asset in the Statement of Financial Position until such expenditure is recovered from the responsible official or written off as irrecoverable.

4.. Transfers and subsidies

Transfers and subsidies include all irrecoverable payments made by the entity. Transfers and subsidies are recognised as an expense when the final authorisation for payment is effected on the system.

5.. Expenditure for capital assets

Capital assets are assets that can be used repeatedly and continuously in production for more than one year. Payments made for capital assets are recognised as an expense in the Statement of Financial Performance when the final authorisation for payment is effected on the system.

6. Investments

Investments include; Investments in Associates; Joint ventures; Investments in controlled entities and other investments.

Investments are shown at cost. On disposal of an investment, the surplus/(deficit) is recognised as revenue in the Statement of Financial Performance.

7. Receivables

Receivables are not normally recognised under the modified cash basis of accounting. However, receivables included in the Statement of Financial Position arise from cash payments that are recoverable from another party, when the payments are made.

Receivables for services delivered are not recognised in the Statement of Financial Position as a current asset or as income in the Statement of Financial Performance, as the Annual Financial Statements are prepared on a modified cash basis of accounting, but are disclosed separately as part of the disclosure notes to enhance the usefulness of the Annual Financial Statements.

8. Cash and cash equivalents

Cash and cash equivalents consists of cash on hand and balances with banks, short term investments in money market instruments and demand deposits. Cash equivalents are short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

9. Payables

Payables are not normally recognised under the modified cash basis of accounting. However, payables included in the Statement of Financial Position arise from advances received that are due to the Provincial/National Revenue Fund or another party.

10. Lease commitments

Lease commitments for the period remaining from the reporting date until the end of the lease contract are disclosed as part of the disclosure notes to the Annual Financial Statements. These commitments are not recognised in the Statement of Financial Position as a liability or as expenditure in the Statement of Financial Performance as the Annual Financial Statements are prepared on the cash basis of accounting. Operating lease expenditure is expensed when the payment is made.

Finance lease expenditure is expensed when the payment is made, but results in the acquisition of the asset under the lease agreement. A finance lease is not allowed in terms of the Public Finance Management Act.

11. Accruals

This amount represents goods/services that have been received, but no invoice has been received from the supplier at the reporting date, OR an invoice has been received but final authorisation for payment has not been effected on the system. These amounts are not recognised in the Statement of Financial Position as a liability or as expenditure in the Statement of Financial Performance as the Annual Financial Statements are prepared on a modified cash basis of accounting, but are however disclosed as part of the disclosure notes.

12. Contingent liability

This 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 wholly within the control of the department; or

a present obligation that arises from past events but is not recognised because:

- ☐ it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
- ☐ the amount of the obligation cannot be measured with sufficient reliability

Contingent liabilities are not recognised in the Statement of Financial position, but the information is disclosed as part of the disclosure notes.

13. Commitments

This amount represents goods/services that have been approved and/or contracted, but no delivery has taken place at the reporting date. These amounts are not recognised in the Statement of financial position as a liability or as expenditure in the Statement of Financial Performance as the Annual Financial Statements are prepared on a modified cash basis of accounting, but are however disclosed as part of the disclosure notes.

14. Capitalisation reserve

The capitalisation reserve represents an amount equal to the value of the investment and/or loans capitalised. On disposal, repayment or recovery, such amounts are transferred to the Revenue Fund.

15. Recoverable revenue

Recoverable revenue represents payments made and recognised in the Statement of Financial Performance as an expense in previous years due to non-performance in accordance with an agreement, which have now become recoverable from a debtor. Repayments are transferred to the Revenue Fund as and when the repayment is received.

16. Comparative figures

Where necessary, comparative figures have been restated to conform to the changes in the presentation in the current year. The comparative figures shown in these Annual Financial Statements are limited to the figures shown in the previous year's audited Annual Financial Statements and such other comparative figures that the department may reasonably have available for reporting. Reclassification of expenditure has occurred due to the implementation of the Standard Chart of Accounts. It is not practical to present comparative amounts in the Cash Flow Statements as this would involve reclassification of amounts dating back to the 2002/03 year-end.

Appropriation Statement

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
APPROPRIATION STATEMENT
for the year ended 31 March 2005

Appropriation per programme									
		2004/05						2003/04	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Management and Administration									
Current payment	9,522	-	500	10,022	10,030	(8)	100.1%	9,170	9,043
Transfers and subsidies	20	-	20	40	39	1	97.5%	-	-
Payment for capital assets	736	-	-	736	338	398	45.9%	177	173
2. Social Crime Prevention									
Current payment	17,269	-	(30)	17,239	16,403	836	95.2%	16,373	15,815
Transfers and subsidies	929	-	(20)	909	338	571	37.2%	2,048	1,320
Payment for capital assets	4,420	-	-	4,420	3,903	517	88.3%	3,763	3,763
3. Monitoring and Evaluation									
Current payment	5,135	-	580	5,715	5,980	(265)	104.6%	5,777	5,135
Transfers and subsidies	20	-	-	20	13	7	65.0%	-	-
Payment for capital assets	1,420	-	-	1,420	1,160	260	81.7%	562	562

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
APPROPRIATION STATEMENT (cont.)
for the year ended 31 March 2005

Appropriation per programme									
		2004/05						2003/04	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
4. Traffic Management									
Current payment	119,752	-	(1,050)	118,702	116,980	1,722	98.5%	-	-
Transfers and subsidies	140	-	-	140		140	0.0%	-	-
Payment for capital assets	3,306	-	-	3,306	2,703	603	81.8%	-	-
5. Special Functions									
Current payment					19	(19)			
Subtotal	162,669	-	-	162,669	157,906	4,763	97.1%	37,870	35,811
Statutory Appropriation									
TOTAL	162,669	-	-	162,669	157,906	4,763	97.1%	37,870	35,811
Reconciliation with Statement of Financial Performance									
Prior year unauthorised expenditure approved with funding								1,183	
Departmental revenue received								72	
Actual amounts per Statements of Financial Performance (Total revenue)				167,092				39,125	
Actual amounts per Statements of Financial Performance (Total expenditure)					157,906				35,811

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
APPROPRIATION STATEMENT (cont.)
for the year ended 31 March 2005

Appropriation per economic classification									
		2004/05						2003/04	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	93,498	-	-	93,498	89,871	3,627	96.1%	12,010	10,866
Goods and services	58,180	-	-	58,180	59,522	(1,342)	102.3%	19,368	19,058
Interest and rent on land									
Financial transactions in assets and liabilities					19	(19)			
Transfers and subsidies to: Provinces and municipalities	200	-	20	220	93	(150)	168.2%	-	-
Departmental agencies and accounts									
Universities and technikons									
Foreign governments and international organisations									
Public corporations and private enterprises									
Non-profit institutions	909	-	(20)	889	297	592	33.4%	936	336
Households									
Gifts and donations									
Payment for capital assets									
Buildings and other fixed structures									
Machinery and equipment	9,882	-	-	9,882	8,104	1,778	82.0%	5,556	5,551
Biological or cultivated assets									
Software and other intangible assets									
Land and subsoil assets									
Total	162.669	-	-	162,669	157,906	4,763	97.1%	37,870	35,811

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
APPROPRIATION STATEMENT (cont.)
for the year ended 31 March 2005

Statutory Appropriation									
		2004/05						2003/04	
Details of direct charges against the National/Provincial Revenue Fund	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
List all direct charges against the Revenue Fund President and Deputy President salaries Minister and Deputy Ministers salaries Member of executive committee / parliamentary officers Judges salaries Sector education and training authorities (SETA) National Skills Fund									
Total									

D

Detail per Programme

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME
for the year ended 31 March 2005

Statutory Appropriation									
		2004/05						2003/04	
Management and Administration Programme per subprogramme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1.1 MEC's Office									
Current payment									
Transfers and subsidies	2,582	-	-	2,582	2,225	357	86.2%	2,456	2,360
Payment for capital assets	100	-	-	100	32	68	0%	-	-
1.2 Departmental Management									
Current payment	6,940	-	500	7,440	7,805	(365)	104.9%	6,714	6,683
Transfers and subsidies	20	-	20	40	39	1	97.5%	-	-
Payment for capital assets	636	-	-	636	306	330	48.1%	177	173
TOTAL	10,278		520	10,798	10,407	391	96.4%	9,347	9,216

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

Statutory Appropriation									
		2004/05						2003/04	
Economic Classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	6,242		500	6,742	6,777	(35)	100.5%	4,800	4,797
Goods and services	3,280			3,280	3,253	27	99.2%	4,370	4,246
Interest and rent on land									
Financial transactions in assets and liabilities									
Transfers and subsidies to:									
Provinces and municipalities	20		20	40	39	1	97.5%	-	-
Departmental agencies and accounts									
Universities and technikons									
Foreign governments and international organisations									
Public corporations and private enterprises									
Non-profit institutions									
Households									
Gifts and donations									
Payment for capital assets									
Buildings and other fixed structures									
Machinery and equipment	736								
Biological or cultivated assets				736	338	398	45.9%	177	173
Software and other intangible assets									
Land and subsoil assets									
Total	10,278		520	10,798	10,407	391	96.4%	9,347	9,216

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

		2004/05						2003/04	
Social Crime Prevention Programme per subprogramme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final appropriation	Final Appropriation	Actual Payment
	R '000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
2.1 Community Safety									
Current payment	990		-	990	1,618	(628)	163.4%	435	463
Transfers and subsidies									
Payment for capital assets	409		-	409	297	112	72.6%	469	266
2.2 Community Safety Admin									
Current payment	3,650		(30)	3,650	3,628	22	99.4%	3,733	3,733
Transfers and subsidies	2,939		-	2,909	1,680	1,229	57.8%	2,642	2,512
Payment for capital assets	20		-	20	11	9	55.0%		
2.3 Liaison									
Current payment	126		(20)	126	46	80	36.5%	469	544
Transfers and subsidies	500		-	480		480	0.0%	525	-
Payment for capital assets									
2.4 Ikhaya Lethemba				6,230	5,578	652	89.5%	5,946	5,527
Current payment	6,230		-		30	(30)			
Transfers and subsidies	-		-						
Payment for capital assets	770		-	770	275	495	35.7%	1,054	1,054
2.5 Research support									
Current payment	683		-	683	371	312	54.3%	634	592
Transfers and subsidies									
Payment for capital assets									
2.6 Communication Service									
Current payment	2,419		-	2,419	2,162	257	89.4%	2,695	2,690
Transfers and subsidies									
Payment for capital assets	-		-	-	-	-	-	30	30
2.7 Raise Awareness									
Current payment	2,034			2,034	2,193	(159)	107.8%	1,818	1,802
Transfers and subsidies									
Payment for capital assets									
2.8 Public Education and Communication Administration									
Current payment	1,848			1,848	2,755	(907)	149.1%	1,734	1,685
Transfers and subsidies									
Payment for capital assets									
TOTAL	22,618		(50)	22,568	20,644	1,924	91.5%	22,184	20,898

				2004/05				2003/04	
Economic Classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final appropriation	Final Appropriation	Actual Payment
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	5,590			5,590	4,923	667	88.1%	4,125	3,597
Goods and services	11,679		(30)	11,649	11,480	169	98.5%	12,306	12,149
Financial transactions in assets and liabilities									
Transfers and subsidies to: Provinces and municipalities	20			20	41	(21)	205.05	-	-
Departmental agencies and accounts									
Universities and technikons									
Foreign governments and international organisations									
Public corporations and private enterprises									
Non-profit institutions	909		(20)	889	297	592	33.4%	936	336
Households									
Gifts and donations									
Payment for capital assets									
Buildings and other fixed structures									
Machinery and equipment	4,420			4,420	3,903	517	88.8%	4,817	4,816
Total	22,618		(50)	22,568	20,644	1,924	91.5%	22,184	20,898

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

	2004/05							2003/04	
Monitoring and Evaluation Programme per subprogramme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final Appropriation	Final Appropriation	Actual Payment
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
3.1 Service Delivery									
Current payment	598			598	1,565	(967)	261.3%	1,130	1,127
Transfers and subsidies									
Payment for capital assets	650			650	395	255	60.8%	562	562
3.2 Service Delivery Admin									
Current payment	4,213		30	4,243	3,570	673	84.1%	3,762	3,148
Transfers and subsidies	20			20	13	7	65.0%	-	-
Payment for capital assets									
3.3 Monitoring of CJS									
Current payment	324			874	845	29	96.7%	885	860
Transfers and subsidies									
Payment for capital assets	770		550	770	765	5	99.4%	-	-
TOTAL	6,575	-	580	7,155	7,153	2	100.0%	6,339	5,697

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

	2004/05							2003/04	
Economic Classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Payment R'000	Variance R'000	Payment as % of final appropriation %	Final Appropriation R'000	Actual Payment R'000
Current payment									
Compensation of employees	4,118		550	4,668	4,424	244	94.8%	3,085	2,472
Goods and services	1,017		30	1,047	1,556	(509)	148.6%	2,692	2,663
Interest and rent on land									
Financial transactions in assets and liabilities									
Transfers and subsidies to:									
Provinces and municipalities	20			20	13	7	65.0%	-	-
Departmental agencies and accounts									
Universities and technikons									
Foreign governments and international organisations									
Public corporations and private enterprises									
Non-profit institutions									
Households									
Gifts and donations									
Payment for capital assets									
Buildings and other fixed structures									
Machinery and equipment	1,420			1,420	1,160	260	81.75	562	562
Biological or cultivated assets									
Software and other intangible assets									
Land and subsoil assets									
Total	6,575		580	7,155	7,153	2	100.0%	6,339	5,697

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

	2004/05							2003/04	
Traffic Management Programme per Subprogramme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final Appropriation	Final Appropriation	Actual Payment
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
4.1 Traffic Law enforcement									
Current payment	119,752	-	(1,050)	118,702	116,797	1,905	98.4%	-	-
Transfers and subsidies	140	-		140	183	(43)	130.7%	-	-
Payment for capital assets	3,306	-		3,306	2,703	603	81.8%	-	-
TOTAL	123,198	-	(1,050)	122,148	119,683	2,465	98.0%	-	-

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DETAIL PER PROGRAMME (cont.)
for the year ended 31 March 2005

Economic Classification	2004/05							2003/04	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Payment	Variance	Payment as % of final appropriation	Final appropriation	Actual Payment
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	77,548		(1,050)	76,498	73,747	2,934	96%	-	-
Goods and services	42,204			42,204	43,233	(1,029)	102.4%	-	-
Interest and rent on land									
Financial transactions in assets and liabilities									
Transfers and subsidies to:									
Provinces and municipalities								-	-
Departmental agencies and accounts									
Universities and technikons									
Foreign governments and international organisations									
Public corporations and private enterprises									
Non-profit institutions	140			140		140			
Households									
Gifts and donations									
Payment for capital assets									
Buildings and other fixed structures									
Machinery and equipment	3,306			3,306	2,703	603	81.8%	-	-
Biological or cultivated assets									
Software and other intangible assets									
Land and subsoil assets									
Total	123,198		(1,050)	122,148	119,683	2,465	98.0%	-	-

Notes to the Appropriation Statement

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

Detail of these transactions can be viewed in note 7 (Transfers and subsidies) and Annexure 1 (A-K) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on financial transactions in assets and liabilities

Detail of these transactions per programme can be viewed in note 5 (Financial transactions in assets and liabilities) to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after Virement):

4.1	Per Programme	Voted Funds after virement	Actual Expenditure	R'000	%
	Programme 1	10,798	10,407	391	96.4%
	Programme 2	22,568	20,644	1,924	91.5%
	Programme 3	7,155	7,153	2	100%
	Programme 4	122,148	119,683	2,465	98.0%

Programme 1: An underspending of 3.4% which equals to R391 000 occurred mainly as a result of projects that were not completed at year end but work was in progress. Since we are operating on a cash basis payment couldn't be advanced before completion of work.

Programme 2: An Underspending of 8.5% can be attributed mainly to the delay of furniture for the Victim Empowerment Centres as a result of late completion of this centres.

Programme 4: An underspending of 2% is as a result of a number of vacant Traffic Officers posts that were not filled whose main delay was due to the migration process.

4.2 Per Economic classification

Current payment:	Allocation	Expenditure	Variance
Compensation of employees	R93,498	R89,871	R3,627
Goods and services	R58,180	R59,522	R1,342
Interest and rent on land	-	-	-
Financial transactions in assets and liabilities	-	R 19	R 19
Transfers and subsidies:			
Provinces and municipalities	R 220	R 93	R 127
Non-profit institutions	R 889	R 297	R 592
Households	-	-	-
Payments for capital assets:			
Buildings and other fixed structures	-	-	-
Machinery and equipment	R 9,882	R 8,104	R1,778

Statement of Financial Performance

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2005

	Note	2004/05 R'000	2003/04 R'000
REVENUE			
Annual appropriation	1	162,669	37,870
Appropriation for unauthorised expenditure approved	6		1,183
Departmental revenue	2	4,423	72
TOTAL REVENUE		167,092	39,125
EXPENDITURE			
Current expenditure			
Compensation of employees	3	89,871	10,866
Goods and services	4	59,522	19,058
Financial transactions in assets and liabilities	5	19	-
Total current expenditure		149,412	29,924
Transfers and subsidies	7	390	336
Expenditure for capital assets			
Machinery and Equipment	8	8,104	5,551
Total expenditure for capital assets			
TOTAL EXPENDITURE		157,906	35,811
NET SURPLUS/(DEFICIT)		9,186	3,314
Add back unauthorised expenditure	6	273	(1,183)
NET SURPLUS/(DEFICIT) FOR THE YEAR		9,459	2,131
Reconciliation of Net Surplus/(Deficit) for the year			
Voted Funds to be surrendered to the Revenue Fund/unutilised		5,036	2,059
Departmental receipts to be surrendered to the Revenue Fund	13	4,423	72
NET SURPLUS/(DEFICIT) FOR THE YEAR		9,459	2,131

Statement of Financial Position

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
STATEMENT OF FINANCIAL POSITION
for the year ended 31 March 2005

	Note	2004/05 R'000	2003/04 R'000
ASSETS			
Current assets		5,746	2,128
Cash and cash equivalents	9	2,601	2,059
Prepayments and advances	10	123	10
Receivables	11	2,749	59
Unauthorised Expenditure	6	273	-
TOTAL ASSETS		5,746	2,128
LIABILITIES			
Current liabilities		5,746	2,128
Voted funds to be surrendered to the Revenue Fund	12	5,035	2,059
Departmental revenue to be surrendered to the Revenue Fund	13	605	22
Payables	14	106	47
TOTAL LIABILITIES		5,746	2,128
NET ASSETS		-	-
Represented by:			
Capitalisation reserve		-	-
Recoverable revenue		-	-
TOTAL		-	-

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Statement of Changes in Net Assets

	Note	2004/05 R'000	2003/04 R'000
Capitalisation reserve			
Opening balance			
Transfers			
Closing balance			
Recoverable revenue			
Opening balance			
Debts written off			
Debts recovered (included in departmental revenue)			
Debts raised			
Prior year adjustment			
Closing balance			
TOTAL			

Cash Flow Statement

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
CASH FLOW STATEMENT
for the year ended 31 March 2005

	Note	2004/05
		R'000
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts		164,209
Annual appropriated funds received		162,669
Statutory appropriated funds received		-
Appropriation for unauthorised expenditure received	6	-
Departmental revenue received		4,343
Local and foreign aid assistance received		
Net (increase) /decrease in working capital		(2,803)
Surrendered to Revenue Fund	16	(5,899)
Current payments		(149,354)
Transfers & Subsidies		(390)
Net cash flow available from operating activities	15	8,567
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for capital assets	8	(8,104)
Proceeds from sale of capital assets	2	80
Net cash flows from investing activities		(8,024)
CASH FLOWS FROM FINANCING ACTIVITIES		
Distribution/dividend to government		-
Increase/(decrease) in loans received		-
Net cash flows from financing activities		-
Net increase/(decrease) in cash and cash equivalents		273
Cash and cash equivalents at the beginning of the period		2,059
Cash and cash equivalents at end of period	9	2,602

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Notes to the Annual Financial Statements

1. Annual Appropriation

- 1.1 Included are funds appropriated in terms of the Appropriation Act for National Departments (Voted funds) and Provincial Departments (Equitable Share):**

	Final Appropriation	Actual Funds Received	Variance Over/(under)	Total Appropriation 2003/04
	R'000	R'000	R'000	R'000
Management and Administration	10,798	10,407	391	9,347
Social Crime Prevention	22,568	20,644	1,924	22,184
Monitoring and Evaluation	7,155	7,153	2	6,339
Traffic Management	122,148	119,683	2,465	-
Special Functions	-	19	(19)	-
Total	<u>162,669</u>	<u>157,906</u>	<u>4,763</u>	<u>37,870</u>

As a result of the migration of Traffic Management the support structure of Corporate Support services and the office of the CFO had to be restructured to enable the offices to support and service the bigger staff establishment.

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

2. Departmental revenue to be surrendered to revenue fund
Description

	Notes	2004/05	2003/04
Tax revenue			
Sales of goods and services other than capital assets		1,386	68
Fines, penalties and forfeits		1,777	-
Interest, dividends and rent on land		2	3
Sales of capital assets		80	-
Financial transactions in assets and liabilities	2.1	<u>1,178</u>	<u>1</u>
Total revenue collected		4,423	72
Less: Departmental Revenue Budgeted		<u> </u>	<u> </u>
Departmental revenue collected		<u>4,423</u>	<u>72</u>

2.1 Financial transactions in assets and liabilities

Nature of loss recovered

	2004/05	2003/04
Cheques written back		1
Other	<u>1,178</u>	<u>-</u>
	<u>1,178</u>	<u>1</u>

3. Compensation of employees

	2004/05	2003/04
	R'000	R'000
3.1 Salaries and Wages		
Basic salary	55,287	7,527
Performance award	892	483
Service Based	12	98
Compensative/circumstantial	8,734	942
Periodic payments	1,013	287
Other non-pensionable allowances	10,015	101
Transfer & subsidies	390	101
Household	183	101
	<u>76,413</u>	<u>9,438</u>
3.2 Social contributions		
3.2.1 Short-term employee benefits		
Pension	8,363	961
Medical	5,075	465
UIF	-	1
Bargaining council	20	1
Official unions and associations	-	-
Insurance	-	-
	<u>13,458</u>	<u>1,428</u>
Total compensation of employees	<u>89,871</u>	<u>10,866</u>
Average number of employees	<u>867</u>	<u>63</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

4. Goods and services

	Note	2004/05 R'000	2003/04 R'000
Advertising		4,235	3,981
Bank charges and card fees		47	24
Bursaries (employees)		40	29
Communication		2,153	614
Computer services		331	84
Consultants, contractors and special services		10,732	2,835
Courier and delivery services		-	5
Drivers' licenses and permits		2	-
Entertainment		2,893	1,219
External audit fees	4.1	591	239
Equipment less than R5000		169	-
Government motor transport		11,666	463
Inventory	4.2	1,266	568
Maintenance, repairs and running cost		7,739	162
Operating leases		4,079	272
Personnel agency fees		2	-
Photographic services		1	2
Plant flowers and other decorations		1	-
Printing and publications		2157	2,116
Professional bodies and membership fees		25	-
Subscriptions		3	-
Owned leasehold property expenditure		1,959	2,119
Translations and transcriptions		1	10
Transport provided as part of the departmental activities		3	702
Travel and subsistence	4.3	7,357	398
Venues and facilities		1,244	2,511
Protective, special clothing & uniforms		288	202
Training & staff development		538	503
		<u>59,522</u>	<u>19,058</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

	2004/05 R'000	2003/04 R'000
4.1 External audit fees		
Regularity audits	<u>591</u>	<u>239</u>
Total external audit fees	<u><u>591</u></u>	<u><u>239</u></u>
4.2 Inventory (purchased during the year)		
Other inventory	-	149
Domestic consumables	86	189
Food and Food supplies	32	-
Fuel, oil and gas	81	-
Other consumables	103	-
Parts and other maintenance material	191	-
Stationery and printing	759	228
Medical supplies	<u>14</u>	<u>2</u>
	<u><u>1,266</u></u>	<u><u>568</u></u>
4.3 Travel and subsistence		
Local	6,946	117
Foreign	<u>411</u>	<u>281</u>
Total travel and subsistence	<u><u>7,357</u></u>	<u><u>398</u></u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

	Note	2004/05 R'000	2003/04 R'000
5. Financial transactions in assets and liabilities			
Debts written off	5.1	<u>19</u>	<u>-</u>
		<u>19</u>	<u>-</u>
5.1 Bad debts written off			
Nature of debts written off			
Transfer to debts written off		-	-
Ex-employee debt		16	-
Employee debt		<u>3</u>	<u>-</u>
		<u>19</u>	<u>-</u>
5.2 Details of theft and losses			
Computer Equipment		15	-
		<u>15</u>	<u>-</u>
6 Unauthorised expenditure			
6.1. Reconciliation of unauthorised expenditure			
Opening balance		-	1,183
Unauthorised expenditure – current year		273	-1,183
Unauthorised expenditure approved by Parliament/Legislature – current expenditure		-	-
Unauthorised expenditure approved by Parliament/Legislature – expenditure for capital assets		-	-
Transfer to receivables for recovery		-	-
Unauthorised expenditure awaiting authorisation		<u>273</u>	<u>-</u>
6.2 Unauthorised expenditure			
Incident disciplinary steps taken/criminal proceedings			
Overspending written reprimand, no recovery possible			1,183
Overspending on awaiting outcome of parliament legislature process programme level.		273	

7. Transfers and subsidies

		2004/05 R'000	2003/04 R'000
	Notes		
Provinces and municipalities	Annex 1B, 1C	93	-
Departmental agencies and accounts	Annex 1D	-	-
Universities and Technikons	Annex 1E	-	-
Foreign governments and international organisations	Annex 1G	-	-
Public corporations and private enterprises	Annex 1F	-	-
Non-profit institutions	Annex 1H	297	336
Households	Annex 1I	-	-
Gifts and donations	Annex 1K	-	-
		<u>390</u>	<u>336</u>

8. Expenditure for capital assets

Buildings and other fixed structures	Annex 4	-	-
Machinery and equipment	Annex 4	8,104	5,551
Heritage assets	Annex 4	-	-
Biological or cultivated assets	Annex 4	-	-
Land and subsoil assets	Annex 4	-	-
Software and other intangible assets	Annex 5	-	-
Total		<u>8,104</u>	<u>5,551</u>

NOTE:

Included in capital expenses to the amount of R8 million was a payment made to the amount of R3,6 million in respect of the BMW maintenance lease agreement. The allocation in the budget made by Provincial Treasury was allocated under capital expenditure despite the fact that this is an operating lease. The resultant effect is that the physical asset movement schedule (Annexure 4) has been reduced by the same amount to R4 million.

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

9.	Cash and cash equivalents				2004/05	2003/04
					R'000	R'000
	Consolidated Paymaster General Account				10,834	3,373
	Fund requisition account				-	-
	Cash receipts				-	-
	Disbursements				(8,247)	(1,316)
	Cash on hand				14	2
	Cash with commercial banks				-	-
	Cash in transit				-	-
					<u>2,601</u>	<u>2,059</u>
10.	Prepayments and advances					
	Description					
	Travel and subsistence				123	10
					<u>123</u>	<u>10</u>
11.	Receivables					

Amounts of (2004: R16,947.13) included above may not be recoverable, but have not been written off in the Statement of financial performance

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

		2004/05 R'000	2003/04 R'000
11.1	Staff debtors		
	Employee debt	8	41
		<u>8</u>	<u>41</u>
11.2	Clearing accounts		
	Clearing accounts	255	-
		<u>255</u>	<u>-</u>
11.3	Other debtors		
	Suppliers	18	15
	Ex-Employees	34	3
		<u>52</u>	<u>18</u>
12.	Voted funds to be surrendered to the Revenue Fund		
	Opening balance	2,059	-
	Transfer from Statement of Financial Performance	4,762	2,059
	Paid during the year	(2,059)	-
	Unauthorised Expenditure	273	-
	Closing balance	<u>5,035</u>	<u>2,059</u>
13.	Departmental receipts to be surrendered to the Revenue Fund		
	Opening balance	22	6
	Transfer from Statement of Financial Performance	4,423	72
	Paid during the year	<u>(3,840)</u>	<u>(56)</u>
	Closing balance	<u>605</u>	<u>22</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

14. Payables – current				
Description				
	Notes	30 Days	2004/05 30+ Days	2003/04
			Total	Total
Amounts owing to other departments	Annex 7	66	66	34
Other payables	14.1	106	106	13
		<u>172</u>	<u>172</u>	<u>47</u>
14.1 Other payables				
Persal control accounts			<u>106</u>	<u>13</u>
15. Reconciliation of net cash flow from operating activities to surplus/(deficit)				
Net surplus/(deficit) as per Statement of Financial Performance			9,459	-
(Increase)/decrease in receivables – current			(2,690)	105
(Increase)/decrease in prepayments and advances			(113)	-
(Increase)/decrease in other current assets			-	1,183
Increase in payables – current			59	40
Increase/(decrease) in current liabilities			-	-
Proceeds from sale of equipment			(80)	-
Capital expenditure			8,104	-
Surrenders			(5,899)	-
Other no cash item			<u>(273)</u>	-
Net cash flow generated by operating activities			<u>8,567</u>	<u>1,328</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

16.	Appropriated funds and departmental revenue surrendered	Note	2004/05 R'000	2003/04 R'000
	Appropriated funds surrendered		2,059	584
	Departmental revenue surrendered		<u>3,840</u>	<u>56</u>
			<u>5,899</u>	<u>640</u>

These amounts are not recognised in the Annual Financial Statements and are disclosed to enhance the usefulness of the Annual Financial Statements.

17. Contingent liabilities

Liable to	Nature			
Motor vehicle guarantees	Employees	Annex 3	-	-
Housing loan guarantees	Employees	Annex 3	1,036	184
Other guarantees		Annex 3	-	-
Claims			-	-
Other departments (interdepartmental unconfirmed balances)		Annex 7	-	34
Capped leave commitments			7,605	-
Other			-	-
			<u>8,641</u>	<u>218</u>

18.	Commitments per programme	R'000	R'000
	Current expenditure		
	Approved and contracted	4,433	4,737
	Approved but not yet contracted	<u>4,433</u>	<u>4,737</u>
	Capital expenditure		
	Approved and contracted	337	576
	Approved but not yet contracted	<u>337</u>	<u>576</u>
	Total Commitments	<u>4,770</u>	<u>5,313</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2005

			2004/05 R'000	2003/04 R'000
19.	Accruals			
	Listed by economic classification			
		30 Days	30+ Days	Total
	Compensation of employees			
	Goods and services	1,378	5,734	7,112
	Buildings and other fixed structures			519
	Machinery and equipment	2,500		2,500
	Biological or cultivated assets			269
	Software and other intangible assets			
		<u>3,878</u>	<u>5,734</u>	<u>9,612</u>
	Listed by programme level			
	Management and Administration		2,700	170
	Social Crime Prevention		1,632	558
	Monitoring and Evaluation		45	60
	Traffic Management		<u>5,235</u>	<u>-</u>
			<u>9,612</u>	<u>788</u>
20.	Employee benefits			
	Leave entitlement		3,486	247
	Thirteenth cheque		2,552	464
	Performance bonus		<u>9</u>	<u></u>
			<u>6,047</u>	<u>711</u>

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
NOTES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

21. Lease Commitments

21.1 Operating leases	Buildings and other fixed structures	Machinery and equipment	Motor Vehicles	Total	Total
Not later than 1 year	306	960	3,611	4,877	1,587
Later than 1 year and not later than 3 years	336	1,088		1,424	4,487
Later than three years		5		5	1,452
	642	2,053	3,611	6,306	7,526
21.2 Finance leases					
Not later than 1 year					3,200
Later than 1 year and not later than 3 years					
Later than three years					
Future finance charges					
Present value of lease liabilities					3,200
Total present value of lease liabilities	642	2,053	3,611	6,306	10,726

22. Senior management personnel

(1) The MEC/Director –General	1,123	1,200
(1) Deputy Director General / HOD	557	529
(2) Chief Directors	267	-
(5) Directors	3,420	2,992
Totals	5,367	4,721

Annexures to the Annual Financial Statements

ANNEXURE 1A STATEMENT OF CONDITIONAL GRANTS RECEIVED

NAME OF DEPARTMENT	GRANT ALLOCATION				SPENT			2003/04	
	DIVISION OF REVENUE ACT	Roll Overs	DORA Adjustments	Total Available	Amount received by department	Amount spent by department	% of available funds spent by department	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000

ANNEXURE 1B STATEMENT OF CONDITIONAL GRANT PAID TO DEPARTMENTS

NAME OF DEPARTMENT	GRANT ALLOCATION				TRANSFER		SPENT			2003/04	
	DIVISION OF REVENUE ACT	Roll Overs	DORA Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by department	Amount spent by department	% of available funds spent by department	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000			R'000	R'000	%	R'000	R'000

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

ANNEXURE 1C

STATEMENT OF CONDITIONAL GRANTS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2003/04	
	DIVISION OF REVENUE ACT	Roll Overs	DORA Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by Municipality	Amount spent by Municipality	% of available funds spent by Municipality	Division of Revenue Act	Amount spent by Municipality
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000	R'000

Unconditional

Grants: RSC Levies

220 220 93 42

220 220 93 42%

ANNEXURE 1D

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

AGENCY/ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2003/04
	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

ANNEXURE 1E
STATEMENT OF TRANSFERS TO UNIVERSITIES AND TECHNIKONS

UNIVERSITY/TECHNIKON	TRANSFER ALLOCATION				EXPENDITURE			2003/04
	Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Amount not Transferred	% of Available funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%		R'000

ANNEXURE 1F
STATEMENT OF TRANSFERS/SUBSIDIES TO PUBLIC CORPORATIONS AND PRIVATE ENTERPRISES

	TRANSFER ALLOCATION				TRANSFER				2003/04
NAME OF PUBLIC CORPORATION/ PRIVATE ENTERPRISE	Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Capital	Current	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000

Public Corporations

Transfers

Subsidies

Total

Private Enterprises

Transfers

Subsidies

Total

TOTAL

ANNEXURE 1G

STATEMENT OF TRANSFERS TO FOREIGN GOVERNMENT AND INTERNATIONAL ORGANISATIONS

	TRANSFER ALLOCATION				TRANSFER		2003/04
FOREIGN GOVERNMENT/ INTERNATIONAL ORGANISATION	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

Transfers

Subsidies

Total

ANNEXURE 1H

STATEMENT OF TRANSFERS TO NON PROFIT ORGANISATIONS

	TRANSFER ALLOCATION				TRANSFER		2003/04
NON-PROFIT ORGANISATIONS	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

Transfers

Subsidies

Total

The Department receive a number of funding request from various organisations. However it's important that those organisation comply in terms of the PFMA prior to the Department could make any transfers. As a result many of this organisation do not forward/make available the documentations as required by the act which then makes it impossible for transfers, result that the department show underspending.

ANNEXURE 11
STATEMENT OF TRANSFERS TO HOUSEHOLDS

	TRANSFER ALLOCATION				EXPENDITURE		2003/04
	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
HOUSEHOLDS							

Transfers

Subsidies

Total

DEPARTMENT OF COMMUNITY SAFETY - VOTE 10
ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS (cont.)
for the year ended 31 March 2005

ANNEXURE 1J

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2004/05	2003/04
		R'000	R'000

Received in cash

Received in kind

ANNEXURE 1K

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND PAYMENTS MADE AS AN ACT OF GRACE FOR THE YEAR ENDED 31 MARCH 2005

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2004/05	2003/04
		R'000	R'000

Paid in cash

Made in kind**

Remissions, refunds, and payments made as an act of grace

TOTAL

ANNEXURE 2A

STATEMENT OF INVESTMENTS IN AND AMOUNTS OWING BY/TO ENTITIES AS AT 31 MARCH 2005

Name Of Public Entities	Nature of Business	Relevant Act	State Entity's PFMA Schedule type (Schedule) year end if not 31 March	% Held 03/04	% Held 04/05	Number of shares		Cost of Investment		Profit/(Loss) For the year		Are the Losses Guaranteed
						04/05	03/04	04/05	03/04	04/05	03\04	
						R'000	R'000	R'000	R'000	R'000	R'000	Yes/no

Controlled entities

Non-controlled entities

Associates

Joint ventures

Other non
controlled entities

TOTAL

ANNEXURE 2B

STATEMENT OF INVESTMENTS IN AND AMOUNTS OWING BY/TO ENTITIES AS AT 31 MARCH 2005 (CONTINUED)

Name of Public Entities	Cost of investment		Amounts owing to		Amounts owing by		Valuation of investment	
	04/05	03/04	04/05	03/04	04/05	03/04	04/05	03/04
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Controlled entities								
Non-controlled entities								
Associates								
Joint ventures								
Other non controlled entities								
TOTAL								

ANNEXURE 3

STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2005 - LOCAL

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2004	Guarantees issued during the year	Guarantees released during the year	Guaranteed interest for year ended 31 March 2005	Closing balance 31 March 2005	Realised losses i.r.o. claims paid out
		R'000	R'000	R'000	R'000	R'000	R'000	R'000
	Motor vehicles							
	Housing							
Standard Bank		250	21	126	-	-	147	-
First Rand Bank		200	40	79	-	-	119	-
Saambou Bank		74	15	23	-	-	38	-
Permanent Bank		285	57	233	-	-	290	-
African Bank		70	12	-	-	-	12	-
Nedbank		-	-	109	-	-	109	-
ABSA		227	39	216	-	-	255	-
Unique Finance		-	-	42	-	-	42	-
Old Mutual		-	-	18	-	-	18	-
BOE		-	-	6	-	-	6	-
		1,106	184	852	-	-	1,036	-
	Other							
	Total	1,106	184	852	-	-	1,036	-

ANNEXURE 3 (CONT.)

STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2005 - FOREIGN

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2004	Guarantees issued during the year	Guarantees released during the year	Guaranteed interest for year ended 31 March 2005	Closing balance 31 March 2005	Realised losses i.r.o. claims paid out
		R'000	R'000	R'000	R'000	R'000	R'000	R'000

Motor
vehicles

Housing

ANNEXURE 4

PHYSICAL ASSET MOVEMENT SCHEDULE FOR THE YEAR ENDED 31 MARCH 2005

	Opening Balance R'000	Additions R'000	Disposals R'000	Transfers in R'000	Transfers out R'000	Closing balance R'000
BUILDINGS AND OTHER FIXED STRUCTURES						
Dwellings						
Non-residential buildings						
Investment properties						
Other structures (Infrastructure assets)						
Capital work in progress						
Heritage assets						
MACHINERY AND EQUIPMENT		4,405	95	-	26	
Computer equipment		1,792	15	-	26	
Furniture and office equipment		1,279	-	-	-	
Other machinery and equipment		173	-	-	-	
Specialised military assets		-	-	-	-	
Transport assets		1,161	80-	-	-	
LAND AND SUBSOIL ASSETS						
Land						
Mineral and similar non regenerative resources						
		4,405	95	-	26	

ANNEXURE 4 (CONT.)

PHYSICAL ASSET MOVEMENT SCHEDULE FOR THE YEAR ENDED 31 MARCH 2004

	Opening Balance R'000	Additions	Disposals R'000	Transfers in R'000	Transfers out R'000	Closing balance R'000
BUILDINGS AND OTHER FIXED STRUCTURES						
Dwellings						
Non-residential buildings						
Investment properties						
Other structures (Infrastructure assets)						
Capital work in progress						
Heritage assets						
MACHINERY AND EQUIPMENT	1,185	5,551	-	-	-	6,736
Computer equipment	358	301	-	-	-	659
Furniture and office equipment	27	1,091	-	-	-	1,118
Other machinery and equipment	257	31	-	-	-	288
Specialised military assets	-	-	-	-	-	-
Transport assets	543	4,128	-	-	-	4,671
LAND AND SUBSOIL ASSETS						
Land						
Mineral and similar non regenerative resources						
	1,185	5,551	-	-	-	6,736

- ☐ All known assets were identified and listed in the assets register provided to the Auditors.
- ☐ The valuation of the assets that historically were in the books of Department of public transport and road works is not yet completed and this will be guided by Treasury valuation processes.
- ☐ All assets acquired during the financial year are disclosed, as Traffic migrated at the beginning of the financial year.
- ☐ All other assets purchased in previous years forms part of the closing balance of those years between between the two departments.

ANNEXURE 5

SOFTWARE AND OTHER INTANGIBLE ASSETS MOVEMENT SCHEDULE AS AT 31 March 2005

	Opening Balance R'000	Additions	Disposals R'000	Transfers in R'000	Transfers out R'000	Closing balance R'000
Patents, Copyrights, brand names & trademarks						
Computer software						
Mastheads and publishing titles						
Recipes, formulas, prototypes, designs and models						
Service and operating rights						
Airport landing rights						
Import/export licences						
Fishing Quotas						
Utility rights						
Mineral extraction rights						
Capitalised development costs						

SOFTWARE AND OTHER INTANGIBLE ASSETS MOVEMENT SCHEDULE AS AT 31 March 2004

	Opening Balance R'000	Additions	Disposals R'000	Transfers in R'000	Transfers out R'000	Closing balance R'000
Patents, Copyrights, brand names & trademarks						
Computer software						
Mastheads and publishing titles						
Recipes, formulas, prototypes, designs and models						
Service and operating rights						
Airport landing rights						
Import/export licences						
Fishing Quotas						
Utility rights						
Mineral extraction rights						
Capitalised development costs						

ANNEXURE 6

INTER-GOVERNMENT RECEIVABLES **for the year ended 31 March 2004**

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding	
	31/03/2005 R'000	31/03/2004 R'000	31/03/2005 R'000	31/03/2004 R'000
Departments				
Department of Transport	2,217		217	
	2,217		217	
Other government entities				
TOTAL	2,217		217	

ANNEXURE 7

INTER-GOVERNMENT PAYABLES **for the year ended 31 March 2005**

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding	
	31/03/2005 R'000	31/03/2004 R'000	31/03/2005 R'000	31/03/2004 R'000
Department				
Amounts not included in Statement of financial position				
Current	66			
Non-current				
Total	66			
Amounts included in Statement of financial position				
Current		34		
Non-current				
Total		34		
Other government entities				
Amounts not included in Statement of financial position				
Current				
Non-current				
Total				
Amounts included in Statement of financial position				
Current				
Non-current				
Total				

OUTLOOK FOR THE COMING YEAR

11. Goals

In summary, the outlook for the coming financial year may be depicted as follows in terms of the new priorities of the Department of Community Safety including the desired outcomes that will be the result of pursuing these goals. This outlook and its goals incorporates the newly acquired responsibility of traffic management.

Goal 3: Co-operative governance to ensure effective working relationships with all role players and stakeholders, law enforcement agencies, traffic law enforcement agencies and all spheres of government

Outcome:

- ☐ Maximising effective service delivery, integration, impact and cost-effectiveness of programmes

Projects include:

- ☐ Co-ordination of the Strategy to Prevent Violence Against Women and Children
- ☐ Co-ordination of the Criminal Justice Cluster
- ☐ Monitoring and evaluation of service delivery of all Criminal Justice System (CJS) role players
- ☐ Social crime prevention initiatives
- ☐ Ikhaya Lethemba

OTHER INFORMATION

12. Legislation produced and administered by the Department

The Department is not responsible for drafting of legislation.

The Department of Community participates, at a local; provincial and national level in contributing to the review, amendment and development of policies and legislation, where necessary in order to ensure a holistic approach and perspective to safety and security.

Furthermore, the Department initiated co-operative working agreements with relevant provinces, especially in terms of Traffic Management and operational policing matters.

13. References/Sources used accounting for the success rates/failures of the Department

- ☐ Departmental Five-Year Strategic Plan for 2005 to 2009
- ☐ Budget Statement number II for 2004 - 5 and 2005 - 6
- ☐ Departmental Annual Reports
- ☐ Departmental Monthly and Quarterly reports
- ☐ Operational and Project Plans

14. Access to information

Information regarding this report can be obtained from:

CIO : Dumisani Ngema

Department of Community Safety
26th Floor, Standard Bank Building
78 Fox Street, Marshalltown
Johannesburg

Telephone number : 011-689-3699

Fax number : 011-689 3650

Office Telephone Numbers:

Switchboard	011 689 3600
Office of Head of Department	011 689 3670
Office of Chief Financial Officer	011 689 3638
Chief Directorate Cooperate Support	011 689 3668
Chief Directorate Traffic Management	011 689 3629
Chief Directorate Safety Promotions	011 689 3737
Directorate Ikhaya Lethemba	011 242 3000
Directorate Public Education and Information	011 689 3699
Directorate Monitoring and Evaluation	011 689 3648
Directorate Citizen Safety	011 689 3699
Directorate Research and Analysis	011 689 3648
Directorate Human Resource	011 689 3675
Directorate Finance	011 689 3666
Directorate Traffic Service	011 689 3729
Directorate Transport Inspectorate	011 689 3729
Directorate Community Police Relations	011 689 3616
Directorate Strategic Planning	011 689 3609