

3. Report of the Audit Committee

#### 3. REPORT OF THE AUDIT COMMITTEE

GAUTENG PROVINCIAL GOVERNMENT Report of the Audit Committee – Cluster 4 Department of Housing

We are pleased to present our report for the financial year ended 31 March 2006.

#### Audit Committee Members and Attendance:

The audit committee consists of the members listed here under and meets a minimum of two times per annum as per its approved terms of reference. During the current year meetings were held on 5 occasions in terms of the charter. Meetings were held on the following dates: 19 August 2005, 27 August 2005, 04 September 2005, 18 November 2005 and 24 February 2006.

Name of Member	Number of Meetings Attended
Alethea Whitfield (Chairperson) (External) (Resigned)	05
Alex van der Watt (Chairperson to sign off the report)	
Oupa Mbokodo (External)	05
Linda Dotwana (External)	04
Joe Mahlangu	01
Manching Benedicta Monama	02
Oupa Seabi	01

#### 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 Regulation 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 this charter and has discharged all it's responsibilities as contained therein.

#### The effectiveness of internal control

The system of Internal control was not entirely effective for the year under review as the various reports of the internal Auditors, the Audit Report on the Annual Financial Statements, the matter of emphasis and the management letter of the Auditor General reported that compliance with prescribed policies and procedures were lacking in certain instances. The audit report has been qualified and several significant control weaknesses have been reported by the Auditor general under emphasis of matter and in the management letter.

The quality of in year management and monthly / quarterly reports submitted in terms of the Act and the Division of Revenue Act

The Committee is satisfied with the content and quality of monthly and quarterly reports prepared and issued by the Accounting Officer and the Department during the year under review.

#### **Evaluation of 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 the Auditor-General's management letter and management response where significant or material issues were raised;

The Audit Committee concurs and accepts the conclusions of the Auditor-General on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

n Chlycer

Chairperson of the Audit Committee

21 August 2006



4. Auditor-General Report and Annual Financial Statements

#### 4. AUDITOR-GENERAL REPORT AND ANNUAL FINANCIAL STATEMENTS

#### 4.1 MANAGEMENT REPORT AND APPROVAL

REPORT BY THE ACCOUNTING OFFICER TO THE EXECUTIVE AUTHORITY AND PROVINCIAL LEGISLATURE OF THE REPUBLIC OF SOUTH AFRICA.

#### 4.1.1. General review of the state of financial affairs

The Gauteng Department of Housing (Department) has in the year under review continued to make strides in its mandate of ensuring building vibrant and sustainable human settlements in the Province.

The Department continued to review its financial, administrative and governance processes to ensure the realisation of accelerated delivery of housing in the Province.

#### 4.1.1.1 Important policy decisions and strategic issues facing the Department

Since the approval of the Comprehensive Housing Plan (Breaking New Ground Strategy) by the Cabinet in September 2004, the Department continues to align its programmes to the objectives of this strategy. To this end the following policy shifts in the implementation strategy were taken:

- The implementation of social housing programme will to a large extent be co-ordinated together with the Gauteng Partnership Fund (GPF), including the assessment effectiveness and sustainability of social housing institutions,
- To ensure finalisation of long outstanding projects and implementation of large scale projects, the Department adopted the Developer driven approach,
- The Alexandra Renewal Project is implemented in close collaboration with the City of Joburg,
- The regeneration of the 20 prioritised townships programme has begun.
- In line with the BNG strategy, the Department has committed itself to the programme of eradication of informal settlements in Gauteng by 2014.

#### 4.1.1.2 Significant events that have taken place during the year

To enable the Department to meet its mandate and improve its governance structures, the Department engaged on a restructuring exercise and the following key positions were established:

- Deputy Director General: Corporate Services
- Chief Director: Regional Planning and Information Management

In its effort to bring service delivery closer to the communities, the Department established four Regional Offices namely; Tshwane and Metsweding, Ekurhuleni, Johannesburg as well as Sedibeng and Westrand. These Regional offices are headed by Regional Managers.

#### 4.1.1.3 Major projects undertaken or completed during the year

The development of Cosmo City (Johannesburg) is progressing well with 1642 units completed as at March 2006. Other mixed development, mixed income, mixed tenure projects that were started are Olievenhoutbosch (Tshwane) and Leeuwpoort (Ekurhuleni) is under detailed planning stage and Azaadville (Westrand) is still in conceptualisation stage.

The other major projects undertaken in the Province are the house construction in Palm Ridge (Ekurhuleni) and mixed tenure project in Kliptown (Johannesburg).

In ensuring the eradication of informal settlements in Gauteng by 2014, the Department reduced its targets of essential services and increased the top structure development. To this end, top structure development projects for serviced stands but not yet occupied were prioritised in most projects.

The Department further undertook Backyard Upgrading pilot projects in two areas, namely, Orlando (Johannesburg) and Boipatong (Sedibeng). The project is targeted to deliver 1500 affordable rental backyard dwelling units.

The Department implemented the rectification programme as per the National Ministers directive. The rectification programme is implemented with the assistance of the National Housing Builders Registration Council (NHBRC).

#### 4.1.1.4 Spending Trends

Voted	Actual Expenditure	Under/(over) Spending	Voted	Actual Expenditure	Under/(over) Spending
2004/05 R'000	2004/05 R'000	2004/05 R'000	2005/06 R'000	2005/06 R'000	2005/06 R'000
78,591	78,064	527	82,394	78,017	4,377
7,213	7,090	123	9,255	7,513	1,742
1,015,523	1,010,107	5,416	1,197,878	1,195,267	2,611
258,181	222,114	36,067	406,761	326,992	79,769
80,718	76,760	3,958	68,007	65,513	2,494
1,440,226	1,394,135	46,091	1,764,295	1,673,302	90,993

The under spending relates partially to goods and services that were delivered/rendered, but not paid for due to late submission of invoices by suppliers during the later part of 2005/2006 financial year. The balance of under spending is a saving on the machinery and equipment, due to the new procurement procedures relating to the purchase of office furniture. The policy requires that Department's furniture held in stores be utilised first prior to purchasing of new furniture from external suppliers. The greater portion of the unspent funds relate to the Alexandra Urban Renewal Programme. The said under spending relates largely to households, and was a result of the delay in the approval of business plans which also lead to delay in tendering and procurering of services.

#### 4.1.2. Service rendered by the department

#### 4.1.2.1 Departmental Programmes

#### Programme I: Administration

The overall objectives to be obtained by this programme during the 2005/06 financial year are summarised as follows:

- To ensure sound corporate governance through implementation of efficient, effective and economic policies, practices and procedures within the Department. To ensure adherence to the recommendation on Corporate Governance contained in the King II report, the PFMA and Treasury Regulations.
- To ensure compliance with the Public Finance Management Act and related existing legislation.
- To ensure efficient human resources development and to enhance human resources stability and capability within the Department. To develop and implement the prerequisites of the Employment Equity Act, the Labour Relations Act and other relevant human resource legislation.
- To provide an efficient information technology infrastructure and information management governance platform to the Department. To further research and develop cutting edge system solutions.
- To provide a comprehensive legal advisory service to the entire Department.
- To maintain a supply chain management system that is fair and just to all the Department's stakeholders.
- To manage the communications function of the Department internally, intranet based, webbased and externally.
- To ensure that complete, accurate and valid financial records of the Department are maintained.
- To ensure that the performance of the Department is monitored and evaluated on a monthly basis.
- To ensure appropriate facilities are made available and maintained on behalf of the entire Department.
- To ensure that housing products and services delivered are of good quality.

#### Programme 2: Housing Planning and Research

Housing planning, research and development is a complex environment that requires specialised strategic planning and adequate research & development. The objectives for programme 2, strived for during the 2005/2006 financial year, were as follows:

- To provide strategic support to the delivery programmes and the department by providing a sound regulatory framework for housing delivery;
- . To conduct housing research by gathering information and undertake research analysis and reporting;
- To provide programme support through reporting on deviation on tasks, activites and projects. Deviations from strategies by programmes and sub-programmes (development, documenting process guidelines for projects and management);;
- To assess, review and develop housing development plans and advice the department on the appropriate plans which support the long term strategy of the department.

#### Programme 3: Housing Performance / Subsidy programme

The Housing Performance/Subsidy programme's main objectives in support of the delivering of formal, incremental, social and special needs housing are as follows:

- To provide Individual, PHP, Rural Housing, Project linked, Essential Services and Relocation subsidies to qualifying beneficiaries in accordance with the Housing Policy;
- To provide/construct low cost housing;
- To provide support for disaster relief;
- To enrol with the NHBRC for the purpose of conducting quality control management in respect of formal housing development;
- To transfer houses to the rightful home owners in terms of the national discount benefit scheme;
- To render an effective housing supportive function in terms of beneficiary and contract administration to the Housing Performance/Subsidy Programmes.

#### Programme 4: Urban Renewal and Human Settlement Redevelopment

To allow for an integrated development of all Urban Renewal Projects, the following key objective is pursued:

• To rehabilitate dysfunctional urban areas with the notion of economic and social development so as to create integrated and functional settlements.

#### Programme 5: Housing Asset Management

The Housing Asset Management Directorate is responsible for the management of departmentally owned and managed properties including vacant land, rental housing stock, affordable rental units and commercial properties. The specific management tasks of the portfolio are as follows:

- To ensure that housing assets are effectively maintained;
- To ensure effective transfer and sale of housing assets;
- To ensure effective and efficient debt management process;
- To ensure effective devolution of housing assets to municipalities;
- To facilitate institutional subsidies for the purpose of establishing capacity for the provision of sustainable, affordable and secure tenure options for mixed income households by providing technical support and funding.

#### 4.1.2.2 Tariff policy

The business of the Department is not aligned to recovering fees and tariffs for services delivered, with the exclusion of the rental property stock. However, some minor activities result in debts to the department within the business such as staff cellular phone debts and parking fee recoveries.

With regard to debts resulting from the Property portfolio, balances accrue as a result of property sales and letting (rentals). For control purposes an Assets Committee resolution has to be issued before a unit may be sold or let. The following policies are in place to govern the collection of tariffs by the department:

#### Sales

Property is sold at either historical cost (list price) or at market value. This will further take into account whether the prospective purchaser qualifies for rebates in terms of the Discount Benefit Scheme or the Individual Capital Subsidy Scheme. A sale instalment will comprise the following elements:

- Capital Redemption (including interest) Interest rates range from 3% to 17 % with the average being 13,5%.
- Rates and Taxes paid to the Local Authority on the purchaser's behalf
- Administration Fee. This is determined and fixed periodically by National Guidelines.

#### Policies and legislation governing the sale of State-owned property are:

- Circular 17 of 1983
- Circular 4 of 1987
- MEC or MINMEC approval
- National Guidelines issued variously
- Assets Committee Resolution

#### Rentals

Property is let, based on either Income Ratio as indicated in Circular 4 of 1987 or via Assumed Cost Recovery. Prospective lessees will have to be enrolled on the Waiting List and will have to pass the stringent Assets Committee requirements. A rental instalment will comprise the following elements: -

- Current rental amount
- Rates and Taxes
- Maintenance (These are costs that the Department outlays to maintain rental units)
- Administration. This is determined and fixed periodically by National Guidelines.



#### Policies and legislation governing the letting of State-owned property are:

- Circular 17 of 1983
- Circular 4 of 1987
- National Rental Housing Act 50 of 1999
- Gauteng Residential Landlord and Tenant Act 3 of 1997
- MEC or MINMEC approval
- National Guidelines issued variously
- Assets Committee Resolution

#### 4.1.2.3 Free Services

The following free services are available to communities where the department is functioning:

- The Department supports and promote the Aids Awareness campaigns to the public through the service delivery efforts implemented by the Department.
- The Department offers internship programmes to university and technikon students and currently have 50 on its books, as well as 23 learners.
- The Department continued its Beneficiary Education programme wherein various communities are visited; especially those communities where access to the Customer Support Centre is not viable and already-assisted beneficiaries, as well as prospective beneficiaries are advised of their rights and obligations.
- The Department deployed skilled public servants from the provincial office to local authorities to foster cross-pollination of skills and to improve capacity at third tier government level. The Department has embraced this concept and is actively engaging Local Authority personnel in their locale and further hosting them at our premises and areas where our projects are being deployed.

#### 4.1.2.4 Inventories

- The Department inventories consist mainly of consumables (cleaning materials, etc.) and stationery and printing held in stores.
- These items are stated at cost.



#### 4.1.3. Capacity constraints

The Department has made strides in dealing with its capacity constraints and thus key managerial positions were filled during the year. Necessary training and development of skills is achieved in different ways including, the Gauteng Management Development Programme (GMDP), Seminars, workshops and other training initiatives.

#### Administration and support

The shortage of skills and personnel in the supportive functions (e.g. procurement, human resources, information technology, etc.) has been largely addressed in the restructuring of the Department and critical posts have since been advertised and filled.

Efforts have also been put on tackling the challenges relating to funding shortages. The Department is currently in discussion with both the National Housing Department and the Provincial Treasury in an effort to resolve the anomaly in the funding allocation. Private sector funding for social housing units is geared through the Gauteng Partnership Fund and initiatives have started to solicit donor funding from various sources. It is also envisaged that the R 42 billion pledge by the banks in terms of the memorandum of understanding between the National Minister of Housing and the Banking Council will benefit the housing project in the Province.

#### Housing Planning, Development and Project Management

In its restructuring, the Department established the chief directorate: Regional Planning and Information Management with its primary functions being to ensure coordination of planning with other provincial departments and municipalities and to ensure that the Department has the desired influence in the Infrastructure Development Plans (IDP's) and Municipal Housing Development Plans (MHDP's).

The Project Management Office has been regionalised to improve information gathering and updating at the Regional level. It is envisaged that this will ensure that accurate project information is maintained and improve accountability in this regard.

#### 4.1.4. Utilisation of donor funds

No donor funds were received by the Department during the year under review.

#### 4.1.5. Trading entities and public entities

The Department established the Gauteng Partnership Fund in 2002. The mandate of the GPF was to gear private sector funding for the social housing units. The GPF is registered as a Public Entity in terms of Schedule 3 C of the PFMA.

The Department established Xhasa Accounting and Technical Services (Xhasa ATC) in 2003. The mandate of the Xhasa ATC is to act as account administrator as well as providing technical services for both the Peoples Housing Process (PHP) and Community Based Projects (CBP). The National Treasury is still in the process of registering Xhasa ATC as a public entity.

#### 4.1.6. Organisations to whom transfer payments have been made

The Department did not make any payments to other institutions during the year under review.

#### 4.1.7. Public private partnerships (PPP)

No Public Private Partnership agreement was entered into by the Department during the year under review.

#### 4.1.8. Corporate governance arrangements

The Department established a Corporate Governance Directorate under the Chief Financial Officer's office. The directorate comprises of three sub-directorates namely; inspectorate, compliance, governance and quality management. The primary function of the directorate is to review internal control assessment, monitor compliance with related laws and regulations, ensuring implementation of good corporate governance principles in the Department and its institutions.

The Quality Management sub-directorate is to ensure that the Departments business units are ISO 9001 compliant and that consistency and business processes are complied with, assessed from time to time and improved to ensure best quality service to the Department's beneficiaries and stakeholders is maintained. Since its establishment in 2004, I5 business units are certified by the South African Bureau of Standards (SABS) and the remaining business units are in the process of being prepared for certification.

The Department adopted and implements the recommendation of King II on corporate governance to the extent applicable to the Department. To this end, various internal committees (e.g. Executive Management Committee, Departmental Acquisition Council, etc.) were established to improve governance structures within the Department.

The Chief Directorate: Risk Management leads the risk management initiatives within the Department as well as the activities of the Anti Corruption Unit. The Department's risk management approach is detailed in its Risk Management Strategy and policy. A Risk Committee accountable to the Executive Management Committee is in place and risk are continuously assessed and annual control self assessments workshops are conducted with the assistance of GAS Risk Management Unit.

The Fraud Prevention Plan (Policy) was reviewed recently and is being updated.

Internal audit services to the Department are provided by GAS and its plans and reports are approved by an Audit Committee appointed by Provincial Treasury in terms of Chapter 9, section 77 of the PFMA. The Department is represented in each audit committee meeting and during the year under review, 4 audit committee meetings were held.



Finally, the Performance and Monitoring directorate has a mandate of monitoring the Department's performance against the strategic plans. To this end, the unit reviews monthly and quarterly qualitative reports provide to both Provincial Treasury and the Legislature through the Head of Department.

Senior Management officials have signed performance agreements and are measured against the targets set in these agreements. A register of declaration of gifts and interests is maintained and monitored by the relevant structures within the Department.

#### Discontinued activities / activities to be discontinued 4.1.9.

No activities were discontinued under year of review, however, the Department revised and reduced its targets in relation to essential services and increased its house construction targets. This is in keeping with the policy of eradication of informal settlements in Gauteng by 2014. Necessary adjustments were made in the allocations.

#### 4.1.10. New/proposed activities

No new activities were started in the year except for the projects that were planned for implementation in the year under review. It is however important to highlight that the Department is constantly reviewing its processes and projects and where necessary, changes are effected.

#### 4.1.11. Asset management

The Department maintains its asset register using the DBit System. Asset acquisition process is facilitated and monitored through the Department Acquisition Council (DAC) and disposal thereof is managed by the Departmental Asset Disposal Committee. The committees role is to ensure that regulations and prescripts issued by National / Provincial Treasury in this regard are complied with.

#### 4.1.12. Events after the reporting date

No events after the reporting date (to the best knowledge of the Department) existed.

#### 4.1.13. Performance information

The Performance and Monitoring directorate has a mandate of monitoring the Department's performance against the strategic plans. To this end, the business unit reviews monthly and quarterly qualitative reports provide to both Provincial Treasury and the Legislature through the Head of Department.

#### 4.1.14. Scopa resolutions

There were no SCOPA Resolutions affecting the Department during the year under review. Suffice to mention that responses to the previous financial year matters on the Annual Financial Statement by the Office of the Auditor General has been provided to the Gauteng Legislature.

#### 4.1.15. Other

#### Committee of Enquiry

During the year 2002, the Member of Executive Council (MEC) for Housing established a Committee of Enquiry to investigate alleged irregularities in the subsidy administration and housing projects. The investigations initial mandate related to largely projects implemented between 1994 and 1999. The Committee of Enquiry was dis-established by the MEC in September 2004 and as a result its mandate was subsequently terminated.

The Committee was dis-established based on the following: most of the work was now executed by law enforcement agencies, support and dedicated SAPS members from the Commercial Crime Unit were available to assist, the reports presented to the MEC reflected duplication, inability to recover and verify low levels of dealing with culprits including prosecution.

The Committee finalized its investigations and a final hand-over report in this regard was received by the Department in April 2006. The Committee has been successful in investigating various cases, ensuring successful conviction of perpetrators of criminal activities, disciplinary action taken against Departmental officials involved in these irregularities and civil claims against major service providers have begun with one scheduled to be in a Court of Law in September 2006. However, investigations that were completed were handed over to the NPA, work is in progress and is being handled by our Risk Management Unit who is working closely with the Law Enforcement Agencies.

#### 4.1.16. Approval

The Annual Financial Statements set out on pages 72 to 109 have been approved by the Accounting Officer.

Ms Manching Benedicta Monama
Head of Department
Date: 31 March 2006

#### 4.2 REPORT OF THE AUDITOR-GENERAL

# REPORT OF THE AUDITOR-GENERAL TO THE GAUTENG PROVINCIAL LEGISLATURE ON THE FINANCIAL STATEMENTS OF VOTE 7 - GAUTENG DEPARTMENT OF HOUSING FOR THE YEAR ENDED 31 MARCH 2006

#### 4.2.1. AUDIT ASSIGNMENT

The financial statements as set out on pages 72 to 109, for the year ended 31 March 2006, have been audited in terms of section 188 of the Constitution of the Republic of South Africa, 1996, read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004). The fixed assets opening balance have not been audited because of the timing of guidance from National Treasury to the departments relating to the treatment, valuation and disclosure of fixed assets. These financial statements are the responsibility of the accounting officer. My responsibility is to express an opinion on these financial statements, based on the audit.

#### 4.2.2. SCOPE

The audit was conducted in accordance with the International Standards on Auditing read with General Notice 544 of 2006, issued in Government Gazette no. 28723 of 10 April 2006 and General Notice 808 of 2006, issued in Government Gazette no. 28954 of 23 June 2006. 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
- evaluating the overall financial statement presentation.

I believe that the audit provides a reasonable basis for my opinion.

#### 4.2.3. BASIS OF ACCOUNTING

The department's policy is to prepare financial statements on the modified cash basis of accounting determined by the National Treasury, as described in note 1.1 to the financial statements.

#### 4.2.4. QUALIFICATION

#### 4.2.4.1 Cash and cash equivalents

Supporting documentation for net payments recorded in the Basic Accounting System (BAS) totalling R44 I 37 847 and reconciling items on the bank reconciliation totalling R728 697 could not be provided for audit verification, due to a lack of supporting documentation received from the service provider:

#### 4.2.4.2 Journals

- (a) Due to a delay in the submission of audit information from the service provider, supporting documentation amounting to R108 549 113 could not be provided.
- (b) The department's journals relating to the 2004/2005 auditor's adjusting journals were not passed on the Basic Accounting System (BAS). Consequently the opening balances of the accounts were incorrectly stated. This was due to the journals not being captured on the Basic Accounting System (BAS) by the service provider.

#### 4.2.4.3 Accounts receivable

The provision for bad debts of R50 048 046 was accounted for against the accumulated loss. The provision was not accounted for in the statements of financial performance, resulting in an overstatement of the Gauteng Housing Fund surplus for the year under review. This issue was also reported in the prior year, and was due to a lack of a specific reporting framework for the department's requirements.

#### 4.2.4.4 Commitments

A schedule of commitments as per note 27 totalling R316 000 000 at year-end was provided, however, the accuracy and/or completeness of the schedule could not be verified as it excluded projects related to the prior year. This was due to a lack of proper understanding of commitments by management.

#### 4.2.4.5 Committee on enquiry

As previously reported, a committee of enquiry was established in March 2003 to investigate various housing projects of which, the total value of projects investigated amounted to approximately R478 000 000. As a consequence civil summonses were issued, disciplinary steps were taken against various employees including terminations and many criminal cases were under way. In September 2004, the committee on enquiry was dissolved by the Member of Executive Council for Housing.

Subsequently the investigation was concluded by independent investigators and the findings were handed over to the department on 23 February 2006. However, no adjustments were made to the annual financial statements regarding, irregular, unauthorised, fruitless and wasteful expenditure, or any disclosures made in the annual financial statements, as the amounts could not be determined. This was due to management not being able to determine the values of the irregular, unauthorised, fruitless and wasteful expenditure.



#### 4.2.5. AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matters referred to in the preceding paragraph, the financial statements fairly present, in all material respects the financial position of the Department of Housing at 31 March 2006 and the results of its operations and its cash flows for the year then ended in accordance with the modified cash basis of accounting determined by the National Treasury of South-Africa as described in note 1.1 to the financial statements and in the manner required by the Public Finance Management Act, 1999 (Act No.1 of 1999)

#### 4.2.6. EMPHASIS OF MATTER

Without further qualifying the audit opinion expressed above, attention is drawn to the following matters:

#### 4.2.6.1 Revenue

The completeness of revenue could not be verified, due to the following:

- (a) The department relied on BAS and Miracle for the recording of transactions relating to debtors. However, based on the reconciliations performed the two reports did not agree. No mitigating controls were in place to compensate for the control weakness.
- (b) Funds received for tender applications, as reflected in the receipts issued and maintained by supply chain management did not agree with that recorded in the receipt register and the receipt book. This was due to different amounts recorded on the various copies of receipts and the register.
- (c) An amount of R115 458, was deposited into the revenue fund on the 16 November 2005 however, the receipt for this deposit was dated 10 March 2006. This was due to lack of proper controls and monitoring.
- (d) A lack of supervisory controls existed to ensure that all revenue was collected and all receipts issued were recorded in the register. Monthly reconciliations were not prepared indicating the receipts issued, the amounts banked and amount reflected on the trial balance.
- (e) Evidence of reviews conducted by the department to ensure that the cashiers recorded all transactions when they occurred did not exist and a lack of segregation of duties occurred with regard to monies collected.
- (f) In terms of refunds made to the department, a significant lack of supporting documentation for refunds received amounting to R859 079, existed due to a lack of proper control and supervision.
- (g) In terms of Treasury Regulation 15.5.1 all revenue received by a department must be paid daily into its Paymaster-General account or, for amounts less than R500, as soon as practicable, but at least by the last working day of the month. However, the department did not comply with the regulation as they did not bank amounts in excess of R500 daily.

066 AUDIT OPINION

#### 4.2.6.2 Accounts receivable

The annual financial statements of the Gauteng Partnership Fund (GPF) disclosed an amount of R 46 22 I 416 as a current liability. The department disclosed this amount as an expense in the annual financial statements and as a confirmed balance in annexure 6 of the annual financial statements. This occurred due to the reprioritisation of funds by the province.

#### 4.2.6.3 PFMA and Treasury Regulations compliance

Compliance with section 38(1)(f) which prescribes that the accounting officer for the department must settle contractual obligations and pay all money including intergovernmental claims, within the prescribed or agreed period i.e. 30 days.

Contrary to Treasury Regulation 6.4.2(d) requests for rollovers were not submitted to the Treasury on or before the last working day of April.

#### 4.2.6.4 Unauthorised, fruitless and wasteful expenditure and irregular expenditure.

The following control weaknesses were identified regarding unauthorised, fruitless and wasteful and irregular expenditure:

- (a) Documented and approved policies and procedures were not in place to ensure that all unauthorised, fruitless and wasteful expenditure and irregular expenditure were identified and accounted for correctly.
- (b) Interest amounting to R 134 000 was expended by the department, however this was not disclosed as fruitless and wasteful expenditure in the annual financial statements.

#### 4.2.6.5 Receivables

- (a) Amounts of R610 000 and R191 000 were disclosed as confirmed balances during the 2004/2005 financial year relating to interest free loans granted to municipalities. These amounts were still viewed as recoverable but were not disclosed in the annexure as such.
- (b) The departmental accounting policy states that receivables included in the statement of financial position arise from cash payments made, that are recoverable from another party. The amounts raised as debtors did not adhere to the accounting policy as the cash payments made on behalf of a debtor did not match the amount recoverable from that debtor. This deviation from the accounting policies was not disclosed in the annual financial statements.

#### 4.2.6.6 Senior management personnel

Treasury Regulation 16.A8.4 requires that if a supply chain management official or other role player, or any close family member, partner or associate of such official or other role player, has any private or business interest in any contract to be awarded, that official or other role player must -

- Disclose that interest
- Withdraw from participating in any manner whatsoever in the process relating to that contract.

Contrary to this a member of the Departmental Acquisition Committee took part in the meetings therefore, not strictly adhering to the requirements

#### 4.2.6.7 Investigations conducted by the department

The following investigations were undertaken by the department during the financial year:

- Investigation into alleged procurement irregularities and possible contractors.
- Investigation into suspected irregularities in the signing of contracts.
- Alleged fraud by an employee within the Department of Housing.

At the time of this report, the investigations were still underway.

#### 4.2.6.8 Non-submission of performance information

Performance information to be included in the annual report as required by the National Treasury was not submitted for audit purposes.

#### 4.2.6.9 Policies and procedure manuals.

Majority policies and procedure manuals that were utilised in the department, were either in draft format, or were not signed by the Accounting Officer or any delegated official as proof of approval.

#### 4.2.6.10 Contingent liabilities

An amount of R412 000 was disclosed as a contingent liability which should have been disclosed as an accrual since the department was ordered by the court to settle the amount.

#### 4.2.6.11 SCOPA resolutions

According to SCOPA resolutions, the department was to correct in the year under review the understatement of property disclosed in the prior year. The specimen annual financial statements still did not cater for investment property in the current year.

#### 4.2.6.12 Under utilisation of resources

The department has a D-bit system in place to monitor and keep accurate record of all fixed assets. For audit purposes an excel fixed asset register was prepared and presented to audit thus indicating the under utilisation of resources.

#### 4.2.6.13 Accruals

The Gauteng Department of Housing disclosed accruals of R58 187 000 in disclosure note 28 to the annual financial statements. Had these accruals been accounted for in the statement of financial performance of the department, a surplus amounting to R34 646 000 would have been recognised.

#### 4.2.6.14 Investment property

- (a) The department did not have a complete investment property register at year-end. All disposals and devolved properties were not recorded.
- (b) Although investment property was not required to be disclosed in the financial statements, the trial balance reflected an unexplained negative asset of R16 092 259. The total amount of investment property was written off according to the Retro policy in the previous year and no purchases were made for the year under review.
- (c) A lack of supervisory controls existed over the control of the investment property, the registers and title deeds.

#### 4.2.6.15 Employee benefits

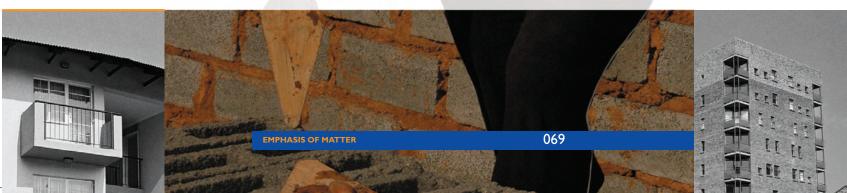
A detailed leave report including the opening balances, movements and closing balances for the period under review could not be submitted for audit purposes.

#### 4.2.6.16 Fixed assets

- (a) The department did not have a complete fixed asset register at year-end. The fixed asset register was still in the process of being updated as assets purchased prior to the 2002/03 financial were not recorded in the asset register at one rand value in terms of the preparation guide issued by the National Treasury. This resulted in and understatement of assets.
- (b) Certain assets recorded in the fixed asset register could not be traced from location to asset register or asset register to location due to a lack of proper supervisory controls.

#### 4.2.6.17 Annual Financial Statements

The annual financial statements were submitted to audit on 31 May 2006. Due to significant errors, the financial statement was resubmitted on 21 July 2006.



#### 4.2.7. APPRECIATION

The assistance rendered by the staff of the Gauteng Department of Housing during the audit is sincerely appreciated.

Ms M.A. Masemola for Auditor-General

Johannesburg

Allesem 6

31 July 2006



# FOR THE YEAR ENDED 31 MARCH 2006

#### 4.3 ANNUAL FINANCIAL STATEMENTS

Accounting Policies	072
Appropriation Statement	080
Notes to the Appropriation Statement	087
Statement of Financial Performance	088
Statement of Financial Position	088
Statement of Changes in Net Assets	090
Cash Flow Statement	091
Notes to the Annual Financial Statements	092
Disclosures Notes to the Annual Financial Statements	100
Annexures	103

### ACCOUNTING POLICIES FOR THE YEAR ENDED 31 MARCH 2006

The 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 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), and the Treasury Regulations issued in terms of the Act and the Division of Revenue Act. Act 1 of 2005.

#### 4.3.1. Presentation of the Financial Statements

#### 4.3.1.1 Basis of preparation

The 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 or when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

#### 4.3.1.2 Presentation currency

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

#### 4.3.1.3 Rounding

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

#### 4.3.1.4 Comparative figures

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

A comparison between actual and budgeted amounts per major classification of expenditure is included in the appropriation statement.

#### 4.3.2. Revenue

#### 4.3.2.1 Appropriated funds

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the appropriated funds made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective.

Total appropriated funds are presented in the statement of financial performance.

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund, unless approval has been given by the National/Provincial Treasury to rollover the funds to the subsequent financial year. These rollover funds form part of retained funds in the annual financial statements. Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

#### 4.3.2.2 Departmental revenue

All departmental revenue is paid into the National/Provincial Revenue Fund when received, unless otherwise stated. Amounts owing to the National/Provincial Revenue Fund at the end of the financial year are recognised in the statement of financial position.

#### 4.3.2.2.1 Tax revenue

Tax revenue consists of all compulsory unrequited amounts collected by the department in accordance with laws and or regulations (excluding fines, penalties & forfeits).

Tax receipts are recognised in the statement of financial performance when received.

#### 4.3.2.2.2 Sales of goods and services other than capital assets

The proceeds received from the sale of goods and/or the provision of services is recognised in the statement of financial performance when the cash is received.

#### 4.3.2.2.3 Fines, penalties & forfeits

Fines, penalties & forfeits are compulsory unrequited amounts which were imposed by a court or quasi-judicial body and collected by the department. Revenue arising from fines, penalties and forfeits is recognised in the statement of financial performance when the cash is received.

#### 4.3.2.2.4 Interest, dividends and rent on land

Interest, dividends and rent on land is recognised in the statement of financial performance when the cash is received.

#### 4.3.2.2.5 Sale of capital assets

The proceeds received on sale of capital assets are recognised in the statement of financial performance when the cash is received.

#### 4.3.2.2.6 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. Amounts receivable at the reporting date are disclosed in the disclosure notes to the annual financial statements.

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.

#### 4.3.2.2.7 Gifts, donations and sponsorships (transfers received)

All cash gifts, donations and sponsorships are paid into the National/Provincial Revenue Fund and recorded as revenue in the statement of financial performance when received. Amounts receivable at the reporting date are disclosed in the disclosure notes to the financial statements.

All in-kind gifts, donations and sponsorships are disclosed at fair value in the annexures to the financial statements.

#### 4.3.2.3 Local and foreign aid assistance

Local and foreign aid assistance is recognised in the financial records when notification of the donation is received from the National Treasury or when the department directly receives the cash from the donor(s). The total cash amounts received during the year is reflected in the statement of financial performance as revenue.

All in-kind local and foreign aid assistance are disclosed at fair value in the annexures to the annual financial statements

The cash payments made during the year relating to local and foreign aid assistance projects are recognised as expenditure in the statement of financial performance. A receivable is recognised in the statement of financial position to the value of the amounts expensed prior to the receipt of the funds.

A payable is raised in the statement of financial position where amounts have been inappropriately expensed using local and foreign aid assistance, unutilised amounts are recognised in the statement of financial position.

#### 4.3.3. Expenditure

#### 4.3.3.1 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 (by no later than 31 March of each year). Capitalised compensation forms part of the expenditure for capital assets in the statement of financial performance.

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.

#### 4.3.3.1.1 Short term employee benefits

Short term employee benefits comprise of leave entitlements (capped leave), thirteenth cheques and performance bonuses. The cost of short-term employee benefits is expensed as salaries and wages in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Short-term employee benefits that give rise to a present legal or constructive obligation are disclosed in the notes to the financial statements. These amounts are not recognised in the statement of financial performance.

#### 4.3.3.1.2 Long-term employee benefits

#### 4.3.3.1.2.1 Termination benefits

Termination benefits such as severance packages are recognised as an expense in the statement of financial performance as a transfer when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

#### 4.3.3.1.2.2 Post employment retirement benefits

The department provides retirement benefits (pension 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 (by no later than 31 March of each year). No provision is made for retirement benefits in the financial statements of the department. Any potential liabilities are disclosed in the financial statements of the National/Provincial Revenue Fund and not in the financial statements of the employer department.

The department provides medical benefits for certain of its employees. Employer contributions to the medical funds are expensed when the final authorisation for payment to the fund is effected on the system (by no later than 31 March of each year).

#### 4.3.3.2 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 (by no later than 31 March of each year). The expense is classified as capital if the goods and services were used on a capital project.

#### 4.3.3.3 Interest and rent on land

Interest and rental payments are recognised as an expense in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). This item excludes rental for the use of buildings or other fixed structures.

<sup>&</sup>lt;sup>1</sup>This accounting policy is only relevant where the department elects to capitalise the compensation paid to employees involved on capital projects.

#### 4.3.3.4 Financial transactions in assets and liabilities

Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or underspending of appropriated funds. The write off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts but amounts are disclosed as a disclosure note.

All other losses are recognised when authorisation has been granted for the recognition thereof.

#### 4.3.3.5 Unauthorised expenditure

When discovered unauthorised expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is either approved by the relevant authority, recovered from the responsible person or written off as irrecoverable in the statement of financial performance.

Unauthorised expenditure approved with funding is recognised in the statement of financial performance when the unauthorised expenditure is approved and the related funds are received. Where the amount is approved without funding it is recognised as expenditure, subject to availability of savings, in the statement of financial performance on the date of approval.

#### 4.3.3.6 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is recovered from the responsible person or written off as irrecoverable in the statement of financial performance.

#### 4.3.3.7 Irregular expenditure

Irregular Irregular expenditure is recognised as expenditure in the statement of financial performance. If the expenditure is not condoned by the relevant authority it is treated as an asset until it is recovered or written off as irrecoverable.

#### 4.3.3.8 Transfers and subsidies

Transfers and subsidies are recognised as an expense when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

#### 4.3.3.9 Expenditure for capital assets

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 (by no later than 31 March of each year).

#### 4.3.4. Assets

#### 4.3.4.1 Cash and cash equivalents

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

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other sort-term highly liquid investments and bank overdrafts.

#### 4.3.4.2 Prepayments and advances

Amounts prepaid or advanced are recognised in the statement of financial position when the payments are made.

#### 4.3.4.3 Receivables

Receivables included in the statement of financial position arise from cash payments made that are recoverable from another party.

Revenue receivable not yet collected is included in the disclosure notes. Amounts that are potentially irrecoverable are included in the disclosure notes.

#### 4.3.4.4 Investments

Capitalised investments are shown at cost in the statement of financial position. Any cash flows such as dividends received or proceeds from the sale of the investment are recognised in the statement of financial performance.

Investments are tested for an impairment loss whenever events or changes in circumstances indicate that the investment may be impaired. Any impairment loss is included in the disclosure notes.

#### 4.3.4.5 Loans

Loans are recognised in the statement of financial position at the nominal amount. Amounts that are potentially irrecoverable are included in the disclosure notes.

#### 4.3.4.6 Inventory

Inventories on hand at the reporting date are disclosed at cost in the disclosure notes.

#### 4.3.5. Liabilities

#### 4.3.5.1 Payables

Recognised payables mainly comprise of amounts owing to other governmental entities. These payables are recognised at historical cost in the statement of financial position.

#### 4.3.5.2 Lease commitments

Lease commitments represent amounts owing from the reporting date to the end of the lease contract. These commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

Operating and finance lease commitments are expensed when the payments are made. Assets acquired in terms of finance lease agreements are disclosed in the annexures to the financial statements.

#### 4.3.5.3 Accruals

Accruals represent goods/services that have been received, but where no invoice has been received from the supplier at the reporting date, or where an invoice has been received but final authorisation for payment has not been effected on the system.

Accruals are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

#### 4.3.5.4 Contingent liabilities

A contingent liability 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 contingent liability is 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 included in the disclosure notes.

#### 4.3.5.5 Commitments

Commitments represent goods/services that have been approved and/or contracted, but where no delivery has taken place at the reporting date.

Commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes.

#### 4.3.6. Net Assets

#### 4.3.6.1 Capitalisation reserve

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are transferred to the National/Provincial Revenue Fund on disposal, repayment or recovery of such amounts.

#### 4.3.6.2 Recoverable revenue

Amounts are recognised as recoverable revenue when a payment made and recognised in a previous financial year becomes recoverable from a debtor.

#### 4.3.7. Asset Register

Assets are recorded in an asset register, at cost, on receipt of the item. Cost of an asset is defined as the total cost of acquisition. Assets procured in previous financial periods, may be stated at the fair value, where determinable, or RI, in instances where the original cost of acquisition or fair value cannot be established. No revaluation or impairment of assets is currently recognised in the asset register. Projects (of construction/development) running over more than one financial year relating to assets, are only brought into the assets register on completion of the project and at the total cost incurred over the duration of the project.

Annexure 4 and 5 of the disclosure notes, reflect the total movement in the assets register of assets with a cost equal to and exceeding R5,000 (Therefore capital assets only) for the current financial year. The movement is reflected at the cost as recorded in the in the asset register and not the carrying value, as depreciated is not recognised in the financial statement under the modified cash basis of accounting. The opening balance reflected on annexure 4 and 5 will include items procured in prior accounting period and the closing balance will represent the total cost of the register for capital assets on hand.

#### 4.3.8. Related party transactions

Related parties are departments that control or significantly influence the department in making financial and operating decisions. Specific information with regards to related party transactions is included in the disclosure notes.

#### 4.3.9. Key management personnel

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department.

Compensation paid to key management personnel including their family members where relevant, is included in the disclosure notes.

#### 4.3.10. Public private partnerships

A public private partnership (PPP) is a commercial transaction between the department and a private party in terms of which the private party:

- Performs an institutional function on behalf of the institution; and/or
- acquires the use of state property for its own commercial purposes; and
- assumes substantial financial, technical and operational risks in connection with the performance of the institutional function and/or use of state property; and
- receives a benefit for performing the institutional function or from utilizing the state property, either by way of:
  - consideration to be paid by the department which derives from a Revenue Fund;
  - charges fees to be collected by the private party from users or customers of a service provided to them; or
  - a combination of such consideration and such charges or fees.

A description of the PPP arrangement, the contract fees and current and capital expenditure relating to the PPP arrangement is included in the disclosure notes.

## APPROPRIATION STATEMENT FOR THE YEAR ENDED 31 MARCH 2006

			Appro	Appropriation per programme	et.				
					2005/06			2004/05	(05
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Administration     Current payment     Transfers and subsidies     Payment for capital assets	69,827 8,238 2,929	1 1 1	2,874 (1,474)	72,701 6,764 2,929	68,779 6,706 2,532	3,922 58 397	94.6 % 99.1 % 86.4 %	75,085 - 3,529	74,857
<ol> <li>Housing planning and research         Current payment         Transfers and subsidies         Payment for capital assets     </li> </ol>	9,125 - 270		38	8,947 38 270	7,374 34 105	1,573 4 165	82.4 % 89.5 % 38.9 %	6,969	6,934 - 156
3. Housing performance /subsidy programme Current payment Transfers and subsidies Payment for capital assets	16,979 1,147,563 28,028	1 1 1	(2,090)	14,889 1,154,961 28,028	14,531 1,154,530 26,306	358 531 1,722	97.6% 100% 93.9%	23, 158 979,000 13,290	23, I51 974, 303 12,653
Urban renewal and human     settlement and redevelopment     Current payment     Transfers and subsidies     Payment for capital assets	1,248 406,555 9,617	- (989,1) 1,686	28 (26,207)	1,276 378,662 26,823	1,167 306,191 19,634	109 72,471 7,189	91.5 % 80.9 % 73.2 %	1,549 250,441 6,247	1,476 214,474 6,164
5. Housing Asset management Current payment Transfers and subsidies	22,669	1 1	15,520 (1,130) 5,221	21,539	19,047	2,492	88.4 8.00 8.00	24,476 55,814	24,566
Payment for capital assets	6,645			6,645	6,645		% 001	814	202
Subtotal	1,764,295			1,764,295	1,673,302	90,993	94.8 %	1,440,225	1,394,135
Statutory Appropriation Current payment Transfers and subsidies Payment for capital assets									
TOTAL	1,764,295	-	1	1,764,295	1,673,302	90,993	94.8	1,440,225	1,394135
Reconciliation with Statement of Financial Performance Add: Prior year unauthonised expenditure approved with funding Departmental receipts Actual amounts per Statements of Financial Performance (Total revenue)	ncial Performance  Jure approved with funcancial Performance (To	ding otal revenue)		1,840				2,540 5,812 1,448,578	1,394,135
Prior year unauthonised expenditure approved Actual amounts per Statements of Financial Performance (Total expenditure)	ure approved ancial Performance (Tc	otal expenditure)			1,673,302				2,540

			\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		و د د د د د د د د د د د د د د د د د د د				
			סוקקל	priation per economic	CIASSIIICACIOII				
				20	2005/06			2004/05	05
	Adjusted	Shifting of	Virement	Final	Actual	Variance	Expenditure	Final	Actual
	Appropriation	Funds		Appropriation	Expenditure		as % of final appropriation	Appropriation	Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments									
Compensation of employees	72,659	ı		72,659	69,434	3,225	95.6 %	87,700	87,229
Goods and services	39,747	,	6,946	46,693	41,396	5,297	88.7 %	43,537	43,494
Interest and rent on land	7,442	,	(7,442)		,	,	,		,
Financial transactions in assets and liabilities	ı	ı		ı	89	(88)	1	,	262
Transfers and subsidies					1	()			
Provinces and municipalities	226	ı	502	502	482	20	% 96	,	,
Households	1,601,814	(1,686)	(15,526)	1,584,602	1,506,700	77,902	95.1 %	1,285,225	1,240,764
Payments for capital assets									
Buildings and other fixed structures	38,121	1,686	16,360	56,167	52,210	3,957	93%	18,776	18,199
Machinery and equipment	4,512	1	(840)	3,672	3,012	099	82%	4,958	4,186
Total	1,764 ,295	-	-	1,764,295	1,673,302	90,993	94.8 %	1,440,226	1,394,135

			Detail	Detail per programme I-Administration	ninistration				
				20	2002/06			2004/05	0.5
Programme per sub programme	Adjusted	Shifting of	Virement	Final	Actual	Variance	Expenditure	Final	Actual
	Appropriation	Funds		Appropriation	Expenditure		as % of final appropriation	Appropriation	Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Office of the MEC	7. 7.c	1	(15)	6 420	7. C.7.0 C.7.0	895	% 0 1 6	6 477	6 419
Transfers and subsidies0	) - -		15	15	15	)	%001	1	1
Payment for capital assets	06		,	06	43	47	47.8 %	50	2
Office of the CFO Current payment	7,409		(30)	7,379	7,060	319	95.7 %	6,358	6,314
Transfers and subsidies Payment for capital assets	- 44	1 1	30 -	30	30	- 2	%986	- 20	
					!	ı			
Corporate services Current payment Transfers and subsidies	46,173	1 1	2,950	49 ,123 150	48,178	945	98.1 %	53,566	53,454
Payment for capital assets	2,535	1	1	2,535	2,215	320	87.4 %	3,334	3125
Communication and Customer Relation									
Current payment	018'6	1	(31)	6/2/6	7,689	2,090	78.6%	8,734	8,670
Transfers and subsidies	8,238	1	(699'1)	6,569	6,519	50	99.2%	ı	1
Payment for capital assets	091			091	132	28	82.5%	95	80
Total	80,994		1,400	82,394	78,017	4,377	94.7%	78,614	78,064

			Progra	Programme I-Administration					
				20	2005/06			2004/05	/05
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of	Final Appropriation	Actual Expenditure
							final appropriation		
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	37,650	ı	,	37,650	36,977	673	98.2 %	38,757	38.562
Goods and services	24,735	1	10,316	35,051	31,800	3,251	90.7 %	36,328	36,296
Interest and rent on land	7,442	1	(7,442)	,	,	,	,	,	,
Financial transactions in assets and liabilities	ı	ı		ı	2	(2)	%	ı	ı
Transfers and subsidies									
Provinces and municipalities	1	ı	226	226	216	0_	95.6 %	ı	ı
Nonpront Institutions Households	8,238	ı	(1,700)	6,538	6,490	48	99.3%	ı	ı
Payments for capital assets									
Machinery and equipment	2,929	ı		2,929	2,532	397	86.4%	3,529	3,206
Total	80,994	1	1,400	82,394	78,017	4,377	94.7%	78,614	78,064

			Detail per program	Detail per programme 2- Housing planning and Research	ng and Research				
				20	2005/06			2004/05	05
Programme per sub programme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Administration H.P.& R  Current payment  Transfers and subsidies  Payment for capital assets	1,436	1 1 1	(+) + -	1,432 4 20	1,223 3 10	209	85,4% 75% 50%	955 - 170	950 - 145
Planning Current payment Transfers and subsidies Payment for capital assets	1,051	1 1 1	(14)	1,037 14 150	879 13	158	84.8 % 92.9 % 0%	1,051	1,052
Policy Current payment Transfers and subsidies Payment for capital assets	1,731	1 1 1	8 8 1	1,723 8 100	1,415	308 - 20	82.1 % 87.5% 95%	2,439	2,432
Research Current payment Transfers and subsidies		1 1	(103)	1,137	1,004	- 133	88.3 %	1,093	1080
Municipal support  Current payment  Transfers and subsidies  Total	3,667		(49)	3,618	2,853 8 8 8 7,513	765   1.742	78.9 % 88.9 % 81.2%	1,431	1,420

O	١	٢	į
Ó	i	6	į
,	2	8	

			Programme (	Programme 2-Housing Planning and Research	J Research				
				20	2005/06			2004/02	.05
Economic classification	Adjusted	Shifting of	Virement	Final	Actual	Variance	Expenditure	Final	Actual
	Appropriation	Funds		Appropriation	Expenditure		as % of final	Appropriation	Expenditure
							appropriation		
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	6,313	1	(40)	6,273	5,469	804	87.2%	5,664	5,642
Goods and services	2,812	,	(138)	2,674	1,905	69/	71.2%	1,305	1,292
Transfers and subsidies			,						
Provinces and municipalities	,	,	38	38	34	4	89.5%	,	
Payments for capital assets									
Machinery and equipment	270	1	1	270	105	165	38.9%	250	156
Total	9 395		(140)	9 255	7513	1 747	81 2%	7219	7 090

		Detail	per programme 3	Detail per programme 3-Housing Performance /Subsidy Programme	/Subsidy Programme				
				20	2005/06			2004/05	/05
Programme per sub programme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Administration Subsidy									
Current payment	16,979	ı	(2,090)	14,889	14,531	358	%9'.26	17,997	18,033
Transfers and subsidies	ı	ı	90	06	87	М	%2'96	ı	ı
Payment for capital assets	20,529	ı	ı	20,529	20,451	78	%9'66	444	321
People Housing Process									
Current payment	00 .	ı	- 00	000	00 / 00 / 00 / 00 / 00 / 00 / 00 /	٠ (	- 80	5,161	5,132
ransiers and subsidies Payment for capital assets	7,499	1 1		7,499	5,855	1,644	%I:8Z	12,846	12,332
Project linked									
Transfers and subsidies	746,184	1	(23,600)	722,584	722,527	57	%001	624,109	621,079
Individual									
Transfers and subsidies	41,772	1	13,000	54,772	54,698	74	%6'66	37,141	37,123
Relocation									
Transfers and subsidies	926'59	1	(54,150)	908'11	11,534	272	97.7%	55,622	55,621
Rural Housing									
Transfers and subsidies	13,191	ı	(13,190)	_	_		%001		
Institutional Transfers and subsidies	131.912	1	(125.000)	6.912	6.894	<u>∞</u>	%2'66	30.88	30.173
Affordable Rental Accommodation									
Transfers and subsidies	926'59	1	ı	926'59	65,921	35	%6:66	8,825	8,294
Disaster management/ emergency Transfers and subsidies	3,078		(3,016)	62	12	20	%+:0-1		,
NHBRC Enrolment Transfers and subsidies	10,553	1	185,615	196,168	196,168	,	% 0001	175,841	175,011
Township register									
Transfers and su bsidies	352	ı	(351)	_	_		%001	260	1
Total	1,192,570		5,308	1,197,878	1,195,267	2,611	%8.66	1,015,448	1,010,107

		Progra	mme 3-Housing P	Programme 3-Housing Performance/ Subsidy Programme	rogramme				
				20	2005/06			2004/02	405
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payment									
Compensation of employees	10,350	ı	ı	10,350	10,342	00	%6.66	20,229	20,160
Goods and services	6,630	ı	(2,090)	4,540	4,151	389	91.4%	2,929	2,992
Financial transactions in assets and liabilities	1			ı	37	(37)	%		
Transfers and subsidies			C	C	C	, c	07		
Households	1.147.563		7.308	1.154.871	1.154.342	529	%°'./6	000'626	974,302
Payments for capital assets Buildings and other fixed	26,814	1	840	27,654	26,011	1,643	94.1%	12,649	12,143
structures Machinery and equipment	1,213	1	(840)	373	296		79.4%	149	210
Total	1,192,570		5,308	1,197,878	1,195,267	2,611	%8'66	1,015,448	1,010,107

		Detail per p	rogramme 4-Urba	Detail per programme 4-UrbanRenewal and Human Settlement Redevelopment	Settlement Redevelo	pment			
				20	2005/06			2004/02	/05
Programme per sub programme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Administration UR & Human Current payment Transfers and subsidies Payment for capital assets	1,248 839 4,525	1 1 1	(12) (828)	1,236 11 4,525	1,167 10 4,355	69	94.4% 90.9% 96.2%	1,549	1,480 - 6,164
Urban Renewal  Current payment  Transfers and subsidies  Payment for capital assets	- 401,586 5,092	- (989'I) 1,686	40 (28,548) 15,520	40 371,352 22,298	_ 298.882 15,279	40 72,470 7,019	0% 80.5% 68.5%	220,088	187,284
Human settlement Redevelopment Transfers and subsidies Total	4,130		3,169	7,299	7,299	29,767	80.4%	30,353	27,186

		Progra	.mme 4-Urban Rei	Programme 4-Urban Renewal and Human Settlement Redevelopment	ement Redevelopmer	t			
				20	2005/06			2004/05	405
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	appropriation %	R'000	R'000
Current payment									
Compensation of employees	629	ı	4	699	699		%001	1,165	1,155
Interest and rent on land	0		(71)	900	000	671	0/ /://	100	126
Financi al transactions in assets and liabilities	ı	1	ı	ı	91	(91)	1	1	ı
Transfers and subsidies			:	!	!	,			
Provinces and municipalities Non-profit institutions	ı	ı	<u>∞</u>	<u>∞</u>	5	m	83.3 %	ı	ı
Households	411,411	(1,686)	(26,225)	383,500	306,176	77,324	79.8 %	249,811	214,470
Payments for capital assets									
Buildings and other fixed structures	4,662	1,686	15,520	21,868	19,554	2,314	89.4 %	6,757	9;00
Machinery and equipment	001	-		001	79	21	79%	120	112
Total	417,420	-	(10,659)	406,761	326,992	79,769	80.4%	258,237	222,114

			Detail per progr	Detail per programme 5-Housing Asset management	: management				
				20	2005/06			2004/05	05
Programme per sub programme	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	<b>.</b> %	R'000	R'000
Administration Asset Management Current payment Transfers and subsidies Payment for capital assets	10,336	1 1 1	(840)	9,496 40 6,645	9,151 40 6,645	345	96.4% 100% 100%	9,867	9,688
Maintenance Current payment Transfers and subsidies Payment for capital assets	12,333 22,196 -	1 1 1	(290)	12,043 22,727 -	9,896 22,725	2.147	82.2% 100% 0%	14,609 48,010 58	14,879 44,496 10
Transfer Housing Asset Transfers and subsidies Total	12,406		4,650	17,056	17,056	2,494	100%	7,804	7,495

			Programm	Programme 5-Housing Asset Management	agement				
				20	2005/06			2004/05	05
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	4ppropriation %	R'000	R'000
Current payment Compensation of employees Goods and services Interest and rent on land	17,717 4,952	1 1 1	- (1,130)	17,717 3,822	3,057	765	90.2% 80%	21,885	21,710
rinaridal urabacuons in assets and liabilities  Transfers and subsidies  Provinces and municipalities  Households	34,602		- 130 5,019	- 130	13 129 39,692	(13)	(U)% 99.2% 100%		- 51,992
Payments for capital assets Buildings and other fixed structures Machinery and equipment	6,645	1 1		6,645	6,645		%001 -	- 418	202
-0.0	03,710		4,071	00,007	510,00	7,434	70.3%	90,7,09	76,760

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

Detail of these transactions can be viewed in note 6 (Transfers and subsidies) and Annexure 1 (F-L) 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	Final	Actual		Variance as a % of	
		Appropriation R'000	Expenditure R'000	Variance R'000	Final Appropriation %	
	Administration	82,394	78,017	4,377	5.31%	
	Housing Planning and					
	Research	9,255	7,513	1,742	18.82%	
	Housing performance	1,197,878	1,195,267	2,611	0.22%	
	UR and HSR	406,761	326,992	692'62	%19.61	
	Housing asset management	68,007	65,513	2,494	3.67%	

The underspending relates to goods and services that were delivered/rendered, but not paid for, due to the reason of late submission of invoices by the supplier. The balance of the underspending can be attributed to machinery and equipment, due to the new procurement procedures for purchase of office furniture. The policy was introduced to utilise first the department stock that was held in stores.

Per Economic classification	2005/06 R'000	2004/05 R'000	%	
Current Expenditure:				
Compensation of employees	3,224	1,049	0%	
Goods and services	5,296	41	11%	
Financial transactions in assets and liabilities	(68)	(262)	51%	
Transfers and subsidies:				
Provinces and municipalities	20	-		
Households	79,587	44,491	5%	
Payments for capital assets:				
Buildings and other fixed structures	2,270	-	0%	
Machinery and equipment	661	772	0%	

### STATEMENT OF FINANCIAL POSITION

	Note	2005/06 R'000	2004/05 R'000
REVENUE  Annual appropriation  Appropriation for unauthorised expenditure approved  Departmental revenue  TOTAL REVENUE	2	1,764,295 - 1,840 <b>1,766,135</b>	1,440,226 2,540 5,812 <b>1,448,578</b>
EXPENDITURE  Current expenditure  Compensation of employees  Goods and services  Financial transactions in assets and liabilities  Unauthorised expenditure approved  Total current expenditure	3 4 5 8	69,434 41,396 68 - 110,898	87,229 43,495 262 2,540 133,526
Transfers and subsidies	6	1,507,182	1,240,764
Expenditure for capital assets  Buildings and other fixed structures  Machinery and equipment  Total expenditure for capital assets	7 7	52,210 3,012 <b>55,222</b>	18,199 4,186 <b>22,385</b>
TOTAL EXPENDITURE		1,673,302	1,396,675
SURPLUS/(DEFICIT)  Add Surplus - Housing Fund Old Business  SURPLUS/(DEFICIT) FOR THE YEAR		92,833 - <b>92,833</b>	51,902 46,258 <b>98,160</b>
Reconciliation of Surplus/(Deficit) for the year Voted Funds Departmental Revenue Surplus on Housing Fund Old Business SURPLUS/(DEFICIT) FOR THE YEAR	12 20	90,993 1,840 - <b>92,833</b>	46,090 5,812 46,258 <b>98,160</b>

	Note	2005/06 R'000	2004/05 R'000
ASSETS			
Current assets Unauthorised expenditure Cash and cash equivalents Prepayments and advances Receivables  TOTAL ASSETS	8 9 10 11	310 93,899 818 56,331	- 40,434 2,896 50,755 <b>94,085</b>
LIABILITIES			
Current liabilities  Voted funds to be surrendered to the Revenue Fund  Departmental revenue to be surrendered to the Revenue  Fund  Payables	12 13	90,993 1,840 9,019	46,107 2,216 2,599
Non-current liabilities Payables	23	-	-
TOTAL LIABILITIES		101,851	50,922
NET ASSETS		49,507	43,163
Represented by: Capitalisation reserve Recoverable revenue Retained funds (Legislatures/Parliament) Revaluation reserves (Housing dept's)		184,165 - (134,658) -	177,821 - (134,658) -
TOTAL		49,507	43,163

## STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31 MARCH 2006

	Note	2005/06 R'000	2004/05 R'000
Capitalisation Reserves Opening balance Transfers from Gauteng Housing Fund Restatement of Property Value Property Devolved to Local Government Movement in Equity Movement in Operational Funds Write -off due to RETRO Policy Other movements Closing balance		177,821 - - (1,897) 145,480 (195,528) (7,435) 65,724 184,165	- 375,070 5,183 (6,905) - - (195,527) - 177,821
Retained funds  Opening balance Transfer from Statement of Financial Performance Accruals at 31 March Written back Gauteng Housing Fund Utilised during the year Other Closing balance		(134,658) - - - - - (134,658)	46,258 46,504 (161,784) - (65,636) (134,658)
Revaluation Reserve  Opening balance Revaluation adjustment (Housing department's) Transfers Other Closing balance		- - - -	(3,367) 167,121 (163,754) -
TOTAL		49,507	43,163

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2006

	Note	2005/06 R'000	2004/05 R'000
CASH FLOWS FROM OPERATING ACTIVITIES Receipts Annual appropriated funds received Appropriation for unauthorised expenditure received Departmental revenue received	1.1 8	1,766,135 1,764,295 - 1,840	1,448,499 1,440,226 2,540 5,733
Net (increase)/decrease in working capital Surrendered to Revenue Fund Current payments Transfers and subsidies paid Net cash flow available from operating activities	15	2,612 (48,324) (110,898) (1,507,182) <b>102,343</b>	(46,437) (16,773) (130,986) (1,240,764) 13,539
CASH FLOWS FROM INVESTING ACTIVITIES  Payments for capital assets  Proceeds from sale of capital assets  Net cash flows from investing activities	2.3	(55,222) - (55,222)	(22,385) 79 <b>(22,306)</b>
CASH FLOWS FROM FINANCING ACTIVITIES  Distribution/dividend received Increase/(decrease) in net assets Increase/(decrease) in non - current payables  Net cash flows from financing activities		- 6,344 - <b>6,344</b>	- 43,163 - <b>43,163</b>
Net increase/(decrease) in cash and cash equivalents  Cash and cash equivalents at the beginning of the period		53,465 40,434	34,396 6,038
Cash and cash equivalents at end of period	16	93,899	40,434

### NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2006

## I. Annual Appropriation

## I.I Annual Appropriation

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

	Final Appropriation	Actual Funds Received	Funds not requested/not received	Appropriation Received 2004/05
	R'000	R'000	R'000	R'000
Programme I	82,394	82,394	-	78,613
Programme 2	9,255	9,295	(40)	7,219
Programme 3	1,197,878	1,182,245	15,633	1,015,448
Programme 4	406,761	385,121	21,640	258,237
Programme 5	68,007	105,240	(37,233)	80,708
Total	1,764,295	1,764,295	-	1,440,225

		Note	2005/06	2004/05
			R'000	R'000
1.2	Conditional grants			
	Total grants received	Annex IA	1,371,199	1,154,151
	Provincial grants included in Total Grants received		1,352,805	1,154,151

## 2. Departmental revenue to be surrendered to revenue fund Description

	Notes	2005/06 R'000	2004/05 R'000
Tax revenue			
Sales of goods and services other than capital assets	2.1	101	1,362
Interest, dividends and rent on land	2.2	1,591	500
Sales of capital assets	2.3	-	79
Financial transactions in assets and liabilities	2.4	148	3,872
Total revenue collected		1,840	5,812
Departmental revenue collected		1,840	5,812

## 2.1 Sales of goods and services other than capital assets

	2005/06 R'000	2004/05 R'000
Sales of goods and services produced by the department	101	-
Other sales	-	1,361
Sales of scrap, waste and other used current goods	-	-
Total	101	1,361

## 2.2 Interest, dividends and rent on land

	2005/06 R'000	2004/05 R'000
Interest Total	1,591 <b>1,591</b>	500 <b>500</b>

## 2.3 Sale of capital assets

	2005/06 R'000	2004/05 R'000
Land and subsoil assets Other capital assets Total	-	79 <b>79</b>

## 2.4 Financial transactions in assets and liabilities Nature of loss recovered

	2005/06 R'000	2004/05 R'000
Receivables Other Receipts including Recoverable Revenue Total	-   48 <b>  48</b>	2,013 1,859 <b>3,872</b>

## 3. Compensation of employees

3.1 Salaries	and Wages	2005/06 R'000	2004/05 R'000
	Basic salary Performance award Service Based Compensative/circumstantial Periodic payments Other non -pensionable allowances	39,681 751 4,218 4,936 995 9,041 59,622	55,072 1322 613 3,104 7,940 6,944 74,995
3.2 Social c	ontributions		
3.2.1	Employer contributions Pension Medical Bargaining council Insurance	6,580 3,211 20 1 9,812	8,435 3,772 25 2 12,234
Total compe	nsation of employees	69,434	87,229
Average num	ber of employees	669	813

## 4. Goods and services

	Note	2005/06 R'000	2004/05 R'000
Advertising		1,691	1,347
Attendance fees (including registration fees)		1,374	1,970
Bank charges and card fees		101	116
Bursaries (employees)		279	226
Cash discount		5,178	2,902
Communication		2,984	2,710
Commission		3,154	4,112
Entertainment		2,142	1,669
External audit fees	4.1	1,518	924
Equipment less than R5000		-	18
Government motor transport		4,057	2,700
Inventory	4.2	2,323	2.293
Legal fees		1,641	2,140
Maintenance, repairs and running cost		2,334	3,885
Medical Services		81	783
Operating leases		8,855	10,879
Printing and publications		770	715
Resettlement cost		92	55
Travel and subsistence	4.3	2,521	3,590
Protective, special clothing & uniforms		301	74
Previous year unallocated items		-	386
		41,396	43,495

		2005/06 R'000	2004/05 R'000
4.1	External audit fees		
	Regulatory audits Total external audit fees	1,518 <b>1,518</b>	924 <b>924</b>
		2005/06 R'000	2004/05 R'000
4.2	Inventory Other inventory Domestic consumables Other consumables Stationery and printing	17 280 760 1,266 <b>2,323</b>	- 792 1,501 <b>2,293</b>
		2005/06 R'000	2004/05 R'000
4.3	Travel and subsistence Local Foreign Total travel and subsistence	2,320 201 <b>2,521</b>	2,312 1,279 <b>3,590</b>

## 5. Financial transactions in assets and liabilities

	Note	2005/06 R'000	2004/05 R'000
Debts written off	5.1	68 68	262 262
5.1 Debts written off Nature of debts written off Staff Debt		68 68	262 262

## 6. Transfers and subsidies

		2005/06 R'000	2004/05 R'000
Provinces and municipalities	Notes Annex I C, I D, I E & I F		
Households	Annex IL	482 1,506,700 1,507,182	- 1,240,764 1,240,764

			2005/06 R'000	2004/05 R'000
7.	Expenditure for capital assets			
	Buildings and other fixed structures  Machinery and equipment  Total	Annex 4 Annex 4	52,210 3,012 <b>55,222</b>	18,199 4,186 <b>22,385</b>
	The following amount for Compensation of employees has been included in Expenditure for capital assets		50,273	15,001
			2005/06 R'000	2004/05 R'000
8.	Unauthorised expenditure			
	8.1. Reconciliation of unauthorised expenditure  Opening balance  Amounts approved by Parliament/Legislature (with funding)  Current expenditure  Transfer to receivables for recovery (not approved) Unauthorised expenditure awaiting authorisation		- - 310 310	2,540 (2,540) (2,540) - -
			2005/06 R'000	2004/05 R'000
9.	Cash and cash equivalents		11 000	11,000
	Consolidated Paymaster General Account Cash receipts Cash with commercial banks		93,869 25 5 93,899	40,429 - 5 40,434
			2005/06 R'000	2004/05 R'000
10	Prepayments and advances Description Staff advances Travel and subsistence Advances paid to other entities		l 59 758 818	48 54 2,794 2,896

RECEIVABLES

2004/05 R'000		Total	R'000		73,157 406,434	855	) 	482,662	(431,907)	50,755	21,062	52,095	73,137	406,434 71 21 519 244	<b>855</b> 1,240 976
2005/06 R'000		Total	R'000	1	74,785 460,721	2,249	; ·	538,286	(481,955)	56,331	23,877	50,908	460,721	<b>460,721</b> 55 11 297 1,886	<b>2,249</b> 66 465
		Older than three	R'000		9,623 223, 895	19	1	233,679							
		One to three years	R.000	( L - (	58,158 187,026	456	1	245,640							
		Less than one year	R'000		7,004	1,632	· '	58,967							
				11.1	11.2	11.3	Annex 6		-	stitutions					
	Receivables			Households and non profit	institutions Private enterprises	Staff debt Other Debtors	Claims recoverable		Less provision for Bad Debts	11.1 Households and non-profit institutions	Individual Loan	Rental Debtor	11.2 Private enterprises Instalment Sale Debtors	Breach of Contract State guarantees Salary overpayments Other	<ul><li>11.4 Other debtors</li><li>Disallowance Miscellaneous</li><li>Other</li></ul>
	=			Ι.	.≒ a.	is C			י	_			_	_	_

					2005/0 <b>6</b> R'000	2004/05 R'000
12.	Voted funds to be surrendered to the Revenue Fund Opening balance Transfer from Statement of Financial Performance Voted funds not requested/not received Paid during the year Closing balance			19.1	46,107 90,993 - (46,107)	12,898 46,090 17 (12,898) <b>46,107</b>
					2005/06 R'000	2004/05 R'000
<u></u>	Departmental revenue to be surrendered to the Revenue Fund Opening balance Transfer from Statement of Financial Performance Paid during the year Closing balance				2,216 1,840 (2,216) <b>1,840</b>	278 5,812 (3,874) <b>2,216</b>
		Notes	30 Days	30+ Days	2005/06 Total	2004/05 Total
4	Payables – current Description Amounts owing to other entities Advances received Clearing accounts Other payables	Annex 7 14.1 14.2 14.3		7,024 129 1,866 9,019	7,024 129 1,866 <b>9,019</b>	379 106 2,1 14 <b>2,599</b>
	14.1 Advances received Advances From public entities				7,024 <b>7,024</b>	379 <b>379</b>
	14.2 Clearing accounts Description Li suspence Post Office Account Recover of Previous year expenditure Rental Deposit received non-allocated Other				(11) 73 - 47 20	25 40 5 33 3
	14.3 Other payables Description Revenue Staff Debtors Other				1,509 - 353 <b>4</b> 1,866	1,696 117 294 7 2,114

		2005/06 R'000	2004/05 R'000
<u>7.</u>	Net cash flow available from operating activities  Net surplus/(deficit) as per Statement of Financial Performance  Non-cash movements (Increase)/decrease in receivables – current (Increase)/decrease in prepayments and advances (Increase)/decrease in other current assets Increase)/decrease in other current Proceeds from sale of capital assets Surrenders to Revenue Fund Expenditure on capital assets  Net cash flow generated by operating activities	92,833 - (5,576) 2,078 (310) 6,420 - (48,324) 55,222	98,161 (46,258) 87,390 2,540 (84,144) (79) (16,773) 22,385
	Reconciliation of cash and cash equivalents for cash flow purposes  Consolidated Paymaster General account  Cash receipts  Cash on hand	2005/06 R'000 93,869 25 5 5 93,899	2004/05 R'000 40,429 - 5 40,434
17. Sur Rev Add Add Rer Inte Oth Ho Oth Oth Met Surplus	Surplus of the Housing Fund Old Business activities  Revenue Admin Rental Interest Other Housing Loss Other	2005/06 R'000	R'000 339 6,312 45,775 84 52,510 4,731 1,584 (3) 6,252 46,258

# DISCLOSURE NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2006

		Note	2005/06 R'000	2004/05 R'000
<u>8</u>	Contingent liabilities  Liable to Nature  Housing loan guarantees Employees	Annex 3A	952	747
	Clams against the department Other departments (interdepartmental unconfirmed balances)	Annex 3B Annex 7	4,3/5  -  5,32.7	2,53   -   3,47 8
61	Commitments		2005/06 R'000	2004/05 R'000
	Capital expenditure         Approved and contracted         Approved but not yet contracted		183,368 133,036	4,360
	Total Commitments		316,404	4,360
20	Accruals Listed by economic classification		2005/06 R'000	2004/05 R'000 Tool
	Compensation of employees Goods and services Transfers and subsidies 56,750	SOT Days	1,437 56,750 <b>58,187</b>	78,876 - <b>78,876</b>
	Listed by programme level Administration Housing planning and Research Housing performance		1, 253 58 13,422	1,408 4 28,458
	Urban Renewal and Human Settlement Housing Asset management		6,372	47,817
	Confirmed balances with other departments	Annex 7	58,187 256	78,876
			256	4,449

2004/05 R'000	2,825 1,360 2,960 <b>7,145</b>	2004/05 Total R'000 11,942 8,456 20,398	1,362 500 79 3,827 44 <b>5,812</b>	unts Administrator. ousing Process and
2005/06 R'000	2,352 2,801 - 8,144 13,297	2005/06 Total R'000 5,038 9,805 14,843	101 1,591 - 148 - 1,840	nasa Technical and Acco
		Machinery and equipment R'000 1,941 1,027 2,968		ership Fund and Xh r's Project in Kliptc ms received in resp
		Buildings and other fixed structures R'000 3,097 8,778 11,875		the Gauteng Partnition to the Premierents were for clair
		Land R'000		der review were payments in rela .T.C. These paym
	Employee benefits  Leave entitlement Thirteenth cheque Performance awards Capped leave commitments	Lease Commitments  Operating leases  Not later than I year Later than I year and not later than 5 years  Total present value of lease liabilities	Receivables for departmental revenue  Tax revenue Sales of goods and services other than capital assets Interest, dividends and rent on land Sales of capital assets Financial transactions in assets and liabilities Other	Related party transactions  The only related parties the Department had during the financial year under review were the Gauteng Partnership Fund and Xhasa Technical and Accounts Administrator.  The Department transferred R 51.5 Million to the GPF for processing payments in relation to the Premier's Project in Kliptown – Johannesburg.  The Department made payments totalling R 107.2 Million to Xhasa ATC. These payments were for claims received in respect of the Peoples Housing Process and Community Based projects. NB! Xhasa ATC is the Accounts Administrator for these projects.
	21.	22. 21.1	23.	24.

		No. of Individuals	2005/06 R'000	2004/05 R'000
25.	Key management personnel			
	MEC Officials	_	689	653
	Level 15 to 16 Level 14	ĿΛ ∞	2,701	5,780
			6,925	16,919
26.	Provisions Potential irrecoverable debts Households and non profit institutions Private enterprises		67,306 414,649 <b>481,955</b>	- 431,907
27.	27. Inventory at year end  Domestic consumables  Stationery and printing		1,057	1 1 1

## ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2006

## **ANNEXURE 1A**

## STATEMENT OF CONDITIONAL GRANTS RECEIVED

υ () Σ <u>4</u>			GRANT ALLOCATION	NOI			SPENT		20	2004/05
DEPARTMENT	Division of Revenue	Roll Over	DORA Adjustments	Other	Total Available	Amount	Amount spent by	% of available funds	Division of	Amount spent by
	Act/ Provincial Grants					by department	department	spent by department	Revenue Act	department
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Division of										
Revenue Act										
S.A Hosing Fund	1,340,675	9,025	ı	ı	1,349,700	1,349,700	1,359,700	%001	1,117,463	1,106,843
Human Settlement	4,130	3,169	ı	ı	7,299	7,299	7,299	%00 I	30,353	27,186
Land Distribution:										
Alexandra	8,000	6,200	ı	1	14,200	14,200	14,200	%001	6,335	ı
	1,352,805	18,394		1	1,371,199	1,371,199	1,370,851		1,154,151	1,134,029

## **ANNEXURE 1F**

# STATEMENT OF UNCONDITIONAL GRANTS AND TRANSFERS TO MUNICIPALITIES

2004/05	Total	Available				R'000	1	
	% of	available	funds	spent by	municipality	%	%0	
SPENT		Amount	spent by	municipality		R'000	ı	
	Amount	received	by	municipality		R'000	1	
SFER	% of	Available	funds	Transferred		%	66.2%	1
TRANSFER		Actual	Transfer			R'000	482	482
	Total	Available				R'000	728	728
GRANT ALLOCATION	Adjustments					R'000	502	502
GRANT AL	Roll	Overs				R'000	ı	,
	Amount					R'000	226	226
				NAME OF	> I VAI VII V		RSC Levies	

## ANNEXURE IL

## STATEMENT OF TRANSFERS TO HOUSEHOLDS

		TRANSFER	TRANSFER ALLOCATION		EXPENDITURE	ITURE	2004/05
	Adjusted	Roll	Adjustments	Total	Actual	% of	Final
	Appropriation	Overs		Available	Transfer	Available	Appropriation
	Act					spunj	Act
						Transferred	
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers					1,349,352		
Housing Fund	1,340,675	9,025	ı	1,349,700		%001	1,103,883
Human Settlement	4,130	3,169	ı	7,299	7,299	%001	30,353
Land Distribution: Alexandra	8,000	6,200	ı	14,200	1,420	%01	6,335
Alex Renewal Project	175,000	26,673	ı	201,673	73,629	36,5%	ı
Kliptown	75,000	1	ı	75,000	75,000	%001	ı
Other							144,554
	1,602,805	45,067	ı	1,647,872	1,506,700	1	1,285,125
Total	1,602,805	45,067	1	1,647,872	1,506,700	1	1,240,764

## **ANNEXURE 3A**

# STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2006 - LOCAL

		Original guaranteed capital	Opening balance I April	Guarantees issued during the	Guarantees released/paid/ cancelled/reduced	Guaranteed interest for year ended 31	Closing balance 31 March 2006	Realised losses not recoverable
Guarantor institution	cuarantee in respect of	R'000	2003 R'000	year R'000	during the year R'000	R'000	R'000	R'000
	Housing							
Standard Bank Of SA(Itd)								
			175	ı	17	ı	158	1
NedBank Limited			32	ı	ı	ı	32	1
FirstRand Bank Limited			191	22	ı	ı	183	1
ABSA								
			214	47	47	i	214	1
Old Mutual Finance								
Limited			6	ı	ı	ı	6	1
NedBank Limited INC			92	ı	ı	ı	92	ı
FirstRand Bank Limited			24	I	1	i	24	1
Old Mutual Bank Div			200	I	1	i	200	1
Community Bank			<u></u>	I	ı	ı	<u>~</u>	1
Boe Bank Limited			91	1	1	ı	91	1
	Total		947	69	64	-	952	

**ANNEXURE 3B** 

## STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2006

Nature of Liability	Opening Balance		Liabilities	Liabilities	Closing Balance
	01/04/2005	Liabilities incurred during the year	paid/cancelled/reduced during the year	recoverable(Provide details hereunder)	31/03/2006
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Wozani Security	6  ,	ı	ı	ı	6 1,1
Massels masho	412	ı	1	1	412
Zamani	000,11	ı	1	1	000'11
Shivara Contractors	ı	44			44
Time-Busi	ı	008'1	1	1	1,800
	12,531	1,844			14,375
Total	12,531	1,844			14,375

ANNEXURE 4
CAPITAL TANGIBLE ASSET MOVEMENT SCHEDULE FOR THE YEAR ENDED 31 MARCH 2006

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
BUILDING AND OTHER FIXED STRUCTURES	-	52,210	-	52,210
Other fixed structures	-	52,210	-	52,210
MACHINERY AND EQUIPMENT	8,316	3,012	-	11,328
Computer equipment	5,216	1,832	-	7,048
Furniture and office equipment	3,100	1,180	-	4,280
TOTAL CAPITAL ASSETS	8,316	55,222	-	63,538

The addition amount of R52,210 include the amount for compensation of employees and good and services incurred for capital projects.

ANNEXURE 4.1
ADDITIONS MOVEMENT SCHEDULE FOR THE YEAR ENDED 31 MARCH 2006

	Cash	In-Kind	Total
	R'000	R'000	R'000
BUILDING AND OTHER FIXED STRUCTURES Other fixed structures	<b>52,210</b> 52,210	-	52,210 52,210
MACHINERY AND EQUIPMENT  Computer equipment  Furniture and office equipment	<b>3,012</b> 1,832 1,180	- - -	3,012 1,832 1,180
TOTAL CAPITAL ASSETS	55,222	-	55,222

ANNEXURE 4.3
CAPITAL TANGIBLE ASSET MOVEMENT SCHEDULE FOR THE YEAR ENDED 31 MARCH 2005

	Additions R'000	Disposals R'000	Total Movement R'000
BUILDING AND OTHER FIXED STRUCTURES	18,199	-	18,199
Other fixed structures	18,199	-	18,199
MACHINERY AND EQUIPMENT  Computer equipment	<b>4,186</b> 2,888	-	4,186
Furniture and office equipment	1,096	-	-
Other machinery and equipment	202	-	4,186
TOTAL CAPITAL ASSETS	22,385	-	22,385

### **ANNEXURE 6**

## **INTER-GOVERNMENT RECEIVABLES**

		Confirmed balance	ce outstanding	Unconfirmed bala	ance outstanding	To	otal
	Government Entity	31/03/2006	31/03/2005	31/03/2006	31/03/2005	31/03/2006	31/03/2005
		R'000	R'000	R'000	R'000	R'000	R'000
	Department GSSC	-	-	-	810	-	810
	Gauteng - Department of Health Gauteng Department of Finance and Economics	-	-	4	1,145	4	1,145
k	ZN- Department of Housing	- -	- -	- 4	-	4	4
		-	4	8	1,955	8	1,959
	Other Government Entities Gauteng Partnership Fund						
	Ottosdal Municipal Other Government Entities	46,221	- 610 32	-	-	46,221	- 610 32
		46,221	610	-	-	46,221	610
	TOTAL	46,2 21	646	8	1,955	46,229	2,601

The amount of R46,221 is not included in the receivables as this amount is the outstanding amount transferred to Gauteng Partnership fund.

## ANNEXURE 7

## **INTER-GOVERNMENT PAYABLES**

	Confirmed bala	ance outstanding	Unconfirmed bala	ince outstanding	TO	TAL
GOVERNMENT ENTITY	31/03/2006	31/03/2005	31/03/2006	31/03/2005	31/03/2006	31/03/2005
GOVERNITEINT EINTITT	R'000	R'000	R'000	R'000	R'000	R'000
AMOUNTS NOT INCLUDED IN THE ST DEPARTMENTS	TATEMENTS OF F	INANCIAL POSIT	TON			
Current						
Gauteng Department of Education	-	4,216	-	-	-	4,216
GSSC	74	233			74	233
Department of justice	111		-	-	111	-
National Treasury	14		-	-	14	-
Gauteng department of social services	57	-	-	-	57	
Subtotal	256	4,449	-	-	256	4,449
						4.440
Total	256	4,449	_	_	256	4,449



5. Human Resources Management Report

## 5. HUMAN RESOURCES MANAGEMENT REPORT

## 5.1 HR OVERSIGHT STATISTICS FOR THE PERIOD APRIL 2005 TO MARCH 2006

Table I.I Main Service Delivery Improvement Standards

Main Services	Actual Customers	Potential Customers	Standard of Service	Actual Achievement against Standards
<ol> <li>To educate Communities &amp; Beneficiaries about Departmental Programmes, Projects, Services and Life Skills (e.g. HIV/Aids) related to Housing.</li> <li>To Train Housing Officials, Local Authorities and Community Structures on Programmes &amp; Projects of the Department.</li> <li>To undertake Impact Assessments of all Areas / Individuals who have been Educated.</li> <li>To Facilitate Housing Audits of all Houses Built by the Department.</li> </ol>	I. All CCRM Projects:	Public CBO's Housing Associations Housing Support Centres Customer Support Centres Other Government Departments Political Head of Department (MEC) General Public Financial Institutions GDOH Departmental Directorates	Batho Pele (8 guiding Principles) Discipline (adherence to behaviour that is generally accepted to be correct and proper. Transparency (ease of analysis by an outsider) Independence (minimise or avoid conflict of interest) Accountability (responsibility for action and decisions taken) Responsibility (allowance for corrective action and penality for wrong doing) Fairness (take balanced account of all those with interest in the organization and its future) Social Responsibility (aware of and responsible to social issues, placing high priority on ethics)	- 79 Workshop Held - 51 211 Beneficiaries Educated

Table 1.2 Consultation Arrangements for Customers

Type of Arrangement	Actual Customer	Potential Customer	Actual Achievements
<ul> <li>Queries From: <ul> <li>Politicians</li> <li>Imbizo's</li> <li>Media</li> <li>MPCC's</li> <li>RPT's</li> <li>Other Gvt. Organisations</li> </ul> </li> <li>Interviews with Local Officials</li> <li>Door to door campaigns</li> <li>One on one interviews</li> <li>Blitz in areas of New RDP Dev.</li> <li>CSC (Monitor Monthly Statistics)</li> <li>Local Councils (Monitor Monthly Statistics of Account Payments and Comments)</li> <li>Questionaire forms at Municipal Offices</li> <li>Interviews <ul> <li>Street to street</li> <li>Door to door</li> <li>One on one</li> <li>Face to Face</li> </ul> </li> <li>Placing a Mobile Unit in Strategic areas.</li> </ul>	Public CBO's Other Government Departments Customer Support Centres General Public	Public CBO's Housing Associations Housing Support Centres Customer Support Centres Other Government Departments Political Head of Department (MEC) General Public Financial Institutions GDoH Departmental	- 79 Workshop Held - 51 211 Beneficiaries Educated

Table 1.3 Service Delivery Access Strategy

	Actual Achievements
<ul> <li>Queries From: <ul> <li>Politicians Imbizo's</li> <li>Media</li> <li>MPCC's</li> <li>RPT's</li> <li>Other Gvt. Organisations</li> </ul> </li> <li>Interviews with Local Officials</li> <li>Door to door campaigns</li> <li>One on one interviews</li> <li>Blitz in areas of New RDP Dev.</li> <li>CSC (Monitor Monthly Statistics)</li> <li>Local Councils (Monitor Monthly Statistics of Account Payments and Comments)</li> <li>Questionaire forms at Municipal Offices</li> <li>Interviews <ul> <li>Street to street</li> <li>Door to door</li> <li>One on one</li> <li>Face to Face</li> </ul> </li> <li>Placing a Mobile Unit in Strategic areas.</li> </ul>	- 79 Workshop Held - 51 211 Beneficiaries Educated

Table 1.4 Service information Tool

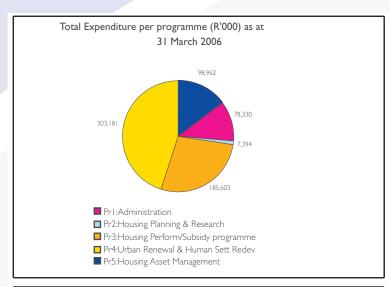
Type of Information Tool	Actual Achievements
Property Magazines (throughout Gauteng)	- 79 Workshop Held
• Website	- 51 211 Beneficiaries
<ul> <li>Workshops</li> </ul>	Educated
Consultative Meetings	
Mobile Loud Hailing	
Advertising at Community Centres (including MPCCs)	
Mainstream and Community Radio	
Mainstream and Community Newspapers	
• Leaflets	
Brochures	
Video Cassettes	
Mobile Advertising	
Poster, and	
Banners, etc.	

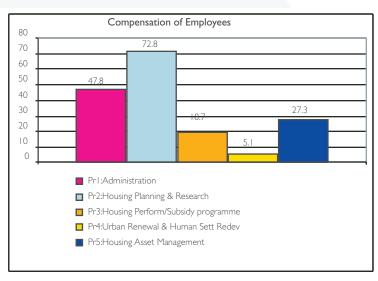
Table 1.5 Complaint Mechanism

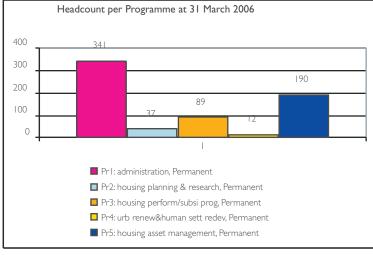
Complaint Mechanism	Actual Achievements
<ul> <li>Queries From: <ul> <li>Politicians Imbizo's</li> <li>Media</li> <li>MPCC's</li> <li>RPT's</li> <li>Other Gvt. Organisations</li> </ul> </li> <li>Interviews with Local Officials</li> <li>Door to door campaigns</li> <li>One on one interviews</li> <li>Blitz in areas of New RDP Dev.</li> <li>CSC (Monitor Monthly Statistics)</li> <li>Local Councils (Monitor Monthly Statistics of Account Payments and Comments)</li> <li>Questionaire forms at Municipal Offices</li> <li>Interviews <ul> <li>Street to street</li> <li>Door to door</li> <li>One on one</li> <li>Face to Face</li> </ul> </li> <li>Placing a Mobile Unit in Strategic areas.</li> </ul>	* 79 Workshop Held  * 51 211 Beneficiaries Educated

Table 2.1 Personnel Costs by Programme

Programme	Total Voted Expenditure	Compensation of Employees Expenditure	Training Expenditure	Professional and Special Services	Compensation of Employees as percent of Total Expenditure	Average Compensation of Employees Cost per Employee
	(R'000)	(R'000)	(R'000)	(R'000)		(R'000)
Pr 1: adminstration	-181	-348	0	0	192.6	-1
Pr 2: housing planning&researc	0	0	0	0	0	0
Pr 3: housing perform/subsi pr	926,052	-13	0	0	0	0
Pr 4: urb renew&human sett red	-535	127	0	0	-23.8	0
Pr 5: housing asset management	74,410	0	0	0	0	0
Pr1:administration 0506	78,330	37,464	0	0	47.8	56
Pr2:housing planning&research0	7,394	5,385	0	0	72.8	8
Pr3:housing perform/subsi prog	185,603	34,638	0	0	18.7	52
Pr4:urb renew&human sett redev	303,181	15,419	0	0	5.1	23
Pr5:housing asset management05	98,962	27,031	0	0	27.3	40
Special functions	0	0	0	0	0	0
Theft and losses	48	0	0	0	0	0
Z=Total as on Financial Systems (BAS)	1,673,265	119,704	0	0	7.2	179







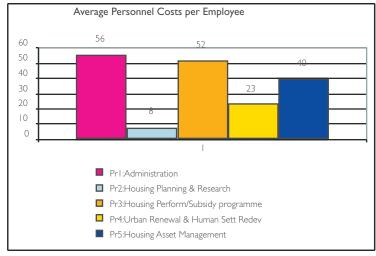


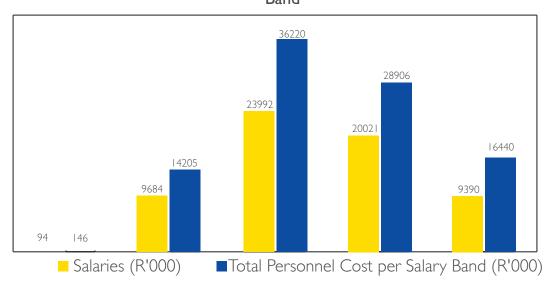
Table 2.2 Personnel Costs by Salary Band

Salary Bands	Compensation of Employees Cost	Percentage of Total Personnel Cost for Department	Average Compensation Cost per Employee (R)	Total Personnel Cost for Department including Goods and Transfers	Number of Employees
	(R'000)			(R'000)	
Lower skilled (Levels 1-2)	126	0.1	63,000	122,668	2
Skilled (Levels 3-5)	13,917	11.3	74,027	122,668	188
Highly skilled production (Levels 6-8)	35,203	28.7	138,594	122,668	254
Highly skilled supervision (Levels 9-12)	28,243	23	263,953	122,668	107
Senior management (Levels 13-16)	16,279	13.3	525,129	122,668	31
Other		0	0	122,668	0
Contract (Levels 1-2)	6,039	4.9	3,019,500	122,668	2
Contract (Levels 3-5)	2,399	2	70,559	122,668	34
Contract (Levels 6-8)	4,082	3.3	151,185	122,668	27
Contract (Levels 9-12)	6,478	5.3	381,059	122,668	17
Contract (Levels 13-16)	4,139	3.4	591,286	122,668	7
Periodical Remuneration	3,440	2.8	62,545	122,668	55
TOTAL	120346	98.1	166224	122668	724

Table 2.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by Programme

Cost Pr	Cost per rogramme (R'000)
risk management*cur(1) Adm (cdf) communication cur(1) 91 689 0 0 0 0 0 0 5 3.8 Adm (cot) outbain reg*cur(9) 225 50 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 Adm (cdf) communication cur(1) 156 746 0 0 0 2 1 4 1.9 Adm (cdf) communication cur(1) 157 746 0 0 0 2 1 4 1.9 Adm (cdf) communication cur(1) 158 787 0 0 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	(R'000)
Adm (cd) communication cur() Adm (cd) vibra negl'act(4) 23 50 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	77
Adm (coo) urban regrear(d)  Adm (dir) chain man cur (1)  Adm (dir) cast suple strops cur(1)  Adm (dir) facilities man cur (1)  Adm (dir) facilities man cur (2)  Adm (dir) for pose man facur (1)  Adm (dir) facilities man cur (2)  Adm (dir) for pose man facur (3)  Adm (dir) facilities man facur (3)  Adm (dir) facilities man cur (4)  Adm (dir) facilities man facilities on 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	132
Adm (dir) communication cur (1)  Adm (dir) cust supp & torps cur(1)  Adm (dir) facilities man cur (1)  29  48.3  0  0  1  0.7  111  7.3  Adm (dir) facilities man cur (1)  29  48.3  0  0  0  0  0  3  5  Adm (dir) facilities man cur (1)  Adm (dir) facilities man cur (1)  29  48.3  0  0  0  0  0  3  5  Adm (dir) facilities man cur (1)  Adm (dir) f	46
Adm (dir) cuts upp & torps cur(1)  Adm (dir) fucilities man cur (1)  29  48.3  0  0  0  0  0  3  5  Adm (dir) fine in many acc cur (1)  48  84.2  0  0  0  0  0  0  3  5.3  Adm (dir) legal serv cur (1)  Adm (dir) progret yn beg cur (1)  Adm (dir) property hog's cur's)  Adm (dir) Reman settle cup (4)  Adm (dir)	209
Adm (dir) facilities man cur (1)  Adm (dir) facilities man cur (1)  Adm (dir) famaga cc cur (1)  Adm (dir) man aga cc cur (1)  Adm (dir) man as supp cur (1)  Adm (dir) man as supp cur (1)  Adm (dir) man as supp cur (1)  Adm (dir) propin man frow cur (4)  Adm (dir) propin man frow cur (4)  Adm (dir) propin man frow cur (5)  Adm (dir) propin man frow cur (6)  Adm (dir) propin man frow cur (7)  Adm (dir) propin man frow cur (7)  Adm (dir) propin man frow cur (8)  Adm (dir) se transport cur (8)  Adm (dir) se transport cur (8)  Adm co urban regener cap  III 78.6  O 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	144 150
Adm (dir) fin mang acc cur (f) Adm (dir) legal serv cur (I) 20 71.14 00 00 00 00 00 00 00 00 00 00 00 00 00	60
Adm (dir) man & supp cur (1) 69 64.5 0 0 0 1 0.99 5 4.7  Adm (dir) property high cur(5) 15 100 0 0 0 0 1 2.3  Adm (dir) property high cur(5) 15 100 0 0 0 0 0 0 0 0 0 0 0 0  Adm (dir) dure human settl cur(2) 33 3 57.9 0 0 0 0 0 0 0 0 0 0 0 0  Adm cod strategic interv*cur(2) 33 3 57.9 0 0 0 0 0 0 0 0 0 0 0 0 0  Adm cod uf ne human settl*cur(4) 7 87.5 0 0 0 0 0 0 0 0 0 0 0 0  Adm cod uf uf human settl*cur(4) 7 87.5 0 0 0 0 0 0 0 0 0 0 0 0  Adm cod uf uf ne human settl*cur(4) 7 87.5 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	57
Adm (dir) prop man u/r cur (4) Adm (dir) property nbgt cur(5) Adm of distrategic interv*cur(2) 33 57.9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	28
Adm (dir) property nbgt cur(5) Adm c/d strategic interv*cur(2) 33 57.9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	107 43
Adm c/d u/r & human settl cap (4) Adm c/d u/r & human settl cap (4) Adm c/d u/r & human settl cap (4) Adm coo urban regener cap III 78.6 0 0 0 0 0 1 7.1 Adm dro ourban regener cap Adm dir fin adm urb reg cap Adm dir soc housing cur(5) Adm (dir) soc housing cur(5)  Adm dir soc housing cur(6)  Adm (dir) fin & dir urb reg *cur(7)  III Adm (dir) fin & dir urb reg *cur(8)  Adm (dir) fin & dir urb reg *cur(9)  Adm (dir) fin & dir urb reg *cur(1)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fin sam settl cap (4)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fin sam settl reg *cur(1)  Adm (dir) fin sam arb reg *cur(1)  Adm (dir) fi	15
Adm c/d u/r & human settli*Cur(4)  Adm coo urban regener cap  11	57
Adm coo urban regener cap Adm dir fin adm urb reg care	46
Adm dir fin adm urb reg cap  Adm dir soc housing cur(S)  27  32.1  0  0  0  0  3  3.6  Adm (dir)corp govern "cur(1)  130  76  0  0  1  1.3  3  3.8  Adm (dir)fin & adm urb reg cur(4)  66  82.5  0  0  1  1.3  3  3.8  Adm (dir)infon sadmin "cur(3)  29  67.4  0  0  0  0  0  1  1.3  3  3.8  Adm (dir)infor syst man "cur(1)  242  78.1  0  0  0  0  0  0  0  0  0  0  0  0  0	8
Adm(dir)corp govern*cur(1)  Adm(dir)fin & adm urb reg*cur(4)  Adm(dir)fin & adm urb reg*cur(4)  Adm(dir)fin & adm urb reg*cur(4)  Adm(dir)inform syst man*cur(1  242  78.11  0  0  0  0  1  1.33  3  3.8  Adm(dir)inform syst man*cur(1  242  78.11  0  0  0  0  1  0  1  0  0  0  1  0.3  Adm(dir)perf mon & eva*cur(1)  15  88.2  0  0  0  0  0  0  0  0  0  0  0  0  0	53
Adm(dir)fin & adm urb reg*cur(4)         66         82.5         0         0         I         I.3         3         3.8           Adm(dir)fin Syst man*cur(1)         29         67.4         0         0         0         0         3         7           Adm(dir)fin Syst man*cur(1)         242         78.1         0         0         0         0         1         0.3           Adm(dir)prof mo & eva*cur(1)         115         88.2         0	84
Adm(dir)hous admin*cur(3)         29         67.4         0         0         0         0         3         7           Adm(dir)hors syst man*cur(1)         242         78.1         0         0         0         0         1         0.3           Adm(dir)perf mon & eva*cur(1)         113         78.5         0	171
Adm(dir)inform syst man*cur(1 242 78.1 0 0 0 0 0 0 1 0.3 Adm(dir)perf mon & eva*cur(1) 15 88.2 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	80 43
Adm(dir)perf mon & eva*cur(1)         15         88.2         0	310
Adm(dir)proj quality assur*cur(1)         203         78.1         0         1         1         0         0         0         1         1         0	17
Adm(dir)quality mang*eur(1)     36     80     0     0     1     2.2     2     4.4       Adm(sc)housing dev*cur (3)     7     43.8     0     0     0     0     0     0       Admin(dir)hrm &a/s*cur(1)     33     63.5     0     0     0     0     0     3     5.8       Administration (cfo) cur (1)     70     51.9     0     0     0     0     3     2.2       Benefic adm&consumer educ cur(3)     138     64.2     5     2.3     3     1.4     11     5.1       Beneficiary educ*cur(1)     101     71.1     0     0     1     0.7     5     3.5       Budget & cost ctrl*cur(3)     213     76.6     0     0     4     1.4     15     5.4       C/d corpfin serv cur (1)     36     64.3     0     0     0     0     2     3.6       C/d social hous partners cap (5)     85     63     0     0     1     0.7     7     5.2       Capacity building cur(5)     16     84.2     0     0     0     0     0     0     0       Compliance & enforcement cur(1)     222     82.2     0     0     0     0     0     0 <td>144</td>	144
Adm(sc)housing dev*cur (3)     7     43.8     0     0     0     0     0     0       Admin(dir)hrm &als*cur(1)     33     63.5     0     0     0     0     3     5.8       Administration (cfo) cur (1)     70     51.9     0     0     0     0     3     2.2       Benefic adm&consumer educ cur(3)     138     64.2     5     2.3     3     1.4     11     5.1       Beneficiarly educ*cur(1)     101     71.1     0     0     1     0.7     5     3.5       Budget & cost ctrl*cur(3)     213     76.6     0     0     4     1.4     15     5.4       C/d corpfin serv cur (1)     36     64.3     0     0     0     0     2     3.6       C/d social hous partners cap (5)     85     63     0     0     1     0.7     7     5.2       Capacity building cur(5)     16     84.2     0     0     0     0     0     0       Compliance & enforcement cur(1)     222     82.2     0     0     0     0     0     0	260 45
Admin(dir)hrm &a/s*cur(1)     33     63.5     0     0     0     0     3     5.8       Administration (cfo) cur (1)     70     51.9     0     0     0     0     3     2.2       Benefic adm&consumer educ cur(3)     138     64.2     5     2.3     3     1.4     11     5.1       Beneficiary educ*cur(1)     101     71.1     0     0     1     0.7     5     3.5       Budget & cost ctrl*cur(3)     213     76.6     0     0     4     1.4     15     5.4       C/d corpfin serv cur (1)     36     64.3     0     0     0     0     2     3.6       C/d social hous partners cap (5)     85     63     0     0     1     0.7     7     5.2       Capacity building cur(5)     16     84.2     0     0     0     0     1     5.3       Compliance & enforcement cur(1)     222     82.2     0     0     0     0     0     0	45 16
Administration (cfo) cur (1) 70 51.9 0 0 0 0 3 2.2 Benefic admisconsumer educ cur(3) 138 64.2 5 2.3 3 1.4 11 5.1 Beneficiary educ*cur(1) 101 71.1 0 0 1 0 1 0.7 5 3.5 Beneficiary educ*cur(1) 213 76.6 0 0 4 1.4 15 5.4 C/d corpfin serv cur (1) 36 64.3 0 0 0 0 2 3.6 C/d social hous partners cap (5) 85 63 0 0 1 0.7 7 5.2 Capacity building cur(5) 16 84.2 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	52
Beneficiary educ*cur(1)	135
Budget & cost ctrl*cur(3)         213         76.6         0         0         4         1.4         15         5.4           C/d corpfin serv cur (1)         36         64.3         0         0         0         0         2         3.6           C/d social hous partners cap (5)         85         63         0         0         1         0.7         7         5.2           Capacity building cur(5)         16         84.2         0         0         0         0         1         5.3           Compliance & enforcement cur(1)         222         82.2         0         0         0         0         0         0	215 142
C/d corpfin serv cur (1)     36     64.3     0     0     0     0     2     3.6       C/d social hous partners cap (5)     85     63     0     0     1     0.7     7     5.2       Capacity building cur(5)     16     84.2     0     0     0     0     1     5.3       Compliance & enforcement cur(1)     222     82.2     0     0     0     0     0     0	278
Capacity building cur(5)         16         84.2         0         0         0         0         I         5.3           Compliance & enforcement cur(1)         222         82.2         0         0         0         0         0         0         0	56
Compliance & enforcement cur(1)         222         82.2         0         0         0         0         0         0	135
	19
	270 83
Coo cur (1) 32 59.3 0 0 0 0 3 5.6	54
Cuban contr personnel cap         172         72.9         0         0         0         3         1.3	236
Dir gauteng part fund cur(5)         6         75         0         0         0         1         12.5	8
Dir:ess services south*cur(3)         6         75         0         0         0         0         1         12.5           Dir:peoples hous process*cur(3)         29         63         0         0         0         0         2         4.3	8 46
Empl dev & lab rel (hrm)*cur(1) 599 98.2 0 0 0 0 2 0.3	610
Ess serv north admin*cur(3) 30 76.9 0 0 0 1 2.6	39
Ess serv south admin*cur(3) 27 73 0 0 1 2.7 2 5.4	37
External communication cur (1) 148 86.5 0 0 0 0 2 1.2 Facilitation unit cur(3) 67 80.7 0 0 0 5 6	171 83
Facilities management cur (1) 314 75.1 15 3.6 5 1.2 22 5.3	418
Gen legal serv cur (1) 51 48.1 0 0 1 0.9 3 2.8	106
Housing admin contracts cur(3) 500 98.4 0 0 0 0 0 0	508
Info mngt & cost control cur(3)   30   68.2   0   0   0   0   3   6.8	44 172
Internal finance cur (1)   120   69.8   0   0   4   2.3   8   4.7	46
Investigations cur(1)	83
Labour relations(hrm)*cur(1)         31         86.1         0         0         0         1         2.8	36
Legal & township approv*cur(3)         20         80         0         0         I         4         2         8           Management accounting cur (1)         39         78         0         0         0         0         0         0	25 50
Management accounting cur (I)         39         78         0         0         0         0         0         0           Mec cur (I)         86         67.2         0         0         0         0         6         4.7	128
Network/server env*cur(1) 49 61.3 0 0 1 1.3 6 7.5	80
Performance & change mang cur (I)         6I         66.3         0         0         0         4         4.3	92
Personnel admin (hrm)*cur(1)         101         72.7         0         0         2         1.4         7         5           Policy research & dev*cur(2         55         63.2         0         0         1         1.1         3         3.4	139 87
Pri: administration 32055 68.8 662 1.4 497 1.1 1625 3.5	46558
Pr2: housing planning & research 4946 68.5 0 0 158 2.2 185 2.6	7216
Pr3: housing perform/subsi prog 16212 66.7 7 0 239 I 948 3.9	24314
Pr4: urb renew&human sett redev         3728         70         0         0         59         1.1         121         2.3           Pr5: housing asset management         17189         60         1449         5.1         342         1.2         984         3.4	5324
Pr5: housing asset management         17189         60         1449         5.1         342         1.2         984         3.4           Proj facil&implem region I cur (5)         19         73.1         0         0         0         0         I         3.8	28666 26
Proj facil&implem region 2 cur(5) 39 84.8 0 0 0 2 4.3	46
Project implementation cur(5)         40         70.2         0         0         0         3         5.3	57
Project mang unit cur (3)	140
Property adm portfolio 1 cur(5)         214         41.5         222         43         6         1.2         11         2.1           Property adm portfolio 2 cur(5)         188         44.3         152         35.8         4         0.9         14         3.3	516 424
Property adm portfolio 3 cur(5) 115 45.3 88 34.6 2 0.8 6 2.4	254
Property mngt supp serv cur(5)   152   37.4   190   46.8   1   0.2   12   3	406
Region jhb north*cur(3) 41 78.8 0 0 1 1.9 2 3.8	52
Region jhb south*cur(3)   62   71.3   0   0   1   1.1   4   4.6	87 93
Regional man extrainent "cur(3)	93 45
Regional man west rand*cur(3)         43         70.5         0         0         I         I.6         3         4.9	61
Registrar soc hous cur (1)         36         83.7         0         0         0         0         2         4.7	43
Rental housing support cur(5)   97   19.9   0   0   1   0.2   8   1.6	487 50
Secretarial supp serv cur(1)   4    82   0   0   0   0   1   2	380
Systems developm*cur(1) 16 84.2 0 0 0 1 5.3	19
Technical unit cur(3) 64 74.4 0 0 0 0 4 4.7	86
Torps contracts cur (1) 129 78.7 0 0 0 0 0 0 0 Tshwane/metsweding res*cur(3) 29 67.4 0 0 1 2.3 2 4.7	164
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	43 <b>122664</b>
3.1	

Table 2.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by Salary Band
Salaries vs Total Personnel Costs per Salary
Band



## Overtime, Housing Allowance and Medical Aid per salary Band

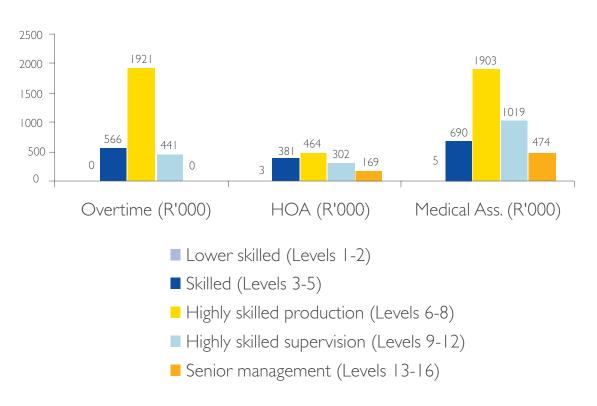


Table 3.2 Employment and Vacancies by Salary Band at end of period

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	78	2	97.4	2
Skilled (Levels 3-5), Permanent	441	191	56.7	0
Highly skilled production (Levels 6-8), Permanent	735	252	65.7	0
Highly skilled supervision (Levels 9-12), Permanent	415	107	74.2	0
Senior management (Levels 13-16), Permanent	71	30	57.7	0
Contract (Levels 1-2), Permanent	14	14	0	0
Contract (Levels 3-5), Permanent	22	22	0	9
Contract (Levels 6-8), Permanent	27	27	0	4
Contract (Levels 9-12), Permanent	18	18	0	0
Contract (Levels 13-16), Permanent	6	6	0	0
TOTAL	1827	669	63.4	15

Table 3.3 Employment and Vacancies by Critical Occupation at end of period

Critical Occupations	Number of Posts	Number of Posts Filled	Vacancy Rate	Number of Posts Filled Additional
		Tilled		to the
Alice	170	75	F / 4	Establishment
Administrative related, Permanent	172	75	56.4	0
Advocates, Permanent	2 4	0	100 75	0
Appraisers-valuers and related professionals, Permanent	23	0	100	0
Architects town and traffic planners, Permanent	18	9	50	0
Artisan project and related superintendents, Permanent Attorneys, Permanent	10	0	100	0
Auxiliary and related workers, Permanent	1	0	100	0
Bus and heavy vehicle drivers, Permanent	10	4	60	0
Cartographers and surveyors, Permanent	7	0	100	0
Cartographic surveying and related technicians, Permanent	2		50	0
Civil engineering technicians, Permanent	3	<u>'</u>	66.7	0
Cleaners in offices workshops hospitals etc., Permanent	163	67	58.9	0
Client inform clerks(switchb recept inform clerks), Permanent	12	4	66.7	0
Communication and information related, Permanent	14	6	57. I	0
Computer programmers., Permanent	3	0	100	0
Computer system designers and analysts., Permanent	7		85.7	0
Electrical and electronics engineering technicians, Permanent	i i		0	0
Engineering sciences related, Permanent	54	14	74.1	0
Engineers and related professionals, Permanent	45	7	84.4	0
Finance and economics related, Permanent	26	6	76.9	0
Financial and related professionals, Permanent	69	10	85.5	0
Financial clerks and credit controllers, Permanent	114	44	61.4	12
Food services aids and waiters, Permanent	5	5	0	0
General legal administration & rel. professionals, Permanent	10	3	70	0
Head of department/chief executive officer, Permanent	6	2	66.7	0
Human resources & organisat developm & relate prof, Permanent	94	11	88.3	0
Human resources clerks, Permanent	114	23	79.8	0
Human resources related, Permanent	31	7	77.4	0
Information technology related, Permanent	5	0	100	0
Inspectors of apprentices works and vehicles, Permanent	9	4	55.6	0
Language practitioners interpreters & other commun, Permanent	81	12	85.2	
Legal related, Permanent	5		80	0
Library mail and related clerks, Permanent	56	29	48.2	0
Light vehicle drivers, Permanent	4	4	0	0
Logistical support personnel, Permanent	10	8	20	0
Material-recording and transport clerks, Permanent	39 12	15	61.5 50	0
Messengers porters and deliverers, Permanent	200	6		0
Other administrat & related clerks and organisers, Permanent Other administrative policy and related officers, Permanent	116	112 68	44 41.4	0
Other information technology personnel., Permanent	23	5	78.3	0
Other information technology personnel, rermanent  Other occupations, Permanent	23	J	/ 6.3 0	0
Quantity surveyors & rela prof not class elsewhere, Permanent	14		92.9	0
Regulatory inspectors, Permanent	17	13	23.5	0
Risk management and security services, Permanent	5	4	20	0
Secretaries & other keyboard operating clerks, Permanent	78	31	60.3	0
Security officers, Permanent	63	20	68.3	0
Senior managers, Permanent	74	33	55.4	0
Trade related, Permanent		0	100	0
Work planners, Permanent	5	0	100	0
TOTAL	1827	669	63.4	15

Table 4.1 Job Evaluation

Salary Band	Number of Posts	Number of Jobs Evaluated	% of Posts Evaluated	Number of Posts Upgraded	% of Upgraded Posts Evaluated	Number of Posts Downgraded	% of Downgraded Posts Evaluated
Lower skilled (Levels 1-2)	84	0	0	0	0	0	0
Skilled (Levels 3-5)	232	25	10.8	12	48	2	8
Highly skilled production (Levels 6-8)	472	28	5.9	17	60.7	0	0
Highly skilled supervision (Levels 9-12)	247	18	7.3	7	38.9	0	0
Senior Management Service Band A	36	1	2.8	0	0	0	0
Senior Management Service Band B	8	0	0	0	0	0	0
Senior Management Service Band C	3	0	0	0	0	0	0
TOTAL	1082	72	6.7	36	50	2	2.8

Table 4.2 Profile of employees whose positions were upgraded due to their posts being upgraded

Beneficiaries	African	Asian	Coloured	White	Total
Female	22	3	0	3	28
Male	23	1		2	27
Vacant	0	0	0	0	17
Total	45	4	1	5	72
Employees with a Disability	0	0	0	0	0

Table 4.3 Employees whose salary level exceed the grade determined by Job Evaluation

XXX	0	0	0	0	0
xxx	0	0	0	0	0
Total	0	0	0	0	0
Percentage of Total Employment	0	0	0	0	0

Beneficiaries	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total	0	0	0	0	0
Employees with a Disability	0	0	0	0	0

Table 5.1 Annual Turnover Rates by Salary Band

Salary Band	Employment at Beginning of Period (April 2005)	Appointments	Terminations	Turnover Rate
Lower skilled (Levels 1-2), Permanent	8	0	2	25
Skilled (Levels 3-5), Permanent	200	13	9	4.5
Highly skilled production (Levels 6-8), Permanent	248	17	8	3.2
Highly skilled supervision (Levels 9-12), Permanent	103	8	6	5.8
Senior Management Service Band A, Permanent	19	1	1	5.3
Senior Management Service Band B, Permanent	5	0	1	20
Senior Management Service Band C, Permanent	6	0	2	33.3
Other, Permanent	0	0	42	0
Contract (Levels 1-2), Permanent	190	122	205	107.9
Contract (Levels 3-5), Permanent	24	40	35	145.8
Contract (Levels 6-8), Permanent	36	26	32	88.9
Contract (Levels 9-12), Permanent	27	10	16	59.3
Contract (Band A), Permanent	5			20
Contract (Band B), Permanent	1	0	2	200
Contract (Band C), Permanent	1	0	0	0
TOTAL	873	238	362	41.5

Table 5.2 Annual Turnover Rates by Critical Occupation

Occupation	Employment at Beginning of Period (April 2005)	Appointments	Terminations	Turnover Rate
Administrative related, Permanent	74	10	9	12.2
Appraisers-valuers and related professionals, Permanent	I	0	0	0
Architects town and traffic planners, Permanent	I	0	0	0
Auxiliary and related workers, Permanent	I	0	0	0
Building and other property caretakers, Permanent	5	0	0	0
Bus and heavy vehicle drivers, Permanent	3	3	1	33.3
Cartographic surveying and related technicians, Permanent	I	0	I	100
Civil engineering technicians, Permanent	2	I	0	0
Cleaners in offices workshops hospitals etc., Permanent	77	3	6	7.8
Client inform clerks(switchb recept inform clerks), Permanent	4	0	0	0
Communication and information related, Permanent	2	4	3	150
Computer system designers and analysts., Permanent	2	0	1	50
Electrical and electronics engineering technicians, Permanent	I	0	0	0
Engineering sciences related, Permanent	13	3	3	23.1
Finance and economics related, Permanent	6	0	0	0
Financial and related professionals, Permanent	8	0	2	25
Financial clerks and credit controllers, Permanent	27	13	11	40.7
Food services aids and waiters, Permanent	3	0	0	0
General legal administration & rel. professionals, Permanent	4	4	5	125
Head of department/chief executive officer, Permanent	2	0		50
Human resources & organisat developm & relate prof, Permanent	5	0	0	0
Human resources clerks, Permanent	50	83	69	138
Human resources related, Permanent	4	0	0	0
Information technology related, Permanent	2	0	0	0
Inspectors of apprentices works and vehicles, Permanent	20	0	2	10
Language practitioners interpreters & other commun, Permanent	24	20	20	83.3
Legal related, Permanent	2	1	0	0
Library mail and related clerks, Permanent	16		3	18.8
Light vehicle drivers, Permanent	5	0	Ī	20
Logistical support personnel, Permanent	4	2	0	0
Material-recording and transport clerks, Permanent	15	6	4	26.7
Messengers porters and deliverers, Permanent	7	0	0	0
Motor vehicle drivers, Permanent	í	0	0	0
Other administrat & related clerks and organisers, Permanent	169	48	61	36.1
Other administrative policy and related officers, Permanent	57	3	6	10.5
Other information technology personnel., Permanent	100	12	105	10.5
Other occupations, Permanent	38	6	32	84.2
Quantity surveyors & rela prof not class elsewhere, Permanent	36	0	0	0
Rank: Unknown, Permanent	3	0	0	0
Regulatory inspectors, Permanent	14	0	0	0
Risk management and security services, Permanent	4	0	0	0
Secretaries & other keyboard operating clerks, Permanent	38	13	8	21.1
Secretaries & other keyboard operating cierks, Permanent Security guards, Permanent	5	0	0	20
Security officers, Permanent	21	0	2	9.5
	31	2	5	9.5
Senior managers, Permanent TOTAL	873	238	362	41.5

Table 5.3 Reasons why staff are leaving the Department

Termination Type	Number	Percentage of Total Resignations	Percentage of Total Employment
Death, Permanent	4	1.1	0.5
Resignation, Permanent	40	11	4.6
Expiry of contract, Permanent	306	84.5	35.1
Discharged due to ill health, Permanent	1	0.3	0.1
Dismissal-misconduct, Permanent	1	0.3	0.1
Retirement, Permanent	7	1.9	0.8
Other, Permanent	3	0.8	0.3
TOTAL	362	100	41.5
Resignations as % of Employment			
		41.5	

Table 5.4 Promotions by Critical Occupation

Occupation	Employment at Beginning of Period (April 2005)	Promotions to another Salary Level	Salary Level Promotions as a % of Employment	Progressions to another Notch within Salary Level	Notch progressions a a % of Employment
Administrative related	74	9	12.2	13	17.6
Appraisers-valuers and related professionals	I		100	0	0
Architects town and traffic planners	1	0	0	0	0
Auxiliary and related workers	I	0	0		100
Building and other property caretakers	5	0	0	0	0
Bus and heavy vehicle drivers	3	0	0		33.3
Cartographic surveying and related technicians	1		100	0	0
Civil engineering technicians	2	0	0	0	0
Cleaners in offices workshops hospitals etc.	77		1.3	7	9.1
Client inform clerks(switchb recept inform clerks)	4	0	0	2	50
Communication and information related	2	0	0	0	0
Computer system designers and analysts.	2	0	0	i	50
Electrical and electronics engineering technicians	1	0	0	Ó	0
Engineering sciences related	13	ı	7.7	Ĭ	7.7
Finance and economics related	6		16.7		16.7
	8		12.5	0	0
Financial and related professionals Financial clerks and credit controllers	o 27	I E	18.5	7	25.9
		5			
Food services aids and waiters	3	0	0	0	0
General legal administration & rel. professionals	4	l	25	0	0
Head of department/chief executive officer	2	0	0	0	0
Human resources & organisat developm & relate prof	5	0	0	2	40
Human resources clerks	50	0	0	6	12
Human resources related	4		25	0	0
Information technology related	2	0	0	0	0
Inspectors of apprentices works and vehicles	20		5	10	50
Language practitioners interpreters & other commun	24	0	0	0	0
Legal related	2	0	0	0	0
Library mail and related clerks	16	0	0	6	37.5
Light vehicle drivers	5	0	0	2	40
Logistical support personnel	4	2	50	2	50
Material-recording and transport clerks	15	0	0	8	53.3
Messengers porters and deliverers	7	0	0	2	28.6
Motor vehicle drivers		0	0	Ī	100
Other administrat & related clerks and organisers	169	3	1.8	63	37.3
Other administrative policy and related officers	57	3	5.3	26	45.6
Other information technology personnel.	100	0	0	20	2
Other occupations	38	0	0		2.6
Quantity surveyors & rela prof not class elsewhere	70	0	0	0	0
Rank: Unknown	3	0	0	0	0
	14	0	0	4	28.6
Regulatory inspectors					
Risk management and security services	4	0	0	0	0
Secretaries & other keyboard operating clerks	38		2.6	14	36.8
Security guards	5	0	0	0	0
Security officers	21	0	0	19	90.5
Senior managers	31	0	0	2	6.5
TOTAL	873	32	3.7	204	23.4

Table 5.5 Promotions by Salary Band

Salary Band	Employment at Beginning of Period (April 2005)	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 Skilled (Levels 3-5), Permanent Highly skilled production (Levels 6-8), Permanent Highly skilled supervision (Levels 9-12), Permanent Senior management (Levels 13-16), Permanent Contract (Levels 2-3), Permanent Contract (Levels 6-8), Permanent Contract (Levels 6-8), Permanent Contract (Levels 9-12), Permanent Contract (Levels 9-12), Permanent Contract (Levels 13-16), Permanent	8 200 248 103 30 190 24 36 27 7	0 0 0 0 4 3 3 3 4 0 0 0 0 9 4 3 3 3 4 0 0 0 0 9 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	0 0.5 5.2 12.6 13.3 0 0 0 14.3 3.7	73 106 22 22 0 0 0 <b>204</b>	0 36.5 42.7 21.4 6.7 0 0 0 2.8

Table 6.1 Total number of Employees (including Employees with Disabilities) per Occupation Category (SASCO)

Occupational Categories	Male, African	Male, Coloured	Male, Indian	Male, Total	Male, White	emale, African	frican Female, Coloured	Coloured Female, Indian	Female, Total	Female, White	Total
				Blacks					Blacks		
Legislators, senior officials and managers, Permanent	17	_	0	8	4	∞	0	0	00	0	30
Professionals, Permanent	87	∞	=	901	26	75	∞	m	98	20	238
Clerks, Permanent	63	2	m	89	4	811	91	7	141	30	243
Service and sales workers, Permanent	22	0	0	22	0	4	0	0	4	0	76
Craft and related trades workers, Permanent	∞	_	0	6	7	m	0	0	m	0	61
Plant and machine operators and assemblers, Permanent	6	0	0	6	0	0	0	0	0	0	6
Elementary occupations, Permanent	65	m	0	89	2	3.	_	0	32	0	102
Other, Permanent	_	0	0	_	0	_	0	0	_	0	2
TOTAL	272	15	4	301	43	240	25	01	275	50	699
Employees with disabilities	_	0	0	_	0	0	0	0	0	0	_

Table 6.2 Total number of Employees (including Employees with Disabilities) per Occupational Bands

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total	Male, White Female,	African	Female, Coloured	Female, Indian	Female, Total	Female, White	Total
				Blacks					Blacks		
Top Management, Permanent	5	_	0	9	2	0	0	0	0	0	∞
Senior Management, Permanent	=	0	0	=	4	7	0	0	7	_	23
Professionally qualified and experienced specialists and mid- management, Permanent	38	_	7	44	17	30	9	7	38	∞	107
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	75	6	∞	92	61	87	15	9	801	35	254
Semi-skilled and discretionary decision making, Permanent	00_	4	_	105	_	74	_	2	77	2	88
Unskilled and defined decision making, Permanent	_	0	0	_	0	_	0	0	_	0	2
Contract (Top Management), Permanent	0	0	0	0	0	_	0	0	_	0	-
Contract (Senior Management), Permanent	4	0	0	4	0	2	0	0	2	0	9
Contract (Professionally qualified), Permanent	=	0	0	=	0	2	0	0	2	_	17
Contract (Skilled technical), Permanent	6	0	0	6	0	17	_	0	8	0	27
Contract (Semi-skilled), Permanent	17	0	0	17	0	15	2	0	17	0	34
Contract (Unskilled), Permanent	_	0	0	_	0	_	0	0	_	0	7
TOTAL	272	15	4	301	43	240	25	0	275	20	699

Table 6.3 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	_	0	0	_	0	0	0	0	0	0	_
Professionally qualified and experienced specialists and mid-management, Permanent	2	0	_	m	0	4	0	0	4	_	∞
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	∞	0	0	∞	0	∞	_	0	6	0	17
Semi-skilled and discretionary decision making, Permanent	9	0	0	9	0	2	0	0	5	0	=
Contract (Senior Management), Permanent	0	0	0	0	0	_	0	0	_	0	_
Contract (Professionally qualified), Permanent	9	0	0	9	0	2	_	0	3	2	=
Contract (Skilled technical), Permanent	00	0	0	00	0	15	2	_	81	0	26
Contract (Semi-skilled), Permanent	20	2	2	24	0	4	2	0	91	0	40
Contract (Unskilled), Permanent	99	0	0	99	_	53	2	0	55	0	122
TOTAL	117	2	m	122	_	102	∞	_	Ξ	8	237

Table 6.4 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
Senior Management, Permanent	4	0	0	4	_	_	0	0	_	0	9
Professionally qualified and experienced specialists and mid-management. Permanent	7	2	0	6	9	13	4	0	17	3	35
Skilled technical and academically qualified workers, innior management supervisors foremen Permanent	30	2	_	33	<u> </u>	35	7	_	43	30	611
Semi-skilled and discretionary decision making, Permanent	34	М	_	38	_	28	_	-	30	5	74
Contract (Senior Management), Permanent	_	0	0	_	0	0	0	0	0	0	_
Contract (Skilled technical), Permanent	0	0	0	0	0	_	0	0	_	0	_
TOTAL	76	7	2	85	21	78	12	2	92	38	236
Employees with Disabilities	0	0	0	0	0	0	0	0	0	0	0

Table 6.5 Terminations

Occupational Bands	Male, African	Male, Coloured	Male, Indian	Male, Total     Blacks	Male, White	Female, African	frican Female, Coloured	Female, Indian	Female, Total Blacks	Female, White	Total
Top Management, Permanent	0	0			0	_	0	0	_	0	7
Senior Management, Permanent	0	0	0	0	_	_	0	0	_	0	2
Professionally qualified and experienced specialists and mid-management, Permanent	2	0	0	2	-	4	0	0	4	0	7
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	2	0	0	2	2	2	0	0	2	0	6
Semi-skilled and discretionary decision making, Permanent	∞	0	0	00	0	$\sim$	0	0	m	0	=
Unskilled and defined decision making, Permanent	2	0	0	2	0	0	0	0	0	0	2
Not Available, Permanent	0	0	0	01	0	35	0	0	35	0	45
Contract (Senior Management), Permanent	2	0	_	m	0	0	0	0	0	0	~
Contract (Professionally qualified), Permanent	4	0	m	7	0	2	2	0	7	m	
Contract (Skilled technical), Permanent	=	0	0	=	0	_3	m	0	91	_	28
Contract (Semi-skilled), Permanent	=	_	_	13	0	∞	0	0	8	0	7
Contract (Unskilled), Permanent	64	m	_	89	2	58	4	0	62	0	135
TOTAL	911	4	_	127	6	133	6	0	142	4	282

Table 6.6 Disciplinary Action

Disciplinary action	Male, African	Male, Coloured	Male, Indian	, Indian Male, Total Male, WP Blacks	Male, White Female	-emale, African Fem	Female, Coloured	Female, Indian	ian Female, Total Blacks	, Total Female, White	e Total
TOTAL	0	0	0	0	0	0	0	0	0	0	0

Table 7.1 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	89	240	28.3	415	6,107
African, Male	74	271	27.3	380	5,135
Asian, Female	m	0_	30	23	7,770
Asian, Male	4	4-	28.6	21	5,187
Coloured, Female	=	25	44	63	5,688
Coloured, Male	7	15	46.7	35	4,988
Total Blacks, Female	82	275	29.8	501	6,112
Total Blacks, Male	98	300	28.7	438	5,096
White, Female	32	50	64	771	5,517
White, Male	31	43	72.1	257	8,282
Employees with a disability	_	_	001	m	2,608
TOTAL	232	699	34.7	1,375	5,928

Table 7.2 Performance Rewards by Salary Band for Personnel below Senior Management Services

Salary Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Lower skilled (Levels 1-2) Skilled (Levels 3-5) Highly skilled production (Levels 6-8) Highly skilled supervision (Levels 9-12) Contract (Levels 1-2) Contract (Levels 3-5) Contract (Levels 6-8) Contract (Levels 9-12) Periodical Remuneration TOTAL	0 76 112 33 33 0 0 0 0	2 188 254 107 2 2 34 27 17 55 <b>686</b>	0 40.4 44.1 30.8 0 0 0 32.2	0 266 631 252 0 0 0 0	3,500 3,500 5,634 7,636 0 0 0 0 0 0

Table 7.3 Performance Rewards by Critical Occupation

d related professionals raffic planners lated superintendents workers sperty caretakers drivers alicians rikshops hospitals etc. rikshops hospitals etc. rikshops hospitals etc. rikshops recept inform clerks) frommation related rigners and analysts. for analysts. rics engineering technicians elated professionals si related rofessionals aration & rel. riganisat developm & relate prof ks st. technicles sy related ces works and vehicles si interpreters & other commun ed clerks sonnel 1 transport clerks nd deliverers	55 3 3 3 3 7 0 2 7 0 - 0 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	22 2 - 5 + 8 E + 8	20 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	122 0 0 27 0 0	8,133
	2005-0-07707885	√	20 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	27 0 0 7 7 4 0 4 6	8,133
	) O M M M M M M M M M M M M M M M M M M	5 - 5 4 W E 4 W	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	0 0 0 7 7 4 0 4 6	
	) 2 M M M — — O N M O — O — O — O O — O O — O O O O O O O	- v – v 4 w <sup>K</sup> 4 w – –	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	27.00	) C
	- 0 - 0 × 0 × m m s 5	- 50 4 50 E7 4 50	0 0 5 0 0 5	4040	5,400
	0 - 0 / 7 0 / 8 8 5	2 4 K Z 4 K	0 25 0 50 0 0 0	0 4 0	4,000
	- 0 V Z O V m m s S	4 % £ 4 % — —	25 0 9.6 50 0	4 (	0
	0	м ½ 4 м — —	0 9.8 0 0 0		4,000
	V Z O — — V W W P S	£ 4 % – –	9.6 50 0	Э	0
	7 0 — — V m m m s	4 w – –	0 0 0	24	3,429
	0 — — M m m s S	m — —	0	6	4,500
	– − ► ₩ ₩ ₩ Ş		=	0 1	0
	- ► ~ ~ ~ ~ €	_		_ 0	7,000
	- m m гл <u>г</u>	~	00-	χ (,	8,000
	ָ תו תו	5 4	2	32   7	5,427
	ر. آ		42.9	6	6,333
		∞	62.5	50	000'01
	71	30	40	53	4,417
	0	8	0	0	0
	0	2	0	0	0
	0	2	0	0	0
nicles ther commun	_	9	16.7	7	7,000
nicles ther commun	4	28	14.3	22	5,500
nicles ther commun	0	22	0	0	0
ther commun		7	20	<b>\</b>	7,000
Ther commun	5 (	4 6	64.3	64	7,111
	<b>-</b>	77		) (C	) (
	7 C	ν <u>`</u>	, ,	) , (	0 2
		0 7	45.8	56	5,143
	<b>1</b> 4	<del>1</del> 0	00-4	13	3,250
	t L	\ <u>_</u>	7.77	23	00,7,5
	0 4		5.57 - 7.7	70	3,750
0.000		× -		<u>,</u> w	000 %
elated clerks and organisers	52		44.	241	4,635
	22	5.1	43.1	138	6,273
		2	09	8	000'9
	~	15	20	91	5,333
Quantity surveyors & rela prof not class elsewhere	0	_	0	0	0
	0	2	0	0	0
	7	4	50	37	5,286
	0	4	0	0	0
ther keyboard operating clerks	0]	36	27.8	54	5,400
	4 ;	4 ;	000	0 !	2,500
	5 0	∞ [	105.6	65	3,421
Senior managers of Total	٥ د د	/7	27.6	187	23,623
	1.67	200	C.F.C	1372	1000

Table 7.4 Performance Related Rewards (Cash Bonus) by Salary Band for Senior Management Services

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	7	2	350	130	1,857	_	12,934
Band B	_	27	3.7	32	3,200	0.7	4,475
Band C	2	00	25	62	3,100	2.5	2,529
Band D	0	_	0	0	0	0	0
TOTAL	01	38	26.3	224	2240	Ξ	19938

Table 8.1 Foreign Workers by Salary Band

Salary Band	Employment at Beginning Period	Percentage of Total	Employment at Percentage of Employment at Jeginning Period Total 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
Highly skilled supervision (Levels 9-12)	_	25	_	50	0	0	4	2	-2
Senior management (Levels 13-16)	_	25	_	50	0	0	4	2	-2
Contract (Levels I-2)	2	50	0	0	-2	001	4	2	-2
TOTAL	4	001	2	001	-2	001	4	2	-2

Table 8.2 Foreign Workers by Major Occupation

Major Occupation	Employment at Percentage of Em Beginning Period Total En	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
Administrative office workers Professionals and managers <b>TOTAL</b>	22 <b>4</b>	20 20 1 <b>00</b>	<b>5</b> 00	<b>00</b> 0000000000000000000000000000000000	-5 0 <b>-2</b>	<b>00</b> 0	4 4 <b>4</b>	<b>2</b> 2 2 2	7.7. <b>7</b>

Table 9.1 Sick Leave for Jan 2005 to Dec 2005

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)	Total number of Employees using Sick Leave	Total number of days with medical certification
Lower skilled (Levels 1-2)	4	001	_	0.2	4	_	519	4
Skilled (Levels 3-5)	858	62.1	611	22.9	7	165	519	533
Highly skilled production (Levels 6-8)	1460	50.8	192	37	000	507	519	741
Highly skilled supervision (Levels 9-12)	491	55	79	15.2	9	340	519	270
Senior management (Levels 13-16)	107	78.5	4	2.7	00	180	519	84
Other	∞	0	_	0.2	000	_	519	0
Contract (Levels 1-2)	268	54.9	29	12.9	4	37	519	147
Contract (Levels 3-5)	48	66.7	91	J	$\sim$	=	519	32
Contract (Levels 6-8)	72	55.6	20	3.9	4	25	519	40
Contract (Levels 9-12)	83	55.4	6	1.7	6	29	519	46
Contract (Levels 13-16)	2	0	_	0.2	2	m	519	0
TOTAL	3401	55.8	519	001	7	1337	519	1897

Table 9.2 Disability Leave (Temporary and Permanent) for Jan 2005 to Dec 2005

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 number of days with medical certification	Total number of Employees using Disability Leave
Skilled (Levels 3-5) Highly skilled production (Levels 6-8) TOTAL	7 120 <b>127</b>	42.9 78.3 <b>76.4</b>	-	12.5 87.5 <b>100</b>	7 7 <b>16</b>	2 39 <b>41</b>	3 94 <b>97</b>	⊗ ⊗ <b>∞</b>

Table 9.3 Annual Leave for Jan 2005 to Dec 2005

Salary Band	Total Days Taken	Average days per Employee	Number of Employees who took leave
Skilled (Levels 3-5) Highly skilled production (Levels 6-8) Highly skilled supervision (Levels 9-12) Senior management (Levels 13-16) Other Contract (Levels 1-2) Contract (Levels 6-8) Contract (Levels 6-8) Contract (Levels 9-12) Contract (Levels 9-12) Contract (Levels 13-16)	3690.08 5411.92 2129 695 17 2001 293 484 291	20 20 19 20 17 13 13	186 267 115 35 11 30 38 22 9

Table 9.4 Capped Leave for Jan 2005 to Dec 2005

	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2005	Number of Employees who took Capped leave	Total number of capped leave available at 31 December 2005	Number of Employees as at 31 December 2005
Skilled (Levels 3-5) Highly skilled production (Levels 6-8) Highly skilled supervision (Levels 9-12) Senior management (Levels 13-16) TOTAL	56 101 39 15	ბ 4 <u>წ</u> 8 <b>შ</b>	50 35 75 <b>45</b>	24 3 3 39	7108 6205 3497 1492 <b>18302</b>	143 175 66 20 <b>404</b>

Table 9.5 Leave Payouts

Reason	Total Amount (R'000)	Number of Employees	Average Payment per Employee (R)
Leave payout for 2005/06 due to non-utilisation of leave for the previous cycle Capped leave payouts on termination of service for 2005/06 Current leave payout on termination of service for 2005/06 TOTAL	103	7	14714
	340	61	5574
	168	46	3652
	<b>611</b>	114	<b>3360</b>

Table 10.1 Steps taken to reduce the risk of occupational exposure

Key steps taken to reduce the risk		
Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	No cases reported	

Table 10.2 Details of Health Promotion and HIV/AIDS Programmes

(							0				
						MMITTEE)	Cellphone Supervisor No	_	Owen Moganedi	_	-
						LLNESS COP				0825551335	0849810875
						LOYEEWE	Telephone Number	4540	4905	4815	
						ніv <sub>r</sub> aids фомфіттєє (емргоуєє we <sub>l</sub> liness софміттєє)	\ Directorate	NEHAWU	Customer Support Centre, CRMM	BAE & Comm Outreach	Property Mngt Supp Services
						S GOM	ne Rank	nia	an	i Z	0
						IV-AID	ne Nan	Chueu Virginia	Ditlhage Suzan	a Monki	Lebethe Lebo
						I	Surnan	Chue	Ditlhag	Hlutw	Lebetk
	Details, if yes		Employee Health and Wellness Programme in place. Provincial Grant received from the	Dept of Health: R 700 000.	EAP, OHS, and HIV/Aids	HIV-AIDS COMMITTEE (EMPLOYEE WELLNESS COMMITTEE)	All policies are passed through the Labour Forum and Employment Equity Forum to Sumame Name Rank Directorate ensure that they are HIV-Aids competent.	Mainstreaming achieved by ensuring that all policies are HIV-Aids competent.	VCT campaign in November 2005-29.63% participation	Multi-sectoral Aids Unit's Monitoring Tool Hlutwa	
	Yes No	×		. ,							
	ĕ	c.		×	×	×	×	×	×	×	
	Question	I. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter I ofthe Public Service Regulations, 2001? If so, provide her/his name and position.	2. Does the department have a dedicated unit or have you designated specific staff members to promote health and wellbeing of your employees? If so, indicate the number of employees who are	involved in this task and the annual budget that isavailable for this purpose.	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.	4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter I of the Public ServiceRegulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	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.	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.	7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	8. Has the department developed measures/indicators to monitor & evaluate the impact of your health promotion programme? If so, list these measures/indicators.	

Table 11.1 Collective Agreements

Subject Matter	Date
No collective agreement reached	

Table 11.2 Misconduct and Disciplinary Hearings Finalized

Outcomes of disciplinary hearings	Number	Percentage of Total	Total
Misconduct Disciplinary Hearings finalised	None None	0	0

Table 11.3 Types of Misconduct Addressed and Disciplinary Hearings

Type of misconduct	Number	% of total
Financial Misconduct Gross Misconduct	None None	0 0

Table 11.4 Grievances Lodged

Number of grievances addressed	Number	% of total
Resolved	41	299
Not resolved	7	33.3
Total	21	

Table 11.5 Disputes Lodged

Number of disputes addressed	Number	% of total
Upheld	2	001
Dismissed	_	50
Total	2	

Table 11.6 Strike Actions

Strike Actions	
Total number of person working days lost	38
Total cost(R'000) of working days lost	38
Amount (R'000) recovered as a result of no work no pay	8313.98

Table 11.7 Precautionary Suspensions

Precautionary Suspensions	•
Number of people suspended	_
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	7
Cost (R'000) of suspensions	6616.4

Table 12.1 Training Needs Identified

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female Male	0 0	0 0	20		20
Professionals	Female	00	00	34		34 61
Technicians and associate professionals	Female	00	00	30		30
Clerks	Female Male	00	00	41		41
Service and sales workers	Female	00	00	00		0 0
Skilled agriculture and fishery workers	Female	00	00	00		00
Craft and related trades workers	Female Male	00	00	00		00
Plant and machine operators and assemblers	Female Male	00	00	00		00
Elementary occupations	Female Male	00	<u>ω</u> <u>ι</u>	49		27 49
Gender sub totals	Female Male	00	<u>σ</u> <u>τ</u>	230		238
Total		0	23	395		418

Table 12.2 Training Provided

Occupational Categories	Gender	Employment	Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female Male	00	0 0	0 4	0 0	0 4
Professionals	Female Male	00	00	26 18	00	26
Technicians and associate professionals	Female Male	00	00	166	00	166
Clerks	Female Male	00	00	97	00	69
Service and sales workers	Female Male	00	00	00	00	0 0
Skilled agriculture and fishery workers	Female Male	00	00	00	00	00
Craft and related trades workers	Female Male	00	0 0	00	00	0 0
Plant and machine operators and assemblers	Female Male	00	00	00	00	00
Elementary occupations	Female Male	00	7	37	00	90 90
Gender sub totals	Female Male	00	13	326 274	00	339
Total		0	20	009	0	620

Table 13.1 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	0	0
Total	0	

Table 14.1: Report on consultant appointments using appropriated funds

Project Title	Total number of Consultants that worked on the project	Duration: Work days	Contract Value in Rands
Human Resource	I		R 608,874.00
Professional Fees	2		R 4,646,816.06
Risk Management	1		R 724,430.20
Ex Post Facto	I		R 4,000,000.00
Management of Business Process	I		R 5,030,299.00
Implementation of Retro Programme	4		R 78,532,009.92
Strategic Support	I		R 480,000.00
Social Housing	I		R 462,640.00
Monitoring of Adjudication Process	I		R 2,676,534.00
Architectural Design for Bombani	I		R 852,395.00
Professional Service	I		R 2,297,601.60
Socio-Eco Surveys	1		R 400,000.00
Consulting PRTs	2		R 9,828,000.00
Systems	I		R 684,000.00
Legal Adjudication			R 13,621,290.00
Frame Works	4		R 6,480,000.00
Total number of projects	Total Individual Consultants	Total duration Work days	Total contract Value Rands
16	24	0	R 131,324,889.78

 $\label{thm:consultant} \begin{tabular}{l} Table 14.2: Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) \\ \end{tabular}$ 

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultant from HDI groups that work on the project
Human Resource	100%	100%	I
Professional Fees	0%	0%	0
Risk Management	100%	100%	1
Ex Post Facto	100%	100%	
Management of Business Process	100%	100%	
Implementation of Retro Programme	100%	100%	4
Strategic Support	0%	0%	1
Social Housing	0%	0%	
Monitoring of Adjudication Process	100%	100%	
Architectural Design for Bombani	0%	0%	0
Professional Service	50%	50%	
Socio-Eco Surveys	100%	100%	
Consulting PRTs	100%	100%	2
Systems	0%	0%	0
Legal Adjudication	100%	100%	
Frame Works	72%	72%	2

Table 14.3: Report on consultant appointments using Donor funds

Project Title	Total number of Consultants that worked on the project	Duration: Working days	Donor and Contract value in Rand
No consultants were appointed using Donor F No Donor Funding received by the Departme			

 $\label{thm:local_point} \begin{tabular}{l} Table 14.4: Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs) \\ \end{tabular}$ 

Project Title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of Consultants from HDI groups that work on the project
No consultants were appointed using	ng Donor Funding		
No Donor Funding received by the	Department for this purpose.		