



**Western Cape
Government**

Community Safety



Annual Report 2020/21
Department of Community Safety

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GENERAL INFORMATION

1. DEPARTMENT GENERAL INFORMATION

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2. LIST OF ABBREVIATIONS

AGMs	Annual General Meetings
AGSA	Auditor General of South Africa
AO	Accounting Officer
CWBs	Court Watching Briefs
CoCT	City of Cape Town
COVID-19	Coronavirus Disease 2019
CSFs	Community Safety Forums
CPFs	Community Police Forums
CTMPD	City of Cape Town Metropolitan Police Department
CSPS	Civilian Secretariat for Police Service
DoH	Department of Health
DVA	Domestic Violence Act
DoJ&CD	Department of Justice and Constitutional Development
EPP	Expanded Partnership Programme
EPWP	Expanded Public Works Programme
ERM	Enterprise Risk Management
EERMCO	Ethics and Enterprise Risk Management Committee
FBOs	Faith Based Organisations
IPID	Independent Police Investigative Directorate
ISCS	Security Classification System
LEAP	Law Enforcement Advancement Plan
LLEOs	Learner Law Enforcement Officers
MEC	Member of the Executive Council
MINMEC	Minister and Members of Executive Council
NGOs	Non-Governmental Organisations
NPA	National Prosecuting Authority
NHWs	Neighbourhood Watches
OHS	Occupational Health and Safety
PSAC	Provincial Safety Advisory Committee
SAPS	South African Police Service
SPF	Security Policy Framework
TPAs	Transfer Payment Agreements
VIP 1	Vision Inspired Priority 1
WCG	Western Cape Government
WCCSA	Western Cape Community Safety Act
WCLA	Western Cape Liquor Authority
YSRP	Youth Safety and Religion Partnership
WCPO	Western Cape Police Ombudsman
YWP	Youth Work Programme

3. FOREWORD BY THE MINISTER

We are living in a time right now unique in the annals of human existence. We have seen an unprecedented global sense of common purpose in the fight against COVID-19; from different governments, to different cultures, wealthy nations, poor nations, organisations, ordinary citizens: everyone is currently consumed by the task of overcoming the myriad challenges from this global pandemic.



Within this context, the Department of Community Safety in the Western Cape has been hard at work implementing the visions set out in the Annual Performance Plan for the year under review. It has been a challenging time, with programmes and projects having to be amended and rethought within the confines of regulations on an almost ongoing basis, while at the same time also adapting to meet the imperatives of the Provincial Safety Plan and COVID-19 Recovery Plan. The Department has been resilient. The work is being done.

Through the opportunity afforded by the Provincial Safety Plan and Vision-Inspired Priority (VIP) 1 which focuses on building safe and cohesive communities, we have sought to discover anew the services we can deliver to the people of the Western Cape.

Over the medium to long-term, the Department has identified goals which include the following:

- To amend both the Western Cape Community Safety Act, as well as the Western Cape Liquor Act;
- To oversee the funding, training, and deployment of the Law Enforcement Advancement Plan (LEAP) Project in priority areas;
- To roll out more and more accredited Neighbourhood Watches throughout the province;
- To roll out Area-Based Teams (ABTs) in priority areas;
- To roll out programmes which will enable us to monitor gender-based violence through the criminal justice system;
- To expand the Chrysalis Academy to support more youth and school safety initiatives; and
- To bring the services of the Department to the communities of the Western Cape through the Youth Safety Ambassador Programme and Hotspot Programme.

One of the lessons from the harder lockdowns was the reduction of alcohol-related cases in trauma units in hospitals. Widespread measures such as banning the sale of alcohol for extended periods of time is no long-term solution. It has however cast light on the need for us to develop smart, appropriate policy and legislation in order to reduce violence and crime resulting from excessive and irresponsible alcohol consumption. Amendments to the Western Cape Liquor Act therefore remains a priority.

I wish to commend the Western Cape Liquor Authority for their sterling work and look forward to continuing our productive working relationship in the future.

Expanding law enforcement capacity has been a top priority for the Department, and within the next financial year, we will complete the training and deployment of the final group of LEAP Officers started during the year under review; bringing the total number to support the South African Police Service and Metro Police Service to 1 000 officers. These officers have been deployed to the gang and crime hotspots in the Metro and have had a number of successes in terms of arrests and confiscations of contraband.

In my view, their most significant contribution has been to increase visible policing, which feeds into citizens' perceptions of a functional, capable state geared to deliver on its primary responsibility of protecting all its citizens.

I want to make special mention of the excellent working relationships that we have established and maintained both with the South African Police Service and the Metro Police. These partners, along with other stakeholders in communities, have bought into the Department's ABTs approach. From the establishment of the Law Enforcement Technical Working Committee; to the roll out of the initial six Law Enforcement Technical Area Teams in the Cape Town Metropole. We are in the process of establishing ABTs in 16 areas across the Metro and Province, and these institutional partnerships are the groundwork to the future of the way our Department will work. We look forward to strengthening our relationships with our partners and stakeholders even further in the future.

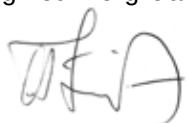
Key to the Violence Prevention component of the Safety Plan is empowering young people with a view to helping them avoid a life of crime. Our long-time partner, the Chrysalis Academy, continues to work with young people by providing them with amazing opportunities. These opportunities have been expanded to include 120 additional youth from high-risk communities who can join the in-take at Chrysalis, while the ethos has been expanded through workshops aimed at schools and family units. Chrysalis will also be involved in the psycho-social development and personal mastery of our Youth Safety Ambassadors. We are very proud to have the Chrysalis Academy as partners and look forward to a promising future of impact with them.

We saw the plight of our citizens and sought to respond by developing the Youth Safety Ambassador Programme, which has seen the appointment of 1 000 safety ambassadors to the Expanded Public Works Programme employment opportunities and placed at various community institutions. This means that there will now be an income in 1 000 homes across the province where there otherwise would not have been. But it also means that 1 000 young people, across the province, will have their life-course changed for the better. These young people are currently working in community institutions such as schools and municipalities; and they will work with ABTs to land violence prevention initiatives in communities in the Metro and across the province.

The Department has also continued its work in its more established programmes. It continues to provide much-needed support to existing Neighbourhood Watch (NHW) structures, and has worked hard to accredit new structures across the Province. It continues to work to strengthen Community Policing Forums; provide substantial input into policing policy in the Province; conduct systemic oversight and investigations into policing matters, and serve citizens through the work of the Western Cape Police Ombudsman and the Western Cape Liquor Authority.

I would like to thank all our departmental officials, partners, and stakeholders for the work they have put into this Report. I would also like to thank the citizens of the Western Cape for entrusting us with the opportunity over the past financial year to do the work we set out to do.

It gives me great pleasure, then, to present this Annual Report.



Adv. Albert Fritz
Western Cape Minister of Community Safety
December 2021

4. REPORT OF THE ACCOUNTING OFFICER

I herewith present the Annual Report for the Department of Community Safety for the 2020/2021 financial year as per Section 40 (1)(d) of the Public Finance Management Act (PFMA) 1 of 1999.



4.1 Overview of the operations of the Department

The country has faced and continues to face numerous socio-economic challenges due to the global COVID-19 pandemic. As a result of the Pandemic, a national lockdown was imposed to delay and reduce the spread of the virus. The lockdown exacerbated existing social and economic challenges and increased the risk of mental health issues and the overall well-being and safety of citizens and communities. Unemployment and poverty remain a major challenge.

Within this context, the Department, as the lead for the implementation of the Provincial Vision Inspired Priority 1 (VIP 1): 'Safe and Cohesive Communities', has had to reprioritise its resources, programmes and projects to support COVID-19 relief whilst continuing to align its services and interventions towards increasing safety in communities.

The Western Cape Government (WCG) developed a Hotspot strategy when COVID-19 related infections and deaths were rapidly rising and subsequently managed its interventions in-line with the strategy. In June 2020, the Department was appointed by the Provincial Cabinet to be the hotspot lead for Khayelitsha and the Eastern sub-district. The Department, through its Whole of Government (WoGA) and Whole of Society (WoSA) approaches, was able to provide relief measures to affected communities and implement interventions to reduce the transmission and spread of the virus through its partnerships with government departments, municipalities and civil society organisations.

The Western Cape Government continues to be responsive to the COVID-19 pandemic and the socio-economic consequences thereof and launched the Western Cape Recovery Plan where focus is given to three key themes, namely: Jobs, Wellbeing and Safety. The Department has been appointed as the lead of the Safety Priority and will establish 16 Area-Based Teams (ABTs) comprised of various safety stakeholders to co-ordinate law enforcement and violence prevention interventions. It will also facilitate the sharing of information, joint planning, co-operation and co-ordination towards collective impact in areas of need within the Province.

The Department has aligned its programmes and projects to a public health approach which aims to address the root causes of crime and violence. The integrated law enforcement and violence prevention strategy serves to enhance law enforcement capacity and strengthen the co-ordination and implementation of violence prevention interventions throughout the Province. During the period under review, and in partnership with the City of Cape Town (CoCT) and the SAPS, law enforcement officers were deployed to high crime and priority areas. Deployment is data-led and evidence-informed which sees officers being deployed to the areas with the greatest need.

In support of violence prevention initiatives, the Department has strengthened the Chrysalis Academy programme to include interventions for vulnerable youth including the appointment of Chrysalis Youth Hub Ambassadors. This offers at-risk youth in priority areas further support once they return to their communities after attending the residential training programme. Youth and women continue to be a priority focus for the Department. The Youth Work Expanded Public Works Programme (EPWP) continues to provide 12 - 24 month work placement opportunities for vulnerable youth and women across the Province.

In terms of our oversight mandate, we conducted inspections of the SAPS stations to monitor the implementation of the Domestic Violence Act (DVA), police inefficiencies and to assess COVID-19 readiness. In addition, the Department played a key role in supporting the SAPS in managing infections amongst its members by refining the SAPS COVID-19 protocols, facilitating information sessions and data sharing models such as the Western Cape Provincial Government Hotspot Dashboard.

The Department's Security Support Team (SST) was instrumental in enhancing security measures during the outbreak of the COVID-19 pandemic. Teams were deployed on a 24/7 rotational basis at the SAPS Provincial Command Centre, the WCG Disaster Management Centre and to assist the Department of Health (DoH). In addition, members of the SST also formed a 'Rapid Response Unit' to assist other urgent short-term needs during the lockdown period and performed a monitoring and evaluation role at DoH facilities where private security officers were redeployed.

The Western Cape Liquor Authority played an important role in limiting the spread of COVID-19 and reducing alcohol-related harms by conducting, amongst other initiatives, enforcement investigations. Operations conducted included the inspection and monitoring of licenced liquor vendor premises to ensure compliance to the Western Cape Liquor Act, no. 4 of 2008 and the Disaster Management Act no. 57 of 2002 Regulations.

4.2 Overview of the financial results of the Department

4.2.1 Departmental receipts

None

4.2.2 Programme expenditure

Refer to Part E: Financial Information.

4.2.3 Virements/roll overs

Refer to Part E: Financial Information.

4.3 Description of the reasons for unauthorised, fruitless and wasteful expenditure and the amounts involved

Refer to Part E: Financial Information.

4.4 Future plans of the Department

The Department has embarked upon an exciting repurposing process to re-align and re-orientate its strategy, structure and operations towards an **enhanced service delivery mandate**.

This process will ensure that our services are directed to vulnerable communities ravaged by high rates of murder, crime, gender-based violence, gangsterism and other challenges. The repurposing process will support our role as the lead department responsible for implementing the Western Cape Safety Plan (Safety Plan) and Recovery Plan: Safety Priority aimed at reducing the murder rate in the Province.

To ensure that we meet the law enforcement and violence prevention imperatives of the Safety Plan, the Department has adjusted its budget to ensure the following:

- The establishment of 16 Area-Based Teams (ABTs) within the identified crime and murder hotspots;
- Funding data-led and evidence-informed interventions in priority areas;
- Roll-out of the Youth Safety Ambassador Programme (YSAP) which aims to recruit, train and deploy 1 000 youth, women and differently abled persons as violence prevention practitioners under the aegis and leadership of the ABTs; and
- The deployment of 1 000 LEAP officers to areas with the highest rate of murder within the Cape Town metropole.

The operationalisation of ABTs will be driven by data-led and evidence-informed law enforcement and violence prevention interventions. Interventions will be integrated and based on the respective local context, given the unique crime and socio-economic profiles within each police precinct. The project intends to draw learnings and best practices which will be replicated in other areas to ensure a safer Western Cape for all its citizens.

4.5 Public Private Partnerships

None

4.6 Discontinued activities/activities to be discontinued

- Establishment of an in-house K9 dog unit: Funds were surrendered toward the COVID-19 response.
- Youth Safety and Religion Partnership (YSRP) Programme: The project was discontinued due to the Department's repurposing process and the implementation of the ABT approach.
- The Expanded Partnership Programme (EPP): The project with CPFs was discontinued based on the Department's repurposing process and the implementation of the ABT approach.

4.7 New or proposed activities

During the 2021/22 financial year, the Department prioritised the following new activities in alignment to the Western Cape Safety Plan and the Western Cape Recovery Plan.

- Establishment of 16 ABTs;
- Support of ABTs with data-led and evidence-informed law enforcement and violence prevention interventions;
- Law enforcement deployment to areas with the highest murder rate;
- Support to K9 Units in Cape Town, Overstrand and Swartland municipalities;
- Roll-out of 1 000 Youth Safety Ambassadors;
- Amendments to the Western Cape Community Safety Act;
- Amendments to the Western Cape Liquor Act;
- Occupational Health and Safety lead for the WCG; and
- Fund, support and review safety plans of district municipalities.

4.8 Supply Chain Management

Supply Chain Management processes are in place to prevent fruitless, wasteful and irregular expenditure. The Department has implemented and maintained sound financial management systems and processes through the revised Accounting Officer's Systems and Supply Chain Management Delegations, in support of Supply Chain Management compliance. The Department also ensures compliance with the prescripts of the Public Finance Management Act (PFMA), 1999 when performing the Supply Chain Management roles and responsibilities.

4.9 Gifts and donations received in kind from non-related parties

Refer to Part E: Financial Information.

4.10 Exemptions and deviations received from National Treasury

None

4.11 Events after the reporting date

None

4.12 Other

None

4.13 Acknowledgement/Appreciation

I wish to express my sincere appreciation to Minister Fritz and all the staff within the Department. Further acknowledgement and appreciation is made to all of our stakeholders and partners for their valued contribution to the many successes of the Department during the 2020/21 financial year.

4.14 Conclusion

During the year under review, the Department was able to continue to maintain the highest standards of good governance, building upon its status of consecutive clean audits. This would not be possible without the valuable efforts of each member of staff. The Department will continue to work towards improving safety in communities in the Western Cape.



Adv. Y Pillay
Accounting Officer
Department of Community Safety
December 2021

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY

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

- All information and amounts disclosed throughout the annual report are consistent.
- The annual report is complete, accurate and is free from any omissions.
- The annual report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.
- The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.
- The Accounting Officer is responsible for the preparation of the annual financial statements and for the judgements made in this information.
- The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.
- The external auditors are engaged to express an independent opinion on the annual financial statements.

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

Yours faithfully



Adv. Y Pillay
Accounting Officer
Department of Community Safety
December 2021

6. STRATEGIC OVERVIEW

6.1 Vision

Safe and cohesive communities

6.2 Mission

In pursuit of community safety, the Department will promote professional policing through effective oversight as legislated, capacitate safety partnerships with communities and other stakeholders (whole-of-society) and promote safety in all public buildings and spaces.

6.3 Values

The core values of the Western Cape Government, to which the Department subscribes, are as follows:

Caring	To care for those we serve and work with
Integrity	To be honest and do the right thing
Accountability	We take responsibility
Responsiveness	To serve the needs of our citizens and employees
Competence	The ability and capacity to do the job we were employed to do
Innovation	To be open to new ideas and develop creative solutions to challenges in a resourceful way

7. LEGISLATIVE AND OTHER MANDATES

7.1 Constitutional mandates

Provincial governments have been assigned a number of policing functions, powers and duties within Chapter 11 of the Constitution of the Republic of South Africa, 108 of 1996, as set out below:

- To determine the Policing Needs and Priorities for the Province as per section 206(1) read with 206(2);
- To monitor police conduct as per section 206(3)(a);
- To oversee the effectiveness and efficiency of the police service, including receiving reports on the police service as per section 206(3)(b);
- To promote good relations between the police and the community as per section 206(3)(c);
- To assess the effectiveness of visible policing as per section 206(3)(d);
- To liaise with the Cabinet member responsible for policing with respect to crime and policing in the province as per section 206(3)(e);
- To investigate, or appoint a commission of inquiry into, any complaint of police inefficiency or a breakdown in relations between the police and any community as per section 206(5)(a);
- To consider and refer complaints to the Independent Police Investigative Directorate (IPID) and to monitor the investigation of such complaints as per section 206(6);
- To require the provincial commissioner (SAPS) to appear before the provincial legislature or any of its committees to answer questions as per section 206(9);
- To receive and consider the annual report on policing in that province from the provincial commissioner as per section 207(5);
- To consider and institute appropriate proceeding against the provincial commissioner if the provincial executive has lost confidence in that provincial commissioner as per section 207(6);

These functions are assigned to the MEC of Community Safety as per section 206(4).

It is also important to note that, as per Schedule 4 of the Constitution, policing is an area of concurrent legislative competence albeit only to the extent that the provisions of Chapter 11 confer them upon the Provincial Legislator.

Constitution of the Western Cape Act 1 of 1998, Section 66 Policing Functions of Western Cape Government

The powers, functions and duties on policing which are assigned to provincial governments by the Constitution of the Republic of South Africa is confirmed in the Constitution of the Western Cape and in particular in sections 66(1) read with section 66(2).

Western Cape Community Safety Act (WCCSA), 3 of 2013

The Premier of the Province of the Western Cape assented to the Western Cape Community Safety Act (WCCSA) which was published in the Provincial Gazette no. 7116 dated 5 April 2013.

The WCCSA provides for the carrying out and the regulation of the functions of the Province and the Department of Community Safety under Chapter 11 of the Constitution of the Republic of South Africa, 1996 and Chapter 8 of the Constitution of the Western Cape, 1997,

to provide for the support of and cooperation with the Civilian Secretariat of Police Service and the Provincial Secretariat establishment in terms of the Civilian Secretariat of Police Act 2 of 2011.

Civilian Secretariat for Police Service Act, 2 of 2011

This Act gives effect to section 208 of the Constitution by establishing the Civilian Secretariat to function under the direction of the National Minister of Police. The Western Cape Department of Community Safety is mandated, under the auspice of the Provincial Secretariat, to –

- i. Establish and promote partnerships;
- ii. Manage the enhancement of community safety structures with the province; and
- iii. Provide guidance to community police forums and associated structures and facilitate their proper functioning.

Control of Access to Public Premises and Vehicles Act 53 of 1985

- Safeguarding the premises, vehicles and contents thereof, including the people either therein or thereon;
- Access control of persons entering and exiting WCG premises and/or vehicles; and
- Requiring persons to be examined should they have electronic or other apparatus in order to determine the presence of any dangerous objects in their possession or custody or under his control.

Minimum Information Security Standards (MISS)

- Appointment of Security Managers;
- Establishment of security committees;
- Security administration;
- Information security;
- Personnel security;
- Physical security;
- ICT security; and
- Business continuity plans.

The Protection of Personal Information Act 4 of 2013 (POPI Act or POPI Law)

- Sets conditions for how you can process information. It has been signed by the President and is law.

Private Security Industry Regulatory Authority (PSIRA) 56 of 2001

- To ensure that services procured on behalf of Western Cape Government and duties performed by Western Cape Government staff are in compliance with the Act.

Western Cape Liquor Act 4 of 2008

- The Premier of the Western Cape approved the transfer of the executive responsibility related to the Western Cape Liquor Authority (WCLA) to the Minister of Community Safety under section 47 of the Constitution of the Western Cape, 1997 with effect from 1 April 2016. These functions are in relation to the administration of, and the powers and functions in terms of the Western Cape Liquor Act, 2008 and the regulations made thereunder. The Department performs an oversight role over the WCLA, ensuring that the timeframe and compliance submissions are met in relation to sections 28(3)(b) and 29(3)(b) of the Western Cape Liquor Act, 2008.

Occupational Health and Safety Act (OHS), 85 of 1993

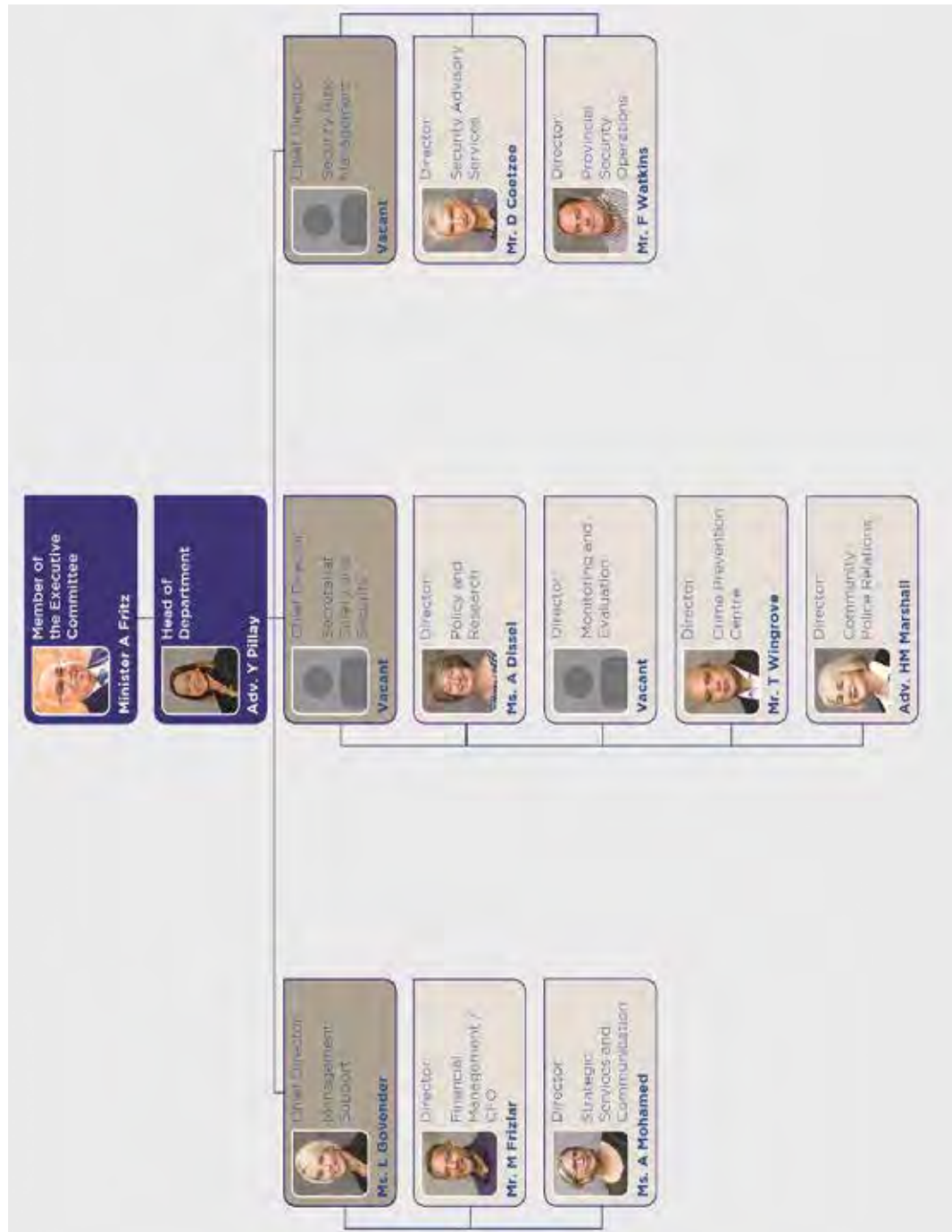
- To provide for the health and safety of persons at work and for the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work; to establish an advisory council for occupational health and safety; and to provide for matters connected therewith.

7.2 Legislative mandates

National Legislation	Act
Basic Conditions of Employment Act, 1997	Act 75 of 1997
Broad-Based Black Economic Empowerment Act, 2003	Act 53 of 2003
Constitution of the Republic of South Africa, 1996	Act 108 of 1996
Civilian Secretariat for Police Service Act, 2011	Act 2 of 2011
Control of Access to Public Premises and Vehicle Act, 1985	Act 53 of 1985
Domestic Violence Act, 1998	Act 116 of 1998
Employment Equity Act, 1998	Act 55 of 1998
Labour Relations Act, 1995	Act 66 of 1995
Independent Police Investigative Directorate, 2011	Act 1 of 2011
Local Government: Municipal Systems Act, 2000	Act 32 of 2000
National Archives of South Africa Act, 1996	Act 43 of 1996
Occupational Health and Safety Act, 1993	Act 85 of 1993
Preferential Procurement Policy Framework Act, 2000	Act 5 of 2000
Private Security Industry Regulations Act, 2001	Act 56 of 2001
Promotion of Access to Information Act, 2000	Act 2 of 2000
Promotion of Administrative Justice Act, 2000	Act 3 of 2000
Protected Disclosures Act, 2000	Act 26 of 2000
Protection of Information Act, 1982	Act 84 of 1982
Protection of Personal Information Act, 2013	Act 4 of 2013
Public Finance Management Act, 1999	Act 1 of 1999
Public Administration Management Act, 2014	Act 11 of 2014
Public Service Act, 1994	Act 103 of 1994
South African Police Service Act, 1995	Act 68 of 1995
Provincial Legislation	Act
Constitution of the Western Cape, 1998	Act 1 of 1998
Provincial Archives Records Service of the Western Cape Act, 2005	Act 3 of 2005
Western Cape Community Safety Act, 2013	Act 3 of 2013
Western Cape Liquor Act, 2008	Act 4 of 2008
Western Cape Liquor Amendment Act, 2010	Act 10 of 2010
Western Cape Liquor Amendment Act, 2015	Act 3 of 2015

8. ORGANISATIONAL STRUCTURE

as at 31 May 2021



9. ENTITIES REPORTING TO THE MINISTER

The table below indicates the entities that report to the Minister of Community Safety.

Name of entity	Legislative mandate	Financial relationship	Nature of operations
Western Cape Liquor Authority	Western Cape Liquor Act 2008 (Act 4 of 2008)	Transfer Payment recipient	The Western Cape Liquor Authority is mandated to optimally regulate the retail of sale and micro manufacturing of liquor in the Province with a focus on reducing alcohol related harms.



PERFORMANCE
INFORMATION

1. AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The Auditor General of South Africa (AGSA) currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the auditor's report.

Refer to Part E: Financial Information for further information on the Report of the Auditor General.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 Service Delivery Environment

During the period under review, the unemployment rate remains a major socio-economic concern, entrenched through the decades of systemic exclusion, inequality and poverty. With the current global COVID-19 pandemic and stringent lockdown measures implemented by the National Disaster Management Act (2002), the associated poverty has increased and resulted in further contractions within the economy. This has contributed to the high levels of crime as people found themselves wondering the streets with nothing to do but to commit crime in order to put food on their tables after they had lost their source of income.

The National Development Plan (NDP) 2030 provides a policy framework and sets out clear goals for eradicating poverty and reducing inequality by the end of this decade. The NDP identifies three core priorities centered around growth, jobs, education and a sustainable developmental state.

In alignment, the Provincial Strategic Plan 2019-2024 (PSP) sets out the WCG's vision, strategic priorities and desired outcomes and serves as a guide for service delivery over the five-year period. With the vision of the Province being 'A safe Western Cape where everyone prospers', five Vision Inspired Priorities (VIPs) have been identified to which interventions and resources are aligned. These include:

- Safe and Cohesive Communities;
- Growth and Jobs;
- Empowering People;
- Mobility and Spatial Transformation; and
- Innovation and Culture.

Due to the dynamics related to the effects of the COVID-19 pandemic, the Department has reprioritised the scope of projects, viz. accredited Neighbourhood Watch (NHW) structures and Chrysalis Academy graduates to align with the COVID-19 requirements in an attempt to reduce the community transmission of the virus. These changes were cognisant of the problems highlighted in the PSP and the Provincial Review and Economic Outlook (PERO), viz. unemployment and the associated economic challenges that accompanied the Pandemic, hence NHW structures were supported financially to implement interventions.

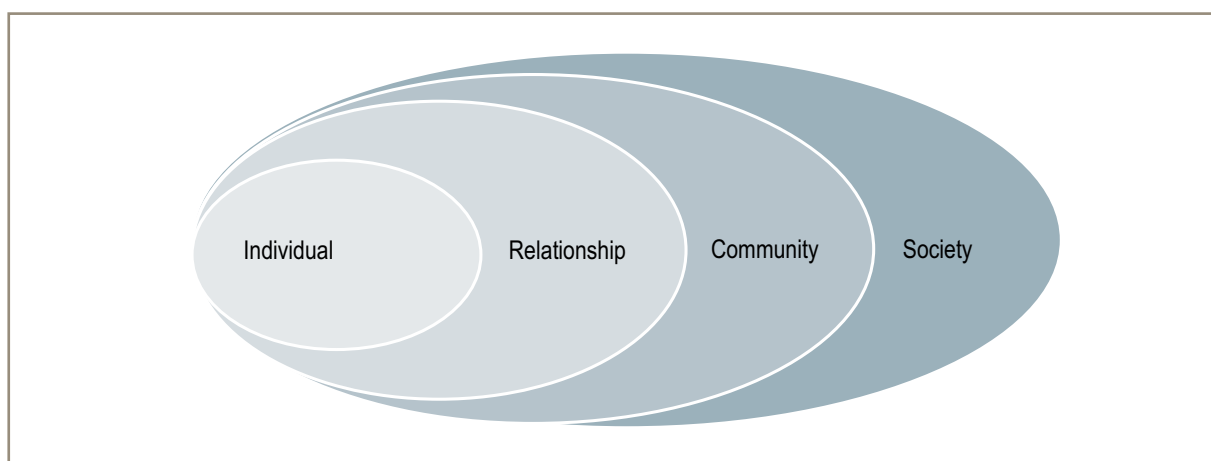
As a result of the Pandemic, a number of Departmental planned service delivery initiatives that required face-to-face interventions could not be implemented. Community-based projects such as the YSRP Programme were cancelled during the June/July and December/January school holidays, with community outreach programmes being limited due to the restriction on social gatherings. Additionally, the Chrysalis Academy student intake was reduced in compliance with the Disaster Risk Management Regulations. Subsequently, the planned training and placement of youth was also impacted due to the closure of training facilities and the closure of placement institutions. The closure of training facilities also impacted the training and deployment of LEAP officers during the first six months of 2020/21.

With the shift in policy priorities, viz. the discontinuation of the establishment of an in-house K9 dog unit and the YSRP Programme, funds were redirected in response to COVID-19.

It is noted that safety and security challenges are directly related to socio-economic development and equality. Thus, a safe and secure state is able to promote economic growth and transformation contributing toward addressing social concerns such as crime, poverty, and unemployment.

The WCG, through the implementation of the PSP and the Safety Plans aims to address these social challenges through the socio-ecological model of crime, see figure 1. This model seeks to address these risk factors as categorised into individual, relationship, community, and societal levels in a holistic way.

Figure 1: Socio-economic model for risk factors of violence in South Africa



Source: Adapted from Heise (1998) and Mathews and others (2016)

Individual level: gender, age, use of alcohol and drugs, income, personal values, history of corporal punishment, history of abuse, previous victimisation, levels of education and mental health.

Relationship level: family and peer misuse of alcohol and drugs, family values, family history of criminality, harsh or inconsistent discipline in the home, difficulty in resolving family conflict through dialogue, domestic violence, bullying and delinquent peers.

Community level: spaces where social relationships occur, such as schools, workplaces, and neighbourhoods, including clean and appropriate infrastructure, as well as access to alcohol, drugs, firearms and gang violence.

Societal level: social norms and values determining gender perceptions (such as patriarchy and toxic masculinities), normalisation of violence, poverty, unemployment and inequality, legacy of apartheid, and associated intergenerational trauma.¹

Unemployment

As aforementioned, unemployment, poverty and inequality are inextricably linked. It is noted that the Western Cape reported the lowest unemployment rate with 30.1% in the first quarter of 2020 compared to the 2019 first quarter. Although the Province presents a relatively low unemployment rate, when compared to the national figures, it varies substantially across demographic categories such as race, gender and age. Unemployment is highest amongst Africans (28.8%), followed by Coloureds (18.5%) and lowest for Whites (7.1%). Women also appear to be relatively disadvantaged in the labour market, with an unemployment rate at 21.8% compared to 20.2% of men.

¹ Western Cape Government Recovery Plan.

The second wave of COVID-19 and associated lockdown at the start of 2021 led to net job losses with significant labour market attrition. Between October 2020 and January 2021, the percentage of employed adults (18-64 years) in the National Income Dynamics Study - Coronavirus Rapid Mobile survey (NIDS-CRAM)² cross-sectional sample declined from 55% to 52%. According to the NIDS-CRAM Wave 4 Synthesis Report, rates of job finding among the non-employed were similar across age groups, while job loss was strongly and negatively correlated with age. Comparing the outcomes of youth aged (18-24 years), prime-age adults (25-40 years) and middle-aged adults (41-55 years) it is evident that youth were most affected by job losses. It is noted that job loss for the youth was more than double (-31%) job losses for middle-aged adults (-13%) and are much higher when compared to prime-age adults (-19%). Resultantly, the rise in unemployment has increased poverty.

Substance Abuse

Substance abuse, another contributing factor to crime in the Western Cape, continues to challenge residents, with cannabis, alcohol and methamphetamine (tik) being the most common primary substances of abuse. According to the Medical Research Council, alcohol plays a significant role in criminal activities and violence.³ Excessive drinking can lower inhibitions, impair an individual's judgement and increase the risk of aggressive and deviant behavior, influencing violence and crime rates that are on the rise throughout the country. Alcohol related crime is involved in more homicides across the country in comparison to other substances, like heroin and cocaine. Excessive drinking can lead to more severe forms of violence that can quickly escalate into extremely dangerous situations. During the alert levels 5 and 4 of lockdown a ban on the sale of alcohol was imposed. This, together with restrictions on people's movements, saw a reduction in 17 community crimes reported across the country. In the Western Cape, there were 37.7% fewer crimes reported in the first quarter of 2020 compared with the same period in 2019.⁴ When the lockdown levels were somewhat relaxed, there was also an increase in crime and violence, though overall crimes were lower than the previous year.⁵

The Department, in partnership with the Institute for Security Studies (ISS) conducted a study on violence, safety and policing during the first stages of the national lockdown. The study found that murder had decreased by 47% in the first four weeks of lockdown compared to the same period in 2019 and by 38% in the second four weeks. With the relaxing of regulations, most notably the unbanning of alcohol and opening of the economy, murder increased to just 10% below 2019's figure. When alcohol was again banned, murder increased by 6% compared to 2019 and by 59% by mid-October 2020.⁶

Crime

Against the contributing factors viz. substance abuse and unemployment as aforementioned, a continued scourge of crime and violence remains a concern in the Province. According to

² National Income Dynamics Study - Coronavirus Rapid Mobile survey (NIDS-CRAM) report

³ South Africa Medical Research Council, Burden of Disease Research unit, Rapid Mortality Surveillance Report 2017, January 2019

⁴ South African Police Service. Police Recorded Crime Statistics: April to June 2020/21, p. 5.

⁵ South African Police Service. Police Recorded Crime Statistics: April to June 2020/21; South African Police Service. Police Recorded Crime Statistics: July to September 2020/21 South African Police Service. Police Recorded Crime Statistics: October to December 2020/21 South African Police Service. Police Recorded Crime Statistics: January to March 2020/21

⁶ Western Cape Government. Department of Community Safety and Institute for Security Studies. Lockdown lessons. Violence and Policing in a pandemic. March 2021

the SAPS quarterly statistics released during 2020/21, there was an overall decline of 17% and 21% decrease in other serious crimes compared with the previous year. Murder decreased in the country by an estimated 3.9%. Much of this decline can be attributed to the lockdown restrictions during the year.⁷

Gender Based Violence (GBV)

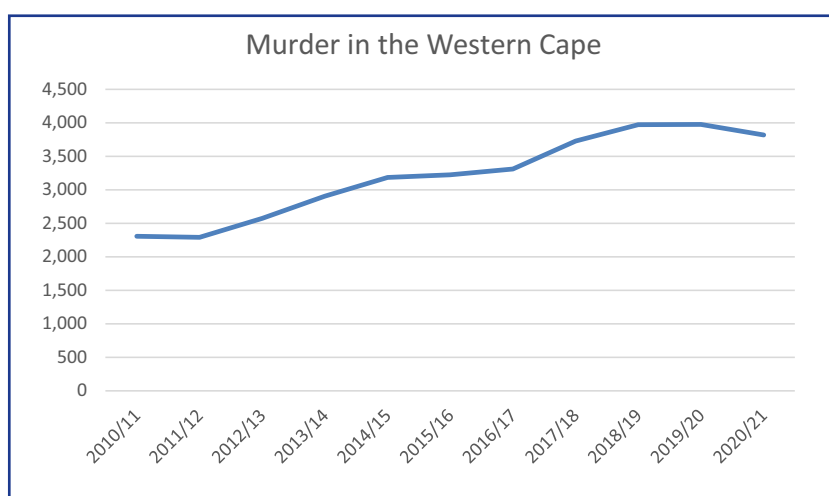
According to the SAPS quarterly crime statistics, the number of sexual offences recorded nationally decreased by 12.8% nationally and by 11.6% in the Western Cape. Decreases were noted in all subcategories, except for attempted sexual offences.⁸

Eight of the top ten police precincts that reported the most sexual assault cases in the fourth quarter of 2020/21 are in the Western Cape wherein seven precincts of these reported an increase in sexual assault cases during the quarter. Mitchells Plain reported the highest number of sexual assault cases (83) with a 25.8% increase from the previous year. Since 2016/17, sexual assaults, rape and sexual offences have increased while the numbers of contact sexual offences and attempted sexual offences have decreased.⁹

Murder

Murder in the Western Cape decreased by 3.9% from 3 975 to 3 818 in the 2020/21 year. This is compared with a 6.9% reduction of murders nationally.¹⁰

Figure 2: Murder trend in the Western Cape between 2010/11 and 2020/21



⁷ At the time of writing, the annual statistics for the 2020/21 year had not been released, but quarterly statistics had been release for each quarter of the year. This has allowed us to estimate the annual percentage changes. These may however be subject to change once the SAPS released the verified annual statistics.

⁸ South African Police Service. Police Recorded Crime Statistics: April to June 2020/21; South African Police Service. Police Recorded Crime Statistics: July to September 2020/21 South African Police Service. Police Recorded Crime Statistics: October to December 2020/21 South African Police Service. Police Recorded Crime Statistics: January to March 2020/21

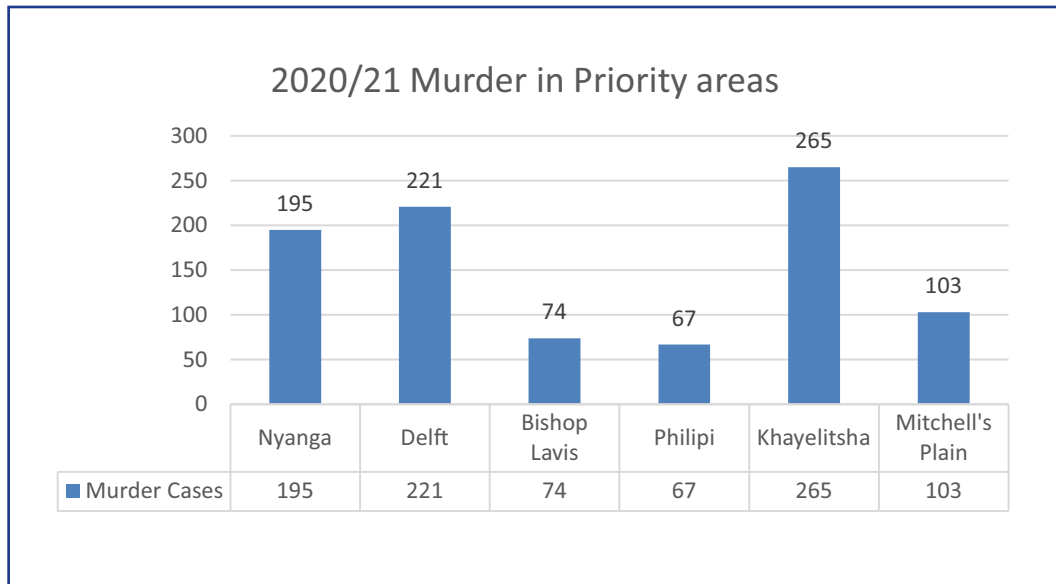
⁹ Western Cape Government.Provincial Treasury.Municipal Economic Review and Outlook.2020

¹⁰ At the time of writing, the annual statistics for the 2020/21 year had not been released, but quarterly statistics had been release for each quarter of the year. This has allowed us to estimate the annual percentage changes. These may however be subject to change once the SAPS released the verified annual statistics.

In the fourth quarter of 2020/21, 11 of the top 30 stations recording murder are in the Western Cape. Six of the stations are in the top 10 murder stations in the country: Khayelitsha, Mfuleni, Kraaifontein, Delft, Nyanga, and Gugulethu.

Figure 3 below outlines the reported murders at the LEAP priority stations during 2020/21.

Figure 3: 2020/21 murders recorded by LEAP in priority areas



The Department, through the adjustment budget process, received increased funding, enabling a further focus on the implementation of programmes and projects aimed at violence prevention and the enhancement of law enforcement capacity where deployment was influenced using evidence-led and data driven statistics. The Department will continue to oversee the training and deployment of an additional 500 law enforcement officers through LEAP in a partnership with the CoCT. The deployment of LEAP officers will focus on areas which have been identified as high murder areas as per the Safety Plan and will be operationalised through joint processes with the Department and the CoCT under the leadership of the local SAPS station commanders.

2.2 Service Delivery Improvement Plan

The Department has completed a Service Delivery Improvement Plan (SDIP) for 1 April 2018 to 31 March 2021. The tables below highlight the service delivery plan and the achievements to date.

Main services and standards

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
Consultative Interventions with key stakeholders	Citizens/ Communities/ South African Police Services (SAPS)/ Community Police Forums (CPFs)/ Neighbourhood Watches (NHWs)	a) The indicator on the "Number of consultative interventions with key stakeholders" in 2018/19 was not continued in 2019/20. Another indicator, namely "Number of reports on meetings attended with Provincial Board/ Cluster Board/ CPF Structures" was the focus for reporting on service delivery to external stakeholders/service beneficiaries. Four reports were written (one per quarter), with a total of 125 meetings	a) 16 Consultative Intervention Reports reflecting input from the consultative intervention engagements held, are compiled, implemented, reviewed and updated	a) Due to the change in directive, the sub-programme implemented projects with accredited Neighbourhood Watch (NHW) structures. Conducted 145 Annual General Meetings (AGMs), of which 126 have been certified
		b) Advice and support were provided to CPFs on their current issues	b) A Standard Operating Procedure is signed to allocate responsibilities to relevant sub-programmes within the Department	b) A Standard Operating Procedure is in place allocating responsibilities to relevant sub-programmes within the Department
		c) A Standard Operating Procedure is in place allocating responsibilities to relevant sub-programmes within the Department	c) Develop detailed To-Be Process: Facilitating consultative interventions with key stakeholders, and the implementation, review and updating of the input from the consultative intervention engagements	c) CPFs were capacitated to deal with real-time issues raised, at the time of their meetings with the sub-programme CPR

Main services and standards (continued)

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
		d) CPFs were capacitated to deal with real-time issues raised, at the time of their meetings with the sub-programme CPR		
Create partnerships between the Department and organisations who contribute in the field of safety and security	Unemployed Youth/ Citizens	a) 192 youth were trained through formal partnerships (Chrysalis) b) Training partnerships implemented c) Feedback was provided to partnerships (Chrysalis) d) Detailed As-Is Process developed for formal partnerships established that contribute in the field of safety and security	a) 1 000 youth trained through formal partnerships (Chrysalis) b) Review training providers c) Provide feedback to partnerships (Chrysalis)	a) 710 youth were trained through formal partnerships (Chrysalis) out of a total number of 716 youth trained. The under-achievement is due to the effect of COVID-19 as Chrysalis Academy could not recruit and train, as the Academy was closed for a period due to COVID-19 lockdown regulations. (For the new financial year 2021/22, the target was revised to 760) b) Training partnerships implemented c) Feedback was provided to partnerships (Chrysalis)

Batho Pele arrangements with beneficiaries (Consultation access etc.)

Current/actual arrangements	Desired arrangements	Actual achievements
Consultative Interventions with key stakeholders		
Consultation: a) The indicator on consultative workshops in 2018/19, namely “Number of consultative interventions with key stakeholders” was not continued in 2019/20 Another indicator, namely “Number of reports on meetings attended with Provincial Board / Cluster Board / CPF Structures” was the focus for reporting on service delivery to external stakeholders/service beneficiaries. Four reports were written (one per quarter), with a total of 125 meetings attended Access: a) Local Municipal Centres, Community venues and SAPS venues b) 35 Wale Street, Cape Town, 8001 Courtesy: a) The stakeholders were treated with courtesy and consideration when they were engaged by the Department Openness and Transparency: a) CPFs, Clusters and the Provincial Board were informed of each CPFs percentage compliance on the EPP, as well as EPP funding paid out by the Department. There were 151 CPFs in 2019/20	Consultation: a) Consultative intervention workshops are held with key stakeholders in each policing cluster Access: a) Local Municipal Centres, Community venues and SAPS venues b) 35 Wale Street, Cape Town, 8001 Courtesy: a) The stakeholders will be treated with courtesy and consideration when they are engaged by the Department Openness and Transparency: a) Intervention Reports are tabled at the individual consultative intervention meetings	Consultation: a) The consultative intervention workshops were not held due to COVID-19 lockdown regulations Access: a) Local Municipal Centres, Community venues and SAPS venues. Due to COVID-19 lockdown regulations venues were not utilised b) 35 Wale Street, Cape Town, 8001. Due to COVID-19 lockdown regulations venues were not utilised Courtesy: a) The consultative intervention workshops with stakeholders were not held due to COVID-19 lockdown regulations Openness and Transparency: a) Due to the COVID-19 lockdown regulations intervention meetings were not held, there were no intervention report compiled and tabled

Value for Money:	Value for Money:	Value for Money:
a) Service is rendered at client level (communities) and provided within the approved budget	a) Service is rendered at client level (communities) and provided within the approved budget	a) Service was rendered at client level (communities) and provided within the approved budget
Current/actual arrangements	Desired arrangements	Actual achievements
Create partnerships between the Department and organisations who contribute in the field of safety and security		
Consultation:	Consultation:	Consultation:
a) Quarterly Extended Management meetings concluded	a) To have Quarterly Extended Management meetings	a) In person meetings were not possible due to COVID-19 restrictions and the Academy was closed for some time. (Held approximately 7 virtual meetings with Chrysalis of which 1 was an extended management meeting)
b) Telephone calls with stakeholders / role players as required	b) To have telephone calls with stakeholders / role players	b) Telephone calls with stakeholders / role players as required
c) Stakeholders were consulted via e-mail as required	c) To consult the stakeholders via e-mail	c) Stakeholders were consulted via e-mail as required
Access:	Access:	Access:
a) Local Municipal Centres, Community venues and SAPS venues	a) Local Municipal Centres, Community venues and SAPS venues	a) Local Municipal Centres, Community venues and SAPS venues
b) 35 Wale Street, Cape Town, 8001	b) 35 Wale Street, Cape Town, 8001	b) 35 Wale Street, Cape Town, 8001
Courtesy:	Courtesy:	Courtesy:
a) The stakeholders were treated with courtesy and consideration when they were engaged by the Department	a) The stakeholders will be treated with courtesy and consideration when they are engaged by the Department	a) The stakeholders were treated with courtesy and consideration when they were engaged by the Department
Openness and Transparency:	Openness and Transparency:	Openness and Transparency:
a) Evaluation mechanism after each training session	a) Evaluation mechanism after each training session	a) Evaluation conducted after each training session
b) Annual impact assessment completed	b) Quarterly reports submitted to Chief Director	b) Quarterly reports submitted to Chief Director
c) Quarterly reports submitted to Chief Director	c) Annual Performance Report	c) Annual Performance Report
d) Annual Performance Report	d) Quarterly Performance Reviews conducted	d) Quarterly Performance Reviews conducted
e) Quarterly Performance Reviews conducted	e) Youth graduation ceremonies held	e) Youth graduation ceremonies held

PART B: Performance Information

f) Partnership panel minutes	f) Partnership panel minutes	f) Partnership panel minutes
Value for Money:	Value for Money:	Value for Money:
a) Service is rendered at client level (communities) and provided within the approved budget	a) Service is rendered at client level (communities) and provided within the approved budget	a) Service is rendered at client level (communities) and provided within the approved budget

Service delivery information tool

Current/actual information tools	Desired information tools	Actual achievements
Consultative Interventions with key stakeholders		
a) The Department has shared the information with stakeholders via email and SMS communication	a) The Department will share the information with stakeholders via email and SMS communication	a) The Department shared information with stakeholders via email and SMS communication
b) The Directorate CPR was unable to utilise the identified Service Delivery Information Tool due to budget constraints	b) Workshops advertised in the newspaper in advance	b) Workshops were advertised in the newspaper in advance
	c) MEC media release after the workshop	c) MEC media release after the workshop
Create partnerships between the Department and organisations who contribute in the field of safety and security		
a) Information was shared during Department's Community Outreach programme	a) The information will be shared during Department's Community Outreach programme	a) The Outreach programmes did not take place during the year under review due to the COVID-19 Regulations
b) Advertisement placed in printed media and on government website	b) Advertisement in printed media and on government website	b) Advertisement placed in printed media and on government website
c) E-mail communication	c) E-mail communication	c) E-mail communication done as required

Complaints mechanism

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
Consultative Interventions with key stakeholders		
a) Directorate Line Manager aims to address issues raised by stakeholders	a) Directorate Line Manager aims to address issues raised by stakeholders	a) Directorate Line Manager aims to address issues raised by stakeholders
Create partnerships between the Department and organisations who contribute in the field of safety and security		
a) Directorate Line Manager aims to address issues raised by stakeholders	a) Directorate Line Manager aims to address issues raised by stakeholders	a) Directorate Line Manager available to address issues raised by stakeholders

2.3 Organisational Environment

During the 2020/21 financial year, the Department was faced with limitations in respect of capacity and resources, transversally across the Department, in response to the prioritisation of the COVID-19 pandemic hotspot strategy.

The WCG adopted a new way of work transversally across the Province. In terms of the Occupational Health and Safety (OHS) Act, Act 85 of 1993, employees were now required to adjust to a virtual environment given the restrictions of lockdown levels 5-3 restrictions. Employers are now required to provide and maintain, as far as reasonably practicable, a working environment that is safe and without undue risk to the health and safety of its employees. It is therefore the duty of the employer to comply, as far as reasonably practical, with regulations to ensure the safety of its employees returning to the workplace during the lockdown level 3 and 2. The Department's modernisation process and other organisational development projects were placed on hold during the COVID-19 lockdown.

The Department continued with the process of reviewing the Western Cape Community Safety Act (WCCSA), 2013. The amendments aim to address some of the technical constraints in the Act, and to expand some of the powers of the Western Cape Ombudsman. The Department has continued with the proposed amendments to the Western Cape Liquor Act, with the aim of reducing the harms caused by alcohol. The Department is now in the process of commencing with the drafting of the Western Cape Liquor Amendment Bill, 2021 as well as informing the Cabinet of the proposed amendments.

The 5-year term of the Accounting Officer came to an end on 30 June 2020, with a new appointment being made on 01 January 2021.

2.4 Key policy developments and legislative changes

As a response to the Safety Plan and the escalating violence in communities, the Department adopted an approach that integrates all government efforts and civic participation. In so doing the Department has, and is still in the process of establishing ABTs which will operate within geographic hotspot areas. It is envisaged that these ABTs will contribute towards halving the murder rate over the next ten years, through data-led and evidence-based law enforcement and violence prevention interventions. Interventions will be integrated and based on the local context due to the unique crime and socio-economic profiles within each police precinct. The project intends to draw learnings and best practices which will be replicated in other areas to ensure a safer Western Cape to all its citizens. The ABT methodology emphasises that data-led evidence guides interventions. These initiatives will support the priorities outlined in the Western Cape Recovery and Safety Plans.

3. PROGRESS TOWARDS ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

The PSP 2019-24 identifies the key challenges relating to safety. These include violence and violent crime, police capacity, public trust and cohesive communities.

In response to the challenges identified above, the provincial safety priorities have been classified in three focus areas in relation to service delivery interventions:

Focus Area 1: Enhanced capacity and effectiveness of policing and law enforcement;

Focus Area 2: Strengthened youth-at-risk referral pathways and child- and family-centered initiatives to reduce violence; and

Focus Area 3: Increased social cohesion and the safety of public spaces.

The Department ensured that its outcomes and outcome indicators have been aligned to the PSP focus areas.

The Department has made the following progress towards the achievement of the outcomes and outcome indicators identified in the SP 2020-25.

Programme 1: Administration

Outcome 1	Improved governance practices in the Department and oversight over related entities
Outcome Indicator	1.1.1) An improvement in financial and performance matters
Progress	Audit opinion The Programme exercised oversight over the WCLA through various in-year monitoring and reporting mechanisms.

Programme 2: Civilian Oversight

Outcome 2	Contribute to the efficiency of safety partners and law enforcement agencies through oversight
Outcome Indicator	2.1.1) Improved use of evidence-led data to influence resource allocation of law enforcement agencies
Progress	A study was conducted in collaboration with other WCG departments and the ISS on the impact of the national lockdown on violence in three priority areas in the Cape Town Metro. An internal report was crafted, entitled 'Lockdown lessons: Violence and policing in a pandemic' and published on the ISS and Departmental website. A literature review was compiled on effective law enforcement approaches in terms of reducing murder as a guide to the deployment of the LEAP officers. Recommendations included strengthening the co-ordination between the SAPS, CoCT and the WCG. The collection and analysis of data was conducted to guide deployment, as well as create linkages between law enforcement, urban design and social crime prevention. Many of these aspects have been implemented by the Safety Steering Committee and the development of the ABT approach. Based on the Western Cape Forensic Pathology weekly homicide statistics, the Department has compiled weekly reports, analysing the murder statistics in the Province and the 11 priority areas. Through the collection and analysis of information, the Department was able to monitor trends in homicide during the lockdown period. This impacted on decisions around the deployment of LEAP officers to the high murder priority stations.

Outcome Indicator	2.2.2) Increased functionality of safety partners
Progress	Neighbourhood Safety Teams (NST) have been established in the following areas: Bishop Lavis, Nyanga, Khayelitsha (Site B), Philippi (Hanover Park) and Delft. An ABT Steercom was established and is comprised of the SAPS, CoCT and the Department. Co-ordinators were identified and the respective station commanders consulted. The ABTs are in the process of being established in 11 police precincts in the Cape Metro and in five rural police precincts (one in each district municipality). So far, one 'Law Enforcement Technical Area Team' has been established in Bishop Lavis. The law enforcement ABT will be chaired by the respective SAPS station commander due to their statutory policing role. Technical workgroups on Law Enforcement, Social Cohesion and Urban Design (safe spaces) were established, eventually forming part of the ABTs. The SAPS and the Department of Correctional Services (DCS) also form part of the law enforcement technical workgroup. This representation across the spheres of government ensures that transversal implementation occurs.

Programme 3: Provincial Policing Functions

Outcome 3.1	Contribute toward the reduction of crime in areas where law enforcement officers are deployed
Outcome Indicator	3.1.1) Increase in Law Enforcement Officers deployed
Progress	A total of 506 LEAP officers have been deployed for the period under review. The planned target of 1 000 LEAP officers could not be achieved as the CoCT was unable to recruit and train the additional 500 LEAP officers due to COVID-19. Training facilities were closed or could only accommodate limited students due to the lockdown regulations. LEAP enforcement operations which were implemented during and after the lockdown period included approximately 1 226 autonomous operations, and approximately 1 665 joint operations with the SAPS. These joint operations undertaken with the SAPS resulted in 4 400 house searches, 145 022 persons being searched and 1 624 licenced liquor outlets inspected. This resulted in 207 unlicensed liquor outlets being shut down. This ensured that the LEAP officers were visible within the communities resulting in additional requests from safety stakeholders and partners to assist in stabilising areas experiencing an increase in murders.
Outcome 3.2	Contribute toward the reduction of youth unemployment
Outcome Indicator	3.1.2) Increased skills capacity of youth
Progress	The Department has supported five district municipalities, namely, Cape Winelands, Central Karoo, Overberg, West Coast and Garden Route by deploying Chrysalis graduates to assist with the enforcement of COVID-19 compliance in relation to social distancing. Graduates were deployed in the municipality in which they resided. This resulted in the creation of job opportunities. Due to the success of this intervention, municipalities requested Peace Officer training be made available to graduates, which, in turn, could result in employment within the municipality. The Department continued to support strategic partners such as the Chrysalis Academy with its YWP where 710 youth were trained during the period under review. It is however, noted that the Department could not reach the intended number of youth due to the COVID-19 pandemic, the closure of training facilities and the reduction of the Chrysalis Academy's intake. Planned work placements were also affected due to the closure of placement institutions.

Programme 4: Security Risk Management

Outcome 4.1	Resilient WCG in support of legislative mandates and to create a sense of wellbeing for all who work in or use WCG facilities / services
Outcome Indicator	4.1.1) Strategically lead the safety and security agenda
Progress	The WCG Safety and Security Managers Forum (the Forum) continued to be the vehicle to pursue the safety and security agenda transversally in the Province. The existing Terms of Reference was reviewed and enhanced to ensure that the Forum and structure remained relevant. In terms of the Occupational Health and Safety (OHS) Act, Act 85 of 1993, employees were now required to adjust to a virtual environment given the restrictions of lockdown levels 5-3. An OHS guideline was developed to assist departments with managing the effects of the Pandemic in the workplace. A Share Point has since been created to share best practices and relevant documents. In addition, support was given to our partners, e.g. the SAPS with putting systems and processes in place to minimise the effects of the Pandemic on members of the SAPS. The re-opening of workplaces required that measures be put in place for the daily screening of employees and/or visitors to the workplace. A WCG Screening Application was developed in conjunction with Ce-I which had been rolled out at all WCG buildings.
Outcome 4.2	Accredited NHW structures in terms of Section 6 of the WCCSA
Outcome Indicator	4.1.2) Increase in accredited Neighbourhood Watch Structures
Progress	The Department's Neighbourhood Watch (NHW) administration unit continued to provide support to accredited NHW structures. The MS Teams virtual platform was used to facilitate the accreditation process and panel discussions. The Accreditation Assessment Panel reviewed, assessed and recommended a total of 133 applications for accreditation. A funding model aligned to Section 6 of the WCCSA (2013), was developed making departmental funding available in support of accredited NHW structures. A maximum amount of R10 000 was been made available for this purpose. The funding may be utilised to cover bank charges, administration costs and operational support of the NHW structure. During the review period, 20 accredited NHW structures were capacitated through training in respect of the following interventions: Basic NHW Training; Finance for Non-Financial Managers; Meeting Skills; and Conflict Management and Mediation.

4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

4.1 Programme 1: Administration

Purpose: to provide strategic direction and support, administrative, financial, and executive services to the Department and related entities. The objective of the Programme is to efficiently support the Offices of the Ministry, Head of Department, Western Cape Police Ombudsman (WCPO) and the Western Cape Liquor Authority (WCLA) in their functions of providing strategic leadership and ensuring effective governance inclusive of financial management.

Sub-programme 1.1: Office of the Ministry

Purpose: to provide administrative and support services to the Provincial Minister;

Sub-programme 1.2: Office of the Head of Department

Purpose: to provide administrative and support services to the office of the Head of the Department;

Sub-programme 1.3: Financial Management

Purpose: to ensure departmental financial compliance through the provision of financial management and advisory services; and

Sub-programme 1.4: Corporate Services

Purpose: to ensure departmental effectiveness through facilitating strategic planning, management of programme performance, communications, and administrative support.

Outcomes, outputs, output indicators, targets and actual achievements

The Programme provides strategic leadership and management support which promotes an enabling environment for the Department to carry out its mandate in an effective and efficient manner, to contribute to the achievement of the National Outcome 12: Building safer communities. The Programme, through various processes and methodologies, provides support to the Department and its entity, the WCLA, in order to ensure that good governance and service excellence are achieved.

The sub-programmes: **Office of the Ministry and Office of the Head of Department** provided strategic direction to the Department aligning plans and outputs to the outcomes of the Province and the Country as outlined in the PSP 2019-2024 and the NDP (2030).

When first confronted by the COVID-19 pandemic and a national lockdown was imposed in March 2020, the WCG was required to respond urgently to this extra-ordinary situation. The Department rapidly implemented its Business Continuity Plan (BCP) to enable sub- programmes to deliver their services within a safe environment. The Sub-programmes provided the necessary guidance to ensure that departmental programmes and projects were aligned to the priorities of the Province including the requisite communications and the Western Cape Recovery Plan. The Alcohol Harms Reduction Task Team finalised the Significance Test document and it was

decided to proceed with the amendments that would not require full Regulatory Impact Assessment (RIA). The proposed amendments were categorised into amendments pertaining to alcohol related harms and amendments to improve efficiency of the WCLA. The Significance Test document was submitted and presented to the Central RIA Steering Committee. The Committee supported the recommendation that the proposed amendments did not warrant a RIA. Drafting instructions for the proposed amendments are being finalised for submission to Legal Services to start with drafting the Western Cape Liquor Amendment Bill, 2021. A memo was submitted to Cabinet informing Cabinet of the proposed amendments.

The Department continued to ensure that the WCLA progressively achieves self-sustainability while also avoiding compromising an already distressed hospitality sector and economic recovery in the Western Cape as a result of COVID-19, by increasing liquor licence fees by 4.1% (based on CPI plus 1%). The Department further supported the WCLA with an additional amount of R9.1 million to enhance its law enforcement capacity to increase the contribution towards the Safety Plan through leading the work on alcohol related harms reduction.

The sub-programme: **Financial Management** continued to ensure that the Department complies with the financial legislation and prescripts including the Public Finance Management Act 1 of 1999. During the period under review the compliance submission of the Annual Financial Statements and the annual and adjustments budgets were met. The Department further obtained an unqualified audit opinion.

The sub-programme: **Corporate Services** provides a support service to the management of the Department. This support includes Corporate Relations, Auxiliary, Strategic and Communication Services. The Sub-programme has facilitated the Department's strategic and annual planning processes and monitored the performance towards the achievement of the said plans. The Sub-programme further facilitated oversight of its reporting entity, the WCLA.

Sub-programme 1.1 & 1.2: Office of the MEC and Office of the HoD

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.1.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.1.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Office of the MEC and Office of the HoD									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved governance practices in the Department and over related entities	Reforming of the WCCLA to achieve the effectiveness and efficiency of the regulatory environment	1.1.1 & 1.2.1) Number of progress reports on the enactment of the Alcohol Harms Reduction White Paper	New	New	4	4	0	None	None

Strategy to overcome areas of under performance

The Sub-programme achieved all set targets and there no areas of under achievement.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The sub-programme did not implement any COVID-19 interventions.

Sub-programme 1.3: Financial Management

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.1.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.1.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Financial Management									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved governance practices in the Department and over related entities	Compliance to the PFMA (section 40(3)(a) and 55 (2)(a))	1.3.1) Unqualified audit opinion obtained	1	1	1	1	0	None	None
		1.3.2) Annual Financial Statements submitted	1	1	1	1	0	None	None
	Perform governance oversight over the WCLA in terms of sections 28 and 29 of the Western Cape Liquor Act	1.3.3) Proposal on the Western Cape Liquor licence application and renewal fees submitted to Provincial Treasury	New	New	1	1	0	None	None
	Compliance to the PFMA (section 27 (2) and 31 (1))	1.3.4) Submission of the Departmental annual and adjustment budgets	New	New	2	2	0	None	None

Strategy to overcome areas of under performance

The Sub-programme achieved all set targets and there no areas of under achievement.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The sub-programme did not implement any COVID-19 interventions.

Sub-programme 1.4: Corporate Services

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.1.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.1.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Corporate Services									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved governance practices in the Department and over related entities	Provide corporate management support, and exercise oversight over the WCLA in terms of sections 28 and 29 of the Western Cape Liquor Act	1.4.1) Departmental Annual Performance Plan submitted and published	1	1	1	1	0	None	None
		1.4.2) Departmental Annual Report submitted and published	1	1	1	1	0	None	None
		1.4.3) Annual Business Plan submitted by the WCLA to the Minister of Community Safety	1	1	1	1	0	None	None
		1.4.4) Annual Report submitted by the WCLA to the Minister of Community Safety	1	1	1	1	0	None	None

Strategy to overcome areas of under performance

The Sub-programme achieved all set targets and there no areas of under achievement.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The sub-programme led the communications and strategic plan for the COVID-19 Khayelitsha hotspot intervention in line with the Cabinet appointment.

Linking performance with budgets

Sub-programme expenditure						
Sub-programme	2020/21			2019/20		
	Final appropriation	Actual expenditure	(Over)/Under expenditure	Final appropriation	Actual expenditure	(Over)/Under expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
1.1 Office of the MEC	7 861	7 861	-	7 498	7 498	-
1.2 Office of the HoD	6 738	6 738	-	4 181	4 117	64
1.3 Financial Management	21 299	21 107	192	24 977	24 662	315
1.4 Corporate Services	72 247	72 247	-	61 688	61 125	563
Total	108 145	107 953	192	98 344	97 402	942

4.2 Programme 2: Civilian Oversight

Purpose: to exercise oversight over the conduct, effectiveness and efficacy of law enforcement agencies in the Province.

Sub-programme 2.1 Programme Support

Purpose: to assist sub-programmes with policy development, manage the budgetary process and implement project management in the Programme;

Sub-programme 2.2: Policy and Research

Purpose: to conduct relevant research to inform stakeholders, influence community safety resource allocation to the Province, and to contribute towards the development of relevant policies;

Sub-programme 2.3: Monitoring and Evaluation

Purpose: to conduct effective compliance monitoring and evaluation of policing in the Province;

Sub-programme 2.4: Safety Promotion

Purpose: to promote safety within communities by raising awareness and building capacity to be responsive to the safety concerns and needs of that community; and

Sub-programme 2.5: Community Police Relations

Purpose: to promote good relations between the police and the community by facilitating the capacitation and functioning of safety partners.

Outcomes, outputs, output indicators, targets and actual achievements

As a result of the COVID-19 pandemic and lockdown regulations restricting social gatherings and outreach initiatives, the sub-programme: **Policy and Research** adopted a different approach to determining the Policing Needs and Priorities (PNPs) for the Province. The PNPs were determined by conducting a desktop research methodology and by reviewing the issues raised by the PNPs of previous years. The analysis included the review of the South African Police Service (SAPS) Annual Report and assessments made using the SAPS Annual Reports, operational plans, oversight reports and other documentary sources. Recommendations were made in terms of the remaining issues, as well as some emerging concerns.

The report will be submitted to the Standing Committee and thereafter to Cabinet for endorsement. The objective of the 2020/21 PNP report was to influence policing needs and priorities as per Section 23 of the WCCSA (2013). Thereafter the report will be distributed to the Minister of Police, Civilian Secretariat for the Police Service, National and Provincial Police Commissioners, the SAPS Cluster and Station Commanders, Metro Police, all Provincial, Cluster and Local Community Police Forum (CPF) Chairpersons, District and Local Municipalities.

The Department published its 10th Western Cape provincial crime analysis report based on the 2019/20 crime statistics. The report informs the public and stakeholders about the crime landscape and murder trends in the Province and includes a crime analysis of all local municipalities and the City of Cape Town (CoCT). The report focuses on all of the crime categories as reported on by the SAPS.

To promote the use of data and technology, the Department, in partnership with the Department of the Premier: Centre for e-innovation (Cel), continued to maintain the existing online application systems. These include applications for the Western Cape Police Ombudsman (WCPO), CPFs, Expanded Partnership Programme (EPP) and accredited Neighbourhood Watch (NHW) structures. In addition, the development of the online NHW accreditation application was completed which enabled a better interface for communication between the Department and stakeholders as well as for the inputting and analysis of data. Phase 1 of the Integrated Information System (IIS) was finalised using Power Business Intelligence (BI) for structured and unstructured data. The ISS aims to integrate all the applications and creates a dashboard showing updated data for management and information sharing purposes.

The Department implemented the Kaizala application pilot communication model to facilitate better communication between the NHW structures, law enforcement agencies and the Department. A total of 215 NHW structures were issued with data enabled cellphones installed with the Kaizala application as a communication platform enabling NHWs to report on their activities in compliance to Section 6 of the WCCSA (2013). The Department rolled out 12 hand-over and capacitation sessions across the Province where the SAPS, accredited NHW chairpersons, CPF chairpersons and the District and Local Municipalities were briefed on the model and orientated on how to use the Kaizala application. The Sub-programme established a help-desk for NHWs to be assisted with technical problems and provide on-going support to them. The cellphones and data will improve communication between NHW structures and their stakeholders and enable NHWs to record their day-to-day activities via the Kaizala application.

In line with Section 7 of the WCCSA (2013), a database was maintained of community organisations that have partnerships with the Department. The Department is currently in the process of automating the application process for organisations to be listed. The database provides the details of organisations engaging and partnering with the Department.

The Department continued with the review of the WCCSA (2013). A significant test document was submitted to the Central Regulatory Impact Assessment Steering Committee and it is envisioned that the proposed amendments be tabled during the 2021/22 financial year. The amendments are technical in nature and allow for greater efficiency and functionality. The amendments include amendments to the powers and functions of the WCPO and the NHW accreditation process. It is noted that the provisions in terms of the CPFs, community organisation database and the integrated information systems, will be removed.

The Department held four meetings with the Provincial Safety Advisory Committee during 2020/21. The term of office of the members expired towards the end of the financial year, and a request for nominations for new members was published in the Provincial Gazette. The new members will be appointed in the new financial year.

To support violence prevention initiatives and the Western Cape Safety Plan, the Sub-programme collected and analysed safety and security data. A study was conducted in collaboration with other WCG departments and the ISS on the impact of the national lockdown on violence in three priority areas in the Cape Town Metropolitan area. An internal report was crafted and entitled 'Lockdown lessons: Violence and policing in a Pandemic'. It was published on the ISS and Departmental websites. The Sub-programme also compiled a literature review on effective law enforcement approaches in reducing murder which could serve as a guide when deploying Law Enforcement Advancement Plan (LEAP) officers. Recommendations included strengthening the co-ordination between the SAPS, CoCT and WCG. Collection and analysis

of data was conducted to guide deployment, to create linkages between law enforcement, urban design and social crime prevention. Many of these aspects have been taken up by the Safety Steering Committee and the development of the ABT approach.

Towards the end of 2019, the Department entered into an agreement with the Western Cape Forensic Pathology Department in the Department of Health to obtain weekly homicide statistics. During the 2020/21 financial year, the Sub-programme compiled weekly reports analysing the murder statistics in the Province and the 11 priority areas. These reports were distributed internally to the MEC for Community Safety and Departmental Senior Management, and formed part of the weekly Cabinet reports at the start of the national lockdown. These reports were also presented to the Whole-of-Society Approach (WOSA) meetings at the Khayelitsha and Eastern Sub-district. Through the collection and analysis of information, the Department was able to track trends in homicide during the lockdown period. This impacted on decisions made concerning the deployment of LEAP officers to the high murder priority stations. During the latter part of the financial year, these reports were also used to form part of a Weekly Management Briefing report compiled in support of the ABTs to advise on the SAPS and LEAP deployment.

The sub-programme: **Monitoring and Evaluation** is mandated to monitor police conduct, assess the effectiveness of visible policing and to oversee the effectiveness and efficiency of the police service. The objective is to contribute towards the promotion of professional policing through effective oversight in the Province.

The Sub-programme executes its function by performing compliance monitoring and evaluation audits that are conducted at police stations. This includes monitoring the compliance to the Domestic Violence Act (Act 116 of 1998) (DVA), monitoring the implementation of the Independent Police Investigative Directorate's (IPID) recommendations by the SAPS, and annual police monitoring and evaluation of special projects as identified by the Civilian Secretariat for Police Service (CSPS). Reports are compiled on the findings and recommendations are made.

During the period under review, the Sub-programme successfully monitored and reported on the effectiveness and efficiency of the SAPS in the Western Cape. This oversight was done by administering oversight tools such as the National Monitoring Tool (NMT), Domestic Violence Act Tool (DVAT), Provincial Monitoring Tool (PMT) and COVID-19 Preparedness Monitoring Tool (C19MT) at all police stations. The focus areas of the oversight included police professionalism, detective services, visible policing, community service centres, resource management, legislative and policy compliances, community police relations, the implementation of recommendations and the efficiency of improvement plans following previous oversight visits. Additionally, the Department also concluded an assessment of service delivery continuity and COVID-19 response preparedness at police stations in the Province.

The SAPS compliance, in terms of the DVA, was monitored and its findings were reported to the Western Cape Provincial Parliament. In order to oversee disciplinary matters as a result of DVA related misconduct and to share information to ensure accurate reporting, the Sub-programme ensured the functioning of a DVA Provincial Compliance Forum (DCF) with the SAPS and the Cape Town Metropolitan Police Department (CTMPD).

Another area of monitoring during this period under review was the implementation of the IPID recommendations by the SAPS. To monitor and report on this, the Sub-programme facilitated the functioning of an IPID Provincial Consultative Forum (ICF) with the SAPS and the CTMPD.

The ICF is not only a platform to monitor implementation but also to share important information and ideas.

The Court Watching Briefs (CWB) programme, a flagship programme of the Department, aims to monitor police conduct and efficiency in criminal matters at district courts in the Western Cape. The CWB programme has placed emphasis on courts dealing with gang related criminal activity and Gender Based Violence (GBV). The work of this unit is critical in feeding the Department's role and reporting to the GBV transversal forum of the Province. A quarterly report on systemic failures due to the ineffectiveness and inefficiency of the SAPS was compiled on court cases struck off the court roll. This has resulted in cases being placed back onto the court roll, after initially being struck off due to police inefficiencies that went unreported, thereby also strengthening the Criminal Justice System (CJS) processes as a whole. A trend analysis report was also compiled and discussed with the SAPS, the National Prosecuting Authority (NPA) and the Department of Justice and Constitutional Development (DoJ&CD) on a quarterly basis.

Finally, in response to the GBV pandemic plaguing communities, a booklet and poster on GBV was created to facilitate an awareness of GBV and the services available to victims. This booklet is accessible on the following sites.

Link to post on Facebook:

<https://www.facebook.com/WesternCapeGovernment/photos/a.756607567688217/3955849267764015/?type=3>

Link to landing page on Website, DOCS:

<https://www.westerncape.gov.za/general-publication/domestic-violence-and-law-guide-victims-domestic-violence>

Link to post on Twitter:

<https://twitter.com/WesternCapeGov/status/1306207658018512902>

The sub-programme: **Safety Promotion** is mandated to promote safety and respond to safety needs within communities by raising awareness and capacity-building. Several of the Sub-programme's initiatives are community based and traditionally implemented through face-to-face outreach and community events. Due to the national lockdown regulations, a restriction was imposed on social gatherings and the Department could not implement social crime prevention and community programmes. The resources were redirected to support the response to COVID-19. Where possible, certain community programmes were implemented during the level 3 lockdown and in adherence to the gathering restrictions.

The Sub-programme supported five District Municipalities, namely, Cape Winelands, Central Karoo, Overberg, West Coast and Garden Route by deploying Chrysalis Academy graduates to assist with the enforcement of COVID-19 compliance in relation to social distancing. Graduates were deployed in the municipality where they resided, which resulted in the creation of jobs. Owing to the success of this intervention, the municipalities engaged the Sub-programme and requested that Peace Officer training be offered to the graduates, which in turn would afford a working opportunity in the municipality.

The Department implemented the 16 Days of Activism of no violence against women and children with the aim of emphasising awareness of GBV, particularly against women and children amid the impact of COVID-19 on poverty and crime. The programme was implemented in partnership with Faith Based Organisations (FBOs) in the areas of Delft, Khayelitsha, Hanover Park and Bonteheuwel (Bishop Lavis).

The Sub-programme also introduced the School Safety Ambassador Programme with the aim of enhancing school safety, limiting vandalism, curbing violence and anti-social behaviour between school learners, as well as providing unemployed youth access to temporary work opportunities. These ambassadors were deployed at various schools in the Province to assist with activities such as, patrols and safeguarding of school premises and learners. Due to the success of the programme, the Department received more requests to roll-out the programme to other schools in the same areas.

Owing to the escalating violence and gang crossfire in Hanover Park, the Department introduced the Matriculant Safe Space programme. Hanover Park was identified for the pilot project as it is among the worst affected communities in terms of violent crime. The programme attempts to provide a safe and secure environment at the Chrysalis Academy institution to accommodate 60 Grade 12 learners from schools in Hanover Park and supported. Learners preparing for their 2020 National Senior Certificate (NSC) examinations from 5 November 2020 to 11 December 2020.

The study support programme also accommodated learners who were most at-risk of not being able to complete their examinations due to the stress and disturbance of crime and violence and those experiencing socio-economic hardship and household or interpersonal challenges. Students who participated in the programme were from schools in Hanover Park, viz. Groenvlei High School, Crystal Secondary School and Mountview High School. Health and safety protocols were put in place to ensure the safety of learners and staff taking part in the programme. The learners received a structured programme for the duration of their stay which included study sessions, additional lessons and tutoring, as well as career guidance. The facilitators included principals and educators, volunteer tutors, and youth development coaches. The exposure to nature and recreational activities such as hiking, swimming, various sporting codes, the Tension and Trauma Release Exercises (TRE), counselling sessions and the overall regimented programme played a part in strengthening the participants mentally, emotionally and physically. Upon completing the programme, some learners were inspired to apply to attend the Chrysalis Academy's 3-month residential programme.

The sub-programme: **Community Police Relations** aims to promote good relations between the police and the community, by facilitating the capacitation and functionality of safety partners towards safe and cohesive communities. In 2020/21, 150 safety partners received funding to fulfil their respective mandates, exceeding the set target of 100. The additional funding was due to increased requests from CPFs to participate in the Expanded Partnership Programme (EPP) and the demand from NHW structures in the identified COVID-19 hotspot areas to participate in the COVID-19 NHW relief project. The Sub-programme provided support to CPFs by inviting them to participate in the EPP which required CPFs to sign a CPF EPP Transfer Payment Agreement (TPA) in order to be funded according to the EPP. The purpose of the EPP was to support CPFs in fulfilling of their mandate, as per Section 18(1)(a)–(f) of the SAPS Act 68 of 1995. The EPP was terminated at the end of 2020/21 to make way for the new way of work in support of the Western Cape Safety Plan. This new way of work relates to the ABT approach.

Support was also provided to the five district municipalities through quarterly safety engagements by the Sub-programme regional managers. The purpose of these engagements was to facilitate the implementation of the district municipality safety plans. This was done through funding support, project tracking and advice. In response to the COVID-19 pandemic, the Sub-programme also assisted the district municipalities with safety related advice. One of

the challenges experienced in this regard is the slow progress with business plan implementation. This could be attributed to the fact that municipalities were not working at full capacity due to the COVID-19 pandemic, lockdown restrictions and the subsequent remote working arrangements.

In response to the COVID-19 pandemic, the Sub-programme introduced the NHW Safety Improvement Volunteers Project with COVID-19 relief measures. This project was implemented to reduce community transmission in the hotspot areas through high visibility of NHW members. This was done in an attempt to positively influence community cohesion and enhance community safety. The project included the deployment of accredited NHW structures to the COVID-19 hotspot areas, targeting places of gathering and queueing e.g. shopping centres, malls, supermarkets, transport hubs, ATMs, post offices, schools, soup kitchens (feeding schemes) and SASSA pay-out points. The project was aimed at slowing the spread of COVID-19, by promoting social distancing, the wearing of masks, and hand sanitising. The Sub-programme provided quarterly reports on the progress of this project.

To address school safety and vandalism at high risk schools, the Sub-programme supported the deployment of accredited NHW structures to nine schools. Although the project was initially planned for the second quarter, the implementation was delayed to the third and fourth quarters as resources were focused on slowing the spread of COVID-19. The intention of the Sub-programme was to implement the project at 12 schools, however as the target is non-cumulative in nature, only the NHW structures that participated in the project for both the third and fourth quarters could be considered when validating the performance data. Thus, only nine of the annual target of 12, could be counted for compliance with the non-cumulative count.

It is noted that challenges with meeting this target were:

- matching of high-risk schools with accredited NHW structures which are based in the same policing sector as the high-risk schools;
- safety threats to NHW members whilst they were deployed around a school; and
- the expiry of the accreditation of NHW structures, causing such NHW structures to subsequently exit the Departmental projects.

In response to the challenges outlined above, and to expand the project to more schools, the Sub-programme identified three new schools to participate in the deployment project. With regard to the expiry of NHW accreditation, mechanisms were put in place to notify NHW structures of their accreditation expiration dates, as a reminder to make the necessary arrangements with the Department's NHW Accreditation Unit to renew their accreditation timeously.

The Sub-programme also assessed the functionality of 127 safety partners, comprised of CPFs, NHW structures and district municipality Community Safety Forums (CSFs). The purpose of these assessments was to report on their functionality and aim towards enhancing community police relations and improving safety in communities. As a result of the increased demand from safety partners to participate in departmental projects, an additional 27 safety partners were assessed.

Sub-programme 2.1: Programme Support

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.2.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.2.1: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Programme Support									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the efficiency of safety partners and law enforcement agencies through oversight	MINMEC Report	2.1) MINMEC reports compiled	New	New	4	4	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have any areas of under-performance.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme did not implement any COVID-19 interventions.

Sub-programme 2.2: Policy and Research

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.2.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.2.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Policy and Research									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the efficiency of safety partners and law enforcement agencies through oversight	Contribute to the efficiency of safety partners and law enforcement agencies through oversight	2.2.1) Report on the policing needs and priorities of the Province	16	1	1	1	0	None	None
		2.2.2) Report on safety and crime trend analysis in the Province	17	2	1	1	0	None	None
	Development of the community organisational database in compliance to the WCSCSA, Section 7(1)(a))	2.2.3) Report on the development of the integrated safety information system	16	4	1	1	0	None	None
		2.2.4) Compliance reports on the WCSCSA requirements by SAPS and Metro Police	New	2	4	4	0	None	None

Sub-programme: Policy and Research									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Compliance to the WCCSA, Section 28	2.2.5) Number of Provincial Safety Advisory Committee meetings held	New	2	4	4	0	None	None
	Review of the WCCSA (sections and regulations)	2.2.6) Progress reports on the review of the WCCSA	New	New	2	2	0	None	None
	Data collection in support of evidence based policing and data led deployment	2.2.7) Report on the analysis of safety and security data to support violence prevention initiative(s) and Western Cape Safety Plan	New	New	1	1	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have any areas of under-performance.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The overarching aim of this research project was to monitor violent crime during lockdown (specifically focusing on the first six weeks) in an effort to understand how violent crime may have changed during this time, and what may be contributing to this change. The lessons learnt from this research can be used to support and inform the violence prevention and policing interventions that fall within the ambit of the Western Cape Safety Plan.

This research project used a mixed methods approach drawing on quantitative and qualitative data. The quantitative data utilised was the homicide data from the Forensic Pathology Services (FPS) in the DoH as well as assault pick-ups data from the Emergency Medical Services (EMS). The qualitative data was collected via telephonic interviews with learner law enforcement officers who form part of the LEAP, the SAPS station commanders, Western Cape Education Department (WCED), residents and non-governmental organisation (NGO) employees. The research

focused on the top 11 murder police station areas recording, together, 50% of murders in the Western Cape (referred to in the report as priority areas¹), with a specific focus on three of these station areas: Khayelitsha, Delft and Philippi (inclusive of Hanover Park). These police station areas were identified as prioritised areas for roll-out of the Western Cape Safety Plan.

The research project was a collaboration between the Department of Community Safety, DoTP, DoH – Forensic Pathology Department, and ISS. This was initiated by the Data Committee established by DoTP to support the collection and analysis of data for the Western Cape Safety Plan.

The report outlines its findings and makes several policy and strategic recommendations for the Western Cape Government to improve safety on the following issues:

- Addressing violence in the priority areas;
- Collaboration and co-ordination between law enforcement agencies;
- Addressing domestic violence;
- Firearm control and regulation;
- Addressing sharp point violence;
- Regulating alcohol sales and consumption; and
- Data-led and evidence-based deployment.

A report was compiled on the research which was distributed internally within the Department and published on the website. The report was also distributed to the Minister of Police, the Provincial Commissioner, the Civilian Secretariat for Police Service and the Executive Director of the Safety and Security Directorate at the CoCT.

Another outcome of this project was a collaboration with the ISS which, at the same time, conducted a study in the three priority areas to determine perceptions of safety and perceptions of the police and law enforcement officials. This report was distributed by ISS and is also available on the Departmental website. It was presented at an external webinar hosted by the ISS on 2 September 2020.

The Department also participated in the Khayelitsha COVID-19 Steercom, a structure established and co-chaired by the Speaker of Provincial Parliament and a member of National Parliament. The structure met weekly in the initial stages of the COVID-19 response to co-ordinate responses by government and civil society in Khayelitsha.

¹ The priority areas are Bishop Lavis, Delft, Gugulethu, Harare, Kraaifontein, Khayelitsha, Mfuleni, Mitchells Plain, Nyanga, Philippi, and Philippi East.

Sub-programme 2.3: Monitoring and Evaluation

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.2.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.2.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Monitoring and Evaluation									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the efficiency of safety partners and law enforcement agencies through oversight	Monitor and assess police conduct	2.3.1) Monitoring reports on the implementation of IPID recommendations by police	New	New	4	4	0	None	None
	Monitor and assess police stations	2.3.2) Number of police stations visited	150	151	151	151	0	None	None
	Report on inefficiencies identified at police stations	2.3.3) Reports on inefficiencies identified at police stations during oversight visits	4	4	4	4	0	None	None
	Report on oversight visits	2.3.4) Consolidated reports on oversight visits	New	1	1	1	0	None	None
	Report on police inefficiencies identified at court	2.3.5) Number of priority police stations monitored through the Court Watching Briefs programme	New	New	10	10	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have any areas of under-performance.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/ District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention (R'000)	Contribution to the Outputs in the APP (where applicable)	Immediate outcomes
Programme 2: Civilian Oversight	Police Oversight amid COVID-19 Pandemic	Western Cape Province	N/A	N/A	R0	R0	2.3.2) Number of police stations visited	Slowing the spread of COVID-19

The Department of Community Safety, through its sub-programme: Monitoring and Evaluation conducted oversight assessments at police stations during the period under review. These oversight visits were aimed at assessing SAPS' service delivery continuity amid the COVID-19 pandemic, including during the different lockdown alert levels as per Disaster Management Act Regulations. Furthermore, the aim of these assessments was to determine whether police stations had the necessary Occupational Health and Safety (OHS) protocols in place, collecting baseline data to give effect to the ideals of the Western Cape Safety Plan, as well as to gain feedback on deficiencies identified during previous police station visits.

The Sub-programme monitored the continuity of service delivery at Community Service Centres (CSC); this became necessary when the CSCs of police stations had to be temporarily relocated to allow for decontamination. The standard procedure was that when a SAPS member tested positive for COVID-19 whilst on duty or a client that visited the police station proved to be tested positive for the virus, the SAPS had to relocate its police service mainly the CSC to another site whilst the affected areas were decontaminated.

With the level 5 lockdown restrictions implemented in response to the COVID-19 pandemic; the majority of police stations in the Western Cape had to relocate their services due to infections. Not surprisingly, the relocation of police services followed the same trend as the number of positive cases tested in the Province.

Additionally, inline with the WCG Hotspot Strategy, the DoH tracked COVID-19 infections at the most basic level. With this in mind, the Department facilitated a partnership between the DoH and the SAPS, so that the infection data could be shared with the SAPS to guide its deployment to promote social distancing in compliance with the Disaster Management Act Regulations.

As an additional intervention, the Department also facilitated training sessions with the heads of the Specialised Units and several cluster and station commanders to assist in understanding how to manage their respective units and to minimise infections of SAPS members and decrease the number of disruptions. Consequently, a major contribution was the development of a concise protocol guide which was condensed from the relevant National Instructions issued to assist station and unit commanders and compliance officers.

Notwithstanding this, a fast-tracking system was also developed by the DoH for use when the SAPS members became infected and could not isolate at home. All these interventions assisted the SAPS to ensure police services could continue without any major disruptions or with a minimum number of the SAPS members being directly infected.

One of the activities that will continue into the next financial year, is a collaboration between the DoH and University of Cape Town (UCT). An online course is being developed that focuses on OHS for station and unit commanders to ensure that the SAPS leadership is better capacitated and empowered to be ready should a similar situation arise.

In conclusion, oversight has moved away from a compliance driven approach to a data driven and evidence-led problem-solving and citizen-centric approach.

Sub-programme 2.4: Safety Promotion

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.2.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.2.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Safety Promotion									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the efficiency of safety partners and law enforcement agencies through oversight	Community engagement	2.4.1) Number of social crime prevention programmes implemented	3	3	3	1	-2	The Department was unable to implement programmes that required social gathering, due to the COVID-19 lockdown restrictions. The Department further supported the Western Cape Government's efforts to stop the spread of COVID-19.	None
	Safety initiatives at schools	2.4.2) Number of areas where school-based safety initiatives are implemented	New	New	10	5	-5	The under-performance was due to the closure and delayed opening of schools as a result of the COVID-19 pandemic. This had a negative impact on the Department's ability to support schools.	None
	Community engagement	2.4.3) Number of community outreach initiatives implemented	New	New	12	4	-8	The Department was unable to implement programmes that required social gathering due to the COVID-19 lockdown restrictions.	None

Strategy to overcome areas of under performance

Indicators 2.4.1 and 2.4.3 are based on in-person meetings and interventions with communities, where an invitation is issued to the community via community stakeholders. Historically, this has been an excellent vehicle for spreading the safety promotion message and it is not possible to have these events virtually. Indicator 2.4.2 is an intervention based solely on schools being open and in session, therefore the closure of schools affected the outcome of this indicator and there was no alternative manner to achieve this indicator. This indicator supported the Chrysalis Expansion Plan which was a direct intervention to implement aspects of the Western Cape Safety Plan.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme did not implement any COVID-19 interventions.

Sub-programme 2.5: Community Police Relations

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.2.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.2.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Community Police Relations									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the efficiency of safety partners and law enforcement agencies through oversight	Support safety partners	2.5.1) Number of Transfer Payment Agreements signed with safety partners	New	New	100	150	50	The over-achievement was due to requests from CPFs to participate on the EPP. Due to the demand, the COVID-19 NHW relief project was rolled out to more NHWs than planned. This resulted in an increase in safety partners (CPF/NHW) signing TPAs.	None
		2.5.2) Number of engagements on safety with District Municipalities	New	New	20	20	0	None	None
	Assess functionality of safety partners	2.5.3) Number of safety partners assessed on functionality	New	New	100	127	27	To slow the spread of the COVID-19 pandemic the department rolled out the NHW COVID-19 Relief project, in addition to the planned NHW projects. Furthermore, there was an increased demand from safety partners to participate on departmental projects, resulting in more safety partners being assessed.	None

Sub-programme: Community Police Relations									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Support and maintain schools with safety measures	2.5.4) Number of schools where Neighbourhood Watch structures are deployed	New	New	12	9	-3	The under-achievement is as a result of less NHW structures being deployed for the following reasons: - difficulty with matching high-risk schools with accredited and willing NHW structures in the same policing sector as the identified schools; - safety threats to NHW members, resulting in those NHW structures no longer being deployed; and - the expiry of NHW accreditation which resulted in these NHW structures no longer being eligible to be deployed on the project. (It is the responsibility of NHW structures to apply for re-accreditation timeously.)	None
	Support safety partners	2.5.5) Number of reports on Neighbourhood Watch Projects implemented	New	New	4	4	0	None	None

Strategy to overcome areas of under performance

The under-performance recorded for indicator 2.5.4, is due to administrative compliance of performance information. It is noted that the calculation type for the indicator 2.5.4 was non-cumulative, and thus only the schools that had NHWs deployed across both quarters 3 and 4, were counted. This resulted in a count of nine being reached, with an under-achievement of three.

Going forward, the Sub-programme will avoid non-cumulative counts as far as possible, as the Department does not have control over community stakeholders and their sustainability.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions
None.

Reporting on the Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention (R'000)	Contribution to the Outputs in the APP (where applicable)	Immediate outcomes
Programme 2: Civilian Oversight	NHW Safety Improvement Volunteers Project with COVID-19 Relief Measures	City of Cape Town	N/A	N/A	3 570	2 850	2.5.5) Number of reports on Neighbourhood Watch Projects implemented	Slowing the spread of COVID-19 and promoting civil compliance

Due to the COVID-19 pandemic, the Sub-programme CPR implemented the NHW Safety Improvement Volunteers Project with COVID-19 relief measures with 43 NHWs in COVID-19 hotspot areas. This was a funded intervention to delay and reduce the transmission of COVID-19 in hotspot areas. Each NHW was supported with Personal Protective Equipment for the initial period, as well as branded T-shirts. The Sub-programme conducted regular monitoring of these projects. The NHWs applied initiatives to maintain social distancing at shopping centres, transport hubs and ATMs, the wearing of masks as well as initiatives to improve hygiene, such as thorough hand washing and cough etiquette.

Linking performance with budgets

Sub-programme expenditure						
Sub-programme	2020/21			2019/20		
	Final appropriation	Actual expenditure	(Over)/Under expenditure	Final appropriation	Actual expenditure	(Over)/Under expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
2.1 Programme Support	2 106	1 957	149	3 784	3 702	82
2.2 Policy and Research	9 019	7930	1 089	10 549	9 364	1 185
2.3 Monitoring and Evaluation	12 348	12 348	0	14 763	13 744	1 019
2.4 Safety Promotion	25 412	25 262	150	22 410	22 271	139
2.5 Community Police Relations	24 339	24 325	14	20 552	20 016	536
Total	73 224	71 822	1 402	72 058	69 097	2 961

4.3 Programme 3: Provincial Policing Functions

Purpose: to give effect to the constitutional mandate allocated to provinces as it relates to the promotion of good relations between communities and the police through its whole-of-society approach and to ensure that all service delivery complaints about policing in the Province are dealt with independently and effectively.

Sub-programme 3.1: Safety Partnerships

Purpose: to increase safety by means of sustainable partnerships with community-based organisations in the field of safety; and

Sub-programme 3.2: Western Cape Police Ombudsman (WCPO)

Purpose: to independently investigate and seek to resolve complaints by community members about poor police service delivery in an impartial manner.

Outcomes, outputs, output indicators, targets and actual achievements

The sub-programme: **Safety Partnerships** aims to maintain and enhance relationships with safety partners in order to meet and respond to safety concerns in communities and align interventions to the PSP 2019-2024 and the Safety Plan.

In response to the COVID-19 pandemic and national lockdown regulations, the Sub-programme supported five district municipalities, namely, Cape Winelands, Central Karoo, Overberg, West Coast and Garden Route by placing Chrysalis Academy graduates to assist with the World Health Organisation (WHO) 5 golden rules to reduce the transmission and support compliance in relation to social distancing. Graduates were deployed in the municipality in which they resided, creating jobs. Chrysalis youth were also placed in the Khayelitsha COVID-19 hotspot and other hotspots to support the compliance in relation to social distancing at malls, health facilities as well as SASSA and Home Affairs offices. The graduates were first given an induction to prepare them for the placement which included training by Doctors without Borders. The training included the 1.5m social distancing rule, correct use of masks and face shields and the importance of treating everyone as if they are COVID-19 positive. The graduates were placed via the Expanded Public Works Programme (EPWP).

As a result of the success of this intervention, the municipalities requested that Peace Officer training be offered to the graduates, which in turn would afford a working opportunity in the municipality. The Department trained 120 peace officers who were placed in a 12-month EPWP work opportunity at six rural municipalities for a 12-month period. The training was provided by an external service provider.

The Sub-programme continues to support strategic partnerships such as Chrysalis Academy with its Youth Work Programme (YWP). For the period under review the Department created 941 work opportunities for youth, placing them at WCG departments, municipalities and NGOs. In alignment with the Western Cape Safety Plan, the Law Enforcement Advancement Plan (LEAP) was implemented in partnership with the City of Cape Town (CoCT). The LEAP reported

successes with its enforcement operations implemented during and after the lockdown period. This included approximately 1 226 autonomous operations and approximately 1 665 joint operations with the SAPS. The joint operations undertaken with the SAPS resulted in 4 400 house searches, 145 022 persons searched and 1 624 licensed liquor outlets inspected resulting in 207 unlicensed liquor outlets being shut down. The law enforcement officers are visible in the communities and this led to increasing requests from safety stakeholders and partners to assist in stabilising areas experiencing an increased number of murders.

During the 2020/21 financial year the Sub-programme could not implement all of its intended programmes as a result of the COVID-19 pandemic. The Youth Safety and Religion Partnership (YSRP) Programme could not be implemented during the period under review, due to the national lockdown regulations and the restriction on social gatherings. Taking the Pandemic into consideration, a decision was taken by the Department to discontinue the YSRP programme. The resources were re-allocated to the COVID-19 initiatives.

The ABT approach is a pro-active approach that works to address long-standing issues within a community. Interventions co-ordinated by the ABTs aim to contribute to a reduction in the number of murders, through data-led evidence-based law enforcement and violence prevention interventions. Interventions will be based on the local context due to the unique crime and socio-economic profiles within each police precinct. The ABT approach includes the Whole-of-Government and Whole-of-Society-Approach, this will ensure that communities and civil society voices are included in identifying the problems and crafting possible solutions. This will also ensure the inclusion of more community based qualitative narrative that will contextualise data and evidence, informing violence prevention initiatives in communities.

The sub-programme: **Western Cape Police Ombudsman (WCPO)** independently investigates and seeks to resolve complaints by community members about poor police service delivery in an impartial manner. Due to the COVID-19 pandemic, during the 2020/21 financial year, the WCPO had to close its walk-in centre to the public for the first time since its establishment in January 2015. However, the Office used innovation and technology to change its approach towards service delivery. Instead of face-to-face consultations, complaints were received online, via the web, telephonically or via e-mail. Despite the walk-in centre being closed to the public, the Office continued to receive in excess of 700 complaints, bringing the total complaints to date, to 3 200 since its inception.

During the year under review, two strategic positions became vacant, viz. the Head of Office, and the Ombudsman. Despite these major challenges, the Office has performed well, and have achieved all its set targets for the year.

During this reporting period, the WCPO launched an investigation in terms of Section 16(1) and Section 17(2), read with Section 15 of the WCCSA of 2013, in respect of the Victim Empowerment Programme (VEP). In accordance with Section 25(1) of the SAPS Act, 1995 (Act 68 of 1995), it is required that the Western Cape SAPS must provide services to victims of violence. The investigation related to allegations that the SAPS was not providing the required level of service and support to protect and promote the rights of victims of crime in the Western Cape. The investigation has since been concluded and it was presented to the Western Cape Provincial Parliament Standing Committee on Community Safety, Cultural Affairs and Sport.

On the premise of the case studies, the data, which was collected, and the evidence gathered, the investigation was closed as 'Substantiated'. When a matter is substantiated, it means that there were inefficiencies found on the part of the SAPS.

The onus rests on the SAPS to implement the findings and recommendations, with the hope of seeing a notable change in the VEP structures in the foreseeable future.

Another investigation launched by the WCPO, in terms of Section 17(3) of the WCCSA, (2013), relates to allegations that that SAPS in the Western Cape province, specifically the members of the Anti-Gang Unit, were abusing their powers when exercising their functions and performing their duties. The investigation was concluded and has been closed as 'Unsubstantiated'.

Sub-programme 3.1: Safety Partnerships

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.3.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.3.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Safety Partnerships									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the reduction of crime in areas where law enforcement officers deployed	Enhance safety in communities by force multiplying with police	3.1.1) Number of law enforcement officers deployed	New	New	1 000	506	-494	The under-achievement is due to the COVID-19 pandemic. The City of Cape Town could not recruit and train the additional 500 LEAP officers as training facilities were either closed or could only accommodate limited students due to the lockdown regulations.	None
Contribute toward the reduction of youth unemployment	Creating work opportunities for youth	3.1.2) Number of youth placed in work opportunities	1 006	1 000	1 100	941	-159	The under-achievement is due to the Chrysalis Academy intake being reduced due to the COVID-19 lockdown regulations. Youth could also not be placed in work opportunities due to the suspension of operations and projects at placement organisations.	None

Sub-programme: Safety Partnerships									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Diverging youth into holiday programmes	3.1.3) Number of Youth Safety and Religion Partnership (YSRP) Programme projects funded	New	New	300	0	-300	The YSRP Programme is a school holiday programme to support children and youth. As these were face to face gatherings it was not possible to implement the programme safely due to the risk of spreading COVID-19 as well as limitations due to COVID-19 lockdown regulations.	None
	Creating training for youth	3.1.4) Number of youth trained	1 000	1 000	760	710	-50	The under-achievement is due to the effect of COVID-19 as Chrysalis Academy could not recruit and train as the academy was closed for a period due to COVID -19 lockdown regulations.	None
	Enhancing school safety	3.1.5) Number of schools where school resource officers are deployed	10	10	10	10	0	None	None

Strategy to overcome areas of under performance

Number of law enforcement officers deployed (3.1.1)

For the financial year 2020/21 the Department in partnership with the CoCT intended to train and recruit 1 000 LEAP officers. However due to the COVID-19 pandemic and related lockdown regulations only 506 officers were trained. This was as a result of the training facilities being closed and that only a limited amount of officers could be accommodated as the CoCT had to adhere to social distancing rules. The Department, in partnership with the CoCT, will train and deploy the additional 500 officers in the 2021/22 financial year.

Number of youth placed in work opportunities (3.1.2)

The under-achievement is due to the Chrysalis Academy intake being reduced due to the COVID-19 lockdown regulations, and the suspension

of operations and projects at placement organisations, which resulted in youth not being placed in work opportunities. The Department recognised that COVID-19 gave rise to a need within municipalities for Peace Officers to support their law enforcement efforts and as a result the Department trained and deployed Peace Officers to municipalities.

Number of Youth Safety and Religion Partnership (YSRP) Programme projects funded (3.1.3)

The YSRP Programme, is a school holiday programme to support children and youth with the aim of keeping them off the streets and away from crime. As these were face to face gatherings where more and more children and youth would attend; it was not possible to implement the programme safely due to the risk of spreading the virus as well as limitations set by the COVID-19 lockdown regulations. During the financial year the YSRP Programme was discontinued and the resources were allocated in response to the COVID-19 pandemic.

Area Based Teams (ABT) approach was established to drive down violence and the murder rate as obligated by the Safety Plan. The ABT approach is the intentional use of an institutional mechanism to co-ordinate and monitor all government interventions in a particular area. ABTs will formulate, operationalise and manage dedicated and specific service delivery interventions with data-led evidence guiding the interventions. ABTs will be used in the 11 priority areas including Atlantis as well as the five district municipalities focussing on the area recording the highest crime and murder.

Number of youth trained (3.1.4)

The under-achievement is due to the effect of COVID-19 as Chrysalis Academy could not recruit and train as planned. The Academy was closed for a period due to COVID-19 lockdown regulations. The Chrysalis Academy was set to increase the number of persons that could be trained for the financial year as part of the Chrysalis expansion supporting the Western Cape Safety Plan, but unfortunately, due to the Pandemic, this was not possible.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions
None.

Reporting on the Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/ District/ local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention (R'000)	Contribution to the Outputs in the App (where applicable)	Immediate outcomes
Programme 3: Provincial Policing Functions	COVID-19 hotspot deployment of Chrysalis graduates	City of Cape Town	N/A	N/A	1 500	320	3.1.2) Number of youth placed in work opportunities	Supporting the National Lockdown levels and WHO five golden rules by encouraging wearing of masks, sanitising and social distancing.

Sub-programme 3.2: Western Cape Police Ombudsman

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.3.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.3.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Western Cape Police Ombudsman (WCPO)									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Contribute to the reduction of crime in areas where law enforcement officers deployed	Investigate police service delivery complaints	3.2.1) Number of reports on SAPS service delivery complaints received and the status thereof	4	4	4	4	0	None	None
	Compliance to WCCSA (sections 13 to 18)	3.2.2) Number of Annual Reports on activities of the Ombudsman	1	1	1	1	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have any areas of under-performance.

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

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme did not implement any COVID-19 interventions.

Linking performance with budgets

Sub-programme expenditure						
Sub-programme	2020/21			2019/20		
	Final appropriation	Actual expenditure	(Over)/Under expenditure	Final appropriation	Actual expenditure	(Over)/Under expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
3.1 Safety Partnerships	477 068	468 466	8 602	171 883	171 800	83
3.2 Western Cape Police Ombudsman	9 703	9 226	477	11 624	11 080	544
Total	486 771	477 692	9 079	183 507	182 880	627

4.4 Programme 4: Security Risk Management

Purpose: To institute a 'whole of government' approach towards building more resilient institutions, and empower communities to promote greater safety.

Sub-programme 4.1: Programme Support

Purpose: To facilitate institutional resilience by providing strategic leadership around the implementation of the Security Risk Management Strategy and to provide an accreditation process of Neighbourhood Watch (NHW) structures in the Western Cape Province;

Sub-programme 4.2: Provincial Security Provisioning

Purpose: To enhance safety and security administration and provisioning; and

Sub-programme 4.3: Security Advisory Services

Purpose: To enhance safety and security capacity.

Outcomes, outputs, output indicators, targets and actual achievements

The impact of the COVID-19 pandemic has resulted in business continuity and resilience being elevated across the globe. The Pandemic exposed vulnerabilities and limited readiness of organisations to deal with disruptive events. This necessitated the WCG to conduct business differently, which required employees and employers to become flexible and adapt to the changes in the world of work.

In terms of the Occupational Health and Safety (OHS) Act 85 of 1993, employees were now required to adjust to a virtual environment given the restrictions of lockdown levels 5-3 restrictions. Employers are now required to provide and maintain, as far as reasonably practicable, a working environment that is safe and without undue risk to the health and safety of its employees. It is the duty of the employer to take into account, as far as reasonably practical, the safety of its employees returning to the workplace during the lockdown level 3 and 2. Security Risk Management, as the lead for co-ordinating OHS matters on a provincial level, is expected to support departments in managing the effects of the Pandemic in the workplace. An OHS guideline was developed to assist departments in this regard. The Department also established, chairs, and manages the agenda of the transversal OHS COVID-19 Committee, representative of the 13 WCG Departments. A Share Point has since been created to share best practices and relevant document. In addition, support was given to our partners, e.g. the SAPS with putting systems and processes in place to minimize the effects of the Pandemic on members of the SAPS.

The Pandemic also resulted in a greater reliance on and influenced organisations to rely on technology. This resulted in the WCG having to think differently in terms of digital services. At the WCG Safety and Security Managers Forum (WCGSSMF), Cel presented the Digital Government Strategy. Digital services and digital transformation have become key components to the new way of work initiatives of the WCG. Also presented by Cel was the Multi-Factor Authentication (MFA) for Microsoft Office 365. MFA is concerned with protecting ones' identity, as an additional layer of security. The use of technology has also facilitated working practices within the Programme. Not only has this enabled the realisation of annual performance indicators,

but also created an opportunity for innovation. The plan for the re-opening of workplaces required that measures be put in place for the daily screening of employees and/or visitors to the workplace.

A WCG Screening Application was developed in conjunction with Cel which had been rolled out at all WCG buildings. Recent research by the Department of Health in relation to the use of non-contact thermometers for the measuring of temperature was conducted. The accuracy of these instruments was questionable and there was insufficient data supporting its use. A decision was made by the WCG Transversal OHS Committee that the non-invasive measuring of temperature by security officials at WCG buildings would no longer be conducted. This resulted in the review of the Access Control Directive which was endorsed by heads of departments.

To limit the spread of the COVID-19 virus in the Physical Security environment, the Programme brought about the creation of a paperless operating environment within Physical Security using technology. Manual administrative processes have since been automated and further developed in conjunction with Cel. This innovative initiative resulted in the Occurrence Book (OB) entries being captured electronically eliminating errors made during manual capturing and having a central point to manage information from a central source.

The security function maturity provided by the Department has evolved over time. The WCGSSMF continued to be the vehicle to pursue the safety and security agenda transversally in the Province. The existing Terms of Reference was reviewed and enhanced to ensure that the WCGSSMF and structure remained relevant and applicable. Informed by a legal opinion, it was established that the role and responsibility of the Department was to advise WCG departments on safety and security risk management matters and to render a security support service transversally. However, within the current reality and fiscal constraints, the Programme had to review and prioritise its service delivery to departments. A centralised support methodology to optimise the resources will be adopted.

The demand for the deployment of the WCG Security Support Team continued to grow. Client departments that have benefited from these services have indicated that the deployments have had a significant impact. The demand for the deployment of the WCG Security Support Team has escalated since the outbreak of the COVID-19 pandemic. The team was deployed on a 24/7 rotational basis and provided safety and security services at WCG facilities, engagements and at the launch of various COVID-19 initiatives. Compliance with COVID-19 protocols were stringently applied at access points of critical buildings within the Central Business District and during the deployment of the Security Support Team. The team played a significant role with the roll-out of the vaccination programme to secure the vaccine points.

The feasibility of upgrading the CCTV software currently used within the WCG was explored. To ensure best picture quality, the existing CCTV cameras needed to be replaced. Some of the Smart Video Recorders (SVRs) which were installed in 2011 by the Department of Transport and Public Works have been upgraded to assist with the smooth transition of the aforesaid process. All the SVRs have been upgraded with a software patch to make the SVR's compatible with the new version of the Application Management Server upgrade. These changes, improvements and upgrades were necessary for the upgrade of CCTV software which will be launched in the new financial year to improve surveillance of staff, assets and visitors to the WCG buildings.

The Department, as the transversal custodian of policy matters related to Information Security (IS), continued to play a facilitative role with the implementation of the Protection of Personal Information Act (POPIA), 2013 by WCG departments. Sections of POPIA came into effect on 1 July 2020. These sections dealt with, inter alia, the purpose of the Act, the application and exclusion provisions, the lawful processing of personal information and exemptions thereof, sections relating to the Information Officer. The Programme, by virtue of the Department's mandate, is supporting departments to prepare for compliance.

A Hazard Identification and Risk Assessment (HIRA) was commissioned to improve the management of safety risks within the Province. The HIRA results determined the baseline for the management of these safety risks at WCG buildings in the Central Business District. The institutionalisation of systems has resulted in improved OHS compliance across the Province. The provision of Investigator Training to WCG Departments further contributed to improving compliance.

WCG Departments are increasingly being confronted with land invasion challenges which may compromise their ability to deliver on their mandates. The Department conducted Safety and Security Risk Assessments at WCG sites that were susceptible to be illegally occupied. This was a pro-active measure to protect the land and assets to increase safety and ensure that sufficient security measures were put in place. The WCG has since adopted an integrated approach to deal with the illegal occupation of land. A request was received from CapeNature to assist with a Safety and Security Risk Assessment at Driftsands. The Programme plays a pivotal role as a member of the Driftsands Provincial Re-visioning Task Team and continues to provide specialist advice on the Security and Site Protection Workstream with regards to the safety and security risk assessments in support of safety interventions.

The Programme continued to assist the Western Cape Education Department (WCED) with the identification of risks facing schools using the Safety and Security Resilience Scorecard. However, the process had to be adapted, due to the Pandemic, with online support provided to school principals with the completion of the Safety and Security Resilience Scorecard. Safety and Security Resilience Scorecards were also conducted at the 24 schools identified for the pilot rollout of the Safety Ambassador Programme. The initiative formed part of the Western Cape Recovery Plan and aimed to promote work opportunities for young people by working in communities with other young people such as youth violence prevention facilitators, to reduce violence in schools through responsive data-led and evidence-based interventions.

The Department of Health (DoH) embarked on the roll-out of the COVID-19 vaccine programme at identified facilities in the Cape Town Metro and rural areas. The Programme supported the DoH by conducting risk assessments at these facilities to ensure a safe environment for the administering of vaccines to health care workers in the public and private sector.

To strengthen the law enforcement capability of municipalities, support was granted for the establishment and management of established K9 Dog Units in support of strong and resilient communities.

The Department is mandated in terms of Section 6 of the WCCSA (2013) to accredit and support Neighbourhood Watch (NHW) Structures within the Western Cape Province. The NHW

administration unit is responsible for the implementation of Section 6 and developed and implementation plan outlining the process to be followed for the accreditation of qualifying NHW Structures. The NHW administration unit continued to provide support to accredited NHWs. The MS Teams virtual platform was used to facilitate the accreditation process and panel discussions. The Accreditation Assessment Panel reviewed, assessed and recommended a total of 133 applications for accreditation.

The Department has also developed a funding model aligned to Section 6 of the WCCSA (2013). Departmental funds were made available in support of accredited NHW structures. A maximum amount of R10 000 per NHW structure was made available for this purpose. The funding may be utilised to cover bank charges, administration cost and operational support of the NHW structure.

During this period, 20 accredited NHW structures were capacitated. Training was provided in respect of the following interventions: Basic NHW Training; Finance for Non-Financial Managers; Meeting Skills; and Conflict Management and Mediation.

Sub-programme 4.1: Programme Support

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.4.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.4.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Programme Support									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Resilient WCG in support of legislative mandates and to create a sense of wellbeing or all who work in or use WCG facilities / services	Provide strategic leadership to the WCG towards building resilience	4.1.1) Number of transversal security manager forum meetings facilitated	4	4	4	4	0	None	None
		4.1.2) Number of Transfer Payment Agreements signed with municipalities to establish the K9 Dog Units	New	New	3	3	0	None	None
		4.1.3) Number of Neighbourhood Watch structures accredited	100	0	100	133	33	The over-achievement is as a result of applications received for accreditation.	None
		4.1.4) Number of accredited Neighbourhood Watch structures trained	New	New	20	20	0	None	None
		4.1.5) Publication of annual list of accredited Neighbourhood Watch structures	1	1	1	1	0	None	None
Accredited NHW structures in terms of Section 6 of the WCCSA	Compliance to the WCCSA (Section 6)								

Sub-programme: Programme Support									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
		4.1.6) Number of reports on accredited Neighbourhood Watch structures compliance as per section 6 of the WCCSA	New	4	4	4	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have any areas of under-performance.

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

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme contributed to the COVID-19 Strategy and Initiatives by facilitating collaboration between accredited NHWs and local authorities keen on exploring mechanisms to partner with disaster volunteers.

Sub-programme 4.2: Provincial Security Provisioning

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.4.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.4.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Provincial Security Provisioning									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Resilient WCG in support of legislative mandates and to create a sense of wellbeing or all who work in or use WCG facilities / services	Improved service delivery to WCG Departments in respect of access and egress control	4.2.1) Number of deployments of the Security Support team at WCG facilities	4	4	20	20	0	None	None
		4.2.2) Number of reports on the business plan in respect of progress made with the establishment of an in-house K9 Dog Unit	12	12	4	0	-4	The Department will not be pursuing the establishment of an in-house K9 dog unit. The funds were re-directed to support the provincial COVID-19 initiatives.	None
		4.2.3) Number of reports on the integration of physical security and technology at WCG facilities	4	4	4	4	0	None	None
		4.2.4) Number of engagements with the Private Security Regulator (PSIRA)	4	4	4	3	-1	The meeting for the first quarter was postponed due to the lockdown regulations imposed as a result of the COVID-19 pandemic.	None

Strategy to overcome areas of under performance

A decision was taken by the Department to no longer pursue the establishment of an in-house K9 Dog Unit. The funds were re-directed to support the provincial COVID-19 initiatives.

Virtual platforms such as MicroSoft Teams is being utilised to conduct compliance engagements.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme contributed to the COVID-19 Strategy and Initiatives as follows:

- Provided a security service at DoH facilities and Disaster Management Centre;
- The Security Support Team made a considerable contribution to the enforcement of the COVID-19 health protocols; and
- Attendance and participation at the Provincial Joint Operational Centre (PROVJOC).

Sub-programme 4.3: Security Advisory Services

Outcomes, outputs, output indicators, targets and actual achievements table

Table 4.4.1: Report against the originally tabled Annual Performance Plan until date of re-tabled Annual Performance Plan

The Department did not re-table the Annual Performance Plan 2020/21.

Table 4.4.2: Report against the originally tabled Annual Performance Plan where the Department did not re-table the Annual Performance Plan

Sub-programme: Security Advisory Services									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	*Actual Achievement 2020/2021 until date of re-tableing	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Resilient WCG in support of legislative mandates and to create a sense of wellbeing or all who work in or use WCG facilities / services	Identification of the risk factors affecting core business functions and the mitigation as an appropriate response	4.3.1) Number of safety and security meetings with WCG Departments	New	52	52	52	0	None	None
		4.3.2) Number Safety and Security Resilience Scorecards conducted at WCED schools	New	New	200	200	0	None	None
		4.3.3) Number of Safety and Security Risk Assessments conducted at WCG facilities	New	New	20	20	0	None	None
		4.3.4) Review of the centralized security risk management model	New	New	1	1	0	None	None

Strategy to overcome areas of under performance

The Sub-programme did not have areas of under-performance.

Performance in relation to standardised outputs and output indicators for sectors with concurrent functions

None.

Reporting on the Institutional Response to the COVID-19 Pandemic

The Sub-programme contributed to the COVID-19 Strategy and Initiatives by:

- Conducted Safety and Security Risk Assessments for DoH, WCED and Local Government;
- Provided guidance to WCG departments in respect of OHS matters and incorporating COVID-19 protocols;
- Cluster Co-ordinator COVID-19 Safety and Security Work Stream;
- Assisted Departmental Security Managers with mitigation interventions; and
- Participation in the Humanitarian Relief Stream to advise on security measures.

Linking performance with budgets

Sub-programme expenditure						
Sub-programme	2020/21			2019/20		
	Final appropriation	Actual expenditure	(Over)/Under expenditure	Final appropriation	Actual expenditure	(Over)/Under expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
4.1 Programme Support	25 910	25 768	142	24 086	23 846	240
4.2 Provincial Security Provisioning	75 408	75 060	348	76 606	75 575	1 031
4.3 Security Advisory Services	15 000	15 000	-	16 731	16 124	607
Total	116 318	115 828	490	117 423	115 545	1 878

5. TRANSFER PAYMENTS

5.1 Transfer payments to public entities

Name of Public Entity	Services rendered by the public entity	Amount transferred to the public entity	Amount spent by the public entity	Achievements of the public entity
Western Cape Liquor Authority	The Western Cape Liquor Authority is mandated to optimally regulate the retail sale and micro-manufacturing of liquor in the Province with a focus on reducing alcohol related harms.	51 377	36 306	Unqualified Audit Report with no findings on compliance and pre-determined objectives (Clean Audit)

5.2 Transfer payments to all organisations other than public entities

Refer to Part E: Financial Information for further information on transfer payments.

6. CONDITIONAL GRANTS

6.1 Conditional grants and earmarked funds paid

The table below describes each of the conditional grants and earmarked funds paid by the Department.

Conditional Grant 1: Resources for Officers to serve in the City of Cape Town Law enforcement services

Department/Municipality to whom the grant has been transferred	City of Cape Town
Purpose of the grant	To make a contribution to the cost of equipping and operationalisation of School Resource Officers (SROs) in service of the City of Cape Town.
Expected outputs of the grant	Contribution to the training and equipment of volunteers that can be utilised as SROs in service of the City of Cape Town.
Actual outputs achieved	Operationalisation and deployment of SROs to areas of high risk schools.
Amount per amended DORA	N/A
Amount transferred (R'000)	R4,388 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R1,672 522.00 as at 31 March 2021
Reasons for the funds unspent by the entity	Due to the impact of the COVID-19 pandemic and related Disaster Risk Management Regulations and lockdown restrictions on the project.
Monitoring mechanism by the transferring department	Reports and meetings

Conditional Grant 2: Recruitment, Training and Deployment of law enforcement officers to serve in the law enforcement advancement plan (LEAP)

Department/Municipality to whom the grant has been transferred	City of Cape Town
Purpose of the grant	To make a contribution to the cost of recruitment, training, equipping and deployment of Law Enforcement Officers to provide a law enforcement service to priority communities in the City of Cape Town.
Expected outputs of the grant	Increased safety within priority communities located within the boundaries of the City of Cape Town. This will be accomplished through the deployment of increased numbers of adequately equipped and trained Law Enforcement Officers in priority communities in the City of Cape Town.
Actual outputs achieved	Operationalisation and deployment of the LEAP officers to priority areas.
Amount per amended DORA	N/A
Amount transferred (R'000)	R417,00 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R183 038 196.00 as at 31 March 2021
Reasons for the funds unspent by the entity	Due to the impact of COVID-19 and related lockdown restrictions resulting in delays in the training, recruitment, procurement and deployment in the implementation of the project.
Monitoring mechanism by the transferring department	Reports and meeting

Conditional Grant 3: Resource funding for the establishment and support of K9 Unit: City of Cape Town'

Department/Municipality to whom the grant has been transferred	City of Cape Town
Purpose of the grant	Extension of working hours of K9 Dog Unit
Expected outputs of the grant	To support crime prevention methodologies at the weighbridges within the Cape Town Metro focussing on illegal transportation of narcotics, explosives, poaching of marine resources
Actual outputs achieved	The Unit was assisted with a vehicle donated by the Department. Great successes was achieved as per the quarterly reports to the Department.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,530 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R330 987 as at 31 March 2021
Reasons for the funds unspent by the entity	Challenges in terms of the COVID-19 pandemic where resources had to be realigned.
Monitoring mechanism by the transferring department	Quarterly feedback reports, weekly/monthly operations schedules and physical visits to the operations when possible.

Conditional Grant 4: Resource funding for the establishment and support of K9 Unit: Swartland

Department/Municipality to whom the grant has been transferred	Swartland Municipality
Purpose of the grant	Establishment of K9 Dog Unit
Expected outputs of the grant	To support crime prevention methodologies at the weighbridges, provincial and national roads focussing on illegal transportation of narcotics, explosives, poaching of marine resources.
Actual outputs achieved	• Six members were appointed to form the K9 Unit. Two senior inspectors and four dog handlers; • Formal training of six members completed; • The Unit fully operational from 1 December 2019; and • Great successes achieved as per the monthly reports to the Municipal Council and quarterly reports to DOCS.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,200 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R107 852,81 as at 31 March 2021
Reasons for the funds unspent by the entity	The COVID-19 pandemic and different financial periods in which to spend the funds.
Monitoring mechanism by the transferring department	Quarterly feedback reports, weekly/monthly operations schedules and physical visits to the operations when possible.

Conditional Grant 5: Resources funding for the establishment and support of K9 Unit: Overstrand

Department/Municipality to whom the grant has been transferred	Overstrand Municipality
Purpose of the grant	Establishment of K9 Dog Unit
Expected outputs of the grant	To support crime prevention methodologies on provincial and national roads focussing on illegal transportation of narcotics, explosives, poaching of marine resources.
Actual outputs achieved	Establishment of K9 Dog Unit To support crime prevention methodologies on provincial and national roads focussing on illegal transportation of narcotics, explosives, poaching of marine resources.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,200 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R202 159.00 as at 31 March 2021
Reasons for the funds unspent by the entity	The COVID-19 pandemic.
Monitoring mechanism by the transferring department	Quarterly feedback reports, weekly/monthly operations schedules and physical visits to the operations when possible.

Conditional Grant 6: Safety Plan implementation – Whole of Society Approach (WoSA): West Coast District Municipality

Department/Municipality to whom the grant has been transferred	West Coast District Municipality
Purpose of the grant	To partner with the District Municipality as a coordinating body, and together with local municipalities, to implement fast and appropriate responses to prevent social unrest in terms of a safety plan.
Expected outputs of the grant	• Establishment of co-ordinated support for safety initiative projects within local municipalities; • Establishment of a District Community Safety Forum; • Development of a mechanism to mitigate the risk of social unrest; and • Ensure accessibility of ring-fenced funding.
Actual outputs achieved	Business Plan and signed Transfer Payment Agreement between the Department and the Municipality concluded. Purchasing of drones and tablets for operational purposes. Acquiring information technology equipment for the purpose of the safety coordinator. Enhancement of the law enforcement to support the COVID-19 relief response.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,100 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R0.00 as at 31 March 2021
Reasons for the funds unspent by the entity	The District Municipality is still implementing its business plan and thus the funds will be spent in the next financial year.
Monitoring mechanism by the transferring department	Quarterly reports submitted to the Department.

Conditional Grant 7: Safety Plan implementation Whole of Society Approach (WoSA): Cape Winelands District Municipality

Department/Municipality to whom the grant has been transferred	Cape Winelands District Municipality
Purpose of the grant	To partner with the District Municipality, as a coordinating body, and together with local municipalities, to implement fast and appropriate responses to prevent social unrest in terms of a safety plan.
Expected outputs of the grant	• Business Plan and signed Transfer Payment Agreement between the Department and the Municipality concluded. • Consideration of funding proposals based on the safety plan and the enhancement of Covid-19 relief, and approved funding paid out. • Establishment and support to local and district safety forums.
Actual outputs achieved	• Transfer Payment Agreement between the Department and the Municipality signed. • Implementation schedule for the Beaufort West Safety Forum completed.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2 100 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R119 025.00 as at 31 March 2021
Reasons for the funds unspent by the entity	The District Municipality is still implementing its business plan and thus the funds are not fully spent. Spending of the funding will occur in the next financial year.
Monitoring mechanism by the transferring department	Quarterly reports are submitted to the Department.

Conditional Grant 8: Safety Plan implementation – Whole of Society Approach (WoSA): Overberg District Municipality

Department/Municipality to whom the grant has been transferred	Overberg District Municipality
Purpose of the grant	To partner with the District Municipality as a coordinating body and together with local municipalities, to implement fast and appropriate responses to prevent social unrest in terms of a safety plan.
Expected outputs of the grant	Strengthening of police and other law enforcements.
Actual outputs achieved	• Business Plan and signed Transfer Payment Agreement between the Department and the Municipality concluded. • Improving of policing/law enforcement relations and effectiveness on a continuous basis. • Strengthening of law enforcement strategies and exploring cross border cooperation. • Improving the existing rural safety and communication initiatives.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,100 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R0.00 as at 31 March 2021
Reasons for the funds unspent by the entity	The District Municipality is still implementing its business plan and thus the funds are not yet spent. Spending of the funding will occur in the next financial year.
Monitoring mechanism by the transferring department	Quarterly reports are submitted to the Department.

Conditional Grant 9: Safety Plan implementation – Whole of Society Approach (WoSA): Garden Route District Municipality

Department/Municipality to whom the grant has been transferred	Garden Route District Municipality
Purpose of the grant	To partner with the District Municipality as a coordinating body and together with local municipalities, to implement fast and appropriate responses to prevent social unrest in terms of a safety plan.
Expected outputs of the grant	• Create a platform for safety initiatives in partnership with local municipalities and the province. • Improve the coordination of safety initiatives between the provincial government and the District Municipality. • Establish a community safety forum and safety model.
Actual outputs achieved	• Business Plan and signed Transfer Payment Agreement between the Department and the Municipality concluded. • Initiative to revive District Youth Structure. • Successful meeting with Youth Coordinators. Safety plans have been submitted.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,100 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R0.00 as at 31 March 2021
Reasons for the funds unspent by the entity	Prior allocations related to the project has been fully spent by 31 March 2021. Furthermore the District Municipality is still implementing its business plan and other funds will be spent in the next financial year.
Monitoring mechanism by the transferring department	Quarterly reports are submitted to the Department.

Conditional Grant 10: Safety Plan implementation – Whole of Society Approach (WoSA): Central Karoo District Municipality

Department/Municipality to whom the grant has been transferred	Central Karoo District Municipality
Purpose of the grant	To partner with the District Municipality as a coordinating body and together with local municipalities, to implement fast and appropriate responses to prevent social unrest in terms of a safety plan.
Expected outputs of the grant	Roll-out of ward-based safety initiatives, COVID-19 relief project, rural safety initiatives, and implementing a district-wide fire-fighting service.
Actual outputs achieved	Business Plan and signed Transfer Payment Agreement between the Department and the Municipality concluded. Two local municipality safety forums established.
Amount per amended DORA	N/A
Amount transferred (R'000)	R2,100 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Municipality (R'000)	R1 035 000.00 as at 31 March 2021
Reasons for the funds unspent by the entity	The District Municipality is still implementing its business plan and thus the funds are not fully spent. Spending of the funding will occur in the next financial year.
Monitoring mechanism by the transferring department	Quarterly Reports are submitted to the Department.

6.2 Conditional grants and earmarked funds received

The table below details the conditional grants and earmarked funds received for the period 1 April 2020 to 31 March 2021.

Conditional Grant: National Department of Public Works: Expanded Public Work Programme Social Sector

Department who transferred the grant	Department of Public Works
Purpose of the grant	To incentivise provincial social sector departments identified in the 2015 Social Sector Expanded Works Programme Log-frame to increase job creation by focusing on the strengthening and expansion of the Social Sector Programmes that have employment potential.
Expected outputs of the grant	Community safety youth beneficiaries employed and paid a stipend during the 2020/21 financial year.
Actual outputs achieved	204 work opportunities created
Amount per amended DORA	N/A
Amount received (R'000)	R4,961 000.00
Reasons if amount as per DORA was not received	N/A
Amount spent by the Department (R'000)	R 4,961 000.00 as at 31 March 2021
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	N/A
Measures taken to improve performance	N/A
Monitoring mechanism by the receiving department	Monthly DoRA reports submitted to the National Department of Public Works.

7. DONOR FUNDS

7.1 Donor funds received

The Department received no donor funds for the period under review.

8. CAPITAL INVESTMENT**8.1 Capital investment, maintenance and asset management plan****8.1.1 Progress made on implementing the capital, investment and asset management plan**

- The Department does not have any capital investments.

8.1.2 Infrastructure projects which have been completed in the current year and the progress in comparison to what was planned at the beginning of the year.

- The Department does not have any infrastructure projects.

8.1.3 Details as to how asset holdings have changed over the period under review, including information on disposals, scrapping and loss due to theft

- The Department's Disposal Committee will evaluate and approve recommendations in terms of assets earmarked for disposal due to life span or damaged assets.
- In relation to assets that are stolen, the necessary documentation is forwarded to the Loss Control Officer for further investigation and recommendation to the delegated authority.

8.1.4 Measures taken to ensure that the Department's asset register remained up-to-date during the period under review

- Appointed Asset Managers/Controllers within each Component/Directorate to act as nodal points and to report all asset related matters to Asset Management.
- Internally arranged that all receipts pertaining to the receipting of new assets are done by the Asset Management Component for control measures.
- New assets are bar coded immediately upon the receipt thereof before being issued to the User.
- Maintenance on asset register (movements, balance adjustments serial number changes, ICN changes etc.) is done immediately upon the receipt of the necessary approved documentation. New inventories are forwarded to Users to be verified, signed and sent back to Asset Management for filing and audit purposes.
- Annual physical asset verification process is also an important tool in ensuring the Department's Asset Register remains updated during period under review.
- All assets earmarked for disposal are removed from the locations and the asset register is adjusted accordingly by means of balance adjustments.
- The asset register is also updated/amended when needed after finalisation of monthly BAS/LOGIS reconciliations.
- The Department is following the Inventory Readiness Process by identifying Inventory assets/items that must be reported on in the Financial Statements.

8.1.5 The current state of the Department's capital assets; for example, what percentage is in good, fair or bad condition

- Assessed the life cycle of the Department's assets and implementing asset maintenance performance on all capital assets, through the process of asset verification.

8.1.6 Major maintenance projects that have been undertaken during the period under review

- The Department does not have major maintenance projects that have been undertaken for the period under review.



GOVERNANCE

1. INTRODUCTION

The Department of Community Safety is committed to maintaining the highest standards of governance which is fundamental to the management of public finances and resources. The Department has sound governance structures in place to effectively, efficiently and economically utilize State resources at their disposal which are funded by the taxpayer. One of the core values of the Department is 'accountability' and this is promoted through a strengthened governance environment.

The Department ensures that its staff members are exposed to the relevant Act and Regulations to promote good governance. This exposure encourages correct governance practices during the normal course of day-to-day operations. Government governance is more than the effective prevention of irregularities, fraud, financial misconduct, etc. It is not about just compliance and control; it includes a framework of principles that facilitate the organisations' ability to achieve its long-term objectives efficiently and effectively.

2. RISK MANAGEMENT

The Accounting Officer (AO) for the Department of Community Safety takes responsibility for implementing Enterprise Risk Management (ERM) in accordance with the National Treasury Public Sector Risk Management Framework (PSRMF). The Directorate Enterprise Risk Management (D:ERM), in the Department of the Premier (DotP), provides a centralised service to the Department.

Ethics and Enterprise Risk Management Committee Responsibility

The Ethics and Enterprise Risk Management Committee (EERMCO) reports that it has complied with its responsibilities arising from Section 38 (1)(a)(i) of the Public Finance Management Act, National Treasury Regulation 3.2.1 and Public Service Regulations of 2016, Chapter 2, Part 1, 2 and 3. The EERMCO also reports that it adopted an appropriate formal Terms of Reference (TOR) approved by the EERMCO chairperson on 7 February 2019. It also regulated its affairs in compliance with this TOR and discharged all its responsibilities as contained therein.

Ethics and Enterprise Risk Management Committee Members

The EERMCO is comprised of selected members of the Department's senior management team. As per its TOR, the EERMCO met four times (quarterly) during the year under review.

The table below provides information on EERMCO members:

Member	Position	Attended	Date appointed
Adv Y Pillay	Accounting Officer (Chairperson)	3	N/a
Ms L Govender	Chief Director: Management Support	3	11/02/2019
Mr S George	Chief Director: Security Risk Management	3	11/02/2019
Mr M Frizlar	Director: Financial Management / Chief Financial Officer	4	11/02/2019
Mr A Brink	Assistant Director: Corporate Relations (Ethics Officer)	3	11/02/2019

Note: Where an EERMCO Member were unable to attend the meeting, a representative attended on their behalf.

The following is an indication of other officials who attended the EERMCO meetings for the year under review:

Name	Position	Meetings Attended
Adv H Marshall	Acting Chief Director: Secretariat Safety and Security	1
Mr D Prinsloo	Deputy Director: Internal Control: DOCS	2
Ms R Janoodien	Assistant Director: Internal Control: DOCS	1
Ms G Lutz	Deputy Director: Security Risk Management: DOCS	1
Ms D Foster	Deputy Director: Western Cape Police Ombudsman	4
Ms A Haq	Director: Enterprise Risk Management: DotP	2
Ms C Cochrane	Deputy Director: Enterprise Risk Management: DotP	4
Mr N Tembani	Assistant Director: Enterprise Risk Management: DotP	2
Mr P Lazenby	Deputy Director: Provincial Forensic Services: DotP	1
Ms M Natesan	Deputy Director: Provincial Forensic Services: DotP	4
Mr W Jacobs	Deputy Director: Provincial Forensic Services: DotP	2
Ms M Danker	Deputy Director: Provincial Forensic Services: DotP	2
Ms R Morris	Deputy Director: Internal Audit: DotP	3
Mr E Peters	IT Governance and Risk Practitioner: Ce-I	2
Ms J Olivari	Services Manager: Ce-I: DotP	2
Mr J Manasse	Director: Ce-I: EGA: DotP	1

Ethics and Enterprise Risk Management Committee key activities

The Accounting Officer is the chairperson of the EERMCO. In executing its function, the EERMCO performed the following key activities during the year:

- Reviewed the Department's Risk Management Strategy and Implementation Plan; for recommendation by the Audit Committee and approval by the Accounting Officer;
- Set, reviewed and applied appropriate risk appetite and tolerances, and recommended the same for approval by the Accounting Officer;
- Ensured that risks and related mitigations were articulated in accordance with the Department's risk appetite and tolerance levels;
- Reported to the Accounting Officer any material changes to the risk profile of the Department;
- Assessed the implementation of the departmental Risk Management Policy, Strategy and Implementation Plan;
- Ensured that there was accessible, accurate, timely and relevant risk disclosure to stakeholders;
- Obtained oversight assurance of the effectiveness of risk management processes;
- Evaluated the effectiveness and mitigating strategies to address the material strategic, programme, ethics and economic crime risks;
- Evaluated the effectiveness of the implementation of the Fraud and Corruption Prevention Plan; and
- Provided oversight of ethics management in the Department.

Key strategic risks considered and addressed during the year

The following are key strategic risks for the Department that were reviewed on a quarterly basis, including assessing the mitigations already in place:

- Inability of the Western Cape Liquor Authority (WCLA) to be self-sufficient;
- The organisational design does not allow for the optimal execution of the Department Service Delivery Mandate;
- Limited implementation of safety and security risk management methodologies by WCG Departments; and
- The Department's ability to continue with normal operations and service delivery is impacted by the global COVID-19 pandemic.

The Department of Community Safety (DOCS) is one of the lead departments in implementing the Western Cape Safety Plan and the safety component of the Western Cape Government's COVID-19 Recovery Plan. The Department continues to align its services and interventions to increase safety and service delivery in communities in the Western Cape, particularly to those communities ravaged by high rates of crime and other challenges. For example, the Department has already reprioritised their budget and its targets to employ 1 000 Law Enforcement Advancement Plan (LEAP) officers by October 2021. The Department continues to adapt its strategies concerning the increased socio-economic challenges presented by the prolonged COVID-19 epidemic. The LEAP officers project is at risk because of the provision of funding in the outer years. This is an import safety project, as officers are deployed in targeted hotspot areas to support the SAPS, CoCT law enforcement, Metro police and traffic officers.

Key to the Department's service delivery is its organisational design to be fully aligned to the Department's service delivery mandate as per the Western Cape Community Safety Act. Unfortunately, the modernisation process was put on hold during this reporting period due to COVID-19. There are currently many unknowns and uncertainties for the Department. For example, the Organisational Design projects placed on hold and reprioritisation of DOCS strategies due to the priorities of the Western Cape Safety Plan and the Western Cape Government's COVID-19 Recovery Plan. The Department is continuously addressing this risk by re-prioritising projects; actively managing the recruitment plan within the cost of employee limitations and supplementing capacity with contract appointments where possible. However, this is not sustainable.

The Department performs an oversight role for the Western Cape Liquor Authority (WCLA). It is assisting the entity to ensure its full financial sustainability and viability through the introduction of a new financial model for licence applications; as well as the reviewing of the Act and Regulations. The self-sufficiency will take longer than anticipated because of COVID-19. Approval was only received for a 4.1% annual fee increase, which will have a negative impact on revenue collection and thus delay the WCLA to become self-sufficient.

Each programme's risks are deliberated upon and debated at the quarterly EERMCO meetings. Programme managers are required to provide feedback on progress with the implementation of action plans to reduce the likelihood of risks materialising and/or their impact should they materialise. EERMCO also referred risks back to the programmes to be analysed more extensively and recommends additional mitigations or actions to manage risks.

The Social Cluster Audit Committee provided independent oversight of the Department's system of risk management. The Audit Committee was furnished with Quarterly ERM progress reports and risk registers to execute their independent oversight role.

Key emerging risks for the following financial year

The following emerging risks will be considered in the new financial year:

- Full operationalisation of the Western Cape Safety Plan and the safety component of the Western Cape Government's COVID-19 Recovery Plan in the context of the weak economic outlook;
- Possible discontinuing of the LEAP Officers Project due to provision of funding in the outer years;
- Emerging risks linked to new interventions for the 2021/22 financial year, which include:
 - The establishment of Area-Based Teams (ABTs) within each of the crime and murder hotspots, aiming to contribute to halving the murder rate over the next ten years
 - Supporting the implementation of the Safety Ambassadors Programme
 - Assisting in training and placement of Peace officers at municipalities across the Province; and
- Compliance with the POPIA legislation requirements.

Conclusion

The Ethics and Enterprise Risk Committee remains an important forum within the Department to discuss a range of matters on a strategic level that pose, or could pose a risk to operations of the Department. The EERMCO's focus on ethics within the Department is in line with the leadership and management culture that is included within the Department.

3. FRAUD AND CORRUPTION

Fraud and corruption represent significant potential risks to the Department's assets and can negatively impact on service delivery efficiency and the Department's reputation.

The WCG adopted an Anti-Fraud and Corruption Strategy which confirms the Province's zero-tolerance stance towards fraud, theft and corruption. In line with this strategy the Department is committed to zero-tolerance with regard to corrupt, fraudulent or any other criminal activities, whether internal or external, and vigorously pursues and prosecutes, by all legal means available, any parties who engage in such practices or attempt to do so.

The Department has an approved Fraud and Corruption Prevention Plan and a concomitant Implementation Plan which gives effect to the Prevention Plan.

Various channels for reporting allegations of fraud, theft and corruption exist and these are described in detail in the Provincial Anti-Fraud and Corruption Strategy, the WCG Whistle-blowing Policy and the Departmental Fraud and Corruption Prevention Plan. Each allegation received by the Provincial Forensic Services (PFS) Unit is recorded in a Case Management System which is used as a management tool to report on progress made with cases relating to the Department and to generate statistics for the WCG and the Department.

Employees and workers who blow the whistle on suspicions of fraud, corruption and theft are protected if the disclosure is a protected disclosure (i.e. meets statutory requirements of the Protected Disclosures Act, No. 26 of 2000 e.g. if the disclosure was made in good faith). The WCG Whistle-blowing Policy provides guidelines to employees on how to raise concerns with the

appropriate line management, specific designated persons in the WCG or external institutions, should they have reasonable grounds for believing that offences or improprieties have been or are being perpetrated in the WCG. The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption and, should they do so in person, their identities are kept confidential by the person to whom they are reporting.

If, after investigation, fraud, theft or corruption is confirmed, the employee who participated in such acts is subjected to a disciplinary hearing. The WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where prima facie evidence of criminal conduct is detected, a criminal matter is reported to the South African Police Service.

For the year under review, PFS issued a Case Movement Certificate for the Department noting the following:

Cases	Number of cases
Open cases as at 1 April 2020	0
New cases (2020/21)	0
Closed cases (2020/21)	0
Open cases as at 31 March 2021	0

4. MINIMISING CONFLICT OF INTEREST

This refers to National Treasury Practice Note Number SCM 4 of 2003 which forms an integral part of Supply Chain Management (SCM). The information below is addressed and all parties whom are involved with procurement are required to sign these documents each year or when a new person is appointed.

General Principals:

- Must not perform their duties to unlawfully gain any form of compensation payment or gratuities from any person, or supplier / contractor for themselves, their family or their friends.
- Must perform their duties efficiently, effectively and with integrity.
- Ensure that public resources are administered responsibly.
- Should be fair and impartial in the performance of their functions.
- Should at no time afford any undue preferential treatment to any group or individual or unfairly discriminate against any group or individual.

Conflict of Interest

- SCM practitioners should declare any business, commercial and financial interest or activities undertaken for financial gain that may raise possible conflict of interest.
- Should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Accountability

- Practitioners are accountable for their decisions and actions to the public.
- Practitioners should use public property scrupulously.
- Only Accounting Officers / Authorities or their delegates have the authority to commit the government to any transaction for the procurement of goods and services.
- All transactions conducted by practitioners should be recorded and accounted for in an appropriate accounting system.

Openness

- Practitioners should be as open as possible about all the decisions and actions that they take. They should give reasons for their actions and restrict information only if it is in the public interest to do so.

Confidentiality

- Any information that is the property of the government or its suppliers should be protected at all times.
- No information regarding any bid / contract / bidder / contractor may be revealed if such an action will infringe on the relevant bidder's / contractor's personal rights unless legislation, or the provisions of law requires otherwise.

Bid Evaluation / Adjudication Teams

- Should regulate supply chain management on behalf of the institution in an honest, fair, impartial, transparent, cost-effective and accountable manner.
- May be authorised to deal with all supply chain management matters and finalize bids/ price quotations in accordance with directives/delegated powers of the Accounting Officer / Authority.
- Should be familiar with and adhere to the prescribed legislation, directives and procedures. Members should be cleared at the level of confidential.
- No person should interfere with the SCM system on an institution, or amend or tamper with any bid after submission.

Combative Practices

Combative practices are unethical and illegal and should be avoided at all cost. They include but are not limited to:

- Suggestions to fictitious lower quotations;
- Reference to non-existent competition;
- Exploiting errors in bids; and
- Soliciting bids from bidders whose names appear on the list of restricted bidders/suppliers/ persons.

5. CODE OF CONDUCT

The Code should act as a guideline to employees as to what is expected of them from an ethical point of view, both in their individual conduct and in their relationship with others. Compliance with the Code can be expected to enhance professionalism and help to ensure confidence in the Public Service.

The primary purpose of the Code is a positive one, viz. to promote exemplary conduct. Notwithstanding this, an employee shall be guilty of misconduct in terms of Section 20 (t) of the Public Service Act, 1994, and may be dealt with in accordance with the relevant sections of the Act if he or she contravenes any provision of the Code of Conduct or fails to comply with any provision thereof.

The induction programme of the WCG includes training on the Public Service Code of Conduct. The induction programme is compulsory for all new employees on probation in the WCG.

If an employee breaches the Code of Conduct the employee shall be disciplined in terms of the relevant resolutions (PSCBC) and transversal WCG policies.

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The Department of Community Safety notes that its officials are its greatest asset, and therefore ensures that its employees are provided with a safe workplace that promotes the health and wellbeing for all employees, contractors and visitors. In addition to compliance to the Occupational Health and Safety Act, 1993, the Department seeks to comply with the highest attainable standards. As such, every effort is made to ensure that the risk of occupational exposure to disease, injury or sickness is minimised as far as reasonably practicable.

With the onset of the global COVID-19 Pandemic, DOCS has demonstrated resilience to change and quickly adopted a virtual working environment. In line with the Regulations set out in the National Disaster Act, the HOD appointed a COVID-19 Compliance Officer to ensure governance. Furthermore, a special task group, namely the COVID-19 Steering Committee, was established. This forum ensured that as a department, DOCS complied to all the COVID-19 protocols as set out by the National Disaster Management Act. COVID-19 risk assessments were conducted in the workplace and an array of Personal Protective Equipment (PPE) and administrative control measures were implemented in order to reduce the exposure and spread of COVID-19 in the workplace. The Department's business continuity plan was updated accordingly.

Further to the COVID-19 risk assessments, an external service provider was appointed to conduct a Hazard Identification and Risk Assessment (HIRA). This risk assessment will provide the foundation for ongoing risk mitigation and compliance activities.

An additional 34 officials received emergency training. The required evacuation exercises were conducted to test the Department's approved emergency plans, and where required, improvements have been made.

7. PRIOR MODIFICATIONS TO AUDIT REPORTS

Nature of qualification, disclaimer, adverse opinion and matters of non-compliance	Financial year in which it first arose	Progress made in clearing/ resolving the matter
N/A	N/A	N/A

8. INTERNAL CONTROL UNIT

The purpose of the Sub-Directorate: Internal Control (IC) is to ensure sound financial governance practices. During the course of the financial year under review, the focus was on verifying compliance to approved delegations, compliance testing of expenditure vouchers (BAS and LOGIS), detecting and preventing irregular, fruitless and wasteful expenditure, conducting predetermined financial evaluations as indicated on its operational plan, ad hoc investigations, and providing effective and efficient fraud and loss control management services.

Key Responsibility Area	Work performed
Provide effective and efficient Fraud and Losses Management services.	Loss Control: Cases relate to claims against and by the State, damages to Government vehicle's and loss of moveable assets. Opening Balance 01 April 2020 (0) New cases registered (8) Total cases investigated (8) Cases closed (8) Balance as at 31 March 2021 (0)
	Internal Investigations: Opening Balance 01 April 2020 (0) New cases registered (1) Total cases investigated (1) Balance as at 31 March 2021 (0) Theft of money. Case registered on 04 February 2021 (CAS 23/02/2021)
The development, review, and amendment of SOP's and policies to enhance financial governance.	Finance Instructions Issued 2020/2021: 1/2020: ERM Strategy and Implementation Plan. Dated: 29/05/2020. 2/2020: ERM Policy 2020/21 to 2024/25. Dated: 29/05/2020. 3/2020: Department of Community Safety Subsistence, Travel and Accommodation Policy. Dated: 02/11/2020. 4/2020: System Circular No 1/2010(Supplementary to 1 of 2019). Dated: 07/12/2020. 5/2020: Department of Community Safety Subsistence, Travel and Accommodation Policy. Dated: 27/1/2021. 6/2020: Certification of Banking details for Community Police Forums and Neighbourhood Watches. Dated: 09/03/2021. 7/2020: Payment of Data for officials. Dated: 17/03/2021. 8/2020: Tax Compliance Measures for persons conducting business with the state. Dated: 23/03/2021.
Pay Sheet Control: Record and follow-up on all supplementary and main run pay.	Monitoring, verification of 75 payroll reports and safeguarding.

Key Responsibility Area	Work performed
PFS Reports	No cases reported in the 2020/2021 financial year. The unit facilitated the following training sessions. 04 June 2020 Basic Fraud Investigation Skills. 05 June 2020 Basic Investigation Skills.
Irregular Expenditure: Investigate. Maintain register. Report to Provincial Treasury (IYM). Draft submission to HOD and Provincial Treasury.	Opening Balance 01 April 2020 (4) New cases registered (5) Total cases investigated (9) Cases closed (3) Balance as at 31 March 2021 (6)
Fruitless and Wasteful Expenditure: Investigate. Maintain register. Report to Provincial Treasury (IYM). Draft submission to HOD and Provincial Treasury.	Opening Balance 01 April 2020 (0) New cases registered (4) Total cases investigated (4) Cases closed (4) Balance as at 31 March 2021 (0)
Reporting	PAC (Resolutions) – Annually Public Service Commission – Quarterly and Annual consolidated report. Audit Committee – Quarterly Top Management (Irregular, Fruitless and Wasteful Expenditure) – Monthly EERMCO (Fraud Prevention Strategy Implementation Plan and Fraud Risk Registers) Providing secretarial function by compiling the minutes, distributing to members, drafting the Agenda and arrange the quarterly meetings. – Quarterly IYM (Irregular, Fruitless and Wasteful Expenditure) – Monthly
Internal Control Report to Audit Committee	Quarterly report to Audit Committee.
User Account Management	Monitored the closure of 42 user accounts.
Ethics	Quarterly report to the Audit Committee.
Corporate Governance Improvement Plan	The 2020 CGRO self-assessment was published on 3 December 2020 and was due for completion by 29 January 2021. All focus areas were completed and moderated by Provincial Treasury. The E-Gaps populated by the “no” and “partial” answers in the self-assessment are updated with progress quarterly.
Evaluate the effectiveness of financial prescripts	Post auditing (100%) was completed on all payment batches captured on BAS, LOGIS and Persal.
IFS/AFS High level review	A high-level review was conducted on the IFS (Quarter 1,2 and 3) and the Annual Financial Statements.
Internal Audit	4 Reports received. 7 Action plans were followed up. 5 Action plans confirmed implemented and 2 not implemented within the agreed time frame. The Department achieved an implementation rate of 71%.
Retention of financial information.	During the 2020/2021 financial year 12 509 (BAS – 11 053, LOGIS – 1179 and Persal – 277) expenditure vouchers were verified against the monthly document control reports to ensure completeness and safeguarding.
Face Value forms	3 Receipt books were issued in the financial year.
Strategic Planning	The Internal Control Strategy and Plan was approved on 08 March 2021 by the Accounting Officer.

Internal Audit and Audit Committees

Internal Audit provides management with independent, objective assurance and consulting services designed to add value and to continuously improve the operations of the Department. It should assist the Department to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of Governance, Risk Management and Control processes. The following key activities are performed in this regard:

- Assess and make appropriate recommendations for improving the governance processes in achieving the department's objectives;
- Evaluate the adequacy and effectiveness and contribute to the improvement of the risk management process;
- Assist the Accounting Officer in maintaining efficient and effective controls by evaluating those controls to determine their effectiveness and efficiency, and by developing recommendations for enhancement or improvement.

Internal Audit work completed during the year under review for the Department included three assurance engagements and one consulting engagement. Details of these engagements are included in the Audit Committee report.

The Audit Committee is established as an oversight body, providing independent oversight over governance, risk management and control processes in the Department, which include oversight and review of the following:

- Internal Audit function;
- External Audit function (Auditor General of South Africa - AGSA);
- Departmental Accounting and reporting;
- Departmental Accounting Policies;
- AGSA management and audit report;
- Departmental In year Monitoring;
- Departmental Risk Management;
- Internal Control;
- Pre-determined objectives; and
- Ethics and Forensic Investigations.

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

Name	Qualifications	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Mr Ameen Amod (Chairperson)	MBA; CIA; CGAP; CRMA; B Com Accounting	External	N/A	01 January 2019 (2 nd term)	N/A	7
Mr Ebrahim Abrahams	B Com Accounting Honours	External	N/A	01 January 2019 (1 st term)	N/A	7
Mr Pieter Strauss	BCom Accounting; BCompt Honours; CA (SA)	External	N/A	01 January 2019 (1 st term)	N/A	7
Ms Annelise Cilliers	B Compt Hons CA (SA)	External	N/A	01 January 2019 (1 st term)	N/A	7

9. AUDIT COMMITTEE REPORT

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

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from Section 38 (1) (a) (ii) of the Public Finance Management Act and Treasury Regulation 3.1. 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 its responsibilities as contained therein.

The Effectiveness of Internal Control

The Department is required to develop and maintain systems of internal control that would improve the likelihood of achieving its objectives, to adapt to changes in the environment it operates in and to promote efficiency and effectiveness of operations, supports reliable reporting and compliance with laws and regulations. The WCG adopted a Combined Assurance Framework which identifies and integrates assurance providers. The first level of assurance is management assurance, requiring of line management to maintain effective internal controls and execute those procedures on a day-to-day basis by means of supervisory controls and taking remedial action where required. The second level of assurance is internal assurance provided by functions separate from direct line management, entrusted with assessing adherence to policies, procedures, norms, standards and frameworks. The third level of assurance is independent assurance providers that are guided by professional standards requiring the highest levels of independence.

A risk-based Combined Assurance Plan was developed for the Department, facilitated by Internal Audit, who is also an independent assurance provider. Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by an approved risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review:

- Security Advisory Services
- COVID-19 Supply Chain Management Transactions (Transversal Internal Audit Projects)
- Community Police Forums Funding Model (Consulting Engagement)
- Transfer Payments

The areas for improvement, as noted by Internal Audit during the performance of their work, were agreed to by Management. The Audit Committee monitors the implementation of the agreed actions on a quarterly basis.

In-Year Management and Monthly/Quarterly Report

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Department in terms of the Treasury Regulations and the Division of Revenue Act.

Evaluation of Financial Statements

The Audit Committee has:

- Reviewed and discussed the audited Annual Financial Statements to be included in the

- Annual report, with the Auditor-General South Africa (AGSA) and the Accounting Officer;
- Reviewed the AGSA's Management Report and Management's responses thereto;
- Reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- Reviewed material adjustments resulting from the audit of the Department.

Compliance

The Audit Committee has reviewed the Department's processes for compliance with legal and regulatory provisions.

Provincial Forensics Services

The Provincial Forensic Services (PFS) presented us with statistics. The Audit Committee monitors the progress of the PFS reports on a quarterly basis. There were no matters brought to our attention that required further reporting by the Audit Committee.

Performance Information

The Audit Committee has reviewed the information on predetermined objectives as reported in the Annual Report.

Report of the Auditor-General South Africa

The Audit Committee has, on a quarterly basis, reviewed the Department's implementation plan for audit issues raised in the prior year. The Audit Committee has met with the AGSA to ensure that there are no unresolved issues that emanated from the regulatory audit. Corrective actions on the detailed findings raised by the AGSA are monitored by the Audit Committee on a quarterly basis.

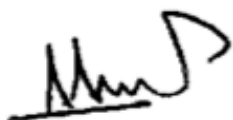
The Audit Committee concurs and accepts the AGSA's opinion regarding the Annual Financial Statements, and proposes that these audited Annual Financial Statements be accepted and read together with their report.

The Audit Committee commends the Department for achieving an unqualified audit opinion with no material findings.

The Audit Committee wishes to express their appreciation to the Management of the Department, the AGSA and the WCG Corporate Assurance Branch for the co-operation and information they have provided to enable us to compile this report.

Conclusion

While the Audit Committee commends the Department for attaining an unqualified audit with no material findings, the Audit Committee continues to be concerned about its cost impact. This cost of compliance has the ability to displace scarce resources from service delivery to audit outcomes.



Mr Ameen Amod
Chairperson of the Social Cluster Audit Committee
06 December 2021

10. PUBLIC ACCOUNTS COMMITTEE (PAC) RESOLUTIONS

4. Transversal departmental resolution

The Committee has formulated transversal resolutions for the attention of all departments and entities of the WCG. These resolutions originate from the discussions the Committee had with the departments and entities, while conducting oversight of the annual reports for the 2019/20 financial year. The resolutions resonate under some of the departmental votes hereunder. However, it should be noted that this resolution is transversal in nature and requests the attention of entire WCG, including all departments and entities, as follows:

Matter	Resolution	Due date
4.1 Broad-based Black Economic Empowerment: Paragraph 13G of the Broad-Based Black Economic Empowerment Act, 2013, (BBBEE) requires all spheres of government, public entities and organs of state to report on their compliance with broad-based black economic empowerment in their audited annual financial statements and annual reports required under the Public Finance Management Act, 2009. This requirement was audited for the 2018/19 financial year and a non-compliance finding was raised in the management report. Progress in meeting the requirements of the B-BBEE Act must be monitored as it may be escalated to material non-compliance in the audit report in future.	Some departments and entities, including the Auditor-General of South Africa (AGSA), will be requested to brief the Committee on the status of the BBBEE compliance of Western Cape Government during the 2019/20 and 2020/21 financial years.	Briefing to be scheduled by the Public Accounts Committee.

5. General Findings

Having considered the reports of the AGSA and the Audit Committees, and having heard evidence from the Executive Members (The Premier and Ministers), the Heads of Department (Director-General and Heads of Department (HODs), the Chief Executive Officers and Board members of the Public Entities and members of the public in attendance at the discussions on the 2019/20 annual reports of the departments and public entities of the WCG, the Committee wishes to report as follows:

The Committee acknowledges the assurances that were provided by the first level (departmental management and leadership), second level (internal independent assurance and oversight) and the third level (standing committees) providers. These three levels of assurance were instrumental in ensuring that risks were mitigated and that the departments and entities strive towards an improved audit outcome.

During the financial year under review, the movement in audit outcomes of the different departments and entities have resulted in an overall regression in the audit outcomes of the Western Cape Government. The regressed audit outcomes included those departments and entities that regressed from clean audit outcomes to unqualified audit outcomes with findings on either compliance with key legislation, predetermined objectives, or internal control deficiencies.

One, Entity, WESGRO, regressed in its audit outcome during the 2019/20 financial year from a clean audit to an unqualified audit with findings on compliance to legislation, including its internal control deficiencies. Furthermore, the 2019/20 financial year audit outcomes of the Western Cape Education Department, CASIDRA, including the Western Cape Gambling and Racing Board remained unchanged from the 2018/19 financial year, where these auditees received an unqualified audit outcome with findings on either compliance to legislation, predetermined objectives or internal control deficiencies.

The Committee did not meet with the Department of Health on its Annual Report. This is due to the delayed sign off of the AGSA on the audit report of the Department, which is anticipated to be finalized by 31 January 2021. The reasons provided by the AGSA for the delay in the sign off can be read on ATC 80-2020 (5 October 2020) Report of the Western Cape Provincial Parliament. The response from the Department of Health to the reasons provided by the AGSA can be read on ATC 108-2020 (1 December 2020) Report of the Western Cape Provincial Parliament.

The Public Accounts Committee aims to, in the 2021/22 financial year, engage the Auditor-General of South Africa on any performance audits reports on issues, if such reports becomes available.

The recommendations of the Public Accounts Committee to the departments and entities of the WCG are stated below, including any request for information, as follows

8. Community Safety

The Committee noted the audit opinion of the AGSA regarding the annual financial statements for the 2019/20 financial year of the Department, having obtained an unqualified audit report with no findings on pre-determined objectives. The audit opinion remains unchanged from the 2018/19 financial year.

8.1 Audit Opinion

The AGSA raised no findings with the Department on compliance with laws and regulations, predetermined objectives nor internal control deficiencies.

8.2 Financial Management

During the 2019/20 financial year, the Department spent R464,924 million of an appropriated budget of R471,332 million. Thus, resulted in an under-expenditure of R6,4 million (98,6% spend). During the 2018/19 financial year the Department of Community Safety spent R335,836 million of an appropriated budget of R343,424 million, which resulted in an under-expenditure of R7,588 million (97,8% spend). The under-expenditure of R7,588 million occurred under the following programmes:

- Programme 1: Administration (R942 000)
 - The underspending was due to Compensation of Employees in terms of the late filling of posts and staff attrition.
- Programme 2: Civilian Oversight (R2,961 million)
 - The underspending was due to the Compensation of Employees (late filling of posts and staff attrition) and Goods and Services (due to the Wi-Fi project procurement of data

devices for Neighbourhood Watch structures that could not be finalized before year end).

- Programme 3: Provincial Policing Functions (R627 000)
 - The underspending is due to Compensation of Employees (staff attrition) and Non-Profit Organisations (less funds required for the Youth Religious Safety Programme).
- Programme 4: Security Risk Management (R1,878 million)
 - The underspending is due to Compensation of Employees (late filling of posts and staff attrition).

The Department had no projected or actual departmental receipts which it could report on during the 2019/20 financial year.

In addition, the Department incurred no Fruitless and Wasteful expenditure. The Department did, however, incur irregular expenditure totalling R1,369 million. The reasons for the expenditure can be read under note 21.2 on page 199 of the Annual Report.

8.3 Resolution

Background/concerns	Resolution	Action date
Pages: 85, 180 & 212 of the Annual Report. Headings: "Effectiveness of Internal Control", "Annual Appropriation" & "Statement of Conditional Grants and other transfers paid to Municipalities". Description The Committee notes that the Department received funding in the adjustment budget of the 2019/20 financial year of R130 million to fund the Law Enforcement Advancement Plan (LEAP) project in partnership with the City of Cape Town. The Municipality spent R32,828 million of the late transfer of funds from the Department to the City of Cape Town.	8.3.1. That the Department brief the Public Accounts Committee on success and challenges of the PSP VIP 1 focus area from which the LEAP project originates. In addition, the Department should highlight the impact of the Programme vis-à-vis the funds spend to operationalize the programme.	To be scheduled by the PAC.

Paragraph 8.4- List of Information Requested

None.

Response to the report of the PAC on the 2019/20 Annual Report dated 21 April 2021

THE CHAIRPERSON

PUBLIC ACCOUNTS COMMITTEE

The Public Accounts Committee report in as far as it relates to the Department of Community Safety dated 21 April 2021 refers.

The following responses are tabled in respect of the resolutions (Transversal and Department specific) and information requested by the Committee.

Matter	Resolution	Due date	Department of Community Safety's Response
Pages: 85, 180 & 212 of the Annual Report. Headings: "Effectiveness of Internal\Control", "AnnualAppropriation" & "Statement of Conditional Grants and other transfers paid to Municipalities". Description: The Committee notes that the Department received funding in the adjustment budget of the 2019/20 financial year of R130 million to fund the Law Enforcement Advancement Plan (LEAP) project in partnership with the City of Cape Town. The Municipality spent R32,828 million of the late transfer of funds from the Department to the City of Cape Town.	8.3.1. That the Department brief the Public Accounts Committee on success and challenges of the PSP VIP 1 focus area from which the LEAP project originates. In addition, the Department should highlight the impact of the Programme vis-à-vis the funds spend to operationalize the programme.	To be scheduled by the PAC.	The department notes the request.

A briefing session scheduled was held on 25 June 2021 where the Department provided feedback to the Public Accounts Committee on the success and challenges of the PSP VIP 1 focus area from which the LEAP project originates. The Department highlighted the impact of the Programme vis-à-vis the funds spend to operationalize the programme.

Paragraph 8.4- List of Information Requested

None.

11. BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE) COMPLIANCE PERFORMANCE INFORMATION

Has the Department applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:		
Criteria	Response Yes/No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determine qualification criteria for the issuing of licenses, concessions or other authorisations in respect of economic activity in terms of any law?	No	N/A
Developing and implementing a preferential procurement policy?	Yes	The Accounting Officer System (AOS) of the Department makes provision for the implementation of Preferential Procurement Policy Framework Act and its regulations. The points system as prescribed by the Preferential Procurement Policy Regulations for the awarding of bids are applied on all open bidding opportunities. The Department's procurement spend for the year under review, as it relates to Preferential Procurement, is articulated below. Total value of payments amounts to R43 890 million of which: 74.64% of the value was paid to suppliers with a B-BBEE Contributor status level; 34.41% of the value was paid to suppliers with a level 1 BBBEE contributor status; and 25.36% of the value was paid to suppliers with a Non-Contributor B-BBEE status. In respect of the National Treasury threshold of setting aside 30% of appropriate categories of state procurement for purchasing from designated groups, the Department's total expenditure for 43.89 mil of which: 84.56 was paid to black owned companies; 50.13% was paid to SMME's; and 44.59% was paid to black owned SMME's.
Determining qualification criteria for the sale of state-owned enterprises?	No	N/A
Developing criteria for entering into partnerships with the private sector?	No	N/A
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad-Based Black Economic Empowerment?	No	N/A



HUMAN RESOURCE MANAGEMENT

1. INTRODUCTION

Our contribution to the work of the Western Cape Government is as a result of the persistent, and often selfless, efforts of the people within the Department of Community Safety.

To consistently deliver improved services to the citizens of the Western Cape Province is not without its own challenges. The modern people management landscape has shifted significantly in recent years and requires complex navigation between a range of competing variables.

Apart from the fact that these variables are inter-dependent and inter-related, they are also governed by stringent rules and regulations, which prove difficult when retention and attraction initiatives are explored. These include balancing service delivery imperatives, the attraction and retention of critical and scarce skills, workforce empowerment, career management, succession planning, employment equity and creating an enabling environment where employees are able to thrive.

The COVID-19 pandemic has shifted the strategic focus of the Department, which required a shift in its focus and resources to the WCG Recovery Plan. The impact of the COVID-19 pandemic is also a challenge in that deliverables were executed differently and under different circumstances (e.g. flexible working arrangements, working from home/on rotation, hosting and attending virtual meetings and stakeholder engagements, adhering to strict OHS protocols etc.) but it did not hamper service delivery. Managing the COVID-19 pandemic risk will remain a priority, thus current COVID-19 risk measures must be taken forward and every effort will be made to ensure that employees have the abilities to cope with emotional and psychological issues as a result of life-threatening diseases, natural disasters, environmental and political events.

The Department is required to function within an austere environment, which demands that managers consider the impact of “doing more with less” due to a shrinking budget. This requires the Department to explore innovative methods in getting more done with fewer resources but also to provide the necessary health and wellness interventions/services in support of employee wellbeing.

Despite the changing patterns and demands impacting on the modern workplace, the consistent hard work of our people, has resulted in remarkable achievements and service delivery improvement during the year under review.

2. STATUS OF PEOPLE MANAGEMENT AT THE DEPARTMENT

2.1 Departmental Workforce Planning Priorities

- The role of Workforce Planning is important to ensure that the Department has the required number of people with the requisite skills, knowledge and attitudes to perform the work. Through this process the Department annually assesses its workforce profile against current and future organisational needs.
- The aim of this assessment is to identify to what extent the current workforce profile addresses the key people management outcomes that would guarantee service continuity and value.
- The Workforce Plan 2016 - 2021 is aligned to the vision and mission of the Department and will assist in meeting the strategic objectives of the Department.
- The assumptions on which this Workforce Plan was developed are still valid and strategies chosen to achieve the outcomes are appropriate.
- The outcomes are listed as follows:
 - ✓ A performance conducive workplace;
 - ✓ Organisational structure aligned with mandate/ national and provincial agenda;
 - ✓ Competent people in the right numbers at the right place at the right time with the right attitude;
 - ✓ Utilisation of the skills that the Youth have to offer;
 - ✓ A diverse workforce with equal opportunities for all;
 - ✓ Increased contribution of bursaries in acquiring critical competencies/occupations and scarce skills;
 - ✓ Reduced Entropy Level;
 - ✓ Reduced levels of uncertainty and confusion;
 - ✓ Highly engaged people; and
 - ✓ A citizen centric performance culture.

2.2 Employee Performance Information

The purpose of Performance Management is to increase performance by encouraging individual commitment, accountability and motivation.

All employees are required to complete a performance agreement before 31 May each year. The agreement is in essence a contract between the employer and the employee containing the projects, programmes, activities, expectations and standards for the required delivery. In order to facilitate a standardised administration process, the Western Cape Government has devised an electronic system, namely PERMIS (Performance Management Information System), that allows for the entire performance management process to be captured, monitored and managed.

The performance management process requires that a mid-year review and an annual assessment is conducted, but that the operational targets and achievements linked to the performance agreement be monitored and communicated on an ongoing basis. In instances where targets or performance expectations are not met, the gaps are addressed through the management of poor performance. In this context, a performance consulting unit has been established within the Corporate Services Centre (Chief Directorate: People Management Practices) to assist line managers (people managers) in dealing with poor performance. The process is developmental, however, in instances where individuals have been identified as poor performers in terms of the legislative framework, they are required to subject themselves to a developmental plan or alternatively to disciplinary action.

2.3 Employee Wellness

The WCG's transversal Employee Health and Wellness Programme (EHW) follows a holistic approach to employee well-being and is largely preventative in nature, offering both primary and secondary services.

The EHW Programme is monitored in the Department through monthly utilisation reports for primary services (24/7/365 telephonic counselling service, online e-Care service and reporting) and secondary services (face-to-face counselling, trauma and critical incidents, training and targeted intervention, executive coaching, advocacy).

A quarterly report is prepared by the Directorate: Organisational Behaviour within the Corporate Service Centre (CSC) that provides a trend analysis of utilisation, risk identification and its impact on productivity. Furthermore, on-going reporting to the Department of Public Service and Administration (DPSA) is a requirement and such reporting focuses on four areas namely, HIV/ AIDS, Health and Productivity, Wellness Management and SHERQ (Safety Health Environment Risk and Quality).

2.4 People Management Monitoring

The Department, in collaboration with the CSC monitors the implementation of a range of people management compliance indicators. The monthly Barometer Fact File, that is developed by the Chief-Directorate: People Management Practices within the CSC, provides the Department with regular updates on the workforce profile and other relevant people management data to enable decision-making. The indicators include, inter alia, staff establishment information, headcount, people expenditure projections, sick leave patterns, the monetary value of annual leave credits, discipline cases, vacancy rates, staff movement, employment equity etcetera.

3. PEOPLE MANAGEMENT OVERSIGHT STATISTICS

3.1 Personnel related expenditure

The following tables summarise final audited expenditure by programme (Table 3.1.1) and by salary bands (Table 3.1.2).

The figures in Table 3.1.1 are drawn from the Basic Accounting System and the figures in Table 3.1.2 are drawn from the PERSAL [Personnel Salary] system. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the total expenditure reflected on these systems.

The key in the table below is a description of the Programmes within the Department. Programmes will be referred to by their number from this point forward.

Programme	Programme Designation
Programme 1	Administration
Programme 2	Civilian Oversight
Programme 3	Provincial Policing Functions*
Programme 4	Security Risk Management

*Note: The employee statistics in Part D include that of the Provincial Police Ombudsman who was a statutory contractual appointment on salary level 15 until 31 October 2020.

Table 3.1.1: Personnel expenditure by programme, 2020/21

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Goods & Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees remunerated
Programme 1	107 953	40 152	330	7 934	37,2	456	88
Programme 2	71 822	44 447	223	10 602	61,9	387	115
Programme 3	477 692	7 313	517	31 155	1,5	348	21
Programme 4	115 828	56 745	714	45 284	49,0	420	135
Total	773 295	148 657	1 784	94 975	19,2	414	359

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. Premier's Advancement of Youth [PAY], matric, graduate and student], but excluding the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date.

Table 3.1.2: Personnel expenditure by salary band, 2020/21

Salary bands	Personnel Expenditure (R'000)	% of total personnel expenditure	Average personnel expenditure per employee (R'000)	Number of Employees
Interns	800	0,5	22	37
Lower skilled (Levels 1-2)	164	0,1	164	1
Skilled (Levels 3-5)	27 056	17,9	271	100
Highly skilled production (Levels 6-8)	43 589	28,9	382	114
Highly skilled supervision (Levels 9-12)	62 453	41,4	672	93
Senior management (Levels 13-16)	16 775	11,1	1 198	14
Total	150 837	100,0	420	359

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. Premier's Advancement of Youth [PAY], matric, graduate and student), but excluding the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date.

The following tables provide a summary per programme (Table 3.1.3) and salary bands (Table 3.1.4), of expenditure incurred as a result of salaries, overtime, housing allowance and medical assistance. These tables do not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. In each case, the table provides an indication of the percentage of the personnel expenditure that was used for these items.

Table 3.1.3: Salaries, Overtime, Housing Allowance and Medical Assistance by programme, 2020/21

Programme	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Programme 1	30 387	20,1	16	0,0	760	0,5	1 707	1,1
Programme 2	31 688	21,0	188	0,1	688	0,5	1 941	1,3
Programme 3	5 397	3,6	-	-	117	0,1	319	0,2
Programme 4	38 866	25,8	1 256	0,8	1 820	1,2	3 088	2,0
Total	106 338	70,5	1 460	1,0	3 386	2,2	7 055	4,7

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL [Personnel Salary] system and not the Basic Accounting System. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, matric, graduate and student), but excluding the Provincial Minister

Table 3.1.4: Salaries, Overtime, Housing Allowance and Medical Assistance by salary band, 2020/21

Salary Bands	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Interns	758	0,5	2	0,0	-	-	-	-
Lower skilled (Levels 1-2)	112	0,1	-	-	17	0,0	11	0,0
Skilled (Levels 3-5)	17 760	11,8	678	0,4	1 240	0,8	2 374	1,6
Highly skilled production (Levels 6-8)	30 849	20,5	717	0,5	1 483	1,0	2 571	1,7
Highly skilled supervision (Levels 9-12)	45 899	30,4	63	0,0	646	0,4	1 943	1,3
Senior management (Levels 13-16)	10 961	7,3	-	-	-	-	156	0,1
Total	106 338	70,5	1 460	1,0	3 386	2,2	7 055	4,7

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL [Personnel Salary] system and not the Basic Accounting System. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, matric, graduate and student), but excluding the Provincial Minister.

3.2 Employment and Vacancies

The following tables summarise the number of active posts on the establishment, the number of employees (excluding interns and the Provincial Minister), and the percentage active vacant posts as at the end of the financial year. This information is presented in terms of three key variables, namely: Programme (Table 3.2.1), Salary Band (Table 3.2.2) and Critical Occupations (Table 3.2.3). All information in this section is provided as a snapshot as at the end of the financial year under review.

Table 3.2.1: Employment and vacancies by programme, as at 31 March 2021

Programme	Number of active posts	Number of posts filled	Vacancy rate %
Programme 1	80	79	1,3
Programme 2	85	80	5,9
Programme 3	13	13	-
Programme 4	131	130	0,8
Total	309	302	2,3

Table 3.2.2: Employment and vacancies by salary band, as at 31 March 2021

Salary Band	Number of active posts	Number of posts filled	Vacancy rate %
Lower skilled (Levels 1-2)	1	1	-
Skilled (Levels 3-5)	115	115	-
Highly skilled production (Levels 6-8)	89	87	2,2
Highly skilled supervision (Levels 9-12)	91	88	3,3
Senior management (Levels 13-16)	13	11	15,4
Total	309	302	2,3

Table 3.2.3: Employment and vacancies by critical occupation, as at 31 March 2021

Critical Occupations	Number of active posts	Number of posts filled	Vacancy rate %
Policing Monitor	20	19	5,0
Security Advisors	5	5	-
Security Officers	69	69	-
Total	94	93	1,1

Note: Critical occupations - refer to occupations that are critical for service delivery. If these occupations are not present in the department, the function/services will collapse.

3.3 Job Evaluation

Job evaluation was introduced as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities are required to evaluate each new post in his or her organisation or re-evaluate any post where the post mandate or content has significantly changed. This job evaluation process determines the grading and salary level of a post. It should be understood that Job Evaluation and Staff Performance Management differ in the sense that Job Evaluation refers to the value/weighting of the activities that are associated with the post and Staff Performance Management refers to the review of an individual's performance.

Table 3.3.1 summarises the number of posts that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

Table 3.3.1: Job evaluation, 1 April 2020 to 31 March 2021

Salary Band	Number of active posts as at 31 March 2021	Number of posts evaluated	% of posts evaluated	Posts Upgraded		Posts Downgraded	
				Number	Posts upgraded as a % of total posts	Number	Posts downgraded as a % of total posts
Lower skilled (Levels 1-2)	1	0	0,0	0	0,0	0	0,0
Skilled (Levels 3-5)	115	0	0,0	0	0,0	0	0,0
Highly skilled production (Levels 6-8)	89	0	0,0	0	0,0	0	0,0
Highly skilled supervision (Levels 9-12)	91	0	0,0	0	0,0	0	0,0
Senior Management Service Band A (Level 13)	9	3	1,0	0	0,0	0	0,0
Senior Management Service Band B (Level 14)	3	0	0,0	0	0,0	0	0,0
Senior Management Service Band C (Level 15)	1	0	0,0	0	0,0	0	0,0
Total	309	3	1,0	0	0,0	0	0,0

Note: The "Number of posts evaluated" per Salary Band reflects the Final Approved Post Level after Job Evaluation.

Table 3.3.2: Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2020 to 31 March 2021

Beneficiaries	African	Coloured	Indian	White	Total
None					

Table 3.3.3 summarises the number of cases where salary levels exceeded the grade determined by job evaluation or where higher notches awarded to employees within a particular salary level. Each salary level consists of 12 notches. Reasons for the deviation are provided in each case.

Table 3.3.3: Employees who have been granted higher salaries than those determined by job evaluation per major occupation, 1 April 2020 to 31 March 2021

Major Occupation	Number of employees	Job evaluation level	Remuneration on a higher salary level	Remuneration on a higher notch of the same salary level	Reason for deviation
None					

Table 3.3.4: Profile of employees who have been granted higher salaries than those determined by job evaluation, 1 April 2020 to 31 March 2021

Beneficiaries	African	Coloured	Indian	White	Total
None					

3.4. Employment Changes

Turnover rates provide an indication of trends in the employment profile of the Department during the year under review. The following tables provide a summary of turnover rates by salary band (Table 3.4.1) and by critical occupation (Table 3.4.2). This section does not include information related to interns.

Table 3.4.1: Annual turnover rates by salary band, 1 April 2020 to 31 March 2021

Salary Band	Number of employees as at 31 March 2020	% Turnover rate 2019/20	Appoint-ments into the Dep-artment	Transfers into the Depart-ment	Termin-ations out of the Dep-artment	Transfers out of the Depart-ment	% Turnover rate 2020/21
Lower skilled (Levels 1-2)	1	0,0	0	0	0	0	0,0
Skilled (Levels 3-5)	116	11,3	10	0	5	0	4,3
Highly skilled production (Levels 6-8)	80	18,5	8	0	7	0	8,8
Highly skilled supervision (Levels 9-12)	93	10,6	0	1	4	1	5,4
Senior Management Service Band A (Level 13)	8	0,0	0	0	1	0	12,5
Senior Management Service Band B (Level 14)	3	0,0	0	0	0	0	0,0
Senior Management Service Band C (Level 15)	2	0,0	1	0	3	0	150,0
Total	303	12,7	19	1	20	1	6,9
			20		21		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially & Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

Table 3.4.2: Annual turnover rates by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Number of employees as at 31 March 2020	% Turnover rate 2019/20	Appointments into the Department	Transfers into the Department	Terminations out of the Department	Transfers out of the Department	% Turnover rate 2020/21
Policing Monitor	19	5,3	0	0	1	0	5,3
Security Advisors	3	0,0	3	0	1	0	33,3
Security Officers	73	7,5	0	0	3	0	4,1
Total	95	6,6	3	0	5	0	5,3
			3		5		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially & Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

Table 3.4.3: Staff leaving the employ of the Department, 1 April 2020 to 31 March 2021

Exit Category	Number	% of total exits	Number of exits as a % of total number of employees as at 31 March 2020
Death	0	0,0	0,0
Resignation *	9	42,9	3,0
Expiry of contract	6	28,6	2,0
Dismissal – operational changes	0	0,0	0,0
Dismissal – misconduct	0	0,0	0,0
Dismissal – inefficiency	0	0,0	0,0
Discharged due to ill-health	0	0,0	0,0
Retirement	5	23,8	1,7
Employee initiated severance package	0	0,0	0,0
Transfers to Statutory Body	0	0,0	0,0
Transfers to other Public Service departments	1	4,8	0,3
Promotion to another WCG Department	0	0,0	0,0
Total	21	100,0	6,9

Note: Table 3.4.3 identifies the various exit categories for those staff members who have left the employ of the Department.

* Resignations are further discussed in tables 3.4.4 and 3.4.5.

Table 3.4.4: Reasons why staff resigned, 1 April 2020 to 31 March 2021

Resignation Reasons	Number	% of total resignations
Other occupation	1	11,1
No reason provided	5	55,6
Need for a career change	1	11,1
Lack of promotional opportunities	2	22,2
Total	9	100,0

Table 3.4.5: Different age groups of staff who resigned, 1 April 2020 to 31 March 2021

Age group	Number	% of total resignations
Ages <19	0	0,0
Ages 20 to 24	0	0,0
Ages 25 to 29	1	11,1
Ages 30 to 34	1	11,1
Ages 35 to 39	2	22,2
Ages 40 to 44	2	22,2
Ages 45 to 49	2	22,2
Ages 50 to 54	1	11,1
Ages 55 to 59	0	0,0
Ages 60 to 64	0	0,0
Ages 65 >	0	0,0
Total	9	100,0

Table 3.4.6 Employee initiated severance packages.

Total number of employee initiated severance packages offered in 2020/21	None
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Table 3.4.7: Promotions by salary band, 1 April 2020 to 31 March 2021

Salary Band	Number of Employees as at 31 March 2020	Promotions to another salary level	Promotions as a % of total employees	Progressions to another notch within a salary level	Notch progressions as a % of total employees
Lower skilled (Levels 1-2)	1	0	0,0	1	100,0
Skilled (Levels 3-5)	116	0	0,0	52	44,8
Highly skilled production (Levels 6-8)	80	0	0,0	45	56,3
Highly skilled supervision (Levels 9-12)	93	0	0,0	52	55,9
Senior management (Levels 13-16)	13	2	15,4	6	46,2
Total	303	2	0,7	156	51,5

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employees who do not qualify for notch progressions are not included

Table 3.4.8: Promotions by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Number of Employees as at 31 March 2020	Promotions to another salary level	Promotions as a % of total employees in critical occupations	Progressions to another notch within a critical occupation	Notch progressions as a % of total employees in critical occupations
Policing Monitor	19	0	0,0	9	47,4
Security Advisors	3	0	0,0	3	100,0
Security Officers	73	0	0,0	21	28,8
Total	95	0	0,0	33	34,7

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employees who do not qualify for notch progressions are not included.

3.5. Employment Equity

Table 3.5.1: Total number of employees (including employees with disabilities) in each of the following occupational levels, as at 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	1	0	0	0	1
Senior management (Levels 13-14)	0	4	0	2	0	1	0	3	0	0	10
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	14	28	0	7	3	27	3	5	0	1	88
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	10	39	0	4	18	32	0	6	0	0	109
Semi-skilled and discretionary decision making (Levels 3-5)	20	16	1	4	25	26	0	1	0	0	93
Unskilled and defined decision making (Levels 1-2)	0	1	0	0	0	0	0	0	0	0	1
Total	44	88	1	17	46	86	4	15	0	1	302
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	44	88	1	17	46	86	4	15	0	1	302

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational levels include all permanent, part-time and contract employees, but exclude interns. Furthermore, the information is presented by salary level and not post level.

For the number of employees with disabilities, refer to Table 3.5.2

Table 3.5.2: Total number of employees (with disabilities only) in each of the following occupational levels, as at 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	2	0	0	0	0	0	0	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	0	0	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making (Levels 3-5)	0	1	0	0	0	4	0	0	0	0	5
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	0	3	0	0	0	4	0	0	0	0	7
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	0	3	0	0	0	4	0	0	0	0	7

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational level include all permanent, part-time and contract employees, but exclude interns. Furthermore, the information is presented by salary level and not post level.

Table 3.5.3: Recruitment, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	1	0	0	0	0	0	0	1
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	1	0	0	0	0	0	0	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	1	1	0	1	2	3	0	0	0	0	8
Semi-skilled and discretionary decision making (Levels 3-5)	1	0	0	0	3	6	0	0	0	0	10
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	2	2	0	2	5	9	0	0	0	0	20
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	2	2	0	2	5	9	0	0	0	0	20

A = African; C = Coloured; I = Indian; W = White.

Note: Recruitment refers to the appointment of new employees to the staff establishment of the Department, but excludes interns. The totals include transfers from other government departments and / or institutions, as per Table 3.4.1.

Table 3.5.4: Promotions, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	1	0	0	0	1
Senior management (Levels 13-14)	0	0	0	1	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	0	0	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making (Levels 3-5)	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	1	0	0	1	0	0	0	2
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	0	0	0	1	0	0	1	0	0	0	2

A = African; C = Coloured; I = Indian; W = White.

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department, by applying and being successful for an advertised post, through the recruitment and selection process as per Table 3.4.7.

Table 3.5.5: Terminations, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	3	0	0	0	0	0	0	3
Senior management (Levels 13-14)	0	0	0	1	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	1	0	1	1	0	1	1	0	0	5
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	1	2	1	2	1	0	0	0	0	0	7
Semi-skilled and discretionary decision making (Levels 3-5)	0	1	0	0	2	2	0	0	0	0	5
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	1	4	1	7	4	2	1	1	0	0	21
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	1	4	1	7	4	2	1	1	0	0	21

A = African; C = Coloured; I = Indian; W = White.

Note: Terminations refer to those employees (excluding interns) who have left the employ of the Department, including transfers to other departments, as per Table 3.4.1. including transfers to other departments, as per Table 3.4.1.

Table 3.5.6: Disciplinary action, 1 April 2020 to 31 March 2021

Disciplinary Actions	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Suspension without a Salary and a Final Written Warning	0	0	0	0	0	1	0	0	0	0	1
Total	0	0	0	0	0	1	0	0	0	0	1
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	0	0	0	0	0	1	0	0	0	0	1

A = African; C = Coloured; I = Indian; W = White.

Note: The disciplinary actions total refers to formal outcomes only and not headcount. For further information on the outcomes of the disciplinary hearings and the types of misconduct addressed at disciplinary hearings, refer to Tables 3.12.2 and Table 3.12.3.

Table 3.5.7: Skills development, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	2	4	0	2	3	11	0	4	26
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	4	27	0	5	9	13	0	2	60
Semi-skilled and discretionary decision making (Levels 3-5)	18	13	1	4	17	11	0	0	64
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0
Total	24	44	1	11	29	35	0	6	150
Temporary employees	0	0	0	0	0	0	0	0	0
Grand total	24	44	1	11	29	35	0	6	150

A = African; C = Coloured; I = Indian; W = White.

Note: The above table refers to the total number of employees who have received training during the period under review, and not the number of training interventions attended by individuals. For further information on the actual training provided, refer to Table 3.13.2.

3.6. Signing of Performance Agreements by SMS Members

Table 3.6.1: Signing of Performance Agreements by SMS Members, as at 31 October 2020

SMS Post Level	Number of active SMS posts per level	Number of SMS members per level	Number of signed Performance Agreements per level	Signed Performance Agreements as % of SMS members per level
Head of Department	1	0	0	0,0
Salary Level 14	3	3	3	100,0
Salary Level 13	9	7	7	100,0
Total	13	10	10	100,0

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members and the Provincial Police Ombudsman have been excluded. Furthermore, the table reflects post salary details and not the individual salary level of employees. The allocation of performance-related rewards (cash bonus) for SMS members is dealt with later in the report. Refer to Table 3.8.5 in this regard.

The due date for SMS members to sign Performance Agreements for the 2020/21 performance cycle was extended to 31 October 2020, due to the COVID-19 pandemic, as per a DPSA circular issued in this regard.

Table 3.6.2: Reasons for not having concluded Performance Agreements with all SMS Members on 31 October 2020

Reasons for not concluding Performance Agreements with all SMS
None

Table 3.6.3: Disciplinary steps taken against SMS Members for not having concluded Performance Agreements on 31 October 2020

Disciplinary steps taken against SMS Members for not having concluded Performance Agreements
None required

3.7. Filling of SMS Posts

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

Table 3.7.1: SMS posts information, as at 30 September 2020

SMS Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Head of Department	1	0	0	1	100,0
Salary Level 15	1	1	100,0	0	-
Salary Level 14	3	3	100,0	0	-
Salary Level 13	7	7	100,0	0	-
Total	12	11	91,7	1	8,3

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded. In addition, the employee statistics in this table include that of the Provincial Police Ombudsman who was a statutory contractual appointment on salary level 15 until 31 October 2020.

Table 3.7.2: SMS posts information, as at 31 March 2021

SMS Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Head of Department	1	1	100,0	0	-
Salary Level 15	0	0	0	0	-
Salary Level 14	3	2	66,7	1	33,3
Salary Level 13	9	8	88,9	1	11,1
Total	13	11	84,6	2	15,4

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded.

Table 3.7.3: Advertising and Filling of SMS posts, as at 31 March 2021

SMS Level	Advertising	Filling of Posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months after becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Head of Department	1	1	1
Salary Level 15	0	0	0
Salary Level 14	1	0	0
Salary Level 13	2	1	0
Total	4	2	1

Table 3.7.4: Reasons for not having complied with the filling of active vacant SMS posts - Advertised within 6 months and filled within 12 months after becoming vacant

SMS Level	Reasons for non-compliance
Head of Department	N/A
Salary Level 15	N/A
Salary Level 14	N/A
Salary Level 13	N/A

Table 3.7.5: Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months

Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts
None

3.8. Employee Performance

The following tables note the number of staff by salary band (table 3.8.1) and staff within critical occupations (3.8.2) who received a notch progression as a result of performance management. (i.e. qualifying employees who scored between 3 – 4 in their performance ratings).

Table 3.8.1: Notch progressions by salary band, 1 April 2020 to 31 March 2021

Salary Band	Employees as at 31 March 2020	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2)	1	1	100,0
Skilled (Levels 3-5)	116	52	44,8
Highly skilled production (Levels 6-8)	80	45	56,3
Highly skilled supervision (Levels 9-12)	93	52	55,9
Senior management (Levels 13-16)	13	6	46,2
Total	303	156	51,5

Table 3.8.2: Notch progressions by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupations	Employees as at 31 March 2020	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Policing Monitor	19	9	47,4
Security Advisors	3	3	100,0
Security Officers	73	21	28,8
Total	95	33	34,7

To encourage good performance, the Department has granted the following performance rewards to employees for the performance period 2019/20 but paid in the financial year 2020/21. The information is presented in terms of race, gender, and disability (Table 3.8.3), salary bands (Table 3.8.4 and Table 3.8.5) and critical occupations (Table 3.8.6).

No performance bonuses were paid for the 2019/20 performance cycle due to a WCG Provincial Top Management decision that was approved by Cabinet.

Table 3.8.3: Performance rewards by race, gender, and disability, 1 April 2020 to 31 March 2021

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within group	Cost (R'000)	Average cost per beneficiary (R'000)
African	0	88	0,0	0	0
Male	0	43	0,0	0	0
Female	0	45	0,0	0	0
Coloured	0	161	0,0	0	0
Male	0	86	0,0	0	0
Female	0	75	0,0	0	0
Indian	0	7	0,0	0	0
Male	0	2	0,0	0	0
Female	0	5	0,0	0	0
White	0	39	0,0	0	0
Male	0	22	0,0	0	0
Female	0	17	0,0	0	0
Employees with a disability	0	8	0,0	0	0
Total	0	303	0,0	0	0

Table 3.8.4: Performance rewards (cash bonus), by salary bands for personnel below Senior Management Service level, 1 April 2020 to 31 March 2021

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R'000)	Cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	0	1	0,0	0	0	0,0
Skilled (Levels 3-5)	0	116	0,0	0	0	0,0
Highly skilled production (Levels 6-8)	0	80	0,0	0	0	0,0
Highly skilled supervision (Levels 9-12)	0	93	0,0	0	0	0,0
Total	0	290	0,0	0	0	0,0

Note: The cost is calculated as a percentage of the total personnel expenditure for salary levels 1-12 employees, reflected in Table 3.1.2.

Table 3.8.5: Performance rewards (cash bonus), by salary band, for Senior Management Service level, 01 April 2020 to 31 March 2021

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R'000)	Cost as a % of the total personnel expenditure
Senior Management Service Band A (Level 13)	0	8	0,0	0	0	0,0
Senior Management Service Band B (Level 14)	0	3	0,0	0	0	0,0
Senior Management Service Band C (Level 15)	0	2	0,0	0	0	0,0
Total	0	13	0,0	0	0	0,0

Note: The cost is calculated as a percentage of the total personnel expenditure for those employees at salary levels 13-16, reflected in Table 3.1.2.

Table 3.8.6: Performance rewards (cash bonus) by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R'000)	Cost as a % of total personnel expenditure
Policing Monitor	0	19	0,0	0	0	0,0
Security Advisors	0	3	0,0	0	0	0,0
Security Officers	0	73	0,0	0	0	0,0
Total	0	95	0,0	0	0	0,0

3.9 Foreign Workers

The tables below summarise the employment of foreign nationals in the Department in terms of salary bands (Table 3.9.1) and major occupation (Table 3.9.2). The tables also summarise changes in the total number of foreign workers in each salary band and by each major occupation.

Table 3.9.1: Foreign Workers by salary band, 1 April 2020 to 31 March 2021

Salary Band	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	0	0,0	0	0,0	0	0
Skilled (Levels 3-5)	0	0,0	0	0,0	0	0
Highly skilled production (Levels 6-8)	0	0,0	0	0,0	0	0
Highly skilled supervision (Levels 9-12)	1	100,0	1	100,0	0	0
Senior management (Levels 13-16)	0	0,0	0	0,0	0	0
Total	1	100,0	1	100,0	0	0

Note: The table above includes non- citizens with permanent residence in the Republic of South Africa.

Table 3.9.2: Foreign Workers by major occupation, 1 April 2020 to 31 March 2021

Major Occupation	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% change
Deputy Director: Policy and Research	1	100.0	1	100.0	0	0.0
Total	1	100.0	1	100.0	0	0.0

Note: The table above includes non-citizens with permanent residence in the Republic of South Africa.

3.10. Leave Utilisation for the period 1 January 2020 to 31 December 2020

The following tables provide an indication of the use of sick leave (Table 3.10.1) and incapacity leave (Table 3.10.2). In both instances, the estimated cost of the leave is also provided.

Table 3.10.1: Sick leave, 1 January 2020 to 31 December 2020

Salary Band	Total days	% days with medical certification	Number of Employees using sick leave	Total number of employees	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Interns	72	63,9	29	47	61,7	2	17
Lower skilled (Levels 1-2)	0	0,0	0	1	0,0	0	0
Skilled (Levels 3-5)	697	77,9	83	108	76,9	8	517
Highly skilled production (Levels 6-8)	738	81,3	95	106	89,6	8	812
Highly skilled supervision (Levels 9-12)	461	83,3	66	95	69,5	7	908
Senior management (Levels 13-16)	27	77,8	8	13	61,5	3	84
Total	1 995	79,9	281	370	75,9	7	2 338

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. The three-year sick leave cycle started in January 2019 and ends in December 2021. The information in each case reflects the totals excluding incapacity leave taken by employees. For an indication of incapacity leave taken, refer to Table 3.10.2.

Table 3.10.2: Incapacity leave, 1 January 2020 to 31 December 2020

Salary Band	Total days	% days with medical certification	Number of Employees using incapacity leave	Total number of employees	% of total employees using incapacity leave	Average days per employee	Estimated Cost (R'000)
Interns	0	0,0	0	47	0,0	0	0
Lower skilled (Levels 1-2)	6	100,0	1	1	100,0	6	3
Skilled (Levels 3-5)	57	100,0	3	108	2,8	19	43
Highly skilled production (Levels 6-8)	76	100,0	3	106	2,8	25	72
Highly skilled supervision (Levels 9-12)	37	100,0	4	95	4,2	9	75
Senior management (Levels 13-16)	6	100,0	1	13	7,7	6	18
Total	182	100,0	12	370	3,2	15	211

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. If an employee has exhausted his or her normal sick leave, the employer must conduct an investigation into the nature and extent of the employee's incapacity. Such investigations must be carried out in accordance with item 10(1) of Schedule 8 of the Labour Relations Act (LRA).

Incapacity leave is not an unlimited amount of additional sick leave days at an employee's disposal. Incapacity leave is additional sick leave granted conditionally at the employer's discretion, as provided for in the Leave Determination and Policy on Incapacity Leave and Ill-Health Retirement (PILIR).

Table 3.10.3 summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the Public Service Coordinating Bargaining Council (PSCBC) in 2000 requires management of annual leave to prevent high levels of accrued leave having to be paid at the time of termination of service.

Table 3.10.3: Annual Leave, 1 January 2020 to 31 December 2020

Salary Band	Total days taken	Total number employees using annual leave	Average number of days taken per employee
Interns	306	42	7
Lower skilled (Levels 1-2)	21	1	21
Skilled (Levels 3-5)	1 812	98	18
Highly skilled production (Levels 6-8)	2 275	111	20
Highly skilled supervision (Levels 9-12)	1 880	93	20
Senior management (Levels 13-16)	279	14	20
Total	6 573	359	18

Table 3.10.4: Capped leave, 1 January 2020 to 31 December 2020

Salary Band	Total capped leave available as at 31 Dec 2019	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Number of employees with capped leave as at 31 Dec 2020	Total capped leave available as at 31 Dec 2020
Lower skilled (Levels 1-2)	0	0	0	0	0	0
Skilled (Levels 3-5)	49	0	0	0	0	0
Highly skilled production (Levels 6-8)	2 188	50	2	25	35	2 237
Highly skilled supervision (Levels 9-12)	1 042	4	1	4	30	1 023
Senior management (Levels 13-16)	504	167	1	167	3	169
Total	3 783	221	4	55	68	3 429

Note: It is possible for the total number of capped leave days to increase as employees who were promoted or transferred into the Department, retain their capped leave credits, which form part of that specific salary band and ultimately the departmental total.

Table 3.10.5: Leave pay-outs, 1 April 2020 to 31 March 2021

Reason	Total Amount (R'000)	Number of Employees	Average payment per employee
Leave pay-outs during 2020/21 due to non-utilisation of leave for the previous cycle	0	0	0
Capped leave pay-outs on termination of service	719	3	239 687
Current leave pay-outs on termination of service	728	41	17 755
Total	1 447	44	32 886

3.11. Health Promotion Programmes, Including HIV and AIDS

Table 3.11.1: Steps taken to reduce the risk of occupational exposure, 1 April 2020 to 31 March 2021

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
The nature of the Department's work does not expose employees to increased risk of contracting HIV & AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.	Due to the COVID-19 pandemic and lockdown conditions the HCT and wellness services were suspended. Employee Health and Wellness Services are rendered to all employees in need and include the following: • 24/7/365 Telephone counselling; • Face to face counselling (4 session model); • Trauma and critical incident counselling; • Advocacy on HIV/AIDS awareness, including online services. • Training, coaching and targeted Interventions as required.

Table 3.11.2: Details of Health Promotion including HIV & AIDS Programmes, 1 April 2020 to 31 March 2021

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2016? If so, provide her/his name and position.	√		Ms Letitia Isaacs, Director (acting): Organisational Behaviour (Department of the Premier)
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	√		The Corporate Services Centre (CSC) within the Department of the Premier provides a transversal service to the eleven (11) departments, inclusive of the Department of Community Safety. A designated Employee Health and Wellness unit within the Directorate Organisational Behaviour and the Chief Directorate Organisation Development serves to promote the health and well-being of employees in the eleven (11) client departments. The unit consists of a Deputy Director, three (3) Assistant Directors, and two (2) EHW Practitioners. Budget: R4,293 m

Question	Yes	No	Details, if yes
3. Has the department introduced an Employee Assistance or Health Promotion Programme for employees? If so, indicate the key elements/ services of this Programme.	√		The Department of the Premier has entered into a service level agreement with Metropolitan Health (external service provider) to render an Employee Health and Wellness Service to the eleven (11) departments of the Corporate Services Centre (CSC). The following interventions were conducted: Stress & Work-life Balance, GRIT for leaders; Effective Communication for Managers; Cultivating a high performance team, Inspirational leadership during and post-lockdown, Re-integrated back to work post the lockdown, Impact of lockdown on Mental Health, Parents COVID-19 and schools and Rebuilding workplace morale. These interventions are based on the outbreak of the COVID-19 pandemic as well as trends reflected in the quarterly reports and implemented to address employee or departmental needs. Awareness Sessions conducted: Employee Information sessions These interventions are based on trends reflected in the quarterly reports and implemented to address employee or departmental needs. The targeted interventions for both employees and managers were aimed at capacitating managers on how to motivate employees to keep up whilst undergoing the challenges and changes brought about COVID-19 and lockdown experiences. This involved presentations, interactive interventions via MS Teams to create awareness and encourage employees to have a pro-active approach to limit the impact of these problems in the workplace. Targeted Interventions were also implemented to equip managers with tools to engage employees back to the workplace. Information sessions were also provided to inform employees of the EHW service and how to access the Employee Health and Wellness (EHW) Programme during the time of lockdown and interventions that are tailor made to suit the period of COVID-19 and Lockdown. Promotional material such as posters, fridge magnets, wallet cards and prize winning water bottles were distributed to the employees.
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2016? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	√		The Provincial Employee Health and Wellness Steering Committee has been established with members nominated by each department. The Department of Community Safety (CSC) is represented by Mr Andre Brink.

Question	Yes	No	Details, if yes
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	√		The Transversal Management Framework for Employee Health and Wellness Programmes in the Western Cape Government is in effect and was adopted by the Coordinating Chamber of the PSCBC for the Western Cape Province in December 2016. These policies are in the first draft of review, stakeholders have been consulted. In this regard, all employment policies make provision for fair practices, regardless of the HIV status of staff or applicants. Workplace practices are constantly monitored to ensure policy compliance and fairness. Under the EHW banner, four (4) EHW Policies were approved which includes HIV & AIDS and TB Management that responds to the prevention of discrimination against employees affected and infected by HIV & AIDS and TB in the workplace. Further to this, the Department of Health, that is the lead department for HIV & AIDS, has approved the Transversal HIV and AIDS/STI Workplace Policy and Programme that is applicable to all departments of the Western Government. The document is in line with the four pillars of the EHW Strategic Framework 2008. During the reporting period, the transversal EHW policies including the HIV, AIDS and TB Management Policy have been audited by DPSA against the DPSA policies as well as the National Strategic Plan for HIV, TB and STIs (2017-2022) which ensures inclusivity and elimination of discrimination and stigma against employees with HIV.

Question	Yes	No	Details, if yes
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.	√		The Provincial Strategic Plan on HIV & AIDS, STIs and TB 2017-2022 has been implemented to mainstream HIV and TB and its gender and rights-based dimensions into the core mandates to reduce HIV-related stigma. The aim is to: • Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees. • Reduce unfair discrimination in access to services. This included ensuring that the Directorate Employee Relations addresses complaints or grievances relating to unfair discrimination and provides training to employees. Due to the COVID-19 pandemic, the Department could not implement the planned measures to address the stigma and discrimination against those infected or perceived to be infective with HIV, which include the following: • Wellness Screenings (Blood pressure, Glucose, Cholesterol, TB, BMI) • HCT Screenings • TB Talks and Screenings • Distributing posters and pamphlets; • Condom distribution and spot talks; and • Commemoration of World AIDS Day and Wellness events.
7. Does the department encourage its employees to undergo HIV counselling and testing (HCT)? If so, list the results that you have achieved.	√		HCT SESSIONS: The following Wellness and HCT screening session were conducted: The Department was invited to participate in an HCT and Wellness screening session that was held on World Aids day. No employees attended.
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	√		The EHWP is monitored through Quarterly and Annual reporting and trend analysis can be derived through comparison of departmental utilisation and demographics i.e. age, gender, problem profiling, employee vs. manager utilisation, number of cases. Themes and trends also provide a picture of the risks and impact the EHW issues have on individual and the workplace.

3.12. Labour Relations

The following provincial collective agreements were entered into with trade unions for the period under review.

Table 3.12.1: Collective agreements, 1 April 2020 to 31 March 2021

Total collective agreements	None
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Table 3.12.2 summarises the outcome of disciplinary hearings conducted within the Department for the period.

Table 3.12.2: Misconduct and disciplinary hearings finalised, 1 April 2020 to 31 March 2021

Outcomes of disciplinary hearings	Number of cases finalised	% of total
Suspension without a Salary and a Final Written Warning	1	100,0
Total	1	100,0
Percentage of total employment		0,3

Note: Outcomes of disciplinary hearings refer to formal cases only.

Table 3.12.3: Types of misconduct addressed at disciplinary hearings, 1 April 2020 to 31 March 2021

Type of misconduct	Number	% of total
Fails to comply with or contravenes an act	1	100,0
Total	1	100,0

Table 3.12.4: Grievances lodged, 1 April 2020 to 31 March 2021

Grievances lodged	Number	% of total
Number of grievances resolved	4	80,0
Number of grievances not resolved	1	20,0
Total number of grievances lodged	5	100,0

Note: Grievances lodged refers to cases that were finalised within the reporting period. Grievances not resolved refers to cases where the outcome was **not in favour of the aggrieved**. All cases, resolved and not resolved have been finalised.

Table 3.12.5: Disputes lodged with Councils, 1 April 2020 to 31 March 2021

Disputes lodged with Councils	Number	% of total
Number of disputes upheld	0	0,0
Number of disputes dismissed	1	100,0
Total number of disputes lodged	1	100,0

Note: Councils refer to the Public Service Co-ordinating Bargaining Council (PSCBC) and General Public Service Sector Bargaining Council (GPSSBC). When a dispute is “upheld”, it means that the Council endorses the appeal as legitimate and credible in favour of the aggrieved. When a dispute is “dismissed”, it means that the Council is not ruling in favour of the aggrieved.

Table 3.12.6: Strike actions, 1 April 2020 to 31 March 2021

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

Table 3.12.7: Precautionary suspensions, 1 April 2020 to 31 March 2021

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

Note: Precautionary suspensions refer to staff who were suspended with full pay, whilst the case was being investigated.

3.13. Skills Development

This section highlights the efforts of the Department with regard to skills development. Table 3.13.1 reflect the training needs as at the beginning of the period under review, and Table 3.13.2 the actual training provided.

Table 3.13.1: Training needs identified, 1 April 2020 to 31 March 2021

Occupational Categories	Gender	Number of employees as at 1 April 2020	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	5	0	9	0	9
	Male	7	0	2	0	2
Professionals (Salary Band 9 - 12)	Female	42	0	88	0	88
	Male	50	0	81	0	81
Technicians and associate professionals (Salary Band 6 - 8)	Female	47	0	130	0	130
	Male	51	0	93	0	93
Clerks (Salary Band 3 – 5)	Female	50	0	72	0	72
	Male	45	0	74	0	74
Elementary occupations (Salary Band 1 – 2)	Female	0	0	0	0	0
	Male	1	0	4	0	4
Sub Total	Female	144	0	299	0	299
	Male	154	0	254	0	254
Total		298	0	553	0	553
Employees with disabilities	Female	4	0	10	0	10
	Male	4	0	7	0	7

Note: The above table identifies the training needs at the start of the reporting period as per the Department's Workplace Skills Plan.

Table 3.13.2: Training provided, 1 April 2020 to 31 March 2021

Occupational Categories	Gender	Number of employees as at 31 March 2021	Training provided during the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	5	0	0	0	0
	Male	6	0	0	0	0
Professionals (Salary Band 9 - 12)	Female	39	0	26	0	26
	Male	49	0	15	0	15
Technicians and associate professionals (Salary Band 6 - 8)	Female	56	0	47	0	47
	Male	53	0	70	0	70
Clerks (Salary Band 3 – 5)	Female	52	0	61	0	61
	Male	41	0	98	0	98
Elementary occupations (Salary Band 1 – 2)	Female	0	0	0	0	0
	Male	1	0	0	0	0
Sub Total	Female	152	0	134	0	134
	Male	150	0	183	0	183
Total		302	0	317	0	317
Employees with disabilities	Female	4	0	1	0	1
	Male	3	0	0	0	0

Note: The above table identifies the number of training courses attended by individuals during the period under review.

3.14. Injury On Duty

This section provides basic information on injuries sustained whilst being on official duty.

Table 3.14.1: Injury on duty, 1 April 2020 to 31 March 2021

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0,0
Temporary disablement	1	100,0
Permanent disablement	0	0,0
Fatal	0	0,0
Total	1	100,0
Percentage of total employment		0,3

3.15. Utilisation Of Consultants

Table 3.15.1: Consultant appointments using appropriated funds

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
None									

Table 3.15.2: Consultant appointments using Donor funds

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
None									



FINANCIAL INFORMATION

Report of the auditor-general to the Western Cape Provincial Parliament on vote no. 4: Western Cape Department of Community Safety

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Western Cape Department of Community Safety set out on pages 154 to 230, which comprise the appropriation statement, statement of financial position as at 31 March 2021, statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Department of Community Safety as at 31 March 2021 and its financial performance and cash flows for the year then ended in accordance with the Modified Cash Standards (MCS) prescribed by the National Treasury, the requirements of the Public Finance Management Act 1 of 1999 (PFMA) and the Division of Revenue Act of South Africa 4 of 2020 (Dora).

Basis for opinion

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

Emphasis of matter

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

Restatement of corresponding figures

7. As disclosed in note 27 to the financial statements, the corresponding figures for 31 March 2020 were restated as a result of errors in the financial statements of the department at, and for the year ended, 31 March 2021.

Other matters

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

Unaudited supplementary schedules

9. The supplementary information set out on pages 231 to 244 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

Responsibilities of the accounting officer for the financial statements

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

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

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

Report on the audit of the annual performance report

Introduction and scope

14. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected programmes presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
15. My procedures address the usefulness and reliability of the reported performance information, which must be based on the department's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
16. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programme presented in the department's annual performance report for the year ended 31 March 2021:

Programme	Pages in the annual performance report
Programme 3 – provincial policing functions	61 – 65

17. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

Programme 3 - provincial policing functions

18. I did not identify any material findings on the usefulness and reliability of the reported performance information for this programme.

Other matters

19. I draw attention to the matters below.

Achievement of planned targets

20. Refer to the annual performance report on pages 61 to 65 for information on the achievement of planned targets for the year and management's explanations provided for the underachievement of targets.

Adjustment of material misstatements

21. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were reported in the reported performance information of programme 3 – provincial policing functions. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information.

Report on the audit of compliance with legislation

Introduction and scope

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

Other information

24. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and those selected programmes presented in the annual performance report that have been specifically reported in this auditor's report.
25. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
26. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

27. If based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact.
28. I have nothing to report in this regard.

Internal control deficiencies

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

Auditor-General
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Cape Town
06 December 2021



Annexure – Auditor-general's responsibility for the audit

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

Financial statements

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

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Appropriation per Programme									
2020/21							2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Programme									
1. Administration	98,817	0	9,328	108,145	107,953	192	99.8%	98,344	97,402
2. Civilian Oversight	74,737	0	(1,513)	73,224	71,822	1,402	98.1%	72,058	69,097
3. Provincial Policing Functions	494,821	0	(8,050)	486,771	477,692	9,079	98.1%	183,507	182,880
4. Security Risk Management	116,083	0	235	116,318	115,828	490	99.6%	117,423	115,545
TOTAL	784,458	0	0	784,458	773,295	11,163	98.6%	471,332	464,924
ADD									
Departmental receipts				0				8	
Actual amounts per statement of financial performance (total revenue)				784,458				471,340	
Actual amounts per statement of financial performance (total expenditure)					773,295				464,924

APPROPRIATION STATEMENT for the year ended 31 March 2021

Appropriation per economic classification									
	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification									
Current payments	238,931	12,606	(2,788)	248,749	245,430	3,319	98.7%	242,120	235,815
Compensation of employees	152,159	(402)	0	151,757	150,455	1,302	99.1%	157,792	152,992
Salaries and wages	132,247	(337)	(19)	131,891	130,754	1,137	99.1%	137,748	133,329
Social contributions	19,912	(65)	19	19,866	19,701	165	99.2%	20,044	19,663
Goods and services	86,772	13,008	(2,788)	96,992	94,975	2,017	97.9%	84,328	82,823
Administrative fees	65	(11)	0	54	54	0	100.0%	145	145
Advertising	6,352	92	(537)	5,907	5,694	213	96.4%	6,186	5,774
Minor assets	459	156	0	615	615	0	100.0%	630	630
Audit costs: External	3,075	(39)	0	3,036	2,844	192	93.7%	3,492	3,492
Bursaries: Employees	685	99	(28)	756	756	0	100.0%	401	401
Catering: Departmental activities	1,117	(23)	(100)	994	994	0	100.0%	2,200	2,200
Communication	2,201	(108)	0	2,093	2,041	52	97.4%	2,092	2,092
Computer services	1,233	748	0	1,981	1,230	751	62.1%	2,682	1,589
Consultants: Business and advisory services	2,221	(79)	(1,900)	242	242	0	100.0%	64	64
Legal services	0	9	0	9	9	0	100.0%	2	2
Contractors	721	704	0	1,425	1,425	0	100.0%	725	725
Agency and support / outsourced services	22,964	12,204	(170)	34,998	34,189	809	97.7%	17,008	17,008
Entertainment	27	(6)	0	21	21	0	100.0%	30	30
Fleet services	2,249	388	0	2,637	2,637	0	100.0%	3,504	3,504
Inventory: Clothing material and supplies	2,084	(837)	(53)	1,194	1,194	0	100.0%	3,385	3,385

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Inventory: Other supplies	2,572	(1,069)	0	1,503	1,503	0	100.0%	1,846	1,846
Consumable supplies	1,989	168	0	2,157	2,157	0	100.0%	2,290	2,290
Consumable: Stationery, printing and office supplies	630	(300)	0	330	330	0	100.0%	986	986
Operating leases	675	(48)	0	627	627	0	100.0%	804	804
Property payments	31,968	1,216	0	33,184	33,184	0	100.0%	29,574	29,574
Travel and subsistence	1,126	(96)	0	1,030	1,030	0	100.0%	3,035	3,035
Training and development	1,194	(166)	0	1,028	1,028	0	100.0%	1,640	1,640
Operating payments	1,077	(7)	0	1,070	1,070	0	100.0%	1,240	1,240
Venues and facilities	76	25	0	101	101	0	100.0%	367	367
Rental and hiring	12	(12)	0	0	0	0	0	0	0
Transfers and subsidies	535,536	(11,837)	2,553	526,252	518,429	7,823	98.5%	216,159	216,056
Provinces and municipalities	438,822	1	0	438,823	438,823	0	100.0%	146,163	146,163
Municipalities	438,822	1	0	438,823	438,823	0	100.0%	146,163	146,163
Municipal bank accounts	4	1	0	5	5	0	100.0%	0	0
Municipal agencies and funds	438,818	0	0	438,818	438,818	0	100.0%	146,163	146,163
Departmental agencies and accounts	42,688	48	8,800	51,536	51,536	0	100.0%	42,540	42,540
Social security funds	411	(252)	0	159	159	0	100.0%	432	432
Departmental agencies and accounts	42,277	300	8,800	51,377	51,377	0	100.0%	42,108	42,108
Non-profit institutions	30,814	(12,174)	(5,947)	12,693	4,900	7,793	38.6%	9,871	9,768
Households	23,212	288	(300)	23,200	23,170	30	99.9%	17,585	17,585
Social benefits	5,587	403	0	5,990	5,990	0	100.0%	626	626
Other transfers to households	17,625	(115)	(300)	17,210	17,180	30	99.8%	16,959	16,959

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Payments for capital assets	9,991	(904)	235	9,322	9,301	21	99.8%	12,969	12,969
Machinery and equipment	9,991	(904)	235	9,322	9,301	21	99.8%	12,969	12,969
Transport equipment	3,620	1,470	235	5,325	5,325	0	100.0%	8,589	8,589
Other machinery and equipment	6,371	(2,374)	0	3,997	3,976	21	99.5%	4,380	4,380
Payments for financial assets	0	135	0	135	135	0	100.0%	84	84
Total	784,458	0	0	784,458	773,295	11,163	98.6%	471,332	464,924

APPROPRIATION STATEMENT
for the year ended 31 March 2021

PROGRAMME 1: ADMINISTRATION									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Sub-programme									
1. Office of the MEC	7,634	227	0	7,861	7,861	0	100.0%	7,498	7,498
2. Office of the HOD	6,626	27	85	6,738	6,738	0	100.0%	4,181	4,117
3. Financial Management	21,726	(762)	335	21,299	21,107	192	99.1%	24,977	24,662
4. Corporate Services	62,831	508	8,908	72,247	72,247	0	100.0%	61,688	61,125
Total for sub-programmes	98,817	0	9,328	108,145	107,953	192	99.8%	98,344	97,402
Economic classification									
Current payments	50,497	(949)	528	50,076	49,884	192	99.6%	54,388	53,446
Compensation of employees	41,421	1	528	41,950	41,950	0	100.0%	44,206	43,676
Salaries and wages	36,215	10	465	36,690	36,690	0	100.0%	38,924	38,486
Social contributions	5,206	(9)	63	5,260	5,260	0	100.0%	5,282	5,190
Goods and services	9,076	(950)	0	8,126	7,934	192	97.6%	10,182	9,770
Administrative fees	18	0	0	18	18	0	100.0%	30	30
Advertising	3,010	39	0	3,049	3,049	0	100.0%	1,287	875
Minor assets	106	201	0	307	307	0	100.0%	99	99
Audit costs: External	3,075	(39)	0	3,036	2,844	192	93.7%	3,492	3,492
Bursaries: Employees	289	35	0	324	324	0	100.0%	196	196
Catering: Departmental activities	82	(48)	0	34	34	0	100.0%	51	51
Communication	395	9	0	404	404	0	100.0%	417	417
Computer services	429	172	0	601	601	0	100.0%	558	558

APPROPRIATION STATEMENT for the year ended 31 March 2021

Consultants: Business and advisory services	0	9	0	9	9	0	100.0%	11	11
Legal services	0	9	0	9	9	0	100.0%	0	0
Contractors	17	187	0	204	204	0	100.0%	209	209
Agency and support / outsourced services	9	0	0	9	9	0	100.0%	0	0
Entertainment	18	1	0	19	19	0	100.0%	18	18
Fleet services	356	19	0	375	375	0	100.0%	456	456
Inventory: Clothing material and supplies	1	(464)	0	(463)	(463)	0	100.0%	959	959
Inventory: Other supplies	0	(1,154)	0	(1,154)	(1,154)	0	100.0%	0	0
Consumable supplies	174	(80)	0	94	94	0	100.0%	338	338
Consumable: Stationery, printing and office supplies	127	(56)	0	71	71	0	100.0%	437	437
Operating leases	233	12	0	245	245	0	100.0%	302	302
Travel and subsistence	172	10	0	182	182	0	100.0%	598	598
Training and development	5	1	0	6	6	0	100.0%	46	46
Operating payments	527	191	0	718	718	0	100.0%	603	603
Venues and facilities	33	(4)	0	29	29	0	100.0%	75	75
Transfers and subsidies	46,979	299	8,800	56,078	56,078	0	100.0%	42,141	42,141
Departmental agencies and accounts	42,277	300	8,800	51,377	51,377	0	100.0%	42,108	42,108
Departmental agencies	42,277	300	8,800	51,377	51,377	0	100.0%	42,108	42,108
Households	4,702	(1)	0	4,701	4,701	0	100.0%	33	33
Social benefits	4,702	(1)	0	4,701	4,701	0	100.0%	33	33

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Payments for capital assets	1,341	604	0	1,945	1,945	0	100.0%	1,777	1,777
Machinery and equipment	1,341	604	0	1,945	1,945	0	100.0%	1,777	1,777
Transport equipment	854	588	0	1,442	1,442	0	100.0%	1,128	1,128
Other machinery and equipment	487	16	0	503	503	0	100.0%	649	649
Payments for financial assets	0	46	0	46	46	0	100.0%	38	38
Total	98,817	0	9,328	108,145	107,953	192	99.8%	98,344	97,402

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

1.1 OFFICE OF THE MEC									
	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	7,158	14	0	7,172	7,172	0	100.0%	6,767	6,767
Compensation of employees	6,605	(35)	0	6,570	6,570	0	100.0%	6,052	6,052
Goods and services	553	49	0	602	602	0	100.0%	715	715
Transfers and subsidies	0	0	0	0	0	0	0	29	29
Households	0	0	0	0	0	0	0	29	29
Payments for capital assets	476	213	0	689	689	0	100.0%	692	692
Machinery and equipment	476	213	0	689	689	0	100.0%	692	692
Payments for financial assets	0	0	0	0	0	0	0	10	10
Total	7,634	227	0	7,861	7,861	0	100.0%	7,498	7,498

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

1.2 OFFICE OF THE HOD									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	1,823	65	85	1,973	1,973	0	100.0%	4,181	4,117
Compensation of employees	1,734	35	85	1,854	1,854	0	100.0%	3,927	3,863
Goods and services	89	30	0	119	119	0	100.0%	254	254
Transfers and subsidies	4,693	0	0	4,693	4,693	0	100.0%	0	0
Households	4,693	0	0	4,693	4,693	0	100.0%	0	0
Payments for capital assets	110	(38)	0	72	72	0	100.0%	0	0
Machinery and equipment	110	(38)	0	72	72	0	100.0%	0	0
Total	6,626	27	85	6,738	6,738	0	100.0%	4,181	4,117

APPROPRIATION STATEMENT
for the year ended 31 March 2021

1.3 FINANCIAL MANAGEMENT									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	21,218	(1,245)	335	20,308	20,116	192	99.1%	24,322	24,007
Compensation of employees	16,878	1	335	17,214	17,214	0	100.0%	17,833	17,518
Goods and services	4,340	(1,246)	0	3,094	2,902	192	93.8%	6,489	6,489
Transfers and subsidies	5	0	0	5	5	0	100.0%	2	2
Households	5	0	0	5	5	0	100.0%	2	2
Payments for capital assets	503	437	0	940	940	0	100.0%	625	625
Machinery and equipment	503	437	0	940	940	0	100.0%	625	625
Payments for financial assets	0	46	0	46	46	0	100.0%	28	28
Total	21,726	(762)	335	21,299	21,107	192	99.1%	24,977	24,662

APPROPRIATION STATEMENT
for the year ended 31 March 2021

1.4 CORPORATE SERVICES									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	20,298	217	108	20,623	20,623	0	100.0%	19,118	18,555
Compensation of employees	16,204	0	108	16,312	16,312	0	100.0%	16,394	16,243
Goods and services	4,094	217	0	4,311	4,311	0	100.0%	2,724	2,312
Transfers and subsidies	42,281	299	8,800	51,380	51,380	0	100.0%	42,110	42,110
Departmental agencies and accounts	42,277	300	8,800	51,377	51,377	0	100.0%	42,108	42,108
Households	4	(1)	0	3	3	0	100.0%	2	2
Payments for capital assets	252	(8)	0	244	244	0	100.0%	460	460
Machinery and equipment	252	(8)	0	244	244	0	100.0%	460	460
Total	62,831	508	8,908	72,247	72,247	0	100.0%	61,688	61,125

APPROPRIATION STATEMENT
for the year ended 31 March 2021

PROGRAMME 2 : CIVILIAN OVERSIGHT									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Sub-programme									
1. Programme Support	2,173	(67)	0	2,106	1,957	149	92.9%	3,784	3,702
2. Policy and Research	9,430	(396)	(15)	9,019	7,930	1,089	87.9%	10,549	9,364
3. Monitoring and Evaluation	13,057	(196)	(513)	12,348	12,348	0	100.0%	14,763	13,744
4. Safety Promotion	25,071	341	0	25,412	25,262	150	99.4%	22,410	22,271
5. Community Police Relations	25,006	318	(985)	24,339	24,325	14	99.9%	20,552	20,016
Total for sub-programmes	74,737	0	(1,513)	73,224	71,822	1,402	98.1%	72,058	69,097
Economic classification									
Current payments	57,042	(63)	(528)	56,451	55,049	1,402	97.5%	60,692	57,731
Compensation of employees	45,693	(119)	(528)	45,046	44,447	599	98.7%	47,124	45,256
Salaries and wages	40,013	(36)	(484)	39,493	38,927	566	98.6%	41,375	39,628
Social contributions	5,680	(83)	(44)	5,553	5,520	33	99.4%	5,749	5,628
Goods and services	11,349	56	0	11,405	10,602	803	93.0%	13,568	12,475
Administrative fees	28	(5)	0	23	23	0	100.0%	55	55
Advertising	1,539	58	0	1,597	1,597	0	100.0%	2,066	2,066
Minor assets	81	(15)	0	66	66	0	100.0%	262	262
Bursaries: Employees	157	62	0	219	219	0	100.0%	87	87
Catering: Departmental activities	346	88	0	434	434	0	100.0%	1,368	1,368
Communication	852	(99)	0	753	701	52	93.1%	587	587
Computer services	804	40	0	844	93	751	11.0%	1,545	452

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Consultants: Business and advisory services	123	(88)	0	35	35	0	100.0%	15	15
Contractors	213	(99)	0	114	114	0	100.0%	254	254
Agency and support / outsourced services	4,961	0	0	4,961	4,961	0	100.0%	4,014	4,014
Entertainment	7	(5)	0	2	2	0	100.0%	11	11
Fleet services	186	191	0	377	377	0	100.0%	757	757
Inventory: Clothing material and supplies	377	0	0	377	377	0	100.0%	0	0
Inventory: Other supplies	316	0	0	316	316	0	100.0%	0	0
Consumable supplies	83	126	0	209	209	0	100.0%	142	142
Consumable: Stationery, printing and office supplies	200	(108)	0	92	92	0	100.0%	302	302
Operating leases	270	(39)	0	231	231	0	100.0%	307	307
Travel and subsistence	530	20	0	550	550	0	100.0%	1,255	1,255
Training and development	77	(73)	0	4	4	0	100.0%	96	96
Operating payments	167	14	0	181	181	0	100.0%	426	426
Venues and facilities	20	0	0	20	20	0	100.0%	19	19
Rental and hiring	12	(12)	0	0	0	0	0	0	0
Transfers and subsidies	16,532	(246)	(985)	15,301	15,301	0	100.0%	8,906	8,906
Provinces and municipalities	10,504	1	0	10,505	10,505	0	100.0%	5,704	5,704
Municipalities	10,504	1	0	10,505	10,505	0	100.0%	5,704	5,704
Municipal bank accounts	4	1	0	5	5	0	100.0%	0	0
Municipal agencies and funds	10,500	0	0	10,500	10,500	0	100.0%	5,704	5,704
Departmental agencies and accounts	411	(252)	0	159	159	0	100.0%	432	432
Social security funds	411	(252)	0	159	159	0	100.0%	432	432
Non-profit institutions	4,214	0	(685)	3,529	3,529	0	100.0%	0	0

APPROPRIATION STATEMENT
for the year ended 31 March 2021

Households	1,403	5	(300)	1,108	1,108	0	100.0%	2,770	2,770
Social benefits	747	120	0	867	867	0	100.0%	31	31
Other transfers to households	656	(115)	(300)	241	241	0	100.0%	2,739	2,739
Payments for capital assets	1,163	237	0	1,400	1,400	0	100.0%	2,431	2,431
Machinery and equipment	1,163	237	0	1,400	1,400	0	100.0%	2,431	2,431
Transport equipment	689	344	0	1,033	1,033	0	100.0%	1,275	1,275
Other machinery and equipment	474	(107)	0	367	367	0	100.0%	1,156	1,156
Payments for financial assets	0	72	0	72	72	0	100.0%	29	29
Total	74,737	0	(1,513)	73,224	71,822	1,402	98.1%	72,058	69,097

APPROPRIATION STATEMENT
for the year ended 31 March 2021

2.1 PROGRAMME SUPPORT									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2,165	(59)	0	2,106	1,957	149	92.9%	3,657	3,575
Compensation of employees	2,070	0	0	2,070	1,921	149	92.8%	3,154	3,072
Goods and services	95	(59)	0	36	36	0	100.0%	503	503
Transfers and subsidies	0	0	0	0	0	0	0	9	9
Households	0	0	0	0	0	0	0	9	9
Payments for capital assets	8	(8)	0	0	0	0	0	118	118
Machinery and equipment	8	(8)	0	0	0	0	0	118	118
Total	2,173	(67)	0	2,106	1,957	149	92.9%	3,784	3,702

APPROPRIATION STATEMENT
for the year ended 31 March 2021

2.2 POLICY AND RESEARCH		2020/21						2019/20	
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 payments	9,160	(371)	(15)	8,774	7,685	1,089	87.6%	10,369	9,184
Compensation of employees	6,923	(26)	(15)	6,882	6,596	286	95.8%	7,734	7,642
Goods and services	2,237	(345)	0	1,892	1,089	803	57.6%	2,635	1,542
Transfers and subsidies	5	0	0	5	5	0	100.0%	3	3
Households	5	0	0	5	5	0	100.0%	3	3
Payments for capital assets	265	(94)	0	171	171	0	100.0%	177	177
Machinery and equipment	265	(94)	0	171	171	0	100.0%	177	177
Payments for financial assets	0	69	0	69	69	0	100.0%	0	0
Total	9,430	(396)	(15)	9,019	7,930	1,089	87.9%	10,549	9,364

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for the year ended 31 March 2021**

2.3 MONITORING AND EVALUATION									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	11,964	(160)	(513)	11,291	11,291	0	100.0%	14,129	13,110
Compensation of employees	11,173	(65)	(513)	10,595	10,595	0	100.0%	13,051	12,032
Goods and services	791	(95)	0	696	696	0	100.0%	1,078	1,078
Transfers and subsidies	703	21	0	724	724	0	100.0%	57	57
Households	703	21	0	724	724	0	100.0%	57	57
Payments for capital assets	390	(60)	0	330	330	0	100.0%	577	577
Machinery and equipment	390	(60)	0	330	330	0	100.0%	577	577
Payments for financial assets	0	3	0	3	3	0	100.0%	0	0
Total	13,057	(196)	(513)	12,348	12,348	0	100.0%	14,763	13,744

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

2.4 SAFETY PROMOTION									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	24,367	360	0	24,727	24,577	150	99.4%	21,010	20,871
Compensation of employees	16,785	(28)	0	16,757	16,607	150	99.1%	13,330	13,191
Goods and services	7,582	388	0	7,970	7,970	0	100.0%	7,680	7,680
Transfers and subsidies	476	(249)	0	227	227	0	100.0%	448	448
Provinces and municipalities	4	1	0	5	5	0	100.0%	4	4
Departmental agencies and accounts	411	(252)	0	159	159	0	100.0%	432	432
Households	61	2	0	63	63	0	100.0%	12	12
Payments for capital assets	228	230	0	458	458	0	100.0%	923	923
Machinery and equipment	228	230	0	458	458	0	100.0%	923	923
Payments for financial assets	0	0	0	0	0	0	0	29	29
Total	25,071	341	0	25,412	25,262	150	99.4%	22,410	22,271

**APPROPRIATION STATEMENT
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2.5 COMMUNITY POLICE RELATIONS									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification	9,386	167	0	9,553	9,539	14	99.9%	11,527	10,991
Current payments	8,742	0	0	8,742	8,728	14	99.8%	9,855	9,319
Compensation of employees	644	167	0	811	811	0	100.0%	1,672	1,672
Goods and services									
Transfers and subsidies	15,348	(18)	(985)	14,345	14,345	0	100.0%	8,389	8,389
Provinces and municipalities	10,500	0	0	10,500	10,500	0	100.0%	5,700	5,700
Non-profit institutions	4,214	0	(685)	3,529	3,529	0	100.0%	0	0
Households	634	(18)	(300)	316	316	0	100.0%	2,689	2,689
Payments for capital assets	272	169	0	441	441	0	100.0%	636	636
Machinery and equipment	272	169	0	441	441	0	100.0%	636	636
Total	25,006	318	(985)	24,339	24,325	14	99.9%	20,552	20,016

APPROPRIATION STATEMENT
for the year ended 31 March 2021

PROGRAMME 3 : PROVINCIAL POLICING FUNCTIONS									
	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Sub-programme	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Safety Partnership	484,553	0	(7,485)	477,068	468,466	8,602	98.2%	171,883	171,800
2. Western Cape Provincial Ombudsman	10,268	0	(565)	9,703	9,226	477	95.1%	11,624	11,080
Total for sub-programmes	494,821	0	(8,050)	486,771	477,692	9,079	98.1%	183,507	182,880
Economic classification									
Current payments	30,385	12,106	(2,788)	39,703	38,468	1,235	96.9%	26,297	25,753
Compensation of employees	7,624	(98)	0	7,526	7,313	213	97.2%	8,396	7,852
Salaries and wages	6,745	(98)	0	6,647	6,471	176	97.4%	7,531	6,987
Social contributions	879	0	0	879	842	37	95.8%	865	865
Goods and services	22,761	12,204	(2,788)	32,177	31,155	1,022	96.8%	17,901	17,901
Administrative fees	2	(2)	0	0	0	0	0	5	5
Advertising	1,658	0	(537)	1,121	908	213	81.0%	2,089	2,089
Minor assets	23	(3)	0	20	20	0	100.0%	66	66
Bursaries: Employees	38	0	(28)	10	10	0	100.0%	0	0
Catering: Departmental activities	102	(2)	(100)	0	0	0	0	0	0
Communication	56	(9)	0	47	47	0	100.0%	65	65
Computer services	0	15	0	15	15	0	100.0%	14	14
Consultants: Business and advisory services	1,900	0	(1,900)	0	0	0	0	0	0
Contractors	13	0	0	13	13	0	100.0%	0	0
Agency and support / outsourced services	17,994	12,204	(170)	30,028	29,219	809	97.3%	12,978	12,978

**APPROPRIATION STATEMENT
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	2	(2)	0	0	0	0	0	0	1	1
Entertainment										
Fleet services	107	84	0	191	191	0	0	0	114	114
Inventory: Clothing material and supplies	182	(50)	(53)	79	79	0	0	0	1,569	1,569
Consumable supplies	15	2	0	17	17	0	0	0	23	23
Consumable: Stationery, printing and office supplies	25	16	0	41	41	0	0	0	116	116
Operating leases	37	(12)	0	25	25	0	0	0	47	47
Property payments	0	0	0	0	0	0	0	0	13	13
Travel and subsistence	51	(44)	0	7	7	0	0	0	205	205
Training and development	468	39	0	507	507	0	0	0	526	526
Operating payments	84	(32)	0	52	52	0	0	0	70	70
Venues and facilities	4	0	0	4	4	0	0	0	0	0
Transfers and subsidies	464,042	(12,106)	(5,262)	446,674	438,851	7,823	98.2%	156,730	156,647	
Provinces and municipalities	421,388	0	0	421,388	421,388	0	100.0%	134,159	134,159	
Municipalities	421,388	0	0	421,388	421,388	0	100.0%	134,159	134,159	
Municipal agencies and funds	421,388	0	0	421,388	421,388	0	100.0%	134,159	134,159	
Non-profit institutions	25,600	(12,204)	(5,262)	8,134	341	7,793	4.2%	8,348	8,265	
Households	17,054	98	0	17,152	17,122	30	99.8%	14,223	14,223	
Social benefits	85	98	0	183	183	0	100.0%	3	3	
Other transfers to households	16,969	0	0	16,969	16,939	30	99.8%	14,220	14,220	

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

Payments for capital assets	394	0	0	394	373	21	94.7%	480	480
Machinery and equipment	394	0	0	394	373	21	94.7%	480	480
Transport equipment	348	0	0	348	348	0	100.0%	387	387
Other machinery and equipment	46	0	0	46	25	21	54.3%	93	93
Total	494,821	0	(8,050)	486,771	477,692	9,079	98.1%	183,507	182,880

APPROPRIATION STATEMENT
for the year ended 31 March 2021

3.1 SAFETY PARTNERSHIP									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	20,626	12,204	(2,223)	30,607	29,798	809	97.4%	15,181	15,181
Goods and services	20,626	12,204	(2,223)	30,607	29,798	809	97.4%	15,181	15,181
Transfers and subsidies	463,927	(12,204)	(5,262)	446,461	438,668	7,793	98.3%	156,702	156,619
Provinces and municipalities	421,388	0	0	421,388	421,388	0	100.0%	134,159	134,159
Non-profit institutions	25,600	(12,204)	(5,262)	8,134	341	7,793	4.2%	8,348	8,265
Households	16,939	0	0	16,939	16,939	0	100.0%	14,195	14,195
Total	484,553	0	(7,485)	477,068	468,466	8,602	98.2%	171,883	171,800

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3.2 WESTERN CAPE PROVINCIAL OMBUDSMAN									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification									
Current payments	9,759	(98)	(565)	9,096	8,670	426	95.3%	11,116	10,572
Compensation of employees	7,624	(98)	0	7,526	7,313	213	97.2%	8,396	7,852
Goods and services	2,135	0	(565)	1,570	1,357	213	86.4%	2,720	2,720
Transfers and subsidies	115	98	0	213	183	30	85.9%	28	28
Households	115	98	0	213	183	30	85.9%	28	28
Payments for capital assets	394	0	0	394	373	21	94.7%	480	480
Machinery and equipment	394	0	0	394	373	21	94.7%	480	480
Total	10,268	0	(565)	9,703	9,226	477	95.1%	11,624	11,080

APPROPRIATION STATEMENT
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PROGRAMME 4 : SECURITY RISK MANAGEMENT									
	2020/21					2019/20			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Sub-programme	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Programme Support	25,744	(69)	235	25,910	25,768	142	99.5%	24,086	23,846
2. Provincial Security Operations	75,648	(240)	0	75,408	75,060	348	99.5%	76,606	75,575
3. Security Advisory Services	14,691	309	0	15,000	15,000	0	100.0%	16,731	16,124
Total for sub-programmes	116,083	0	235	116,318	115,828	490	99.6%	117,423	115,545
Economic classification									
Current payments	101,007	1,512	0	102,519	102,029	490	99.5%	100,743	98,885
Compensation of employees	57,421	(186)	0	57,235	56,745	490	99.1%	58,066	56,208
Salaries and wages	49,274	(213)	0	49,061	48,666	395	99.2%	49,918	48,228
Social contributions	8,147	27	0	8,174	8,079	95	98.8%	8,148	7,980
Goods and services	43,586	1,698	0	45,284	45,284	0	100.0%	42,677	42,677
Administrative fees	17	(4)	0	13	13	0	100.0%	55	55
Advertising	145	(5)	0	140	140	0	100.0%	744	744
Minor assets	249	(27)	0	222	222	0	100.0%	203	203
Bursaries: Employees	201	2	0	203	203	0	100.0%	118	118
Catering: Departmental activities	587	(61)	0	526	526	0	100.0%	781	781
Communication	898	(9)	0	889	889	0	100.0%	1,023	1,023
Computer services	0	521	0	521	521	0	100.0%	565	565
Consultants: Business and advisory services	198	0	0	198	198	0	100.0%	38	38
Legal services	0	0	0	0	0	0	0	2	2

APPROPRIATION STATEMENT for the year ended 31 March 2021

Contractors	478	616	0	1,094	1,094	0	100.0%	262	262
Agency and support / outsourced services	0	0	0	0	0	0	0	16	16
Fleet services	1,600	94	0	1,694	1,694	0	100.0%	2,177	2,177
Inventory: Clothing material and supplies	1,524	(323)	0	1,201	1,201	0	100.0%	857	857
Inventory: Other supplies	2,256	85	0	2,341	2,341	0	100.0%	1,846	1,846
Consumable supplies	1,717	120	0	1,837	1,837	0	100.0%	1,787	1,787
Consumable: Stationery, printing and office supplies	278	(152)	0	126	126	0	100.0%	131	131
Operating leases	135	(9)	0	126	126	0	100.0%	148	148
Property payments	31,968	1,216	0	33,184	33,184	0	100.0%	29,561	29,561
Travel and subsistence	373	(82)	0	291	291	0	100.0%	977	977
Training and development	644	(133)	0	511	511	0	100.0%	972	972
Operating payments	299	(180)	0	119	119	0	100.0%	141	141
Venues and facilities	19	29	0	48	48	0	100.0%	273	273
Transfers and subsidies	7,983	216	0	8,199	8,199	0	100.0%	8,382	8,362
Provinces and municipalities	6,930	0	0	6,930	6,930	0	100.0%	6,300	6,300
Municipalities	6,930	0	0	6,930	6,930	0	100.0%	6,300	6,300
Municipal agencies and funds	6,930	0	0	6,930	6,930	0	100.0%	6,300	6,300
Non-profit institutions	1,000	30	0	1,030	1,030	0	100.0%	1,523	1,503
Households	53	186	0	239	239	0	100.0%	559	559
Social benefits	53	186	0	239	239	0	100.0%	559	559

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

Payments for capital assets	7,093	(1,745)	235	5,583	0	100.0%	8,281	8,281
Machinery and equipment	7,093	(1,745)	235	5,583	0	100.0%	8,281	8,281
Transport equipment	1,729	538	235	2,502	0	100.0%	5,799	5,799
Other machinery and equipment	5,364	(2,283)	0	3,081	0	100.0%	2,482	2,482
Payments for financial assets	0	17	0	17	0	100.0%	17	17
Total	116,083	0	235	116,318	490	99.6%	117,423	115,545

APPROPRIATION STATEMENT
for the year ended 31 March 2021

4.1 PROGRAMME SUPPORT									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	15,548	(505)	0	15,043	14,901	142	99.1%	14,438	14,218
Compensation of employees	7,174	0	0	7,174	7,032	142	98.0%	6,980	6,760
Goods and services	8,374	(505)	0	7,869	7,869	0	100.0%	7,458	7,458
Transfers and subsidies	7,930	30	0	7,960	7,960	0	100.0%	7,315	7,295
Provinces and municipalities	6,930	0	0	6,930	6,930	0	100.0%	6,300	6,300
Non-profit institutions	1,000	30	0	1,030	1,030	0	100.0%	990	970
Households	0	0	0	0	0	0	0	25	25
Payments for capital assets	2,266	393	235	2,894	2,894	0	100.0%	2,333	2,333
Machinery and equipment	2,266	393	235	2,894	2,894	0	100.0%	2,333	2,333
Payments for financial assets	0	13	0	13	13	0	100.0%	0	0
Total	25,744	(69)	235	25,910	25,768	142	99.5%	24,086	23,846

APPROPRIATION STATEMENT
for the year ended 31 March 2021

4.2 PROVINCIAL SECURITY OPERATIONS									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	70,878	1,761	0	72,639	72,291	348	99.5%	69,696	68,665
Compensation of employees	36,251	(429)	0	35,822	35,474	348	99.0%	35,972	34,941
Goods and services	34,627	2,190	0	36,817	36,817	0	100.0%	33,724	33,724
Transfers and subsidies	53	183	0	236	236	0	100.0%	1,067	1,067
Non-profit institutions	0	0	0	0	0	0	0	533	533
Households	53	183	0	236	236	0	100.0%	534	534
Payments for capital assets	4,717	(2,188)	0	2,529	2,529	0	100.0%	5,826	5,826
Machinery and equipment	4,717	(2,188)	0	2,529	2,529	0	100.0%	5,826	5,826
Payments for financial assets	0	4	0	4	4	0	100.0%	17	17
Total	75,648	(240)	0	75,408	75,060	348	99.5%	76,606	75,575

**APPROPRIATION STATEMENT
for the year ended 31 March 2021**

4.3 SECURITY ADVISORY SERVICES									
	2020/21						2019/20		
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	14,581	256	0	14,837	14,837	0	100.0%	16,609	16,002
Compensation of employees	13,996	243	0	14,239	14,239	0	100.0%	15,114	14,507
Goods and services	585	13	0	598	598	0	100.0%	1,495	1,495
Transfers and subsidies	0	3	0	3	3	0	100.0%	0	0
Households	0	3	0	3	3	0	100.0%	0	0
Payments for capital assets	110	50	0	160	160	0	100.0%	122	122
Machinery and equipment	110	50	0	160	160	0	100.0%	122	122
Total	14,691	309	0	15,000	15,000	0	100.0%	16,731	16,124

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2021**

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

Detail of these transactions can be viewed in the note on Transfers and subsidies, disclosure notes and Annexure 1 (A-D) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on payments for financial assets

Detail of these transactions per programme can be viewed in the note 6 on Payments for financial assets to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after Virement):

4.1 Per programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
Administration	108,145	107,953	192	0.2%
Civilian Oversight	73,224	71,822	1,402	1.9%
Provincial Policing Functions	486,771	477,692	9,079	1.9%
Security Risk Management	116,318	115,828	490	0.4%
Total	784,458	773,295	11,163	1.4%

Variances in all programmes are mainly forthcoming from Compensation of Employees, Goods & Services and Transfers. Bulk Virement happened for increased payment to WCLA to increase their inspectorate function.

Programme: Administration	108,145	107,953	192	0.2%
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Underspending is forthcoming from Goods & Services in relation to audit cost.

Programme: Civilian Oversight	73,224	71,822	1,402	1.9%
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Underspending is forthcoming from Compensation of Employees and Goods & Services. The underspending on Compensation of Employees is due to the late filling of posts and staff attrition. Goods & Services underspending is due to the procurement of data devices for Neighbourhood Watch (NHW) structures that could not be finalized before year end.

Programme: Provincial Policing Functions	486,771	477,692	9,079	1.9%
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Underspending is forthcoming from Compensation of Employees and Transfers to Non-Profit Organisations. The underspending on Compensation of Employees is due to staff attrition. Underspending on Goods and Services is due to less funds required for EPWP and advertising cost in relation to the Ombudsman. The underspending on Transfers to Non-Profit Organisations is due to less funds required for the Safety Ambassador project.

Programme: Security Risk Management	116,318	115,828	490	0.4%
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Underspending is forthcoming from Compensation of Employees. This is due to the late filling of posts and staff attrition.

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2021**

4.2 Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Current payments				
Compensation of employees	151,757	150,455	1,302	0.9%
Goods and services	96,992	94,975	2,017	2.1%
Transfers and subsidies				
Provinces and municipalities	438,823	438,823	0	0%
Departmental agencies and accounts	51,536	51,536	0	0%
Non-profit institutions	12,693	4,900	7,793	61.4%
Households	23,200	23,170	30	0.1%
Payments for capital assets				
Machinery and equipment	9,322	9,301	21	0.2%
Payments for financial assets	135	135	0	0%

Underspending due to :

- The lead time in filling of posts and attrition rate in the Department.
- Underspending in goods and services is due to the procurement of data devices for Neighbourhood Watch (NHW) structures that could not be finalized before year end.
- Underspending on Transfers to Non-Profit Organisations is due to less funds required for the Safety Ambassador project.
- Underspending in machinery and equipment is due to less funds required for computer equipment due to unavailability because of COVID-19

4.3 Per conditional grant	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
EPWP Social Sector conditional grant	4,961	4,961	0	0.0%

STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
REVENUE			
Annual appropriation	1	784,458	471,332
Departmental revenue	2	0	8
TOTAL REVENUE		784,458	471,340
EXPENDITURE			
Current expenditure			
Compensation of employees	4	150,455	152,992
Goods and services	5	94,975	82,823
Total current expenditure		245,430	235,815
Transfers and subsidies			
Transfers and subsidies	7	518,429	216,056
Total transfers and subsidies		518,429	216,056
Expenditure for capital assets			
Tangible assets	8	9,301	12,969
Total expenditure for capital assets		9,301	12,969
Payments for financial assets	6	135	84
TOTAL EXPENDITURE		773,295	464,924
SURPLUS FOR THE YEAR		11,163	6,416
Reconciliation of Net Surplus for the year			
Voted funds		11,163	6,408
Departmental revenue and NRF Receipts	13	0	8
SURPLUS FOR THE YEAR		11,163	6,416

STATEMENT OF FINANCIAL POSITION
as at 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
ASSETS			
Current assets		11,020	6,048
Cash and cash equivalents	9	10,939	5,920
Prepayments and advances	10	0	3
Receivables	11	81	125
Non-current assets		736	729
Receivables	11	736	729
TOTAL ASSETS		11,756	6,777
LIABILITIES			
Current liabilities		11,206	6,239
Voted funds to be surrendered to the Revenue Fund	12	11,146	6,224
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	13	0	8
Payables	14	60	7
TOTAL LIABILITIES		11,206	6,239
NET ASSETS		550	538
Represented by:			
Recoverable revenue		550	538
TOTAL		550	538

**STATEMENT OF CHANGES IN NET ASSETS
for the year ended 31 March 2021**

	Note	2020/21 R'000	2019/20 R'000
Recoverable revenue			
Opening balance		538	460
Transfers:		12	78
Irrecoverable amounts written off	6.2	(3)	(1)
Debts recovered (included in departmental receipts)		(101)	(2)
Debts raised		116	81
TOTAL		550	538

CASH FLOW STATEMENT
for the year ended 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		784,716	471,416
Annual appropriated funds received	1.1	784,441	471,148
Departmental revenue received	2	275	268
Net decrease/(increase) in working capital		100	(46)
Surrendered to Revenue Fund		(6,507)	(7,854)
Current payments		(245,430)	(235,815)
Payments for financial assets		(135)	(84)
Transfers and subsidies paid		(518,429)	(216,056)
Net cash flow available from operating activities	15	14,315	11,561
CASH FLOWS FROM INVESTING ACTIVITIES			
Expenditure for capital assets	8	(9,301)	(12,969)
(Increase)/decrease in non-current receivables	11	(7)	2
Net cash flows from investing activities		(9,308)	(12,967)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase in net assets		12	78
Net cash flows from financing activities		12	78
Net increase/(decrease) in cash and cash equivalents		5,019	(1,328)
Cash and cash equivalents at beginning of period		5,920	7,248
Cash and cash equivalents at end of period	16	10,939	5,920

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

PART A: ACCOUNTING POLICIES

Summary of significant accounting policies	
The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information. The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation. Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.	
1	Basis of preparation The financial statements have been prepared in accordance with the Modified Cash Standard.
2	Going concern The financial statements have been prepared on a going concern basis.
3	Presentation currency Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.
4	Rounding Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).
5	Foreign currency translation Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment / receipt.
6	Comparative information
6.1	Prior period comparative information Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.
6.2	Current year comparison with budget A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.
7	Revenue
7.1	Appropriated funds Appropriated funds comprise of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation). Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective. The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

7.2	Departmental revenue Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise. Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.
8	Expenditure
8.1	Compensation of employees
8.1.1	Salaries and wages Salaries and wages are recognised in the statement of financial performance on the date of payment.
8.1.2	Social contributions Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment. Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.
8.2	Other expenditure Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.
8.3	Accruals and payables not recognised Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.
8.4	Leases
8.4.1	Operating leases Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. The operating lease commitments are recorded in the notes to the financial statements.
8.4.2	Finance leases Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment. The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions. Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of: - cost, being the fair value of the asset; or - the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.
9	Cash and cash equivalents Cash and cash equivalents are stated at cost in the statement of financial position. Bank overdrafts are shown separately on the face of the statement of financial position as a current liability. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

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

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

14.2	Intangible assets Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition. Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project. Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.
15	Provisions and Contingents
15.1	Provisions Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.
15.2	Contingent liabilities Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.
15.3	Contingent assets Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.
15.4	Capital commitments Capital commitments are recorded at cost in the notes to the financial statements.
16	Fruitless and wasteful expenditure Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred. Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables or written off. Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

17	Irregular expenditure Irregular expenditure is recorded in the notes to the financial statements when confirmed after its assessment. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note. Irregular expenditure is reduced from the note when it is either condoned by the relevant authority, transferred to receivables for recovery, not condoned and removed or written-off. Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.
18	Changes in accounting estimates and errors Changes in accounting estimates are applied prospectively in accordance with MCS requirements. Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.
19	Events after the reporting date Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.
20	Departures from the MCS requirements Management has concluded that the financial statements present fairly the department's primary and secondary information; that the department complied with the Standard.
21	Recoverable revenue Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.
22	Related party transactions Related party transactions within the Minister/MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length. The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.
23	Inventories (Effective from date determined in a Treasury Instruction) At the date of acquisition, inventories are recognised at cost in the statement of financial performance. Where inventories are acquired as part of a non-exchange transaction, the inventories are measured at fair value as at the date of acquisition. Inventories are subsequently measured at the lower of cost and net realisable value or where intended for distribution (or consumed in the production of goods for distribution) at no or a nominal charge, the lower of cost and current replacement value. The cost of inventories is assigned by using the weighted average cost basis.
24	Employee benefits The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the Employee benefits note.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

PART B: EXPLANATORY NOTES**1. Annual Appropriation****1.1 Annual Appropriation**

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

	2020/21			2019/20		
	Final Approp- riation R'000	Actual Funds Received R'000	Funds not requested/ not received R'000	Final Approp- riation R'000	Approp- riation received R'000	Funds not requested / not received R'000
Administration	108,145	108,128	17	98,344	98,160	184
Civilian Oversight	73,224	73,224	0	72,058	72,058	0
Provincial Policing Functions	486,771	486,771	0	183,507	183,507	0
Security Risk Management	116,318	116,318	0	117,423	117,423	0
Total	784,458	784,441	17	471,332	471,148	184

The increase in Transfers and Subsidies and Municipalities is due to the increase in the Law Enforcement Advancement Plan (LEAP) budget for the audited financial year 2020/21. To contribute to the outcome of the VIP 1 focus area of bigger and better law enforcement capacity, the Department was tasked to oversee the recruitment, training and deployment of 1 000 learner law enforcement officers over a 3-year period.

1.2 Conditional grants

	Note	2020/21 R'000	2019/20 R'000
Total grants received	28	4,961	3,920
Provincial grants included in Total Grants received		4,961	3,920

Allocation is received from National Treasury.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

2. Departmental revenue

	Note	2020/21	2019/20
		R'000	R'000
Sales of goods and services other than capital assets	2.1	170	255
Transactions in financial assets and liabilities	2.2	105	13
Total revenue collected		275	268
Less: Own revenue included in appropriation	13	(275)	(260)
Departmental revenue collected		0	8

2.1 Sales of goods and services other than capital assets

	Note	2020/21	2019/20
		R'000	R'000
Sales of goods and services produced by the department	2	170	255
*Other sales		170	255
Total		170	255

*Revenue from sales of access cards, sale of assets and commission received on insurance and garnishee deductions and sale of wastepaper.

	Note	2020/21	2019/20
		R'000	R'000
Transport fees	2	57	46
Commission on insurance and garnishee deductions		62	60
Sale of minor assets less than R5 000		33	86
Replacement of access cards		17	35
Sale of wastepaper		1	4
Unallocated credits		0	24

2.2 Transactions in financial assets and liabilities

	Note	2020/21	2019/20
		R'000	R'000
Receivables	2	111	4
*Other Receipts including Recoverable Revenue		(6)	9
Total		105	13

*Less debt reversed relating to the previous financial year.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

2.3 Cash received not recognised (not included in the main note)

Name of entity	2020/21		Balance
	Amount received	Amount paid to the revenue fund	
	R'000	R'000	R'000
Western Cape Liquor Authority	39,713	(39,713)	0
Total	39,713	(39,713)	0

Name of entity	2019/20		Balance
	Amount received	Amount paid to the revenue fund	
	R'000	R'000	R'000
Western Cape Liquor Authority	41,215	(41,215)	0
Total	41,215	(41,215)	0

Department is a conduit for receipt of WCLA revenue which is paid over to the Provincial Revenue Fund.

3. Aid assistance

3.1 Donations received in kind

	Note	2020/21 R'000	2019/20 R'000
2020/21	Annex 1 E		
Q3 - Vishoek CPF AGM: Orchid plant (R150.00)		0	0
Q4 - Seal Security: Coffee mugs with coasters, mouse pad and mask (R125.00)		0	0
Q4 - Seal Security : Coffee mugs with coasters, mouse pad and mask(R125.00)		0	0
Q4 - Skynet Ricardo Philander: Promotional items, mouse pad, calendar (R100.00)		0	0
2019/20	Annex 1 E		
Q1 - Chrysalis Event: Water flask (R150.00)		0	0
Q1 - Chrysalis Event: Water flask (R150.00), Bandana (R25.00) and Diary (R77.43)		0	0
Q3 - Chrysalis Event: Diary (R77.43)		0	0
Q3 - SAPS Prestige Awards:Lunch box bag (R80.00)		0	0
Q4 - Philisa Aafazi: Pepper spray(– R100.00)		0	0
Total		0	0

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

4. Compensation of employees
4.1 Salaries and Wages

	Note	2020/21	2019/20
		R'000	R'000
Basic salary		106,642	108,963
*Performance award		48	621
Compensative/circumstantial		4,281	4,212
Other non-pensionable allowances		19,783	19,531
Total		130,754	133,327

Decrease in COE due to no cost of living annual adjustment and notch increases and the non-filling of posts due to COVID-19.

*Performance awards relates to Qualification Bonuses awarded to two officials.

4.2 Social contributions

	Note	2020/21	2019/20
		R'000	R'000
Employer contributions			
Pension		12,613	12,888
Medical		7,056	6,746
Bargaining council		32	31
Total		19,701	19,665
Total compensation of employees		150,455	152,992
 *Average number of employees		 313	 318

*The average of employees at the beginning and end of period.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

5. Goods and services

	Note	2020/21 R'000	2019/20 R'000
Administrative fees		54	145
Advertising		5,694	5,774
Minor assets	5.1	615	630
Bursaries (employees)		756	401
Catering		994	2,200
Communication		2,041	2,092
Computer services	5.2	1,230	1,589
Consultants: Business and advisory services		242	64
Legal services		9	2
Contractors	5.3	1,425	725
Agency and support / outsourced services		34,189	17,008
Entertainment		21	30
Audit cost – external	5.4	2,844	3,492
Fleet services		2,637	3,504
Inventory	5.5	2,697	5,231
Consumables	5.6	2,487	3,276
Operating leases		627	804
Property payments	5.7	33,184	29,574
Travel and subsistence	5.8	1,030	3,035
Venues and facilities		101	367
Training and development		1,028	1,640
Other operating expenditure	5.9	1,070	1,240
Total		94,975	82,823

5.1 Minor assets

	Note	2020/21 R'000	2019/20 R'000
Tangible assets	5	615	630
Machinery and equipment		615	630
Total		615	630

5.2 Computer services

	Note	2020/21 R'000	2019/20 R'000
SITA computer services	5	424	469
External computer service providers		806	1,120
Total		1,230	1,589

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

5.3 Contractors

	Note	2020/21	2019/20
	5	R'000	R'000
Contractors		1,425	725
Total		1,425	725

Contractors relates to transport of furniture, maintenance of security hardware, COVID-19 partitions for open plan offices, graphic designers and medical services.

5.4 Audit cost – External

	Note	2020/21	2019/20
	5	R'000	R'000
Regularity audits		2,844	3,492
Total		2,844	3,492

5.5 Inventory

	Note	2020/21	2019/20
	5	R'000	R'000
Clothing material and accessories		2,697	5,231
Total		2,697	5,231

Decrease is due to less clothing material and accessories for NHW resourcing.

5.6 Consumables

	Note	2020/21	2019/20
	5	R'000	R'000
Consumable supplies		2,156	2,290
Uniform and clothing		109	565
Household supplies		987	1,138
IT consumables		31	86
*Other consumables		1,029	501
Stationery, printing and office supplies		331	986
Total		2,487	3,276

*Increase is due to Covid-19 purchases.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

5.7 Property payments

	Note	2020/21	2019/20
	5	R'000	R'000
*Other		33,184	29,574
Total		33,184	29,574

*Other property payments relate to expenditure on the security services rendered at the Western Cape Government buildings within the Central Business District.

5.8 Travel and subsistence

	Note	2020/21	2019/20
	5	R'000	R'000
*Local		1,030	3,017
Foreign		0	18
Total		1,030	3,035

*Decrease is due to the lockdown and travel ban during COVID-19.

5.9 Other operating expenditure

	Note	2020/21	2019/20
	5	R'000	R'000
Professional bodies, membership and subscription fees		37	40
Resettlement costs		0	27
*Other		1,033	1,173
Total		1,070	1,240

*Other relates to printing costs, storage costs and membership fees.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

6. Payments for financial assets

	Note	2020/21 R'000	2019/20 R'000
Material losses through criminal conduct		0	28
Theft	6.3	0	28
Other material losses written off	6.1	4	44
Debts written off	6.2	131	12
Total		135	84

6.1 Other material losses written off

	Note	2020/21 R'000	2019/20 R'000
Nature of losses	6		
Vis major or unavoidable causes		4	44
Total		4	44

6.2 Debts written off

	Note	2020/21 R'000	2019/20 R'000
Nature of debts written off	6		
Recoverable revenue written off			
Leave overgrant		3	1
Total		3	1
Other debt written off			
Leave overgrant		43	0
Salary overpayment		0	11
Fruitless and wasteful expenditure	22	85	0
Total		128	11
Total debt written off		131	12

6.3 Details of theft

	Note	2020/21 R'000	2019/20 R'000
Nature of theft	6		
Mala fide		0	28
Total		0	28
Total amount for financial assets		135	84

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

7. Transfers and subsidies

		2020/21	2019/20
		R'000	R'000
	Note		
Provinces and municipalities	29, Annex 1A	438,823	146,163
Departmental agencies and accounts	Annexure 1B	51,536	42,540
Non-profit institutions	Annexure 1C	4,900	9,768
Households	Annexure 1D	23,170	17,585
Total		518,429	216,056

The increase in Transfers & Subsidies & Municipalities is due to the increase in the LEAP budget for the audited financial year 2020/21. The budget allocation for the LEAP plan for 2020/21 financial year was R417 000 000 and for the 2019/20 financial year was R130 000 000.

8. Expenditure for capital assets

	Note	2020/21	2019/20
		R'000	R'000
Tangible assets		9,301	12,969
Machinery and equipment	25.1	9,301	12,969
Total		9,301	12,969

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

	Voted funds	Aid assistance	Total
	R'000	R'000	R'000
Tangible assets	9,301	0	9,301
Machinery and equipment	9,301	0	9,301
Total	9,301	0	9,301

8.2 Analysis of funds utilised to acquire capital assets – 2019/20

	Voted funds	Aid assistance	Total
	R'000	R'000	R'000
Tangible assets	12,969	0	12,969
Machinery and equipment	12,969	0	12,969
Total	12,969	0	12,969

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

8.3 Finance lease expenditure included in Expenditure for capital assets

	Note	2020/21 R'000	2019/20 R'000
Tangible assets		5,365	4,918
Machinery and equipment		5,365	4,918
Total		5,365	4,918

9. Cash and cash equivalents

	Note	2020/21 R'000	2019/20 R'000
Consolidated Paymaster General Account		10,937	5,910
Disbursements		0	8
Cash on hand		2	2
Total		10,939	5,920

10. Prepayments and advances

	Note	2020/21 R'000	2019/20 R'000
Travel and subsistence		0	3
Total		0	3

10.1 Prepayments (Expensed)

Note	Amount as at 1 April 2020 R'000	Less: Received in the current year R'000	Add or Less: Other R'000	Add: Current Year prepayments R'000	Amount as at 31 March 2021 R'000
Other Institutions	0	0	0	12,204	12,204
Total	0	0	0	12,204	12,204

Outsourcing of the administration of the Safety Ambassador programme that includes recruitment and payment of beneficiaries.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

10.2 Advances paid (Expensed)

Note	Amount as at 1 April 2020	Less: Received in the current year	Add or Less: Other	Add: Current Year advances	Amount as at 31 March 2021
	R'000	R'000	R'000	R'000	R'000
Other institutions	3,654	(404)	0	0	3,250
Total	3,654	(404)	0	0	3,250

Payment made to GMT for vehicles which were not received at financial year end. R3,249,624.55 expensed in line with MCS Chapter 9 paragraph 6.

Note	Amount as at 1 April 2019	Less: Received in the current year	Add or Less: Other	Add: Current Year advances	Amount as at 31 March 2020
	R'000	R'000	R'000	R'000	R'000
Other institutions	4,043	(4,043)	0	3,654	3,654
Total	4,043	(4,043)	0	3,654	3,654

Opening balance of 2020/21 restated due to additional payment for vehicle received as per prior period error Note 27.

11. Receivables

		2020/21			2019/20		
		Current	Non-current	Total	Current	Non-current	Total
		R'000	R'000	R'000	R'000	R'000	R'000
Note							
Staff debt	11.1	12	736	748	56	729	785
Fruitless and wasteful expenditure	11.3	1	0	1	0	0	0
Other receivables	11.2	68	0	68	69	0	69
Total		81	736	817	125	729	854

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

11.1 Staff debt

	Note	2020/21	2019/20
	11	R'000	R'000
Debt Account		748	770
Salary Reversal Control		0	15
Total		748	785

11.2 Other receivables

	Note	2020/21	2019/20
	11	R'000	R'000
*Claims Recoverable		68	68
Sal: Medical Aid		0	1
Total		68	69

*Salary claim for employee promoted to Department of Public Works and Infrastructure in the Eastern Cape. Payment received 11 May 2021.

11.3 Fruitless and wasteful expenditure

	Note	2020/21	2019/20
	11	R'000	R'000
Opening balance		0	2
Less amounts recovered		0	(2)
Transfers from note 22 Fruitless and Wasteful Expenditure		1	0
Total		1	0

11.4 Impairment of receivables

	Note	2020/21	2019/20
		R'000	R'000
Estimate of impairment of receivables		626	671
Total		626	671

Decrease of impairment is due to debt written off during the year.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

12. Voted funds to be surrendered to the Revenue Fund

	Note	2020/21 R'000	2019/20 R'000
Opening balance		6,224	7,588
*Transfer from statement of financial performance (as restated)		11,163	6,408
**Voted funds not requested/not received	1.1	(17)	(184)
Paid during the year		(6,224)	(7,588)
Closing balance		11,146	6,224

*Voted funds to be surrendered include:

Compensation of Employees	- R 1,302,000
Transfer Payments	- R 7,823,000
Goods and Services	- R 2,017,000
Capital Assets	- R 21,000
**Shortfall in revenue	- R 17,000

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

	Note	2020/21 R'000	2019/20 R'000
Opening balance		8	6
Transfer from Statement of Financial Performance (as restated)		0	8
Own revenue included in appropriation	2	275	260
Paid during the year		(283)	(266)
Closing balance		0	8

14. Payables – current

	Note	2020/21 R'000	2019/20 R'000
Other payables	14.1	60	7
Total		60	7

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

14.1 Other payables

	Note	2020/21	2019/20
	14	R'000	R'000
Description			
Sal: Income Tax		57	1
Sal: Pension Fund		3	6
Total		60	7

15. Net cash flow available from operating activities

	Note	2020/21	2019/20
		R'000	R'000
Net surplus as per Statement of Financial Performance		11,163	6,416
Add back non cash/cash movements not deemed operating activities		3,152	5,145
Decrease/(Increase) in receivables		44	(33)
Decrease in prepayments and advances		3	7
Increase/(decrease) in payables – current		53	(20)
Expenditure on capital assets		9,301	12,969
Surrenders to Revenue Fund		(6,507)	(7,854)
Voted funds not requested/not received		(17)	(184)
Own revenue included in appropriation		275	260
Net cash flow generated by operating activities		14,315	11,561

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

	Note	2020/21	2019/20
		R'000	R'000
Consolidated Paymaster General account		10,937	5,910
Disbursements		0	8
Cash on hand		2	2
Total		10,939	5,920

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

17. Contingent liabilities and contingent assets

17.1 Contingent liabilities

	Note	2020/21 R'000	2019/20 R'000
Liable to			
Nature			
Claims against the department	Annex 2	876	876
Total		876	876

At 31 March 2021 there were no new cases included in contingent liabilities (2019/20: 0 new cases). The outcome and possibility of reimbursement of all the open cases are uncertain. Cases are summarised into the following cases:

Brief description	2020/21 R'000	2019/20 R'000
Damages & losses	444	444
Breach of contract	432	432
	876	876

The Labour Appeal Court (LAC) declared the salary increases for the 2020/2021 financial year unlawful and invalid. The LAC ruling has been appealed and referred to the Constitutional Court. The ruling by the Constitutional Court will confirm if the department will be obligated to pay the salary increases in dispute. The amount cannot be reliably estimated.

17.2 Contingent assets

There is currently 1 PILIR case under investigation at the Department of the Premier as at 31 March 2021 and the department is unable to reliably measure the cost/value related to this PILIR case.

At this stage the Department is not able to reliably measure the value of contingent asset in terms of the Government Employees Housing Scheme of the individually Linked Savings Facility (ILSF), relating to resignations and terminations of service.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

18. Accruals and payables not recognised**18.1 Accruals**

	2020/21			2019/20
	R'000			R'000
Listed by economic classification				
	30 Days	30+ Days	Total	Total
Goods and services	2,611	0	2,611	1,935
Transfers and subsidies	192	0	192	0
Total	2,803	0	2,803	1,935
	Note	2020/21	2019/20	
		R'000	R'000	
Listed by programme level				
Programme 1		38	648	
Programme 2		169	40	
Programme 3		999	515	
Programme 4		1,597	732	
Total		2,803	1,935	

18.2 Payables not recognised

	2020/21			2019/20
	R'000			R'000
Listed by economic classification				
	30 Days	30+ Days	Total	Total
Goods and services	21	0	21	0
Transfers and subsidies	0	0	0	0
Total	21	0	21	0

	Note	2020/21	2019/20
		R'000	R'000
Listed by programme level			
Programme 1		14	0
Programme 2		6	0
Programme 3		0	0
Programme 4		1	0
Total		21	0

	Note	2020/21	2019/20
		R'000	R'000
Included in the above totals are the following:			
Confirmed balances with other departments	Annex 4	14	0
Total		14	0

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

19. Employee benefits

	Note	2020/21 R'000	2019/20 R'000
Leave entitlement		7,391	4,402
Service bonus		3,523	3,593
Performance awards		48	621
Capped leave		5,023	6,406
Other		1,549	1,281
Total		17,534	16,303

Included in leave entitlement is the net amount of leave captured early and leave captured late. Leave not taken due to COVID-19 and DPSA Circular regarding extending leave cycle period are the main contributors for the significant increase.

Performance awards relates to Qualification Bonuses awarded to two officials.

The Department is unable to reliably measure the long-term portion of the long service awards as the rates are annually determined by DPSA and the future number of qualifying officials cannot be determined accurately. The amount of Other employee benefits includes amounts for GEPP early retirement penalty of R285,000.00 and long service awards of R181,000 for 2021/22. Other employee benefits further include: Travel and Subsistence, Surcharges, Disallowances, Overtime and provision made for an exit gratuity.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

20. Lease commitments

20.1 Operating leases

2020/21	Specialised military equipment R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
Not later than 1 year	0	0	0	958	958
Later than 1 year and not later than 5 years	0	0	0	2,094	2,094
Total lease commitments	0	0	0	3,052	3,052

2019/20	Specialised military equipment R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
Not later than 1 year	0	0	0	275	275
Later than 1 year and not later than 5 years	0	0	0	199	199
Total lease commitments	0	0	0	474	474

A normal lease agreement period entered by the Department is 36 months. Thereafter the lease agreement is renewed or terminated. The repairs and maintenance are included in the lease agreement. Enhancements are not allowed up until renewal of lease agreement and there is no sub-leasing or disposal. The Department does not have an option to purchase the leased asset at the expiry of the lease period.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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20.2 Finance leases

2020/21	Specialised military equipment R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
Not later than 1 year	0	0	0	4,317	4,317
Later than 1 year and not later than 5 years	0	0	0	5,191	5,191
Total lease commitments	0	0	0	9,508	9,508

2019/20	Specialised military equipment R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
Not later than 1 year	0	0	0	3,747	3,747
Later than 1 year and not later than 5 years	0	0	0	4,290	4,290
Total lease commitments	0	0	0	8,037	8,037

The Department of Community Safety leased 51 vehicles from GMT as at 31 March 2021 (March 2020: 49). Daily tariffs are payable on a monthly basis, covering the operational costs, capital costs of replacement of vehicles, and the implicit finance costs in this type of arrangement.

The implicit interest is based on Provincial Treasury's approved tariffs for GMT. The Department uses the vehicles for most of its useful life. The agreement does not provide for contingent lease payments and at the end of the useful life as determined by the lessor, the vehicles are returned where it is sold on auction for the benefit of the lessor.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

21. Irregular expenditure

21.1 Reconciliation of irregular expenditure

	Note	2020/21 R'000	2019/20 R'000
Opening balance		1,377	8
Add: Irregular expenditure – relating to prior year	21.2	0	1,369
Add: Irregular expenditure – relating to current year	21.2	517	0
Less: Prior year amounts condoned	21.3	(1,302)	0
Less: Prior year amounts not condoned and removed	21.4	(8)	0
Closing balance		584	1,377
Analysis of closing balance			
Current year		517	1,369
Prior years		67	8
Total		584	1,377

Condonation process of R1,302,489.73 started in 2020/2021 and was concluded in 2021/2022. In terms of the Irregular Expenditure Framework, the condonation qualifies as an adjusting event after reporting date.

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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21.2 Details of current and prior year irregular expenditure – added current year (under determination and investigation)

Incident	Disciplinary steps taken/criminal proceedings	2020/21 R'000
Non-compliant Treasury (National) Instruction Note 3 of 2016/2017	Disciplinary processes in progress.	80
Non-compliant PTI Chapter 8	Disciplinary processes in progress.	15
Non-compliant Treasury (National) Instruction Note 3 of 2016/2017	Disciplinary processes in progress.	217
Non-compliant Treasury (National) Instruction 4 of 2017/2018	Disciplinary processes in progress.	14
Non-compliant Treasury (National) Instruction Note 3 of 2016/2017	Disciplinary processes in progress.	46
Non-compliant to regulations 8(2) & 8(5) of the Preferential Procurement Regulations, 2017 (Issued in terms of the Preferential Procurement Policy Framework Act, 2000) PPR	Under investigation	145
Total		517

21.3 Details of irregular expenditure condoned

Incident	Condoned by (relevant authority)	2020/21 R'000
Madge Computers	Provincial Treasury	134
Pro Synergy Enterprise	Provincial Treasury	28
Azora Computers	Provincial Treasury	36
Introstat	Provincial Treasury	27
Khunsela Solutions	Provincial Treasury	70
Grinnel Security Services and Enviro-Safe Environmental Service	Provincial Treasury	1,007
Total		1,302

21.4 Details of irregular expenditure removed - (not condoned)

Incident	Not condoned by (relevant authority)	2020/21 R'000
Walto Promotional CC	HOD	8
Total		8

22. Fruitless and wasteful expenditure**22.1 Reconciliation of fruitless and wasteful expenditure**

	Note	2020/21 R'000	2019/20 R'000
Opening balance		0	0
Fruitless and wasteful expenditure – relating to current year	22.2	86	0
Less: Amounts recoverable	11.3	(1)	0
Less: Amounts written off	22.4	(85)	0
Closing balance		0	0

22.2 Details of current and prior year fruitless and wasteful expenditure – added current year (under determination and investigation)

Incident	Disciplinary steps taken/criminal proceedings	2020/21 R'000
Official did not use air travel due to COVID-19	Written off	4
Services not rendered	Written off	12
Payment for data not utilised	Written off	69
Cancelled accommodation	Debt taken on for recovery	1
Total		86

22.3 Details of fruitless and wasteful expenditure recoverable

Incident	2020/21 R'000
Cancelled accommodation – debt taken on.	1
Total	1

22.4 Details of fruitless and wasteful expenditure written off

Incident	2020/21 R'000
Official did not use air travel due to COVID-19	4
Services not rendered	12
Payment for data not utilised	69
Total	85

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

23. Related party transactions

The Department of Community Safety occupies a building free of charge managed by the Department of Transport and Public Works. Parking space is also provided for government officials at an approved fee that is not market related.

The Department of Community Safety received corporate services free of charge from the Corporate Services Centre of the Department of the Premier in the Western Cape Province with effect from 1 November 2010 in respect of the following service areas:

- Information and Communication Technology
- Organisation Development
- Provincial Training (transversal)
- Human Resource Management
- Enterprise Risk Management
- Internal Audit
- Provincial Forensic Services
- Legal Services
- Corporate Communication

The Department of Community Safety make use of government motor vehicles managed by Government Motor Transport (GMT) based on tariffs approved by the department of Provincial Treasury.

The Department of Community Safety renders Security Advisory Services and Security Operations to all WCG Departments and Chrysalis Academy at no charge.

The Department of Community Safety has one public entity under its control:

- Western Cape Liquor Authority

24. Key management personnel

	No. of Individuals	2020/21	2019/20
		R'000	R'000
Political office bearers	1	1,978	1,993
Officials:			
*Management	6	7,061	7,169
Total		9,039	9,162

*Management includes all officials on level 14 and above as well as the Chief Financial Officer (Level 13) who have significant influence over the financial and operational policy decisions of the department. Excludes the Ombudsman.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

25. Movable Tangible Capital Assets

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

	Opening balance	Value adjustments	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	31,372	49	3,936	(1,539)	33,818
Transport assets	761	0	0	(5)	756
Computer equipment	9,697	195	1,207	(1,033)	10,066
Furniture and office equipment	3,409	1	278	(274)	3,414
Other machinery and equipment	17,505	(147)	2,451	(227)	19,582
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	31,372	49	3,936	(1,539)	33,818

Information on GG vehicle finance lease assets for the current and comparative years are disclosed in annexure 6 to the AFS.

Movable Tangible Capital Assets under investigation

	Number	Value R'000
Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:		
Machinery and equipment	3	36

These assets could not be verified during the stock take and are under investigation.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

25.1 Additions

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

	Cash	Non-cash	(Capital Work in Progress current costs and finance lease payments)	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	9,301	0	(5,365)	0	3,936
Transport assets	5,325	0	(5,325)	0	0
Computer equipment	1,207	0	0	0	1,207
Furniture and office equipment	278	0	0	0	278
Other machinery and equipment	2,491	0	(40)	0	2,451
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	9,301	0	(5,365)	0	3,936

25.2 Disposals

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

	Sold for cash	Non-cash disposal	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	1,130	409	1,539	24
Transport assets	5	0	5	1
Computer equipment	807	226	1,033	18
Furniture and office equipment	213	61	274	3
Other machinery and equipment	105	122	227	2
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	1,130	409	1,539	24

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

25.3 Movement for 2019/20**MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020**

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	33,370	(1,408)	4,480	(5,070)	31,372
Transport assets	4,836	(1,358)	0	(2,717)	761
Computer equipment	9,394	0	2,267	(1,964)	9,697
Furniture and office equipment	3,242	0	193	(26)	3,409
Other machinery and equipment	15,898	(50)	2,020	(363)	17,505
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	33,370	(1,408)	4,480	(5,070)	31,372

25.3.1 Prior period error

	Note	2019/20 R'000
Nature of prior period error		
Relating to 2019/20 (affecting the opening balance)		(1,408)
Affecting the opening balance Assets to Inventory		(1,358)
Affecting Other machinery and equipment		(50)
Total prior period errors		(1,408)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

25.4 Minor assets

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

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	0	0	0	6,910	0	6,910
Value adjustments	0	0	0	(134)	0	(134)
Additions	0	0	0	752	0	752
Disposals	0	0	0	(802)	0	(802)
TOTAL MINOR ASSETS	0	0	0	6,726	0	6,726

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of minor assets at cost	0	0	0	4,199	0	4,199
TOTAL NUMBER OF MINOR ASSETS	0	0	0	4,199	0	4,199

Minor Capital Assets under investigation

	Number	Value R'000
Included in the above total of the minor capital assets per the asset register are assets that are under investigation:		
Machinery and equipment	51	77

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

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

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	0	0	0	6,799	0	6,799
Prior period error	0	0	0	(9)	0	(9)
Additions	0	0	0	618	0	618
Disposals	0	0	0	(498)	0	(498)
TOTAL MINOR ASSETS	0	0	0	6,910	0	6,910

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of minor assets at cost	0	0	0	4,490	0	4,490
TOTAL NUMBER OF MINOR ASSETS	0	0	0	4,490	0	4,490

25.4.1 Prior period error

	Note	2019/20 R'000
Nature of prior period error		
Relating to 2019/20 (affecting the opening balance)		(9)
Assets to Inventory		(9)
Total prior period errors		(9)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

25.5 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED AS AT 31 MARCH 2021

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	0	0	0	0	0	0
TOTAL MOVABLE ASSETS WRITTEN OFF	0	0	0	0	0	0

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED AS AT 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	0	0	0	72	0	72
TOTAL MOVABLE ASSETS WRITTEN OFF	0	0	0	72	0	72

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

25.6 S42 Movable capital assets

MAJOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2021

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets	0	0	0	0	0	0
Value of the assets (R'000)	0	0	0	0	0	0

MINOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2021

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets	0	0	0	0	0	0
Value of the assets (R'000)	0	0	0	0	0	0

MAJOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2020

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets	0	0	0	13	0	13
Value of the assets (R'000)	0	0	0	4,190	0	4,190

MINOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2020

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
No. of Assets	0	0	0	1	0	1
Value of the assets (R'000)	0	0	0	3	0	3

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

26. Intangible Capital Assets

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

	Opening balance	Value ad- justments	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
Software	317	0	0	0	317
TOTAL INTANGIBLE CAPITAL ASSETS	317	0	0	0	317

26.1 Movement for 2019/20

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

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
Software	317	0	0	0	317
TOTAL INTANGIBLE CAPITAL ASSETS	317	0	0	0	317

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

27. Prior period errors

27.1 Correction of prior period errors

	Note	Amount bef error correction 2019/20 R'000	Prior period error 2019/20 R'000	Restated Amount 2019/20 R'000
Expenditure:				
Relating to 2019/20 (affecting the opening balance)				
Assets to Inventory		6,919	(9)	6,910
Net effect		6,919	(9)	6,910
		Amount bef error correction 2019/20 R'000	Prior period error 2019/20 R'000	Restated Amount 2019/20 R'000
Assets:				
Relating to 2019/20 (affecting the opening balance)				
Affecting Transport Assets		4,836	(1,358)	3,478
Affecting Other Machinery and Equipment		15,898	(50)	15,848
Affecting Advances paid (Expensed) to capital expenditure iro additional payment for vehicle received.		3,686	(32)	3,654
Affecting Finance Lease expenditure included in Expenditure for Capital Assets		16	4,902	4,918
Net effect		24,436	3,462	27,898
		Amount bef error correction 2019/20 R'000	Prior period error 2019/20 R'000	Restated Amount 2019/20 R'000
Other disclosures:				
Relating to 2019/20				
Future minimum lease payment within 1 year		3,747	(3,747)	0
Future minimum lease payment within 2 to 5 years		10,284	(10,284)	0
Net effect		14,031	(14,031)	0

Prior period error for Expenditure	Amount R'000
Neighbourhood Watch items (megaphones) identified for donations: change from assets to inventory	9
Prior period error for Assets	
Vehicles K-9 unit – identified for donations, incorrectly classified as Assets (not yet donated)	1,358
Neighbourhood Watch items – identified for donations, incorrectly classified as Assets	50
Affecting Advances paid (Expensed) to capital expenditure iro additional payment for vehicle received.	32
Affecting Finance Lease expenditure included in Expenditure for Capital Assets	4,902
Prior period error for other Disclosures Future minimum lease payment 2019/20	14,031

Prior period error of other disclosures relates to finance lease obligation. The vehicles were not procured under a leasing arrangement with GMT, therefore the disclosure was not removed.

NOTES TO THE ANNUAL FINANCIAL STATEMENT
for the year ended 31 March 2021

28. STATEMENT OF CONDITIONAL GRANTS RECEIVED

NAME OF GRANT	GRANT ALLOCATION					SPENT				2019/20	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjust-ments	Other Adjust-ments	Total Available	Amount received by depart-ment	Amount spent by depart-ment	Under / (Over-spending)	% of available funds spent by depart-ment	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
National Department of Public Works Extended Public Work Programme: Social Sector	4,961	0	0	0	4,961	4,961	(4,961)	0	100%	3,920	(3,920)
	4,961	0	0	0	4,961	4,961	(4,961)	0	100%	3,920	(3,920)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

29. STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	2020/21					2019/20		
	GRANT ALLOCATION				Actual Transfer	TRANSFER		Actual transfer
	DoRA and other transfers	Roll Overs	Ajustments	Total Available		Funds Withheld	Re-allocations by National Treasury or National Department	
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
Vehicle Licenses: City of Cape Town	5	0	0	5	(5)	0	0%	4
Safety Related Projects/Safety Initiative:								
Central Karoo District	2,100	0	0	2,100	(2,100)	0	0%	1,100
West Coast District	2,100	0	0	2,100	(2,100)	0	0%	1,100
Overberg District	2,100	0	0	2,100	(2,100)	0	0%	1,100
Cape Winelands District	2,100	0	0	2,100	(2,100)	0	0%	1,100
Garden Route District	2,100	0	0	2,100	(2,100)	0	0%	1,300
K9 units:								
Overstrand	2,200	0	0	2,200	(2,200)	0	0%	2,000
Swartland	2,200	0	0	2,200	(2,200)	0	0%	2,000
City of Cape Town	2,530	0	0	2,530	(2,530)	0	0%	2,300
Law Enforcement Advancement Plan (LEAP):								
City of Cape Town	417,000	0	0	417,000	(417,000)	0	0%	130,000
School Resource Officer (SRO):								
City of Cape Town	4,388	0	0	4,388	(4,388)	0	0%	4,159
TOTAL	438,823	0	0	438,823	(438,823)	0	0%	146,163

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

30. Broad Based Black Economic Empowerment Performance

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information

31. COVID-19 Response Expenditure

	Note	2020/21	2019/20
	Annexure 7	R'000	R'000
Goods and services		3,378	1,007
Transfers and Subsidies		2,946	0
Total		6,324	1,007

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

ANNEXURE 1A
STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES

	GRANT ALLOCATION					TRANSFER			SPENT			2019/20		
	DoRA and other transfers	R'000	Roll Overs	Adjust- ments	Total Avail- able	Actual Transfer	Funds With- held	Re- allocations by National Treasury or National Depart- ment	Amount received by municipi- pality	Amount spent by municipi- pality	Unspent funds	% of avail- able funds spent by municipi- pality	Division of Revenue Act	Actual transfer
NAME OF MUNICIPALITY	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000	%	R'000	R'000
Vehicle Licenses: City of Cape Town	5	0	0	0	5	(5)	0	0	5	(5)	0	100%	4	(4)
Safety Related Projects/ Safety Initiative:														
Central Karoo District	2,100	0	0	0	2,100	(2,100)	0	0	2,100	(1,035)	1,065	49%	1,100	(1,100)
West Coast District	2,100	0	0	0	2,100	(2,100)	0	0	2,100	0	2,100	0%	1,100	(1,100)
Overberg District	2,100	0	0	0	2,100	(2,100)	0	0	2,100	0	2,100	0%	1,100	(1,100)
Cape Winelands District	2,100	0	0	0	2,100	(2,100)	0	0	2,100	(119)	1,981	6%	1,100	(1,100)
Garden Route District	2,100	0	0	0	2,100	(2,100)	0	0	2,100	0	2,100	0%	1,300	(1,300)
K9 units:														
Overstrand	2,200	0	0	0	2,200	(2,200)	0	0	2,200	(202)	1,998	9%	2,000	(2,000)
Swartland	2,200	0	0	0	2,200	(2,200)	0	0	2,200	(108)	2,092	5%	2,000	(2,000)
City of Cape Town	2,530	0	0	0	2,530	(2,530)	0	0	2,530	(331)	2,199	13%	2,300	(2,300)
Law Enforcement Advancement Plan (LEAP):														
City of Cape Town	417,000	0	0	0	417,000	(417,000)	0	0	417,000	(183,038)	233,962	44%	130,000	(130,000)
School Resource Officer (SRO):														
City of Cape Town	4,388	0	0	0	4,388	(4,388)	0	0	4,388	(1,673)	2,715	38%	4,159	(4,159)
TOTAL	438,823	0	0	0	438,823	(438,823)	0	0	438,823	(186,511)	252,312	43%	146,163	(146,163)

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

ANNEXURE 1B
STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENTAL AGENCY/ ACCOUNT	TRANSFER ALLOCATION			TRANSFER		2019/20
	Adjusted Appropriation	Roll Overs	Adjustments	Total Available	Actual Transfer	
	R'000	R'000	R'000	R'000	% of Available funds Transferred	Final Appropriation R'000
Compensation Commissioner	111	0	0	111	(111)	100%
Unemployment Insurance Fund	48	0	0	48	(48)	100%
Western Cape Liquor Authority	51,377	0	0	51,377	(51,377)	100%
TOTAL	51,536	0	0	51,536	(51,536)	100%
						42,108
						42,540

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

ANNEXURE 1C STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	
	R'000	R'000	R'000	R'000	R'000	%	
NON-PROFIT INSTITUTIONS							Final Appropriation R'000
Transfers							
Youth Programmes	11	0	0	11	(11)	100%	7,796
Safety related projects	330	0	0	330	(330)	100%	1,002
Neighbourhood Watch	4,559	0	0	4,559	(4,559)	100%	970
TOTAL	4,900	0	0	4,900	(4,900)	100%	9,768

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

ANNEXURE 1D STATEMENT OF TRANSFERS TO HOUSEHOLDS

	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
HOUSEHOLDS							
Transfers							
Community Police Forums and Others	199	0	0	199	(199)	100%	2,687
Youth Programme (Chrysalis)	16,939	0	0	16,939	(16,939)	100%	14,167
Other Projects: SAPS Prestige Awards	0	0	0	0	0	0%	77
Employee Benefits	5,990	0	0	5,990	(5,990)	100%	626
Donations	42	0	0	42	(42)	100%	28
TOTAL	23,170	0	0	23,170	(23,170)	100%	17,585

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

ANNEXURE 1E
STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2020/21	2019/20
		R'000	R'000
Received in kind			
2020/21			
Q3 - Vishoek CPF AGM	Orchid plant - R150.00	0	0
Q4 - Seal Security	Coffee mugs with coasters, mouse pad and mask - R125.00	0	0
Q4 - Seal Security	Coffee mugs with coasters, mouse pad and mask - R125.00	0	0
Q4 - Skynet Ricardo Philander	Promotional items, mouse pad, calendars - R100.00	0	0
2019/2020			
Q1 – Chrysalis Event	Water flask – R150.00	0	0
Q1 – Chrysalis Event	Water flask – R150.00, Bandana – R25.00 and Diary – R77.43	0	0
Q3 – Chrysalis Evant	Diary – R77.43	0	0
Q3 – SAPS Prestige Awards	Lunch box bag – R80.00	0	0
Q4 – Philisa Aafazi	Pepper spray – R100.00	0	0
Subtotal			
TOTAL		0	0

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

ANNEXURE 1F STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE

NATURE OF GIFT, DONATION OR SPONSORSHIP Group major categories but list material items including name of organisation	2020/21	2019/20
	R'000	R'000
Made in kind		
Donation: SAPS Prestige Awards	0	30
Donation: 35 Bicycles for Cape Agulhas Municipality	0	77
Donation: 6 Bicycles for Laaiplek Community Police Forum	0	13
Donation: 4 Gazebo's to Mossel Bay Neighbourhood Watches	0	32
Donation: 1 Gazebo to Kwanokuthula Neighbourhood Watch	0	8
Donation: 4 Amarok Double Cabs – K9 Unit	0	2,717
Donation: SAPS – Personal Protective Equipment (PPE)	0	269
Donation: 1 Gazebo to Napier Neighbourhood Watch	25	0
Donation: 1 Megaphone – 10 x Neighbourhood Watches	9	0
Donation: 2 Trailers DBS Farm Watch	114	0
Donation: 2 Trailers Mosselbay CPF	114	0
Donation: 1 Trailer Northpine CID	57	0
Donation: 1 Trailer Overstrand Municipality	57	0
Donation: 1 Trailer Stellenbosch Municipality	57	0
TOTAL	433	3,146

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

Made in Cash

Donation: Contribution towards funeral cost of Lieutenant-Colonel Charl Kinnear	40	0
Donation: School caretaker assistance with school holiday project = R500 x 4	2	0
Sponsorship: Best SAPS Police Station co-operation with Western Cape Police Ombudsman	0	25
Donation: SAPS Prestige Awards – Best Performing Community Police Forum	0	18
Donation: SAPS Prestige Awards – Best Reservist	0	10
Donation: Rewards paid in terms of section 29 of Community Safety Act	0	32
Donation: Reward paid in terms of section 76(1)(l) of the Public Finance Management Act	0	20
Donation: Wellington School of Skills – Educational Tour to Oudtshoorn	0	28
TOTAL	42	133

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

ANNEXURE 2
STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2021

Nature of Liability	Opening Balance	Liabilities incurred during the year	Liabilities paid/cancelled/reduced during the year	Liabilities recoverable (Provide details hereunder)	Closing Balance
	1 April 2020 R'000	R'000	R'000	R'000	31 March 2021 R'000
Claims against the department					
Claims against the Department	876	0	0	0	876
TOTAL	876	0	0	0	876

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

ANNEXURE 3 CLAIMS RECOVERABLE

	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	Receipt date up to six (6) working days after year end	Amount R'000
Government Entity								
Department								
Department of Public Works:	68	0	0	68	68	68	0	0
Eastern Cape								
Total	68	0	0	68	68	68	0	0

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021

ANNEXURE 4
INTER-GOVERNMENT PAYABLES

	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21	
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020	Payment date up to six (6) working days before year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
Government Entity								
Departments								
Current								
Department of the Premier	14	0	0	0	14	0	7/4/2021	5
TOTAL	14	0	0	0	14	0		5

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

**ANNEXURE 5
INVENTORIES**

Inventories for the year ended 31 March 2021	Goods & Services	TOTAL
	R'000	R'000
Opening balance	3,408	3,408
Add: Additions/Purchases – Cash	2,248	2,248
(Less): Disposals	(433)	(433)
(Less): Issues	(4,689)	(4,689)
Add: Adjustments	2,648	2,648
Closing balance	3,182	3,182

Inventories for the year ended 31 March 2020	Goods & Services	TOTAL
	R'000	R'000
Opening balance	1,738	1,738
Add: Additions/Purchases – Cash	4,682	4,682
(Less): Disposals	(127)	(127)
(Less): Issues	(4,250)	(4,250)
Add: Adjustments	1,365	1,365
Closing balance	3,408	3,408

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2021

ANNEXURE 6 - Transport assets as per finance lease register year ended 31 March 2021:

Movable Tangible Capital Assets

Transport assets as per finance lease register ended 31 March 2021

	Opening Balance	Current year adjustments	Additions	Disposal	Closing Balance
	R'000	R'000	R'000	R'000	R'000
GG Motor Vehicles	10,488	0	1,650	(531)	11,607

Transport assets as per finance lease register ended 31 March 2020

	Opening Balance	Current year adjustments	Additions	Disposal	Closing Balance
	R'000	R'000	R'000	R'000	R'000
GG Motor Vehicles	11,038	0	819	(1,370)	10,487

The Department of Community Safety utilised 51 Government motor vehicles during the period ended 31 March 2021, and 49 Government motor vehicles during the previous financial year ended 31 March 2020. The motor vehicles are leased under a finance agreement unique to the Western Cape Government and the annexure aims to improve the minimum reporting requirements as per the Modified Cash Standard.

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 7

COVID-19 RESPONSE EXPENDITURE

Per quarter and in total

Expenditure per economic classification	2020/21					2019/20	
	Q1	Q2	Q3	Q4	Total	Total	Total
	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Goods and services	569	1,692	692	425	3,378	1,007	1,007
Advertising	0	1,037	0	0	1,037	0	0
Minor Assets	0	57	(55)	(2)	0	0	0
Catering: Departmt Activities	104	63	62	102	331	0	0
Inv: Cloth Mat&Accessories	0	0	0	0	0	270	270
Contractors	64	0	417	47	528	0	0
Cons Supplies	392	515	232	282	1,421	737	737
Cons: SP&OS: Stationery	0	2	7	(4)	5	0	0
Property Payments	9	11	0	0	20	0	0
Operating Payments	0	7	29	0	36	0	0
Transfers and subsidies	0	0	2,440	506	2,946	0	0
NPI: Oth Non-Profit Institutions	0	0	2,344	602	2,946	0	0
H/H: Other Transfers(Cash)	0	0	96	(96)	0	0	0
TOTAL	569	1,692	3,132	931	6,324	1,007	1,007

**ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2021**

ANNEXURE 8**IRREGULAR EXPENDITURE ANNEXURE TO THE AFS AS AT 31 MARCH 2021**

Description	Stage of completion	No. of cases	Total
Total confirmed irregular expenditure	Stage 2	6	R 438,758.13
IE - no losses incurred	Stage 3	10	R 1,749,518.66
IE - referred for condonation and condoned	Stage 7	6	(R1,302,489.73)
IE - not condoned and removed by AO/AA	Stage 7	1	(R 8,270.80)

The bulk of the irregular expenditure is as a result of supply chain procedures not being followed. At 31 March 2021, there are 6 cases outstanding, totalling R438 758,13. 6 Cases totalling R1 302 489,73 have been condoned by Provincial Treasury. 1 Case of R8,270.80 was not condoned and removed by the AO. With regards to the remaining 6 cases, the disciplinary cases are in progress. A case takes 182 days on average from identification to final resolution.

Notes

“irregular expenditure” means expenditure, other than unauthorised expenditure, incurred in contravention of or that that is not in accordance with a requirement of any applicable legislation, including-

- (a) this Act; or
- (b) the State Tender Board Act, 1968 (Act No. 86 of 1968), or any regulations made in terms of that Act; or
- (c) any provincial legislation providing for procurement procedures in that provincial government;

Stage 1 - Discovery

Stage 2 - Assessment

Stage 3 - Determination

Stage 4 - Investigation

Stage 5 - Recovery of Losses

Stage 6 - Disciplinary

Stage 7 - Condonement/ Removal

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Afrikaans and isiXhosa versions of this publication are available on request.

DISCLAIMER

The English version of this Annual Report is regarded as the official text.

The Department cannot be held liable for any misinterpretations that may have occurred during the translation process.

VRYWARING

Die Engelse gedeeltes van hierdie Jaarsverslag word geag die amptelike weergawe te wees.

Die Departement aanvaar geen verantwoordelikheid vir moontlike wanvertolkings gedurende die vertalingsproses nie.

INKCAZO

Inguqulelo yesiNgesi yale Ngxelo yonyaka ithathwa ngengeyona isebenza ngokusesikweni.

Isebe alinakubekwa tyala, ngazo na iziphoso ezengathi zibe khona ngexesha lenguqulelo yezinye iilwimi.



**Western Cape
Government**

Community Safety

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