



2020/21

Civilian Secretariat for Police Service

ANNUAL REPORT



civilian secretariat
for police service

Department:
Civilian Secretariat for Police Service
REPUBLIC OF SOUTH AFRICA





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**NATIONAL DEPARTMENT OF
CIVILIAN SECRETARIAT FOR POLICE SERVICE**

VOTE NO. 21

ANNUAL REPORT

2020/2021 FINANCIAL YEAR

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PART A: GENERAL INFORMATION



I. DEPARTMENT GENERAL INFORMATION

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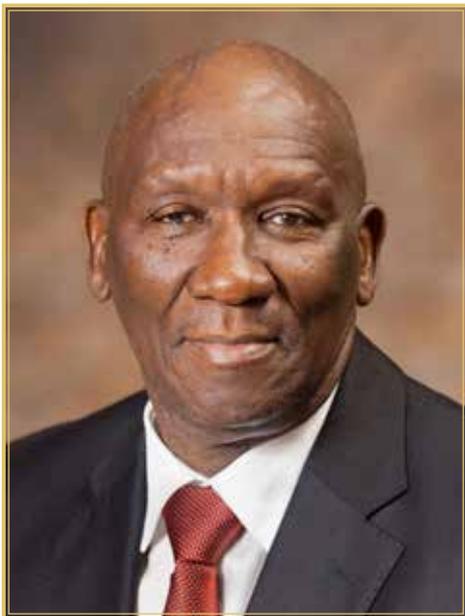
ISBN: 978-0-621-49681-9

2. LIST OF ABBREVIATIONS/ACRONYMS

AIDS	Acquired Immuno-Deficiency Syndrome
AFS	Annual Financial Statements
AGSA	Auditor-General of South Africa
ARC	Audit and Risk Committee
APP	Annual Performance Plan
ASD	Assistant Director
B-BBEE	Broad-Based Black Economic Empowerment
CoE	Compensation of Employees
CFO	Chief Financial Officer
COGTA	Cooperative Governance and Traditional Affairs
COVID-19	Coronavirus Disease 2019
CPF	Community Policing Forum
CSF	Community Safety Forum
CSPS	Civilian Secretariat for Police Service
DCOG	Department of Cooperative Governance
DDM	District Development Model
DNA	Deoxyribonucleic Acid
DPCI	Directorate for Priority Crime Investigations
DPME	Department of Planning, Monitoring and Evaluation
DPSA	Department of Public Service and Administration
EAP	Employee Assistance Programme
EHW	Employee Health and Wellness
ERMEC	Executive Risk Management and Ethics Committee
GBV	Gender-Based Violence
GCIS	Government Communication and Information System
ICT	Information and Communications Technology
IOD	Injury on Duty
JCPS	Justice, Crime Prevention and Security Cluster
HIV	Human Immunodeficiency Virus
HRM	Human Resource Management
HRD	Human Resource Development
ISA	International Standards on Auditing
IPID	Independent Police Investigative Directorate
JCPS	Justice Crime Prevention And Security Cluster
MCS	Modified Cash Standard
MMS	Middle Management Services
MoU	Memorandum of Understanding
MTEF	Medium -Term Expenditure Framework
MTSF	Medium -Term Strategic Framework
NDP	National Development Plan
NFDD	National Forensic DNA Database
NRF	National Revenue Fund
OHS	Occupational Health and Safety

PFMA	Public Finance Management Act
PPE	Personal Protective Equipment
PPP	Public-Private Partnerships
PSIRA	Private Security Industry Regulatory Authority
PSCBC	Public Service Coordinating Bargaining Council
SAPS	South African Police Service
SASSETA	Safety and Security Sector Education and Training Authority
SCM	Supply Chain Management
SCOPA	Standing Committee on Public Accounts
SDIP	Service Delivery Improvement Plan
SMS	Senior Management System
SOPs	Standard Operating Procedures
OAG	Office of the Accountant General
TID	Technical Indicator Description
TVET	Technical and Vocational Education and Training
VCT	Voluntary Testing and Counselling

3. FOREWORD BY THE MINISTER



GENERAL B H CELE, MP
Minister of Police

At the start of the five-year planning cycle our primary aim was to focus on, amongst other priorities, the implementation of those key policies and programmes that would aid in ensuring that the country's development trajectory would not continue to be adversely affected by persistently high crime rates, and in particular the scourge of gender-based violence (GBV) and crimes perpetrated against society's most vulnerable. We sought to align our efforts with the 2019 - 2024 Medium-Term Strategic Framework (MTSF), which compels us as a sector to strengthen community partnerships; increase police visibility; and increase levels of trust in the police in order to contribute to the building of safer communities. Heeding this call, our strategic focus in terms of planned outcomes for the five-year period included improving community participation in the fight against crime; improving community-police relations; facilitating collaboration, coordination and integration on safety, crime and violence prevention within the three spheres of government; and ensuring a transformed and accountable police service.

In spite of the challenges experienced during the first year of implementing the 2020 – 2025 Strategic Plan, brought about largely by the COVID-19 pandemic, the Civilian Secretariat for Police Service (CSPS) made some notable progress towards the achievement of its five year targets in relation to the aforementioned outcomes. I am particularly proud of the work done by the CSPS to ensure rigorous consultation, finalisation and approval of the Integrated Crime and Violence Prevention Strategy (ICVPS) during this tumultuous period, also implying that a significant MTSF target has been met in record time. Addressing the trust deficit between communities and the police requires a multi-pronged approach and a suite of interventions that enable communities to effectively play their part in the process of ensuring their own safety. The ICVPS, through its '*whole of government*' and '*whole of society*' approach to crime and violence prevention will serve as an effective catalyst in achieving this objective.

Given that the involvement of community safety structures in the fight against crime also contributes to improving trust and enhancing community-police relations, I indicated that the CSPS should place concerted focus on the implementation of the Partnership Strategy and Framework. One of the strategic thrusts of the Partnership Strategy and Framework entails capacity building and strengthening structures to promote community safety. In an effort to ensure implementation in this regard, the Department carried out eleven provincial workshops during the period under review to facilitate the establishment of functional community safety forums (CSFs), and in addition, conducted bi-lateral engagements with provinces that did not have functional CSFs in order to fast-track the establishment thereof. The Department also continued to work closely with provinces in determining the effectiveness and functionality of community policing forums (CPFs) through the assessment of the implementation of CPF regulations and standards. There are currently 1159 CPF structures established in 1160 police stations across the country.

During a pandemic, it is imperative that government responses also entail the involvement of community structures in mitigation efforts to not only obtain buy-in from communities, but to promote cooperation and collaboration, and supplement policing efforts where necessary. Through a series of strategic engagements with the relevant national structures, the CSPS was able to facilitate the involvement of CSFs and CPFs in a number of key activities including the monitoring of compliance with lockdown regulations, and public education and awareness campaigns on COVID-19 in areas where these were most needed.

The period under review also saw the country grappling with a *'second pandemic'*, as the levels of GBV and femicide continued to rise during the various lockdown levels. In support of the fight against the scourge of GBV, the CSPS conducted five anti-crime campaigns during the period under review. The Department also continued to monitor and evaluate the implementation of GBV-related policies and legislation by the South African Police Service (SAPS), with the particular aim of assisting SAPS to improve its response mechanisms to reported incidents of GBV. In addition, the CSPS, in collaboration with its provincial counterparts, embarked on a series of virtual media campaigns to educate communities on SAPS' response to reported GBV cases. The aim was to empower communities to understand the reporting process, understand the assistance provided by various entities within the criminal justice system, and to provide them with information in terms of what to do if they are not satisfied with the response provided by the police.

With the generalised impact of this prolonged crisis, 2020/21 was not without its challenges. Of particular relevance was the reordering of public expenditure priorities to redirect emergency resources to COVID-19 relief efforts. The budget cuts significantly impacted on service delivery imperatives, including the capacity of the CSPS to fully implement some of the key policy reforms outlined in the 2016 White Paper on Policing and undertake other MTSF interventions such the citizen satisfaction survey to measure the impact of police visibility on community perception of safety and security. Further anticipated budget cuts over the medium-term will undoubtedly imply that although the role of oversight becomes more pertinent in an uncertain environment where policing approaches are forced to change and adapt at rather short and unpredictable intervals, the resources with which to exercise said oversight continue to diminish. Be that as it may, the CSPS has proven itself resilient in that amidst this constrained environment imbued with turbulence, they have managed to maintain significantly high levels of performance and obtain a clean audit for the 2020/21 financial year.

Over the medium-term, the CSPA will continue focusing on the key priorities I set at the commencement of the five-year cycle, focusing primarily on addressing the lack of trust in the police and finding tangible, innovative ways to improving police service delivery; combining efforts with the District Development Model to facilitate implementation of the ICVPS; and giving impetus to the Partnership Strategy and Framework to strengthen community mobilisation in the fight against crime.

I have directed that the capacity of the CSPA in terms of civilian oversight monitoring be increased in order to enable targeted and more effective support to me particularly with regard to the attainment of these priorities, continued monitoring of my Programme of Action, and overall, enhancing the role of oversight in contributing to the resolution of burning issues in the country.

Lastly, I would like to acknowledge and appreciate the hard work and dedication of the Secretary for Police Service and his team in their efforts to advance the transformation of the SAPS and restore public trust in the police through effective civilian oversight.



GENERAL BH CELE, MP

MINISTER OF POLICE

Date: 11/08/2021

4. REPORT OF THE ACCOUNTING OFFICER



Mr AP Rapea
Secretary for Police Service

OVERVIEW OF THE OPERATIONS OF THE DEPARTMENT:

The Department remains committed to providing strategic advice to the Minister of Police and leading effective oversight over the police in order to strengthen policing and community safety. Guided and informed by the strategic focus outlined in our 2020 – 2025 Strategic Plan, our service delivery agenda for the period under review focused on the development of legislation and polices aimed at improving policing and safety; conducting evidence-based research to inform policing priorities; facilitating stakeholder engagements to enhance crime prevention initiatives; and conducting police station oversight visits to produce evidence based monitoring and evaluation reports and to promote accountability and transformation of the police.

To support the performance of the Department in achieving its strategic objectives, there was a dedicated effort to build human resource capacity through the development and implementation of the Integrated Human Capital Strategy. This strategy led to development of a number of institutional policies which included the Recruitment, Selection and Retention Policy; Talent Management Policy; Productivity Management Policy; and Training and Development Policy.

We managed to achieve our target to maintain a vacancy rate target of not more than 7%, ending the year with a 6.41% vacancy rate after having filled 146 posts of our 156 post establishment. In terms of employment equity targets, the Department met the targets set by the Department of Public Service and Administration (DPSA) with respect to persons with disabilities, equal representation in terms of gender in the senior management echelon, and the representation of youth (employees below the age of 35) as part of its staff establishment. By the end of the period under review, there were three people with disabilities in the Department, translating into 2,05% of the staff complement. The senior management echelon comprised 50% females and 50% males, while the current staff complement comprised 32% youth.

In spite of the continued challenges posed by the COVID-19 pandemic, we managed to achieve 25 out of our 29 planned targets, translating into an annual performance score of 86% at the end of 2020/21 financial year. The protracted crisis challenged us to be innovative in terms of ensuring that work continued, and the use of technological platforms to interact with our stakeholders became a key resource. The key achievements in relation to the Department's predetermined objectives highlight the resilience of the team despite the unusual circumstances the country found itself in during this time.

Partnerships with role-players within the safety environment remains a key priority for the Department and this has resulted in continued coordination of capacity building sessions for CPFs and strengthening of CSFs in various municipalities. A number of anti-crime campaigns were conducted throughout the year as a proactive approach against GBV related crimes in the country, and in support of government regulations in the fight against COVID-19.

We also made some advances in the drafting of legislation aimed at contributing towards improved police performance and the country's overall response to the COVID-19 pandemic. The South African Police Service Amendment Bill was approved by Cabinet and published for public comments. The plan is to consolidate all inputs at the beginning of the new financial year (2021-22) and have the Bill introduced to Parliament in the second quarter.

Safety is not the sole purview of the police, but a shared responsibility requiring the participation of all stakeholders within the three spheres of government, the private sector and broader communities. The Draft Integrated Crime and Violence Prevention Strategy (ICVPS) went through rigorous consultation with relevant stakeholders across government as well as civil society, faith-based organisations, academia, traditional leaders and community representative structures. As part of our mandate to conduct evidence-based research, research briefs and reports on various topical issues affecting policing were produced, with the most notable being the Analysis of Murder Case Dockets which was conducted jointly with the Provincial Secretariats.

Monitoring and evaluation of SAPS continued throughout the year under review, with a specific focus on the top 30 high contact crime police stations as identified by the 2019-20 crime statistics. With rising concerns on the functioning of the Forensic Science Laboratories (FSL), the DNA Board Secretariat continued to monitor the performance of the National Forensic DNA Database (NFDD) and findings indicated a case backlog which stood at 126% by the end of the third quarter of the period under review. In support of efforts to improve the status quo, the Department will continue to monitor the functioning of the FSL and provide regular reports and recommendations to the Minister.

OVERVIEW OF THE FINANCIAL RESULTS OF THE DEPARTMENT:

Departmental receipts

Departmental Receipts	2020/2021			2019/2020		
	Estimate	Actual Amount Collected	(Over)/ Under Collection	Estimate	Actual Amount Collected	(Over)/ Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	80	75	5	77	71	6
Financial transactions in assets and liabilities	60	-	60	59	-	59
Total	140	75	65	136	71	65

The CSPS is not a revenue collecting or generating department as it does not deliver a direct revenue based service to the public. Most of the revenue collected relates to internal processes and services. A total amount of R75 000 in revenue was collected in the 2020/21 financial year. This is an increase of R4 000 against the 2019/20 revenue of R71 000.

Programme Expenditure

Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	63 632	61 937	1 695	64 043	61 844	2 199
Inter-Sectoral Coordination and Strategic Partnerships	22 641	22 637	4	27 108	26 807	301
Legislation and Policy Development	20 755	18 639	2 116	20 168	20 000	168
Civilian Oversight, Monitoring and Evaluation	30 140	28 331	1 809	31 732	28 783	2 949
Total	137 168	131 544	5 624	143 051	137 434	5 617

The Department spent R131,544 million or 95,9% of its final appropriation of R137,168 million in the 2020/21 financial year. That is a 0.2% decrease against the 96,1% spending in the 2019/20 financial year. The underspending on all programmes can be mainly attributed to vacant posts, and the amount of R5,403 million represents 96.0% of the total underspending of R5,624 million. The Department has spent 94,8% of its Compensation of Employees (CoE) budget, which is a 2.4% decrease on the previous year spending, and can be mainly attributed to the impact of the COVID-19 restrictions on the filling of posts. With regards to goods and services and payments for capital assets, the Department has spent 99.8% and 99.9% respectively.

Virements/Roll Overs

PROGRAMME	Approved by the Accounting Officer and / or National Treasury
	R'000
Administration	2 685
Inter-Sectoral Coordination and Strategic Partnerships	(649)
Legislation and Policy Development	(1 447)
Civilian Oversight, Monitoring and Evaluation	(589)
Total	-

The Accounting Officer approved virements from Programme 2: Inter-Sectoral Coordination and Strategic Partnerships, Programme 3: Legislation and Policy Development, as well as Programme 4: Civilian Oversight, Monitoring and Evaluation to Programme 1: Administration for the purchase of capital assets, in particular new servers for the Department. Included in the virement is the approval from National Treasury for the reduction of CoE with R49 000 to defray overspending on Transfers to Households in relation to leave gratuity and early retirement.

A description of the reasons for unauthorised, fruitless and wasteful expenditure and the amounts involved as well as steps taken to address and prevent a recurrence.

Not applicable.

Public-Private Partnerships

Not applicable.

Discontinued Key Activities / Activities to be Discontinued

None.

New or Proposed Key Activities

None.

Supply Chain Management

During the period under review, there were no unsolicited bid proposals concluded by the Department, and there were also no major challenges experienced in Supply Chain Management (SCM). The Department has SCM processes and systems in place to prevent irregular expenditure. In addition, regular training of SCM officials is conducted to maintain this status.

Gifts and Donations received in kind from Non-Related Parties

None.

Exemptions and Deviations received from the National Treasury

Not applicable.

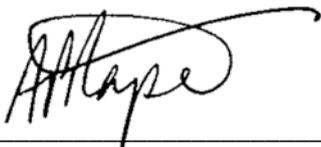
Events after the Reporting Date

There were no significant events (adjusting and non-adjusting), favourable and unfavourable, that occurred after the reporting date and the date of approval of the Annual Financial Statements. The national state of disaster due to COVID-19 is still in force and the changes in the lockdown levels in South Africa influence the spending patterns of the Department. Stricter lockdown measures also influence the attainment of performance targets of the Department and requires continuous re-evaluation and re-prioritisation to still reach the targets.

Other

There was no other material fact or circumstance which may have an effect on the understanding of the financial state of affairs.

I wish to take this opportunity to express my sincere appreciation to the Minister of Police for his exemplary leadership and guidance during the year under review and to the Deputy Minister of Police for his support and encouragement. To my senior management and the entire staff members of the Department, thank you for the tireless efforts, dedication and commitment towards the success of the Department.



MR AP RAPEA

SECRETARY FOR POLICE SERVICE

Date: 11/08/2021

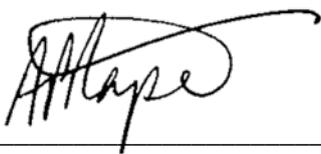
5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

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

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

In my opinion, the Annual Report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Department for the financial year ended 31 March 2021.

Yours faithfully



MR AP RAPEA

SECRETARY FOR POLICE SERVICE

Date: 11/08/2021

6. STRATEGIC OVERVIEW

6.1 Vision

A transformed and accountable Police Service that reflects the democratic values and principles of the Constitution of the Republic of South Africa.

6.2 Mission

To provide efficient and effective civilian oversight over the South African Police Service for safer and more secure communities through community participation, legislation and policy development.

6.3 Values

In carrying out its mission, the CSPS subscribes to the following values:



Figure I: Values that guide the conduct of the Department in carrying out its mission

7. LEGISLATIVE AND OTHER MANDATES

7.1 Legislative Mandate

The Civilian Secretariat for Police Service derives its mandate from the following legislative frameworks:

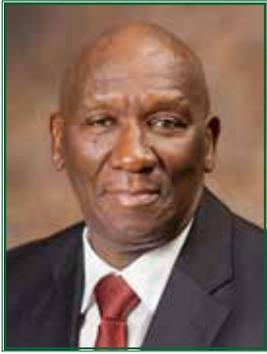
- Civilian Secretariat for Police Service Act (Act 2 of 2011).
- Civilian Secretariat for Police Service Regulations 2016.
- South African Police Service Act (Act 68 of 1995, as amended).
- Independent Police Investigative Directorate Act (1 of 2011).
- Criminal Law (Forensic Procedures) Amendment Act (Act 37 of 2013).
- Public Service Act (Act 103 of 1994).
- The Public Finance Management Act (Act 1 of 1999, as amended).
- Intergovernmental Relations Framework Act (Act of 13 of 2005).
- Critical Infrastructure Protection Act (Act 8 of 2019).

7.2 Policy Mandate

The Civilian Secretariat for Police Service is further guided by the following policies:

- National Development Plan (NDP) Vision 2030.
- 2019 – 2024 Medium-Term Strategic Framework.
- 2016 White Paper on Safety and Security.
- 2016 White Paper on Policing.
- Policy on Community Safety Forums.
- Policy Framework on Establishing an Integrated Model of Policing: Single Police Service.
- Policy on Reducing Barriers to the Reporting on Sexual Offences and Domestic Violence.

8. ORGANISATIONAL STRUCTURE



Minister of Police

General B H Cele (MP)



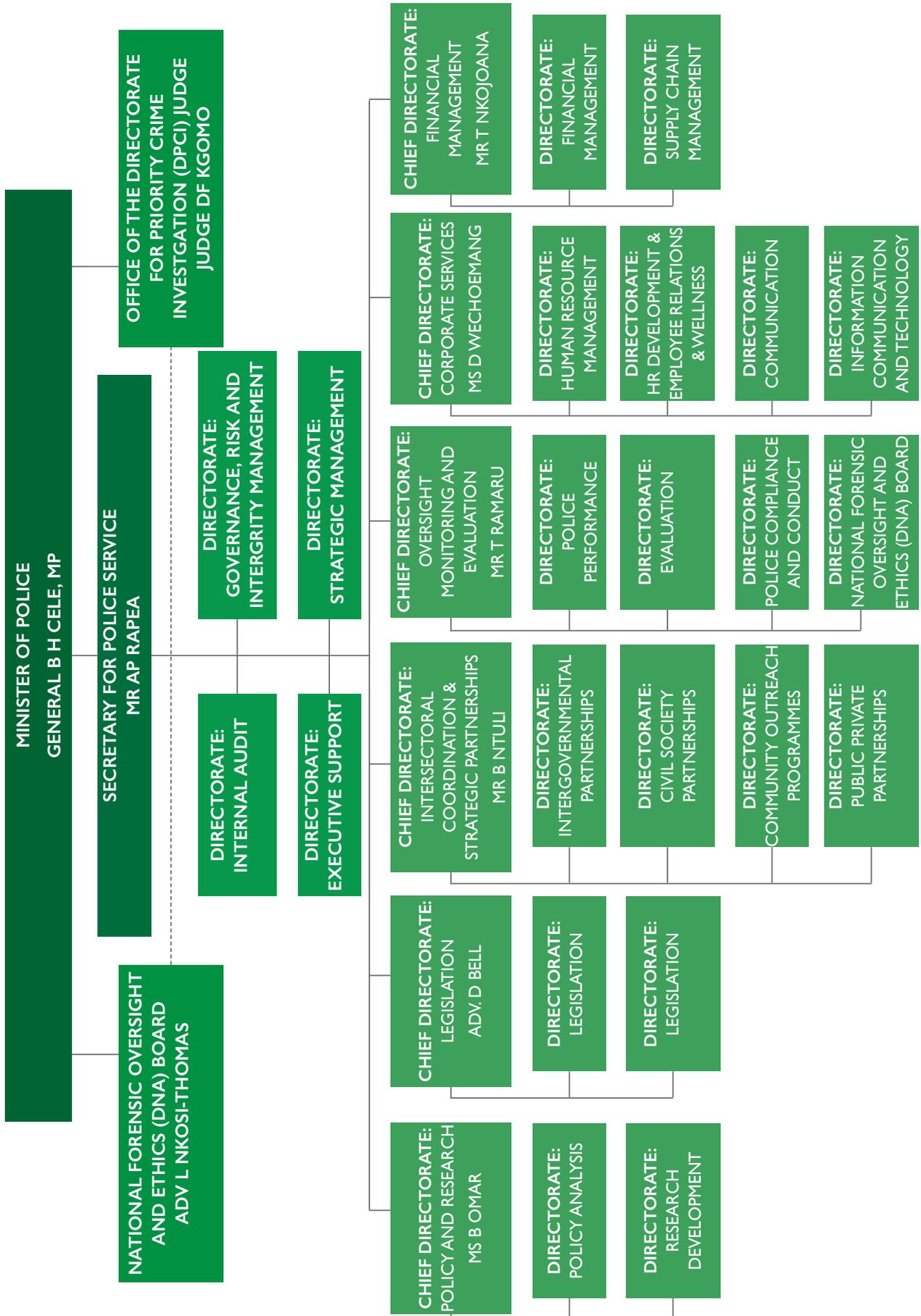
Deputy Minister of Police

Hon. C C Mathale (MP)



Secretary for Police Service

Mr A P Rapea

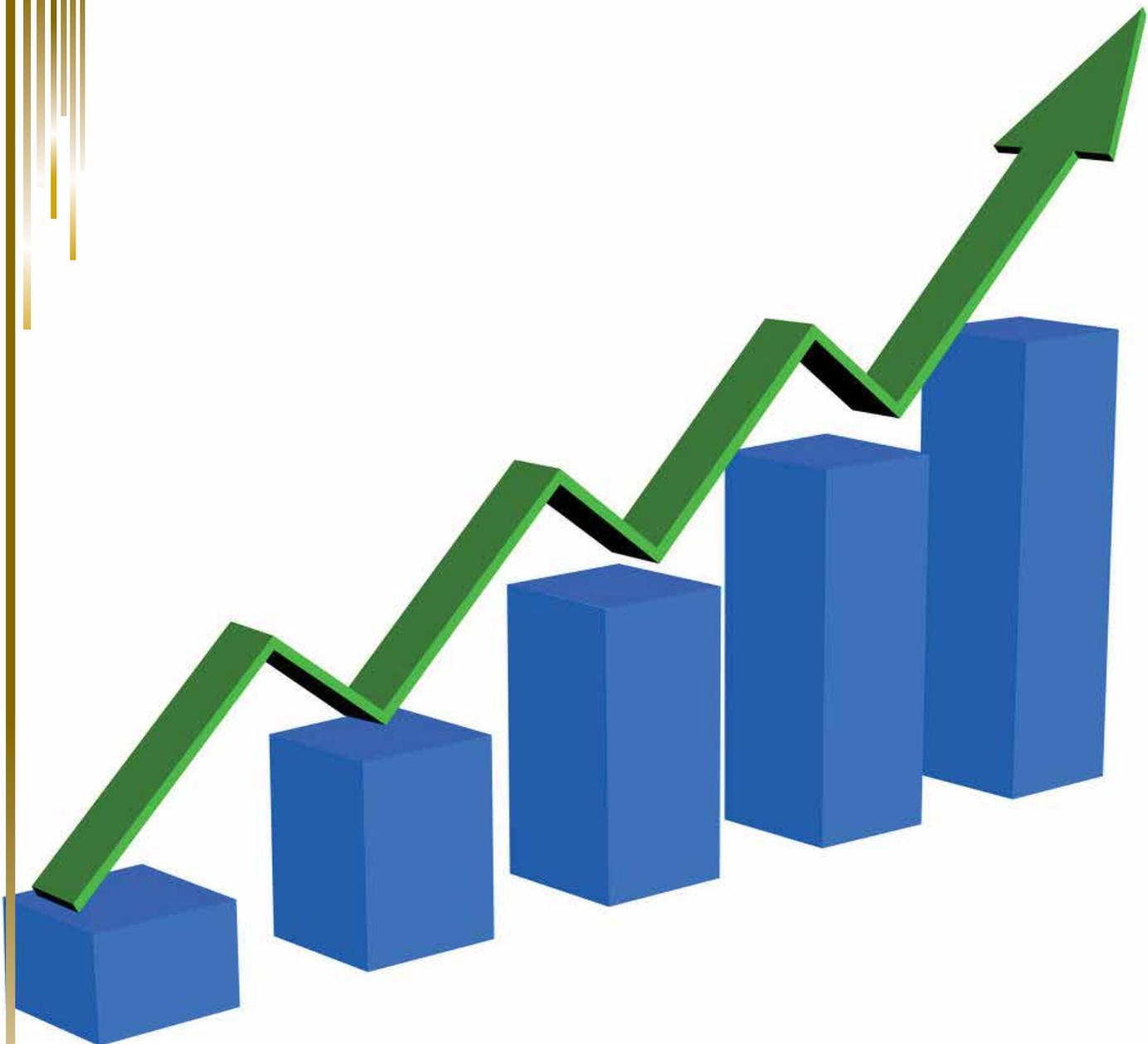


9. ENTITIES REPORTING TO THE MINISTER

The table below indicates the entities that report to the Minister:

Name of Entity	Legislative Mandate	Financial Relationship	Nature of Operations
Civilian Secretariat for Police Service	Civilian Secretariat for Police Service Act 2 of 2011	N/A	Provide an oversight role over the performance and conduct of the police
South African Police Service	South African Police Service Act 68 of 1995	The Department has a normal supplier-client financial relationship with SAPS	Creating a safe and secure environment for all the people in South Africa
Independent Police Investigative Directorate	Independent Police Investigative Directorate Act 1 of 2011	N/A	Investigating complaints of alleged criminality and misconduct against members of the SAPS and Metropolitan Police Services
Private Security Industry Regulatory Authority	Private Security Industry Regulation Act 56 of 2001	N/A	Provide for the regulation of the private security industry

PART B: PERFORMANCE INFORMATION



1. AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

For the period under consideration, the Auditor-General of South Africa (AGSA) provided reasonable assurance on the usefulness and reliability of the reported performance information against the predetermined objectives for Programme 4: Civilian Oversight, Monitoring, and Evaluation. The audit outcomes indicate that the AGSA did not identify any material findings for the selected Programme.

For details regarding the audit outcomes on the performance against the predetermined objectives, refer to page 107 of the AGSA Report under Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 Service Delivery Environment

The service delivery environment within which the Department operates changed significantly during the period under review, as the COVID-19 pandemic essentially reshaped the manner in which Government generally implements its programmes and plans. The 2020/21 financial year was largely characterised by variations of lockdowns and a series of restrictions which had a major impact on the people-centred mandate of the Department. Of particular relevance were the prohibition of mass gatherings and restrictions in terms of travelling, which implied that the Department had to find new ways of communicating and engaging with communities and other key stakeholders. Notwithstanding these challenges, the Department leveraged on the use of technological platforms to ensure the continuation of its consultations and public participation programmes, and also employed alternative methods of conducting research and collecting data for its knowledge products and monitoring reports. As such, the Department achieved 25 out of its 29 planned targets, translating into an annual performance score of 86%.

In terms of services delivered directly to the public by the Department, the following can be noted:

CSF Facilitation Workshops

The core mandate of CSFs is to facilitate community participation in safety, crime and violence interventions. CSFs are responsible for ensuring that synergies are realised through integrated planning between government departments and relevant institutions on issues of community safety; for facilitating the execution of regular safety audits in partnership with civil society; coordinating the development of community safety strategies and plans, and coordinating, monitoring and evaluating the implementation of safety programmes or projects at local level.

The Members of the Executive Council (MECs) responsible for policing in provinces, in consultation with the relevant mayor(s), have the responsibility to establish a CSF that is broadly representative of local community structures and organs of State. The CSPS plays a facilitation role by, among others, conducting workshops with Provincial Secretariats and municipalities to unpack the policy implementation requirements in this regard and provide technical assistance where relevant.

During the period under review, the Department facilitated 10 CSF workshops, out of the planned 9 targets for the year. This was due to a high demand for the workshops by provinces and municipalities.

Capacity-Building Workshops

In line with our mandate to liaise and communicate with stakeholders and encourage national dialogue on safety and crime prevention, the Department conducts capacity-building workshops to create awareness on existing Justice, Crime Prevention and Safety (JCPS) cluster policies, services and/or products available to bring to the attention of communities; to encourage local stakeholders to participate and lead policy implementation on safety and security issues; and to emphasise the need for a multidisciplinary approach when dealing with crime issues.

By the end of 2020/21, the Department had conducted 11 capacity-building workshops on crime prevention policies, out of the 9 targets planned. As with the CSF facilitation workshops, there was also a high demand for these workshops by provinces and municipalities during the latter part of the year.

Anti-Crime Campaigns

The Department conducts anti-crime campaigns based on agreed-upon initiatives with public-private partners through signed working agreements. These campaigns are focused on social crime prevention initiatives on topical issues such as responsible alcohol trade and use, gender-based violence, school and campus safety, and the protection of vulnerable groups.

During the year under review, the Department conducted 5 anti-crime campaigns out of the 3 targets planned. The additional campaigns were in response to the scourge of GBV and youth gangsterism.

Izimbizo/Public Participation Programmes

The public participation programmes facilitated by the Department provide a platform for dialogue on crime prevention initiatives between communities and the Minister of Police. During the period under review, 8 Izimbizo/public participation programmes took place, addressing amongst other issues, rural safety; GBV; and violence as a result of racial tensions in hotspot areas.

In addition to the impact of the COVID-19 pandemic, the challenges encountered by the Department in delivering these services included the following:

- At the beginning of the year, the Department experienced low levels of attendance in some workshops as stakeholders were still adjusting to the 'new normal' and connectivity challenges also contributed to this.
- At the start of the lockdown, a directive was issued by SAPS indicating that CPFs should not operate as these structures were not regarded as essential services. This impacted on the participation of CPFs in some of the campaigns and programmes of the Department during the first part of the year.
- Although the Department continued to carry out its mandate by conducting the CSF facilitation workshops, the pending memorandum of understanding between the CSPS and the Department of Cooperative Governance (DCOG) was still not finalised, which continued to impact on the ability to ensure that the requisite institutional mechanisms are in place for local government to implement the CSF Policy.

The corrective steps that were taken to address the above challenges included the following:

- The departmental (Information and Communication Technology (ICT) unit took steps to mitigate against connectivity challenges by also facilitating and enabling the use of various web-enabled applications such as Zoom, Google Meetings, Webex, in addition to Microsoft Teams.
- As per an intervention by the Deputy Minister of Police on the CPF matter, the Department engaged with SAPS regarding the role and participation of CPFs during the COVID-19 lockdown period. The Department also engaged with the members of CPFs through their national structure – the National Community Police Consultative Forum. The outcome of these engagements included the development of an online community policing COVID-19 action plan, which empowered CPFs and CSFs to participate in a number of key activities including the monitoring of compliance with the lockdown regulations, and public education and awareness campaigns on COVID-19.
- An internal task team was established to assess, revise, and align the draft CSF indicators with the CSF Policy, Community Policing Policy, and CSF Implementation Guideline. The development of the indicators for functional CSFs is envisaged to pave the way for further discussions regarding the finalisation and operationalisation of the Memorandum of Understanding (MoU) with CoGTA.

2.2 Service Delivery Improvement Plan

The Department, in consultation with DPSA, is currently in the process of developing a Service Delivery Improvement Plan (SDIP) in order to ensure compliance with the Regulation 38 of the 2016 Public Service Regulations.

2.3 Organisational Environment

One of the key priorities set by the Department at the beginning of the 2020/21 financial year was the concerted focus on implementing the Integrated Human Capital Strategy, which sought to ensure strategic alignment of human capital and core departmental activities, and also pave the way for improving operational efficiency in the Department. Recruitment and selection were identified as central pillars that would assist the Department to fully implement its mandate, however, the significant budget cuts which took place during the special adjustment budget process impacted on the optimal implementation of envisaged institutional reforms as outlined in the Strategy and the 2016 White Paper on Policing.

Given the above factors, there were no organisational restructuring efforts made during the period under review, and there were also no resignations or appointments of key personnel such as the Accounting Officer or Chief Financial Officer (CFO).

In spite of the challenges brought about by the constrained fiscal environment and the impact of COVID-19, the Department had filled 146 of its 156 post establishment by the end of the period under review, resulting in a vacancy rate of 6.41%.

VACANCY RATE

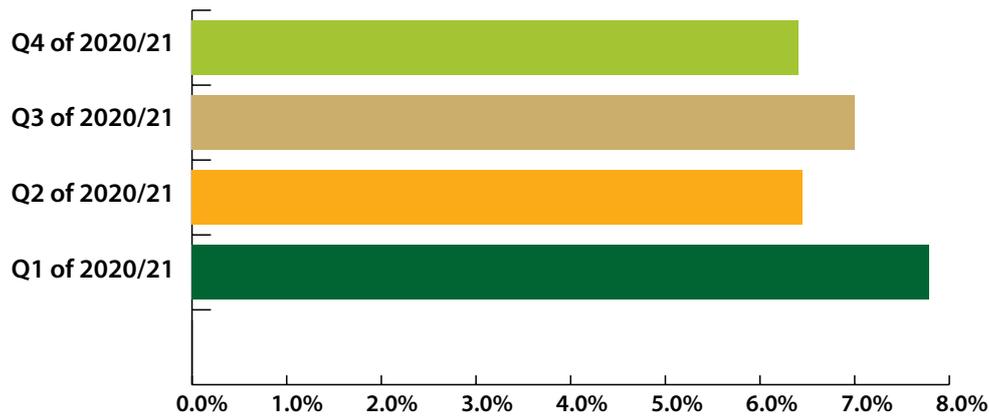


Figure 2: Vacancy Rate from Q1 – Q4 of 2020/21

The Department currently has 3 people with disabilities (PwDs), translating into 2,05% of the staff complement. This means that the Department has achieved the 2% equity target for employment of PwDs. The Department has a staff complement comprising 77 females and 69 males, translating into 52.74% and 47.26% of the staff complement respectively. The senior management echelon of the Department comprises 50% females and 50% males, thereby implying equal representation of men and women at the decision-making level of the Department, as required by DPSA. Departments are also required to ensure that at least 30% of their staff complement comprises of youth, and thus far this target has been achieved by the CSPS given that 32% of the current staff complement comprises of young people (employees below the age of 35). This figure consists of 26 females and 20 males, inclusive of 5 interns.

EMPLOYMENT EQUITY 2020/2021

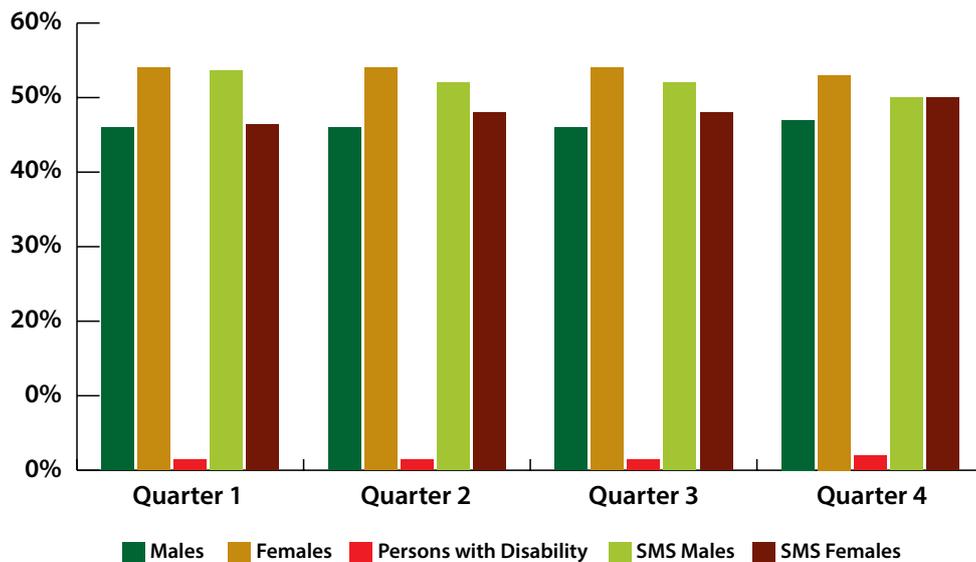


Figure 3: Employment Equity from Q1 – Q4 of 2020/21

2.4 Key Policy Developments and Legislative Changes

During the period under review, there were no major changes to relevant legislation that affected the operations of the Department. In terms of key policy developments, the Integrated Crime and Violence Prevention Strategy (ICVPS) was developed in order to give effect to the provisions of the 2016 White Paper on Safety and Security. The ICVPS focuses on the prevention of crime and violence in communities, and advocates for an integrated and ‘whole of government’ and ‘whole of society’ approach to planning in respect of safety. Once approved by Cabinet, the implementation of the ICVPS will require the Department to foster closer relations with key departments such as DCOG, Social Development, etc. in order to ensure that key indicators emanating from the Strategy are integrated into their plans and programmes.

3. ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

Over the five-year performance cycle, the Department has identified the following as its institutional outcomes:

- Improved community participation in the fight against crime;
- Improved community police relations;
- Improved collaboration, coordination and integration on safety, crime and violence prevention within the three spheres of government; and
- Transformed and accountable police service.

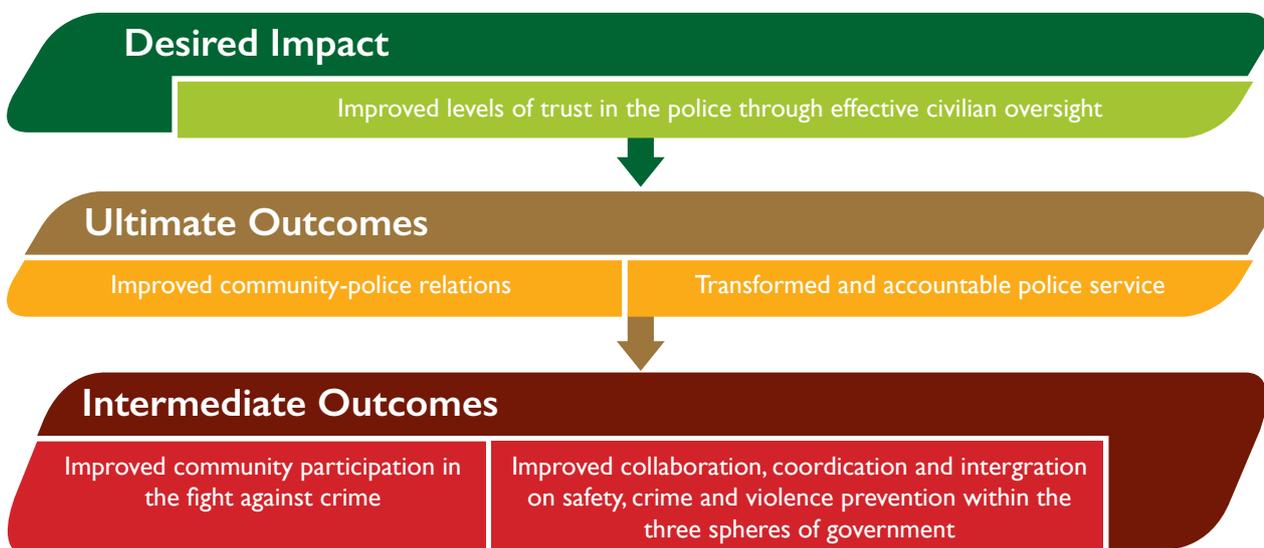


Figure 4: Institutional Impact and Outcomes

In spite of the challenges experienced during the first year of implementing our 2020 – 2025 Strategic Plan, largely on account of the COVID-19 pandemic, some notable progress was made towards the achievement of our five year targets in relation to our outcome indicators. The progress is outlined as follows:

- **Number of functional CSFs:** In addition to the CSF facilitation workshops carried out during the period under review, the Department conducted bi-lateral engagements with provinces that did not have functional CSFs in order to fast-track the establishment thereof. Furthermore, the Department has held engagements with key partners such as the German Development Corporation (GIZ), amongst others, to discuss the status of CSFs in provinces and to solicit technical assistance to develop a capacity-building manual and toolkit that can be used to engage and capacitate the relevant stakeholders within the JCPS cluster regarding CSFs.
- **Number of functional CPFs:** The Department continues to work closely with provinces in assessing the effectiveness and functionality of CPFs. This is done through the assessment of the implementation of CPF regulations and standards, the outcomes of which are verified by provinces. There are currently 1159 CPF structures established in 1160 police stations across the country.
- **Percentage community satisfaction with government in relation to safety:** During the period under review, planning for the perception survey which will address this outcome indicator, as well as the indicator on levels of households satisfied with the police had commenced, however, it was impacted by the COVID-19 pandemic and subsequent lockdown restrictions. In the new financial year, the data collection tool will be finalised and the Department will collaborate with Provincial Secretariats in the rollout of the survey.
- **Reduced number of civil claims against the police:** The Department has already conducted two studies on management of litigation by the SAPS, the main purpose of which was to determine how SAPS is managing the litigation processes and which measures are in place to curb civil claims. The studies were able to identify the main causes of civil claims, amount spent by SAPS on civil claims, top police stations contributing to most claims, and predominant law firms that carry out these claims. During the period under review, the Department produced a report on the assessment of litigation management, the objectives of which were to identify critical areas that require attention in the management of litigation; monitor critical trends on litigation management; assess progress made in implementing the recommendations from previous studies; and make future recommendations on how best to manage litigation. In the new financial year, the Department will undertake an analysis of the policy and legal framework for the management of civil litigation in SAPS in order to identify gaps and make appropriate policy recommendations.
- **Reduced number of complaints recorded against the police:** On a continuous basis, the Department assesses the ability of SAPS to receive and deal with complaints against its members. The reports also detail trends in terms of areas with the highest number of complaints, and factors contributing to these complaints. During the period under review, the reports indicated that the bulk of complaints received against the police could be attributed to police conduct, poor investigation and poor communication, amongst other factors. These reports also provide recommendations on appropriate policy responses and interventions that can assist in reducing the number of service delivery complaints against the police.
- **Increased levels of community trust in the police:** Addressing the trust deficit between communities and the police requires a multi-pronged approach and a suite of interventions that enable communities to effectively play their part in the policing relationship. Over the previous MTSF period, the Department has developed various policies and produced evidence-based research to contribute to this outcome, including the Community Policing Policy. Most notably, during the period under review, the Department finalised the ICVPS which provides a coordinated and integrated plan to prevent crime and violence in South Africa, which is a necessary precondition for increasing people's feelings of safety and building safer communities. It proposes a 'whole of government' and 'whole of society' approach, as safety is the responsibility of all and not just the police. The sixth pillar of the ICVPS focuses on 'active public and

community participation'. It is through this pillar that communities and police will engage to discuss and collaborate on possible and practical programmes and interventions for effective prevention of crime and violence in communities.

- Reduced number of SAPS misconduct cases recommended for disciplinary action by IPID:** Section 31(2) of the CSPA Act requires the Department to monitor the implementation of recommendations made by IPID to SAPS and to provide the Minister with regular reports on steps taken by SAPS to ensure compliance. In compliance with the Act, both SAPS and IPID provide information to the CSPA on a monthly basis regarding recommendations made and progress on implementation. The CSPA in turn produces a consolidated bi-annual monitoring report on the status of implementation of IPID recommendations by SAPS, as per the CSPA Act. The report also makes further recommendations to address challenges that may emerge in the implementation of IPID recommendations. The Department also conducts regular oversight visits to provincial offices to interact with key stakeholders and follow up on implementation challenges. The Department has also undertaken a research study on the effectiveness of SAPS's mechanisms to strengthen the management of police discipline. During the period under review, several workshops were coordinated between IPID, SAPS, CSPA and Provincial Secretariats to discuss the impact of the SAPS 2016 Disciplinary Regulations on the oversight role of other entities. One of the recommendations in the report is about amending the SAPS Disciplinary Regulations to ensure that those found guilty of misconduct are given sanctions that are consistent with the transgressions which will serve as a deterrent to those transgressing the policies and legislations.

During the process to review Strategic and Annual Performance Plans in response to the COVID-19 pandemic, it was noted that the trajectory of the Department's five-year strategy was aligned to the outcomes in the 2019-24 MTSF, and as a result there were no major changes or amendments to the 2020 – 2025 Strategic Plan. The only changes made were with respect to baselines for 3 outcome indicators which had not been available at the time of tabling the Strategic Plan, and these are reflected below:

Impact Statement: Improved levels of trust in the police through effective civilian oversight				
MTSF Priority	Priority 1: A Capable, Ethical and Developmental State			
	Priority 6: Social Cohesion and Safe Communities			
Outcome	SP Reference	Outcome Indicator	Baseline	Five Year Target
Transformed and accountable police service	3.1.2.5	Reduced number of civil claims against the police	New	50%
		Tabled Baseline		
	3.1.2.6	Reduced number of civil claims against the police	14 241	50%
		Amended Baseline		
	3.1.2.6	Reduced number of complaints recorded against the police	New	50%
		Tabled Baseline		
3.1.2.8	Reduced number of complaints recorded against the police	9958	50%	
	Amended Baseline			
3.1.2.8	Reduced number of SAPS misconduct cases recommended for disciplinary action by IPID	New	50%	
	Tabled Baseline			
3.1.2.8	Reduced number of SAPS misconduct cases recommended for disciplinary action by IPID	873	50%	
	Amended Baseline			

4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

4.1 PROGRAMME 1. ADMINISTRATION

- Programme Purpose: Provide strategic leadership, management and support services to the Department
- Sub-Programmes:
 - Department Management
 - Corporate Services
 - Financial Administration
- Institutional Outcomes:

Programme 1 contributes to the following institutional outcome:

- Transformed and accountable police service.

Table 4.1.1

Sub-Programme 1.1: Department Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
Transformed and accountable police service	Reports/ minutes of meetings/ attendance register	1.1.1 Number of joint consultative IPID / Secretariat forum meetings held per year in compliance with the Civilian Secretariat for Police Service Act, 2011	3	4	4	4	0	N/A

Strategy to overcome areas of underperformance

The Sub-Programme achieved its planned target for the reporting period.

Changes to planned targets

There were no changes to the planned target for the reporting period.

Table 4.1.2

Sub-Programme 1.2: Corporate Services									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations	
Transformed and accountable police service	Monthly report	1.2.1 Maintain a vacancy rate of not more than 7% of the total post establishment	6.7%	7.79%	Not more than 7%	6.41%	0.59%	N/A	
	Quarterly progress reports	1.2.2 Percentage implementation of the Human Capital Strategy	New Indicator	N/A	100%	99%	(1%)	The 1% variance refers to the return of 80/90% of a job satisfaction survey questionnaire by employees. The activity was not fully achieved due to the unpredictable nature of surveys, particularly in terms of the slow response rate from employees	

Sub-Programme 1.2: Corporate Services								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
	Quarterly progress reports	1.2.3 Percentage implementation of the Information and Communication Technology (ICT) Strategy	New Indicator	N/A	100%	98%	(2%)	Some activities in the ICT Operational Plan were not achieved at the time of reporting, due to COVID-19 restrictions

Strategy to overcome areas of under performance

The Sub-Programme achieved one of its three planned targets for the period under review. It must be noted, however, that in terms of the implementation of the Human Capital Strategy, the Department successfully managed to develop 10 operational strategies and 14 policies, which were all approved. The 1% variance constitutes only 1 activity in the strategy implementation plan, which is the return of 80/90% of the job satisfaction survey questionnaire by employees. The activity was not fully achieved due to the unpredictable nature of surveys, particularly in terms of the slow response rate from employees. The 2% variance on the ICT Strategy constitutes activities which could not be completed because of COVID-19. The Sub-Programme will regularly monitor all the activities in the implementation plan of the Human Capital Strategy and ensure timely submission of reports. Those activities that are at risk of being affected by COVID-19 restrictions will be reviewed to ensure that targets set are attainable.

Changes to planned targets

The technical indicator descriptions for output indicators 1.2.1, 1.2.2 and 1.2.3 were amended to include the disaggregation of beneficiaries, in line with Departmental Employee Equity targets.

Table 4.1.3

Sub-Programme 1.3: Financial Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	** Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations
Transformed and accountable police service	Creditors age analysis report	1.3.1 Percentage of payments made to creditors within 30 days	98%	100%	100%	100%	0	N/A
	Expenditure report	1.3.2 Percentage of expenditure in relation to Budget allocated	94%	96%	98%	96%	(2%)	The Department mainly underspent due to vacant posts not filled during the financial year

Strategy to overcome areas of under performance

The Department will implement its recruitment strategy to ensure that all funded vacant posts are prioritised and filled.

Changes to planned targets

There were no changes to the planned targets for the reporting period.

LINKING PERFORMANCE WITH BUDGETS

Sub-Programme Name	2020/21				2019/20				
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
Department Management	9 968	9 967	1	11 430	10 401	1 029	11 430	10 401	1 029
Corporate Services	27 117	26 328	789	23 168	22 757	411	23 168	22 757	411
Finance Administration	17 520	17 425	95	19 304	19 298	6	19 304	19 298	6
Office Accommodation	4 717	4 717	-	5 906	5 177	729	5 906	5 177	729
Internal Audit	4 310	3 500	810	4 235	4 211	24	4 235	4 211	24
TOTAL	63 632	61 937	1 695	64 043	61 844	2 199	64 043	61 844	2 199

4.2 PROGRAMME 2: INTER-SECTORAL COORDINATION AND STRATEGIC PARTNERSHIPS

- **Programme Purpose:** To manage and encourage national dialogue on community safety and crime prevention

- **Sub-Programmes:**

- Intergovernmental, Civil Society and Public-Private Partnerships
- Community Outreach

- **Institutional Outcomes:**

Programme 2 contributes to the following institutional outcomes:

- Improved collaboration, coordination and integration on safety, crime and violence prevention within the three spheres of government.
- Improved community participation in the fight against crime.
- Improved community police relations.

Table 4.2.1 (a)

Sub-Programme 2.1: Intergovernmental, Civil Society and Public-Private 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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved collaboration, coordination and integration on safety, crime and violence prevention with the three spheres of government	Signed Memoranda of Understanding	2.1.1 Number of memorandum of understanding (MoU) signed with stakeholders per year to build safer communities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
		2.1.2 Number of workshops facilitated with provincial secretariats and municipalities on the establishment of Community Safety Forums (CSFs) per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Improved community participation in the fight against crime	Attendance Register/Report	2.1.3 Number of provincial capacity-building workshops held on crime prevention policies per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Reports/ attendance register/minutes								

Sub-Programme 2.1: Intergovernmental, Civil Society and Public-Private 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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Attendance registers/ reports/ pamphlets	2.1.4 Number of Anti-Crime Campaigns conducted per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Improved community police relations	Monitoring reports on the implementation of CPF regulations/ standards	2.1.5 Number of monitoring reports on implementing Community Policing Forum (CPF) regulations/ standards approved by the Secretary for Police per year	2	2	2	0	0	N/A	Due to the restrictions emanating from the national state of disaster and lockdown (particularly with regard to travelling), the nature of the indicator was changed to focus on analysis / assessment, which was done largely as a desktop exercise

Strategy to overcome areas of under performance

The Sub-Programme did not have a planned target for this reporting period.

Changes to planned targets

The table above indicates that there were no amendments made for output indicators 2.1.1 to 2.1.4 during the reporting period (01 April to 30 June 2020). In July 2020, the Department tabled an addendum to the 2020/21 APP in response to the impact of COVID-19, and the indicators which were identified as 'at risk' of being affected by COVID-19 were amended. As such, the title for output indicator 2.1.5 was amended in an effort to change the nature of the indicator to focus on analysis / assessment, which was done largely as a desktop exercise. The amendment to the output indicator did not have any impact on the annual and quarterly targets.

Table 4.2.1 (b)

Sub-Programme 2.1 : Intergovernmental, Civil Society and Public-Private Partnerships								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
Improved collaboration, coordination and integration on safety, crime and violence prevention with the three spheres of government	Signed Memoranda of Understanding	2.1.1 Number of memorandum of understanding (MoU) signed with stakeholders per year to build safer communities	2	2	2	2	0	N/A
Improved community participation in the fight against crime	Attendance Register/Report	2.1.2 Number of workshops facilitated with provincial secretariats and municipalities on the establishment of Community Safety Forums (CSFs) per year	12	14	9	10	1	The additional achievement was as a result of the high demand for CSF workshops from provinces and municipalities

Sub-Programme 2.1: Intergovernmental, Civil Society and Public-Private Partnerships								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
	Reports/ attendance register/minutes	2.1.3 Number of provincial capacity-building workshops held on crime prevention policies per year	9	11	9	11	2	The additional achievements were as a result of the high demand for capacity-building workshops from CPFs
	Attendance registers/ reports/ pamphlets	2.1.4 Number of Anti-Crime Campaigns conducted per year	4	8	3	5	2	The additional anti-crime campaigns were conducted in response to the fight against GBV and youth gangsterism
Improved community police relations	Monitoring reports on the implementation of CPF regulations/ standards	2.1.5 Number of assessment reports on implementing Community Policing Forum (CPF) regulations/ standards approved by the Secretary for Police per year	2	2	2	2	0	N/A

Strategy to overcome areas of under performance

The Sub-Programme achieved all of its planned targets for the reporting period.

Changes to planned targets

The table above indicates that indicator 2.1.5 was amended due to the restrictions emanating from the national state of disaster and lockdown (particularly with regard to travelling). The nature of the indicator was changed to focus on analysis. The amendment to the output indicator did not have any impact on the annual and quarterly targets.

Table 4.2.2 (a)

Sub-Programme 2.2: Community Outreach									
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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Improved community participation in the fight against crime	Attendance registers/reports/pamphlets	2.2.1 Number of Izimbizo/public participation programs held with communities to promote community safety per year	9	15	8	0	(8)	For the reporting period of 1 April – 30 June 2020, the Sub-Unit had 2 planned targets. These targets could not be achieved due to COVID-19 lockdown regulations (prohibition of gatherings and restrictions in terms of travelling)	The annual target was reduced from 8 to 4, due to the effect of the COVID-19 restrictions on the work required to carry out public participation programmes

Strategy to overcome areas of under performance

The Sub-Programme did not achieve its planned targets for the reporting period (1 April to 30 June 2020). The Department subsequently revised the annual and quarterly targets to mitigate against the impact of the COVID-19 lockdown regulations. Furthermore, the Department also undertook to make use of technological platforms to ensure that public participation programmes continued.

Changes to planned targets

The annual target for output indicator 2.2.1 was reduced from 8 to 4 due to the impact of the COVID-19 lockdown regulations (prohibition of gatherings and limitations in terms of travelling). The quarterly targets were also amended to reflect 2 public participation programmes/Izimbizo in quarter one and quarter four respectively.

Table 4.2.2 (b)

Sub-Programme 2.2: Community Outreach								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
Improved community participation in the fight against crime	Attendance registers/ reports/ pamphlets	2.2.1 Number of Izimbizo/ public participation programs held with communities to promote community safety per year	9	15	4	8	4	The Sub-Unit made use of technological platforms to ensure that public participation programmes continued. Furthermore, as and when the lockdown regulations were eased, the Sub-Unit held physical engagements with stakeholders (in adherence with COVID-19 protocols)

Strategy to overcome areas of under performance

The Sub-Programme achieved all of its planned targets for the reporting period.

Changes to planned targets

The annual target for output indicator 2.2.1 was reduced from 8 to 4 due to the impact of the COVID-19 lockdown regulations (prohibition of gatherings and limitations in terms of travelling). The quarterly targets were also amended to reflect 2 public participation programmes / Izimbizo in quarter one and quarter four respectively.

LINKING PERFORMANCE WITH BUDGETS

Sub-Programme Name	2020/21				2019/20				
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
Intergovernmental, Civil Society and Public-Private Partnerships	18 157	18 153	4	22 957	22 714	243	22 957	22 714	243
Community Outreach	4 484	4 484	-	4 151	4 093	58	4 151	4 093	58
TOTAL	22 641	22 637	4	27 108	26 807	301	27 108	26 807	301

4.3 PROGRAMME 3: LEGISLATION AND POLICY DEVELOPMENT

- **Programme Purpose:** Develop policy and legislation for the police sector and conduct research on policing and crime

- **Sub-Programmes:**

- Policy Development and Research
- Legislation

- **Institutional Outcomes:**

Programme 3 contributes to the following institutional outcomes:

- Transformed and accountable police service.
- Improved community participation in the fight against crime.
- Improved collaboration, coordination and integration on safety, crime and violence prevention within the three spheres of government

Table 4.3.1 (a)

Sub-Programme 3.1: Policy Development 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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Transformed and accountable police service	Approved policies on policing	3.1.1 Number of policies on policing submitted to the Secretary for Police Service for approval per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Approved research reports on policing	3.1.2 Number of research reports on policing approved by the Secretary for Police Service per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Improved community participation in the fight against crime	Newsletters	3.1.3 Number of newsletters (gazette) published on Safer Spaces per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Improved collaboration, coordination and integration on safety, crime and violence prevention with the three spheres of government	Approved Integrated Violence And Crime Prevention Strategy	3.1.4 Number of Integrated Violence and Crime Prevention strategies submitted to the Minister for approval	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Sub-Programme 3.1: Policy Development 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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Approved reports on facilitating implementation of the 2016 White Paper on Safety & Security	3.1.5 Number of reports on facilitating implementation of the White Paper on Safety and Security submitted to the Secretary for approval	New Indicator	N/A	1	0	0	The target was planned for the fourth quarter of 2020/21	The indicator was identified as "at risk" of being affected by COVID-19 lockdown regulations, particularly with regard to travel restrictions. The indicator was replaced with an indicator that could be achieved through desktop analysis and limited travel

Strategy to overcome areas of under performance

The target for output indicator 3.1.5 was only planned to be achieved in the fourth quarter, therefore no deviation was recorded for the reporting period of 1 April to 30 June 2020. During the review of the 2020/21 APP, the Department subsequently replaced the output indicator with an indicator that could be achieved through desktop analysis and limited travel.

Changes to planned targets

The table above indicates that there were no amendments made for output indicators 3.1.1, 3.1.3 and 3.1.4 during the reporting period (1 April to 30 June 2020). However, the technical indicator description for output indicator 3.1.2 was amended to specify the particular area for the study in the indicator definition; i.e. analysis of murder case dockets. The study will also be carried out over two financial years and as such the means to verification was amended to indicate the achievement of the target as completion of phase one. Output indicator 3.1.5 was replaced with a new indicator "number of research briefs on policing and safety", which is indicated in the below table.

Table 4.3.1 (b)

Sub-Programme 3.1: Policy Development and Research									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	
Transformed and accountable police service	Approved policies on policing	3.1.1 Number of policies on policing submitted to the Secretary for Police Service for approval per year	3	2	1	1	0	N/A	
	Approved research reports on policing	3.1.2 Number of research reports on policing approved by the Secretary for Police Service per year	2	3	1	1	0	N/A	
Improved community participation in the fight against crime	Newsletters	3.1.3 Number of newsletters (gazette) published on Safer Spaces per year	1	1	1	1	0	N/A	
Improved collaboration, coordination and integration on safety, crime and violence prevention with the three spheres of government	Approved Integrated Violence And Crime Prevention Strategy	3.1.4 Number of Integrated Violence and Crime Prevention strategies submitted to the Minister for approval	New Indicator	N/A	1	1	0	N/A	
	Approved research briefs on Policing and safety	3.1.5 Number of research briefs on policing and safety	New Indicator	N/A	3	3	0	N/A	

Strategy to overcome areas of under performance

The Sub-Programme achieved all of its planned targets for the reporting period.

Changes to planned targets

The technical indicator description for output indicator 3.1.2 was amended to specify the particular area for the study in the indicator definition; i.e. analysis of murder case dockets. The study will also be carried out over two financial years and as such the means to verification was amended to indicate the achievement of the target as completion of phase one. Output indicator 3.1.5 was replaced with a new indicator “number of research briefs on policing and safety”, with an annual target of 3.

Table 4.3.2

Sub-Programme 3.2: Legislation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
Transformed and accountable police service	The Bills drafted for submission to the Minister	3.2.1 Number of Bills submitted to the Minister for Cabinet approval per year	3	4	2	3	1	The Leader of Government Business requested that the 2020 Legislative Programme be re-assessed to focus on and prioritise the Bills that would assist Government to respond to the COVID-19 pandemic and other challenges effectively. As such, an additional achievement was registered during the reporting period

Strategy to overcome areas of under performance

The Sub-Programme achieved all of its planned targets for the reporting period.

Changes to planned targets

The technical indicator description for output indicator 3.2.1 was amended to rectify the names of the Bills to be submitted, and to include an additional Bill that was identified as a priority in the 2020/21 Legislative Programme. The definition was also expanded to clarify the different phases of approval by the Minister prior to obtaining Cabinet approval.

LINKING PERFORMANCE WITH BUDGETS

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
Policy Development and Research	13 845	12 315	1 530	13 120	13 112	8
Legislation	6 910	6 324	586	7 048	6 888	160
TOTAL	20 755	18 639	2 116	20 168	20 000	168

4.4 PROGRAMME 4: CIVILIAN OVERSIGHT, MONITORING AND EVALUATION

- Programme Purpose: Oversee, monitor and report on the performance of the South African Police Service
- Sub-Programmes:
 - Police Performance, Conduct and Compliance Monitoring.
 - Policy and Programme Evaluations.
- Institutional Outcomes:

Programme 4 contributes to the following institutional outcome:

- Transformed and accountable police service.

Table 4.4.1 (a)

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring									
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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Transformed and accountable police service	Approved Oversight Reports	4.1.1 Number of Police Oversight Reports approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Approved SAPS trends analyses reports	4.1.2 Number of SAPS Trends Analyses Reports approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring									
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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Approved SAPS Budget and Programme Performance Assessment Reports	4.1.3 Number of SAPS Budget and Programme Performance Assessment Reports approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Approved Assessments Reports on Complaints Management	4.1.4 Number of assessments reports on Complaints Management approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Approved reports on the implementation of IPID recommendations by SAPS	4.1.5 Number of reports on SAPS Implementation of IPID Recommendations approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Approved monitoring reports on the compliance and implementation of the Domestic Violence Act (1998) by SAPS	4.1.6 Number of monitoring reports on compliance and implementation of the Domestic Violence Act (1998) by SAPS approved by the Secretary per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring									
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 (July 2020)	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
	Approved reports on the implementation and compliance to legislation and policies	4.1.7 Number of reports on the implementation of and compliance to legislation and policies approved by the Secretary per year	1	1	2	0	0	The targets were planned for the second and fourth quarter of 2020/21 respectively	The indicator was identified as 'at risk' of being affected by the COVID-19 lockdown regulations. As such, the annual target was reduced from 2 to 1 during the review of the APP in July 2020
	Approved assessment reports on police conduct and integrity management	4.1.8 Number of assessment reports on police conduct and integrity approved by the Secretary for Police Service per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Assessment reports issued on the functioning of the National Forensic DNA Database	4.1.9 Number of reports on the functioning of the National Forensic DNA Database assessed per year	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Strategy to overcome areas of under performance

The table above indicates that the targets for output indicator 4.1.7 were only planned to be achieved in the second and fourth quarters of 2020/21 respectively.

As such, no deviation was recorded for the reporting period of 1 April to 30 June 2020. During the review of the 2020/21 APP, the Department subsequently reduced the annual target from 2 to 1, to be achieved in the third quarter.

Changes to planned targets

There were no amendments made to output indicators 4.1.3, 4.1.4, 4.1.5, 4.1.6, 4.1.8 and 4.1.9 during the reporting period of 1 April to 30 June 2020. For output indicator 4.1.1, the quarterly targets were changed from quarter two and quarter four, to quarter three and quarter four respectively. The technical indicator description for output indicator 4.1.1 was also amended to reflect the new focus on the implementation of programme of action from the Ministerial Crime Retreat and the assessment of the Detective Service components at the Top 34 high-crime police stations. The assumptions and the desired performance were also amended. The technical indicator description for output indicator 4.1.2 was also amended to change the indicator definition, source of data, assumptions and desired performance. The indicator definition was amended to indicate that the focus of the trend analyses would be on determining the impact of the Ministerial Challenge Initiative Projects on performance of the identified police stations. Lastly, the annual target for output indicator 4.1.7 was reduced from 2 to 1 as indicated in the below table to mitigate against impact of COVID-19 lockdown regulations.

Table 4.4.1 (b)

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations
Transformed and accountable police service	Approved Oversight Reports	4.1.1 Number of Police Oversight Reports approved by the Secretary per year	1	2	4	3	(1)	The one police oversight report on Court Watching Briefs could not be achieved on account of limited access to the courts due to COVID-19 restrictions
	Approved SAPS trends analyses reports	4.1.2 Number of SAPS Trends Analyses Reports approved by the Secretary per year	1	1	1	1	0	N/A

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations	
	Approved SAPS Budget and Programme Performance Assessment Reports	4.1.3 Number of SAPS Budget and Programme Performance Assessment Reports approved by the Secretary per year	1	1	1	1	0	N/A	
	Approved Assessments Reports on Complaints Management	4.1.4 Number of assessments reports on Complaints Management approved by the Secretary per year	2	2	2	2	0	N/A	
	Approved reports on the implementation of IPID recommendations by SAPS	4.1.5 Number of reports on SAPS Implementation of IPID Recommendations approved by the Secretary per year	2	2	2	2	0	N/A	
	Approved monitoring reports on the compliance and implementation of the Domestic Violence Act (1998) by SAPS	4.1.6 Number of monitoring reports on compliance and implementation of the Domestic Violence Act (1998) by SAPS approved by the Secretary per year	2	2	2	2	0	N/A	
	Approved reports on the implementation and compliance to legislation and policies	4.1.7 Number of reports on the implementation of and compliance to legislation and policies approved by the Secretary per year	1	1	1	1	0	N/A	

Sub-Programme 4.1: Police Performance, Conduct and Compliance Monitoring								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	**Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020/2021	Reasons for deviations
	Approved assessment reports on police conduct and integrity management	4.1.8 Number of assessment reports on police conduct and integrity approved by the Secretary for Police Service per year	1	1	1	1	0	N/A
	Assessment reports issued on the functioning of the National Forensic DNA Database	4.1.9 Number of reports on the functioning of the National Forensic DNA Database assessed per year	N/A	4	4	4	0	N/A

Strategy to overcome areas of under performance

The Sub-programme achieved eight out of nine planned targets for the reporting period (1 April 2020 to 31 March 2021). The one police oversight report on Court Watching Briefs could not be achieved on account of limited access to the courts due to COVID-19 restrictions. The technical indicator description for this output indicator will be redefined in the new APP. The Sub-Programme will continue to ensure timeous achievement of all targets by exploring alternative methods of conducting monitoring and assessments.

Changes to planned targets

The quarterly targets for output indicator 4.1.1, the quarterly targets were changed from quarter two and quarter four, to quarter three and quarter four respectively. The technical indicator description for output indicator 4.1.1 was also amended to reflect the new focus on the implementation of programme of action from the Ministerial Crime Retreat and the assessment of the Detective Service components at the Top 34 high- crime police stations. The assumptions and the desired performance were also amended. The technical indicator description for output indicator 4.1.2 was also amended to change the indicator definition, source of data, assumptions and desired performance. The indicator definition was amended to indicate that the focus of the trend analyses would be on determining the impact of the Ministerial Challenge Initiative Projects on performance of the identified police stations. Lastly, the annual target for output indicator 4.1.7 was reduced from 2 to 1 as indicated in the below table to mitigate against impact of COVID-19 lockdown regulations.

Table 4.4.2

Sub-Programme 4.2: Policy and Programme Evaluations									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Annual Target 2020/2021	** Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement 2020//2021	Reasons for deviations	
Transformed and accountable police service	Approved assessment report on SAPS programmes	4.2.1 Number of assessment reports on SAPS programmes approved by the Secretary of the Police Services per year	N/A	1	1	1	0	N/A	
	Approved evaluation reports on legislation and policies	4.2.2 Number of evaluation reports on legislation and policies approved by the Secretary for Police Services per year	1	1	1	1	0	N/A	

Strategy to overcome areas of under performance

The Sub-Programme achieved all of its planned targets for the reporting period.

Changes to planned targets

The technical indicator descriptions for output indicators 4.2.1 and 4.2.2 were amended during the review of the 2020/21 APP, to enhance the source of data.

LINKING PERFORMANCE WITH BUDGETS

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
Police Performance, Conduct and Compliance	15 625	14 810	815	17 357	17 335	22
Policy and Programme Evaluations	4 721	4 719	2	4 610	4 605	5
Information Management	236	-	236	501	-	-
Office of the Directorate for Priority Crime Investigations Judge	6 576	6 368	208	5 843	4 264	1 579
National Forensic Oversight and Ethics Board	2 982	2 434	548	3 421	2 579	842
TOTAL	30 140	28 331	1 809	31 732	28 783	2 949

5. REPORTING ON THE INSTITUTIONAL RESPONSE TO THE COVID-19 PANDEMIC

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

Budget Programme	Intervention	Geographic location (Province/District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of beneficiaries (Where possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (where applicable)	Immediate outcomes
All Programmes	Procured hand sanitizers, surface disinfectant and fibre cloths for employees	Gauteng Province: Pretoria CBD	146	77 females 69 males	The budget is not as yet allocated per intervention. However, the Department created a specific objective and items for all the expenditure on COVID-19.	R55 768.04	N/A	Reduced number of COVID-19 infections among employees
	Testing of hand sanitizers for compliance		N/A	N/A		R4 996.45	N/A	
	Procured 3 thermal screening guns to measure the body temperature of employees daily		146	77 females 69 males		R5 999.70	N/A	
	Procured 300 surgical face masks for frontline workers		9	Females: 4 Males: 5		R5 623.50	N/A	
	Face shields for frontline workers		9	Females: 4 Males: 5		R512.40	N/A	
	The Department has entered into a 12-month contract with a fumigating company to ensure that the operating environment is disinfected after each confirmed case in order to contain the spread of COVID-19.		146	77 females 69 males		R90 892.26	N/A	
	Procurement of branded face mask		146	77 females 69 males		R10 535.00	N/A	
	Implemented unified communication tools		81	Females: 40 Males: 41		R0.00	N/A	
	Overtime payment to staff assisting with transportation of frontline workers		9	Females: 4 Males: 5		R127 136.84		

Budget Programme	Intervention	Geographic location (Province/District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of beneficiaries (Where possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (where applicable)	Immediate outcomes
	The Department provides the frontline workers with transportation		7	7 Males		R74 001,56	N/A	
	Procured hand sanitizers, surface disinfectant and fibre cloths for employees		146	77 females 69 males		R50 569,45	N/A	
	TOTAL AMOUNT SPENT					R426 085,70		

As per its legislative mandate, which requires the CSPS to exercise transversal civilian oversight over SAPS, the Department played a crucial oversight monitoring role with respect to assessing levels of compliance of police stations in adhering to COVID-19 regulations and associated health protocols during the first two quarters of the year under review. Apart from this contribution to the fight against COVID-19, CSPS does not play a direct role in externally focused COVID-19 interventions. The focus of the Department has been largely on measures taken to minimise the risk of infection amongst its employees, and as such, the beneficiaries outlined in the table refer to CSPS employees.

6. TRANSFER PAYMENTS

Transfer payments to public entities

This table relates to Public Entities who received funding from the Department:

Name of Public Entity	Key Outputs of the Public Entity	Amount transferred to the Public Entity	Amount spent by the Public Entity	Achievements of the Public Entity
South African Safety and Security Education and Training Authority (SASSETA)	Reduce the scarce and critical skills gap in the safety and security sector through the provisioning of quality learning programmes.	R 121 410	R 121 410	Increased skills of the safety and security sector workforce by providing occupationally directed learning programmes that contribute to the transformation and professionalisation of the sector

Transfer payments to all organisations other than public entities

The table below reflects the transfer payments made for the period 1 April 2020 to 31 March 2021:

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the Dept. comply with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the Entity	Reasons for the funds unspent by the Entity
Tshwane Municipality	Municipality	Vehicle license registration fees	N/A	6	6	
Government Employees Pension Fund	Government Pension Fund	H/H/ Employee Service Benefits: Early Pension Penalty	N/A	292	292	
R Malebane	Employee	H/H/ Employee Service Benefits: Leave Gratuity	N/A	3	3	
R Malebane	Employee	H/H/ Employee Service Benefits: Leave Gratuity	N/A	143	143	
Dr P Jacobs	Employee	H/H/ Employee Service Benefits: Leave Gratuity	N/A	24	24	
J Mphasa	Employee	H/H/ Employee Service Benefits: Leave Gratuity	N/A	50	50	
N Xuba	Employee	H/H/ Employee Service Benefits: Leave Gratuity	N/A	12	12	
South African Revenue Service (SARS)	South African Revenue Services	H/H/ Employee Service Benefits: Leave Gratuity	N/A	7	7	

The table below reflects the transfer payments which were budgeted for in the period 1 April 2020 to 31 March 2021, but no transfer payments were made:

Name of transferee	Purpose for which the funds were to be used	Amount budgeted for (R'000)	Amount transferred (R'000)	Reasons why funds were not transferred
N/A	N/A	N/A	N/A	N/A

7. CONDITIONAL GRANTS

The Department did not receive or pay any conditional grants for the reporting period.

8. DONOR FUNDS

Name of donor	
Full amount of the funding	N/A
Period of the commitment	N/A
Purpose of the funding	N/A
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period (R'000)	N/A
Amount spent by the department (R'000)	N/A
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

The Department did not receive any donor funds during the reporting period.

9. CAPITAL INVESTMENT

The Department does not have a Capital Investment and Asset Management Plan. The process of procuring office accommodation is currently underway.

PART C: GOVERNANCE



1. INTRODUCTION

The Department is committed to maintaining the highest standard of governance, which is fundamental to the management of public finances and resources. As such, the Department has put good governance structures in place to effectively, efficiently and economically utilise State resources, which is funded by the tax-payer.

2. RISK MANAGEMENT

2.1 Risk Management Policy and Strategy

The Department has an approved Risk Management Policy and Strategy. The Risk Management Policy seeks to provide a comprehensive and consistent approach to the implementation of risk management; make provision for a risk management tool that supports decision making processes; and support the strategic objectives of the CSPS by enhancing risk management systems, in order to protect the Department against adverse outcomes and optimise opportunities. The Policy is reviewed annually to reflect the current status of the risk management environment. The implementation of the Policy is guided by the departmental Risk Management Strategy, which includes the Risk Management Implementation Plan. The Plan indicates the activities to be executed within the set targets dates by the Risk Management Unit.

2.2 Risk Assessments

The Risk Management Unit regularly conducts annual strategic risk assessments to identify strategic risks which might have a negative impact on the achievement of departmental outcomes. In mitigating those risks, Management develops and evaluates action plans to reduce the negative effects of the risks on the achievement of departmental outcomes. In addition, the Unit conducts operational risk assessments at the Directorate level, to ensure that operational risks are continuously monitored, evaluated and managed.

In view of the COVID-19 pandemic, the Department was required to conduct an assessment to critically evaluate risks related to the pandemic which impacted the Department negatively during the period under review. As a result, the COVID-19 risk adjusted strategy was developed to mitigate and monitor these risks.

2.3 Risk Management Committee

The Department has established an Executive Risk Management and Ethics Committee (ERMEC), which monitors the implementation of the action plans developed to mitigate strategic and operational risks by ensuring that they are reduced to an acceptable level. During the period under review, the ERMEC continued to monitor the departmental COVID-19 risk adjusted strategy in alignment with the directive issued by the DPSA.

2.4 Audit and Risk Committee

The Audit and Risk Committee (ARC) continued to provide oversight and advise Management on risk management, thereby ensuring that the Department maintains an effective, efficient and transparent system of risk management.

2.5 Progress in the Management of Risks

During the reporting period, the Department continued to monitor the progress made on the operational and strategic risks. It can however, be noted that additional work is still required to ensure improvement on the implementation of the action plans developed to manage the impact of the risks on the overall performance of the Department.

3. FRAUD AND CORRUPTION

3.1 The Department's Fraud Prevention Plan and the progress made in the implementation thereof

The Department has an approved Fraud Prevention Plan which seeks to promote ethics, fight fraud and corruption, theft, maladministration and other acts of misconduct in the Department. In order to support and implement the Plan effectively, a Fraud Policy has been developed and approved. In addition, the CSPS has ensured that at every level within the organisation there is clear accountability for the implementation of the Fraud Prevention Plan by making provision for the relevant management structures and outlining roles and responsibilities in terms of the response strategies to fraud and corruption. The Department also has a Gift and Hospitality Policy, and a Policy on Remunerative Work outside the Public Service in place.

3.2 Mechanisms in place to report fraud and corruption and how these operate

The Department has established a mechanism to empower whistle-blowers to report any suspected fraud and corruption. All fraud and corruption cases are investigated and referred to the relevant institutions and authorities depending on the outcome of the preliminary investigations. Fraud risk assessments are conducted on an annual basis to identify fraud-related risks. In addition to fraud risks, an assessment was also conducted in order to identify COVID-19 related fraud risks during the period under review. All the risks identified are monitored through the ERMEC to ensure the implementation of action plans. The ERMEC also exercises oversight over the implementation of the Integrity Strategy and Implementation Plan and the Risk Register.

The CSPS supports the National Anti-Corruption Hotline by encouraging all its employees to report any suspected activities of fraud and corruption through this platform.

3.3 Reporting of cases and action taken

The departmental Whistle Blowing Policy outlines all internal and external fraud and corruption reporting mechanisms, and assures employees protection regarding confidential disclosures, in terms of the Protected Disclosure Act 26 of 2000.

4. MINIMISING CONFLICT OF INTEREST

All Supply Chain Management (SCM) practitioners, Senior Management Service (SMS), and Middle Management Service (MMS) members are required to disclose their personal assets and business interest on an annual basis. Members of all the SCM Committees are also required to sign a declaration of interest during their Committee meetings. Furthermore, SCM Practitioners are requested to sign a Code of Conduct for SCM Practitioners, and all employees are required to ask for permission from the Accounting Officer to perform remunerative work outside the Public Service. In the event a conflict of interest is identified, disciplinary action is taken in accordance with the relevant prescripts.

The Department continues to achieve 100% compliance on financial and asset disclosures.

5. CODE OF CONDUCT

The Department subscribes to the Code of Conduct for the Public Service as articulated in the Public Service Regulations. The Code serves as a guideline to employees in terms of 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 enhances professionalism and helps to ensure confidence in the Public Service. Ethics and integrity awareness campaigns are conducted on an ongoing basis utilising various methods, including posters and digital displays. All breaches of the Code of Conduct result in immediate disciplinary action being taken.

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The impact of COVID-19 brought about unexpected changes in the working environment which compelled the Department to revisit its actions, processes and strategies during the period under review. As a way of adapting to the 'new normal', the CSPS had to establish innovative approaches to ensure the safety of its employees and enable business continuity during the various lockdown levels. This included the development and approval of the *Disaster Management Plan; Business Continuity Plan and the Safety and Security Policy. The Safety Health, Environment, Risk and Quality Management (SHERQ) Policy* was developed and approved in order to incorporate the management of communicable diseases that are contracted in the workplace. All of these were done in compliance to the provision of Section 8 of the Occupational Health and Safety Act (OHSA, Act 85 of 1993) which puts an obligation on every employer to take reasonable measures to provide and maintain a safe working environment that does not pose a risk to the health of its employees.

At the beginning of the national lockdown, there were employees whose roles were identified as essential for service delivery and the smooth running of departmental operations. Those employees were required to be physically present in the workplace to perform their duties and were granted permits by the Secretary for Police Service to travel to work as and when required, as per the rules of the lockdown alert level 5. The presence of employees in the building per day was adjusted to 50% for those employees who shared office

space and amended as the lockdown levels were adjusted. Subject to medical recommendations, approval was given to employees with comorbidities and those aged sixty years and above to work remotely. As a result, there was a slowdown of performance particularly in core functions that required field work and direct interaction with members of the public to deliver services.

In order to minimise possible exposure to COVID-19 virus, employees whose services were not regarded as essential were advised to work from home during that period and they were provided with relevant resources such as laptops, data and phone equipment to enable them to work remotely. Technological platforms were utilised to hold meetings and workshops. The *Change Management Strategy* was developed and approved to assist employees to cope with the new work arrangements and succeed on the job.

In response to the directives issued by the Department of Public Service and Administration (DPSA) and the Department of Employment and Labour (DEL), the CSPA also developed the COVID-19 Risk Adjusted Workplace Operational Plan to assist in the management of the impact of the pandemic on departmental operations and provide guidelines on work methods and procedures during the different lockdown levels. The Risk Adjusted Workplace Operational Plan outlines the implications of the lockdown levels on the workplace; preparations of the workplace prior to employees returning to work, the resumption of work after the easing of restrictions; procedures for quarantine and isolation; and personal protective equipment (PPE). The Operational Plan also takes into account the procedures for recruitment and selection to ensure the health and safety of both the employees of the CSPA and the potential employees.

To ensure the effective implementation of the Risk Adjusted Workplace Operational Plan, the Department established a COVID-19 task team and also appointed a compliance officer. The *Employee Health and Wellness Strategy* and related policies were also developed and approved in order support the health and safety of employees and to improve the working environment of the CSPA. These initiatives yielded positive results in that during the year under review, of the 146 employees, only 13 employees were infected by COVID-19, which constitutes 8.9% of the staff complement. One employee who had tested positive for COVID-19 passed away during the year under review, however, at the time of passing the employee had been cleared of the virus.

The CSPA Environmental Sustainability Strategy was also developed and approved, the purpose of which is to consolidate operational efficiency efforts of the CSPA and provide a basis from which the CSPA can contribute towards sustaining the environment, by reducing the negative effects of a carbon foot print and measure and evaluate itself against the progress made, thus subscribing to good corporate governance principles.

Implementing environmental sustainability solutions is on its own a risk mitigation intervention. The environmental sustainability efforts counter the risk to the environment, ensures the safeguarding of the eco system and guarantees the quality of life for future generations. The ripple effect of implementing environmental sustainability cuts across the CSPA internal processes and external activities, resulting in efficiencies and enhanced customer experience.

In an effort to address the issues raised DEL regarding the current building, the landlord managed to upgrade the electricity capacity in the Department and both male and female bathrooms were upgraded during the year under review, in line with the DEL inspection report. There was no new inspection by the DEL during the year under review.

In preparation for the relocation of the CSPS to its new office accommodation, the *Facilities Management Strategy* was also developed and approved during the period under review.

7. PORTFOLIO COMMITTEES

The table below sets out matters raised by Parliamentary Committees and the departmental response in this regard.

Date of the Meeting	Parliamentary Committee	Purpose of the Meeting	Matters raised by the Committee	Response by the Department
13 May 2020	Joint Meeting of the Portfolio Committee on Police and Select Committee on Justice and Security	Budget hearings	<ul style="list-style-type: none"> The Committee raised an issue regarding the functioning of the SAPS inspectorate, including a proposal to have policy developed by the CSPS. The Committee requested an update on the Firearms Control Amendment Bill. 	<ul style="list-style-type: none"> The CSPS cannot develop a policy related to the Inspectorate, as this falls within the ambit of the National Commissioner. In May 2020, departments were requested to re-assess the proposed 2020 Legislative Programme to prioritise those Bills that would assist Government to effectively respond to and address COVID-19 and other related challenges. In view of this request from the Deputy President, the South African Police Service Amendment Bill, 2020 and the Protection of Constitutional Democracy against Terrorist and Related Activities Amendment Bill, 2020, were prioritised, and the Firearms Control Amendment Bill would be prioritised for 2021. By way of progress, the Bill was set to be presented to the JCPS Directors-General (DGs) Cluster on 7 April 2020, however, this date was postponed due to the lockdown period. The Cabinet Memorandum and the Socio-Economic Impact Assessment (SEIAS) certificate in respect of the Bill were ready for submission to the DGs Cluster.

Date of the Meeting	Parliamentary Committee	Purpose of the Meeting	Matters raised by the Committee	Response by the Department
10 July 2020	Portfolio Committee on Police	Briefing by SAPS, IPID and CSPA on the adjustment budget allocations and impact on delivery programmes	<ul style="list-style-type: none"> The Committee asked whether the Department was monitoring the process of appointments of senior management in the SAPS and if they are vetted as per the regulations. The Committee wanted to know where the R12 million budget cut that the Department would experience would come from and how it would impact on the Department's performance. 	<ul style="list-style-type: none"> The Department has not undertaken any assessment of senior management appointments in SAPS, nor has it done any vetting of recruited senior managers in SAPS. The Department indicated that the money would be taken from catering, venue hiring, travelling, community outreach projects, and marketing and promotional material.
13 October 2020	Portfolio Committee on Police	Briefing by CSPA on Quarterly Reports Q4 (2019/20) and Q1 (2020/21)	<ul style="list-style-type: none"> The Committee asked how the Department measures its impact on practical service delivery matters or its value in communities. 	<ul style="list-style-type: none"> The Department has produced a number of research studies and policies that have been implemented and utilised by SAPS to improve police service delivery and enhance community-police relations.
21 October 2020	Portfolio Committee on Police	Meeting with Secretariat on DNA Board handover report and progress on establishment of new DNA Board	<ul style="list-style-type: none"> The term of office for the DNA Board lapsed in April 2020 after a 3-month extension. As such, the Committee wanted to know who was responsible for the role played by the DNA Board. The Committee also raised an issue regarding the recruitment or selection criteria for the private and public sector, and regarding the matter of the delay in finalising the service level agreement. 	<ul style="list-style-type: none"> Based on the agreement between the CSPA and the previous board, CSPA was playing the role. Extensive engagements took place and reports were produced. For the public sector incumbents, Ministers were requested to nominate officials to serve on the Board and for the private sector, an advert was published in various newspapers inviting interested persons to serve on the Board. Due to the ongoing delay with the service level agreement, the FBI invited the National Commissioner to a meeting in order to resolve the matter.

Date of the Meeting	Parliamentary Committee	Purpose of the Meeting	Matters raised by the Committee	Response by the Department
24 November 2020	Portfolio Committee on Police	Consideration of the 2019/20 Annual Report	<ul style="list-style-type: none"> • The Committee acknowledged that the Department had done well in terms of measurable outputs, however, wanted to know what the impact was in terms of crime prevention and police conduct. • The Committee enquired whether the Department has a strategy to attract and retain employees. • The Department must undertake an investigation on fruitless expenditure. 	<ul style="list-style-type: none"> • The Department monitors the implementation of IPID recommendations by SAPS, monthly meetings are held with SAPS and IPID to discuss implementation and quarterly consultative forums are held. In terms of crime prevention, the Department developed the Integrated Crime and Violence Prevention Strategy which focuses on the prevention of crime and violence in an integrated and complementary manner and clarifies the roles and responsibilities of stakeholders across the 3 spheres in implementing safety programmes. • The Department has developed a retention strategy which will be implemented and monitored. • The Department acknowledged that the manner in which it was dealing with fruitless expenditure was not sufficient, and undertook to improve by undertaking an investigation process into such instances.
23 February 2021	Portfolio Committee on Police	Follow up meeting on BRRR recommendations.	There were no comments raised by the Committee.	No response required.
24 February 2021	Portfolio Committee on Police	Briefing by CSPS on the SAPS Amendment Bill.	<ul style="list-style-type: none"> • The issue of funding must be clearly articulated in the Bill for SAPS and Metro Police in relation to the implementation of the Single Police Service • The issue of the funding model for compensation of CPFs must be clearly articulated in the Bill. • Ambiguous terms such as <i>"in consultation"</i> must be clearly defined in the Bill in order to avoid misinterpretation. 	The Department acknowledged the inputs made by the Committee in respect of the Bill.

Date of the Meeting	Parliamentary Committee	Purpose of the Meeting	Matters raised by the Committee	Response by the Department
2 March 2021	Portfolio Committee on Police	To brief the Committee on the following: <ul style="list-style-type: none"> Appointment process and introduction of the new DNA Board members The Programme of Action (PoA) developed by the Board to actively monitor the down management of the DNA casework backlogs at the forensic science laboratory. 	<ul style="list-style-type: none"> The Committee welcomed the appointment of the new Board, and the proactive development of the PoA. The Committee undertook to scheduling more frequent engagements with the Board as all role-players work collectively to restore stability to the forensic science environment. 	No response required.

8. SCOPA RESOLUTIONS

The table below presents SCOPA resolutions specific to the Department, details pertaining to the resolutions and progress made by the Department with regard to each resolution.

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes/No)
N/A	N/A	N/A	N/A	N/A

During the period under review, the Department did not appear before the Standing Committee on Public Accounts (SCOPA).

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

In the 2019/20 financial year, the Department received an unqualified audit with findings. A matter of emphasis was raised with regard to the lack of investigations into alleged fruitless and wasteful expenditure. The table below outlines mechanisms put in place by the Accounting Officer to resolve the matters reported by the AGSA in the previous financial year:

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
<p>Unqualified audit with findings:</p> <ul style="list-style-type: none"> Matter of emphasis: <ul style="list-style-type: none"> Lack of investigations into alleged fruitless and wasteful expenditure. 	<p>2019/20</p>	<ul style="list-style-type: none"> An action plan was put in place to address the finding, which included the following: <ul style="list-style-type: none"> Submission of all qualifying and outstanding investigation cases for fruitless and wasteful expenditure by delegated authority (Loss Control Officer). Revive and capacitate the Loss Control Committee in order to finalise investigations to be referred to the Committee for final determination (e.g. recovery or write-off as losses). Review of policies and procedures by end of the third quarter to keep abreast with new developments. The progress made with regard to the above includes the following: <ul style="list-style-type: none"> The investigation reports were submitted to the Loss Control Committee by the end of November 2020 for further consultation before finalisation. The Loss Control Committee held several meetings wherein the investigation reports were presented in detailed. At the time of reporting, the Loss Control Committee was finalising the determination test on fruitless and wasteful expenditure for approval by the Accounting Officer. The Loss Control Committee dealt with all cases referred to them, however, there are a few older and new cases that still need to be investigated and presented to the Committee (amount of ±R24 000). The departmental finance policy and procedures were reviewed and approved by the Accounting Officer in October 2020.

10. INTERNAL CONTROL UNIT

The Department has not established an Internal Control Unit, however, line management is responsible for the design, management and monitoring of the internal control environment to provide a cost-effective assurance of the financial wellness and management of the Department.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Internal Audit is responsible for expressing an opinion on the adequacy and effectiveness of the internal controls within the Department's processes. The Audit Committee plays a critical role in ensuring that the Department has mechanisms in place to ensure good governance and that applicable accounting and auditing standards are applied. It also monitors the adoption of appropriate risk management practices and oversees the implementation of the risk management policy and plan.

11.1 Key Activities and Objectives of the Internal Audit Activity

The objective of Internal Audit is to determine whether the Department's network of risk management, internal control and governance processes as designed and represented by line management function effectively, in order to ensure that, amongst other aspects:

- risks are appropriately identified and managed;
- financial and operational information is accurate, reliable and timely;
- there is compliance with the applicable laws and regulations, contracts, policies, standards and procedures;
- resources are acquired economically and used efficiently and effectively; and
- quality and continuous improvements are fostered in the Department's control process.

11.2 A Summary of the Audit Work done

During the reporting period, the Internal Audit Activity completed 23 planned risk-based projects. The Internal Audit Activity reviews encompassed the following areas:

- Human Resource Management (HRM) processes;
- Finance Management processes;
- Asset Management processes;
- Supply Chain Management processes;
- ICT;
- Inter-Sectoral Coordination and Strategic Partnerships (ICSP) processes;
- Civilian Oversight, Monitoring and Evaluation (COME) processes;
- Review of the Corporate Governance Index;
- Review of Quarterly Performance Information; and
- Follow up on Internal and External Audit findings.

11.3 Key Activities and Objectives of the Audit Committee

The objective of the Audit and Risk Committee is to serve as an independent governance structure to provide an oversight role on the system of internal control, risk management and governance. In addition, the Committee assists the Accounting Officer in executing his responsibilities to ensure that the Department's objectives are achieved.

The Audit and Risk Committee's activities include, but are not limited to the following:

- Review of the Annual Financial Statements and Annual Report to ensure adequacy and accuracy of the disclosures made by the Department;
- Review of the Risk Management processes and provision of inputs on the draft Risk Management Policy, Strategy and Plan;
- Review of Internal Audit activities to improve departmental operations; and
- Review of ICT processes.

11.4 Attendance of Audit Committee Meetings by Audit Committee Members

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. Matsobane Matlwa Chairperson	B.Com; Hons B Compt; CTA; Mcom; CA (SA)	External Member	N/A	01 September 2019	N/A	4
Ms. Jane Masite	B.Com; Chartered Internal Auditor; Qualification in Internal Audit Leadership; Certified Internal Auditor; Certified Fraud Examination; Fellow of CIGFARO.	External Member	N/A	01 July 2018 Reappointed 1 July 2020	30 June 2020	5
Ms. Jo-Ann Savari	Certified Internal Auditor; Fellow of ACCA; Prince 2 Practitioner; BSC Honours; Applied Accounting; Higher Diploma in Education; Masters of Arts; Bachelor of Arts; Bachelor of Arts Honours.	External Member	N/A	01 September 2019	N/A	4
Mr. Lethogonolo Moroeng	Masters in Management; Masters in ICT; CISM; BSc.	External Member	N/A	01 September 2019	21 September 2020	1
Mr. Thamsanqa Zikode	CA (SA); MBA; B.Compt Honours; CTA; B.Compt degree; National Diploma in Accounting; Certification in Management Advanced Programme.	External Member	N/A	01 March 2021	N/A	1

12. 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 (PFMA, 1999) and Treasury Regulation 3.1.13. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein, except that we have not reviewed changes in accounting policies and practices.

The Effectiveness of Internal Control

The responsibilities of the Internal Audit are set out in the Internal Audit Charter. A risk-based, three-year and one-year plan was considered and approved by the Audit and Risk Committee, as required by Treasury Regulation 27.2.6.

Management is responsible for the system of internal controls. These are designed to provide Management with reasonable, but not absolute, assurance as to the reliability of the financial statements, to adequately safeguard, verify and maintain accountability of assets, and prevent and detect misstatement and losses.

Where our review of the findings of the Internal Audit work revealed certain weaknesses in internal controls, these were raised with the Department and Management undertook corrective actions where necessary.

Internal Audit Function

During the financial year, 23 planned risk-based projects were conducted by the Internal Audit Activity and reviewed by the Audit and Risk Committee. We further reviewed the work of Internal Audit to ensure that it is in line with its Charter, as approved by the Committee. The Internal Audit Activity continued to provide the Committee and Management with reports to confirm the effectiveness of internal controls of the areas examined in their plan, based on risk assessments.

The Civilian Secretariat for Police Service has implemented anti-corruption measures to curb the frequency and magnitude of fraud and corruption. The assessment and progress thereof are reported regularly to the Committee. Furthermore, the Committee continues with its oversight role in ensuring that any breaches of policies and other relevant legislation are subjected to consequence management.

The Auditor-General South Africa (AGSA), in performing its work, relied on some of the work that was carried out by the Internal Audit Activity. The AGSA used the Department's internal auditors to provide direct assistance with the regularity audit for the 2020/21 audit cycle.

The Committee is aware of the continued impact of the COVID-19 pandemic on the operations of the Department. Management has made a commitment to implement its business continuity and disaster recovery plans where relevant, and employ alternative strategies to mitigate against the negative impact of the protracted lockdown on service delivery. The Committee continues to monitor the effective implementation of these strategies.

The Department has also continued to provide monthly and quarterly reports to the National Treasury, as is required by the PFMA.

Risk Management

According to Section 38 (1) (a)(i) of the PFMA, the Accounting Officer has to ensure that a Department *“has and maintains effective, efficient and transparent systems of financial and risk management and internal control”*. In accordance with this section, the Department has established systems of risk management necessary for the execution of its operations. However, the Committee observed that the Risk Management Directorate is not sufficiently staffed.

Performance Management

The Committee in fulfilling its role has ensured that:

- The Department complies with and aligns itself with the statutory requirements, guidelines and performance management best practices and standards;
- It reviews quarterly performance reports and recommends actions for the Department to ensure that it addresses areas of under-performance; and
- It reviews and recommends actions in respect of the findings raised by the Internal Audit Activity on performance information.

The Auditor-General of South Africa Report

We have reviewed the implementation plan for the audit issues raised in the previous year and we are satisfied that the Department sufficiently addressed the matters. We further recommended the approval of the external audit engagement letter; the audit plan, and the budgeted audit fees payable.

The Committee reviewed the Interim Financial Statements (IFS) and Annual Financial Statements (AFS) prepared by the Department. It also reviewed the following:

- Annual Financial Statements before submission to the AGSA;
- Audited Annual Financial Statements before submission to National Treasury;
- Report of the AGSA to Parliament on Vote no.21: Department: Civilian Secretariat for Police Service;
- AGSA's Final Management Report for the Department: Civilian Secretariat for Police Service.

Appreciation

The Audit and Risk Committee expresses its appreciation to the Executive Authority, Accounting Officer, Executive Management, Internal Audit, the AGSA, and all other key role players for the effective and productive meetings for the period under review.

A handwritten signature in black ink, appearing to read 'Matlwa', is written above a horizontal line.

Mr Matsobane Matlwa

Chairperson of the Audit Committee

Civilian Secretariat for Police Service

30 July 2021

13. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

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

Has the Department / Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:		
Criteria	Response Yes / No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	Not applicable to the Department
Developing and implementing a preferential procurement policy?	No	The preferential point scoring system is incorporated in the approved Procurement Policy
Determining qualification criteria for the sale of state-owned enterprises?	No	Not applicable to the Department
Developing criteria for entering into partnerships with the private sector?	No	Not applicable to the Department
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	Not applicable to the Department

PART D: HUMAN RESOURCE MANAGEMENT



I. INTRODUCTION

1.1 THE STATUS OF HUMAN RESOURCE IN THE DEPARTMENT

The Department currently has an approved post establishment of 156 funded posts with a vacancy rate of 6.41%. The main focus is to ensure that the Department is fully capacitated with a competent workforce in order to realise its Constitutional mandate, and to ensure compliance with the standards set by DPSA in this regard.

The Department is currently implementing its integrated Human Capital Strategy, which provides a structured guideline for the activities and initiatives of the Human Resources (HR) function in order to ensure strategic alignment with the goals of the organisation. The Strategy also paves the way for improving operational efficiency in the Department.

1.2 HUMAN RESOURCE PRIORITIES FOR THE YEAR UNDER REVIEW AND THE IMPACT OF THESE

For the period under review, the primary focus for the HR function included the following, amongst others:

- The alignment of the structure with the 2020 – 2025 strategic plan in order to respond to the strategic objectives of the Department, as promulgated in the Civilian Secretariat for Police Service Act, 2011;
- The implementation of the integrated Human Capital Strategy and the development of 10 operational strategies and 14 policies in order to improve operational efficiencies;
- The approval of the Service Delivery Charter, which sets out the standard of service that the public can expect from the staff of the CSPS; and
- The reduction of the vacancy rate to ensure that the Department remains adequately capacitated to fulfil its Constitutional mandate.

1.3 WORKFORCE PLANNING AND KEY STRATEGIES TO ATTRACT AND RECRUIT A SKILLED AND CAPABLE WORKFORCE

The Department has an approved HR Plan for the period 2020 - 2023. The plan outlines the existing capacity, identifies gaps, and also provides forecasting in terms of the skills and competencies that the Department will require in order to meet its strategic objectives. Furthermore, the Department has an approved Recruitment, Selection and Retention Strategy, as well as the Recruitment and Retention policy in place, the main purpose of which is to ensure the capacitation of the Department with the necessary critical and scarce skills to support the achievement of its goals and objectives in terms of exercising effective civilian oversight over the SAPS.

During the period under review, an Employment Equity Implementation Strategy and a Disability Management Policy were developed and approved in order to ensure that the diversity management issues are addressed during the recruitment, training and development of employees. The Department also developed a Talent Management Strategy to facilitate the development of employees and encourage internal promotions, where possible. The approved HRD Strategy, accompanied by the Bursary and Training and Development

policies, also enhance the achievement of the strategic objectives through a process of identifying, attracting, nurturing, developing and retaining talent across the CSPS.

1.4 EMPLOYEE PERFORMANCE MANAGEMENT

An effective performance management system plays a pivotal role in ensuring that the organisation achieves its strategic objectives and to improve organisational performance. Furthermore, it is also prudent to ensure that there is a link between the strategic plan of the Department and the operational plans of the various business units. There is currently a comprehensive Performance Management System in place which includes the signing of performance agreements at the beginning of each financial year and the assessment of performance at the end of the financial year. In the previous financial year, the Department introduced the moderation of performance agreements to ensure that they are linked to organisational goals and objectives. This is also in line with the integrated Human Capital Strategy. The Department succeeded in finalising all performance assessments for 2019/20 financial year for all levels including the Senior Management level. There are therefore no outstanding performance assessments and going forward all performance assessments will be finalised within the year of assessment.

1.5 EMPLOYEE WELLNESS PROGRAMMES

The Department has a dedicated employee who is responsible to handle all matters related to the Health and Wellness of employees. The Department also introduced an Employee Assistance or Health Promotion Programme. Through this intervention, employees who were experiencing challenges in the workplace during the period under review were provided with reasonable accommodation in a form of assisting devices, psychosocial assessment, and referrals to external stakeholders, follow up services and after care services which are rendered by the social worker. Furthermore, sports management has been introduced in the Department as part of the employee wellness programme.

The Department has also put measures in place to protect Human Immune Deficiency Virus (HIV)-positive employees or those perceived to be HIV-positive from discrimination by ensuring confidentiality of the information disclosed by employees. The Department is in the process of sourcing a service provider that will provide 24-hour Health and Wellness Services to all employees and their immediate family members. These activities and interventions are informed by the approved Employee Health and Wellness Strategy and the Wellness Management; Productivity Management; the Safety Health Environment Risk Quality (SHERQ), HIV and Aids Management policies.

1.6 STATUS OF EMPLOYMENT EQUITY IN THE DEPARTMENT

During the period under review, Employment Equity in the Department was prioritised, which resulted in the development and approval of the Employment Equity Implementation Strategy and the Disability Management Policy. Coupled with this was the successful approval of the Memorandum of Agreement between the Department and the South African Disability Alliance (SADA), and these interventions resulted in the achievement of our employment equity targets as outlined below

1.7 ACHIEVEMENT AND CHALLENGES FACED BY THE DEPARTMENT AS WELL AS FUTURE HUMAN RESOURCE PLANS /GOALS

The Department successfully achieved its human resource-related deliverables for the period under review. Fourteen (14) operational strategies and sixteen (16) policies were approved, including the following:

OPERATIONAL STRATEGIES	POLICIES
<ul style="list-style-type: none"> Recruitment, Selection and Retention Policy Talent Management Strategy Employment Equity Implementation Strategy Human Resource Development Strategy Employee Health and Wellness Strategy Change Management Strategy Facilities Management Strategy Environmental Sustainability Strategy Operational Management Framework Service Delivery Charter 	<ul style="list-style-type: none"> Recruitment and Selection Policy Retention Policy Disability Management Policy Bursary Management Policy Training and Development Policy Wellness Management Policy Productivity Management Policy HIV/AIDs Management Policy Safety, Health, Environment, Risk, Quality (SHERQ) Management Policy Smoking Policy Alcohol and Substance Abuse Policy Bereavement Policy Grievance Procedure Disciplinary Code and Procedure Safety and Security Policy

By the end of the 2020/21 financial year, the Department had filled 146 of its 156 post establishment, resulting in a vacancy rate of 6.41%. Of the 146 staff employed by the Department, there are 3 PwDs, which translates into 2, 05% of the staff complement. This means that the Department has achieved the 2% equity target for employment of PwDs. Out of the total positions filled, 77 are females, translating into 52.74%, of the staff complement; while 69 are males, or 47.26% of the staff complement. The senior management echelon of the Department comprises 50% females and 50% males, thereby implying equal representation of men and women at the decision making level of the Department. The Department has therefore complied with the employment equity targets at SMS level as required by the DPSA. The Department is required to ensure that at least 30% of its staff complement comprises of youth, and thus far this target has been achieved given that 32% of the current staff complement comprises of young people (employees below the age of 35). This figure consists of 26 females and 20 males, inclusive of 5 interns.

2. HUMAN RESOURCES OVERSIGHT STATISTICS

2.1 PERSONNEL RELATED EXPENDITURE

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

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

Table 2.1.1 – Personnel expenditure by programme for the period 1 April 2020 and 31 March 2021

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Professional and Special Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel cost per employee (R'000)
Administration	61 937	42 236	155	764	68.2	556
Inter-Sectoral Coordination and Strategic Partnerships	22 637	18 084	-	-	79.9	822
Legislation and Policy Development	18 639	15 685	-	-	84.2	713
Civilian Oversight, Monitoring and Evaluation	28 331	23 331	-	55	82.4	648
Total	131 544	99 336	155	819	75.5	637

Table 2.1.2 - Personnel costs by salary bands for the period 1 April 2020 and 31 March 2021

Salary Bands	Personnel Expenditure (R'000)	% of total personnel cost	Number of Employees	Average personnel cost per employee (R'000)
Lower skills (Levels 1-2)	1 087	1.1	11	99
Skilled (Levels 3-5)	6 794	6.8	23	295
Highly skilled production (Levels 6-8)	13 851	13.9	33	420
Highly skilled supervision (Levels 9-12)	43 571	43.9	58	751
Senior and Top Management (Levels 13-16)	34 033	34.2	31	1098
Total	99 336	100.0	156	636.8

Table 2.1.3 – Salaries, Overtime, Home Owners Allowance and Medical Aid by programme for the period 1 April 2020 and 31 March 2021

PROGRAMME	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as % of personnel costs	Amount (R'000)	HOA as % as personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Administration	29 387	69.6	249	0.6	792	1.9	1 724	4.1
Inter-Sectoral Coordination and Strategic Partnerships	12 534	69.3	17	0.1	262	1.4	525	2.9
Legislation and Policy Development	11 021	70.3	10	0.1	157	1.0	355	2.3
Civilian Oversight, Monitoring and Evaluation	16 765	71.9	125	0.5	352	1.5	729	3.1
Total	69 707	70.2	401	0.4	1 563	1.6	3 333	3.4

Table 2.1.4 – Salaries, Overtime, Home Owners Allowance and Medical Aid by salary bands for the period 1 April 2020 and 31 March 2021

SALARY BAND	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as % of personnel costs	Amount (R'000)	HOA as % as personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Skilled (Levels 1-2)	696	64.0	0	0.0	88	8.1	92	8.5
Skilled (Levels 3-5)	4 280	62.9	59	0.9	294	4.3	501	7.4
Highly-skilled production (Levels 6-8)	9 141	65.9	193	1.4	516	3.7	1 015	7.3
Highly-skilled supervision (Levels 9-12)	31 767	72.9	149	0.3	505	1.2	1 470	3.4
Senior Management (Levels 13- 16)	23 823	70.0	0	0.0	160	0.5	255	0.7
Total	69 707	70.2	401	0.4	1 563	1.6	3 333	3.4

2.2 EMPLOYMENT AND VACANCIES

The tables in this section summarise the position with regard to employment and vacancies. The following tables summarise the number of posts on the establishment, the number of employees, the vacancy rate, and whether there is any staff that is additional to the establishment.

This information is presented in terms of three key variables:

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

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

Table 2.2.1 – Employment and vacancies by programme as on 31 March 2021

PROGRAMME	Number of posts on approved establishment	Number of posts filled	Vacancy rate	Number of employees additional to the establishment
Administration	79	78	1.27%	7
Inter-Sectoral Coordination and Strategic Partnerships	18	17	5.56%	0
Legislation and Policy Development	33	30	9.09%	2
Civilian Oversight, Monitoring and Evaluation	26	21	19.23%	1
Total	156	146	6.41%	10

Table 2.2.2 – Employment and vacancies by salary band as on 31 March 2021

SALARY BAND	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Lower skilled (Levels 1-2)	6	6	0	0
Skilled (Levels 3-5)	21	19	9.52%	9
Highly skilled production (Levels 6-8)	36	33	8.33%	0
Highly skilled supervision (Levels 9-12)	62	58	6.45%	0
Senior management (Levels 13-16)	31	30	3.23%	1
Total	156	146	6.41%	10

Table 2.2.3 – Employment and vacancies by critical occupations as on 31 March 2021

Critical Occupations	Number of posts on Approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Deputy Director-General	1	1	0%	0
Chief Director	6	6	0%	0
Director	24	23	4.17%	1
Total	31	30	3.23%	1

2.3 FILLING OF SMS POSTS

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

Table 2.3.1 – SMS post information as on 31 March 2021

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General / Head of Department	0	0	N/A	N/A	0%
Salary level 16	0	0	N/A	0	0%
Salary level 15	1	1	100%	0	0%
Salary level 14	6	6	100%	0	0%
Salary level 13	24	23	95.83%	1	4.17%
Total	31	30	96.77%	1	3.23%

Table 2.3.2 – SMS post information as on 30 September 2020

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General (Head of Department)	0	0	N/A	0	N/A
Salary level 16	0	0	N/A	0	N/A
Salary level 15	1	1	100%	0	0%
Salary level 14	6	6	100%	0	0%
Salary level 13	24	22	91.67%	2	8.33%
Total	31	29	93.55%	2	6.45%

Table 2.3.3 – Advertising and filling of SMS posts for the period 1 April 2020 and 31 March 2021

SMS LEVEL	Advertising	Filling of posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months of becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Director-General / Head of Department	0	0	0
Salary Level 16	0	0	0
Salary Level 15	0	0	0
Salary Level 14	0	0	0
Salary Level 13	1	0	0
Total	1	0	0

Table 2.3.4 – Reasons for not having complied with the filling of funded vacant SMS - Advertised within 6 months and filled within 12 months after becoming vacant for the period 1 April 2020 and 31 March 2021

Reasons for vacancies not advertised within six months
The post for Director: Executive Support was advertised after six months of being vacant and filled in less than 12 months. This was due to job redesign of the job description.

Reasons for vacancies not filled within twelve months
N/A

Table 2.3.5 – Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months for the period 1 April 2020 and 31 March 2021

Reasons for vacancies not advertised within six months
N/A
Reasons for vacancies not filled within six months
N/A

2.4 JOB EVALUATION

Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in his or her organisation. In terms of the Regulations, all vacancies on salary levels 9 and higher must be evaluated before they are filled. The following table summarises the number of jobs that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

Table 2.4.1 – Job Evaluation by Salary band for the period 1 April 2020 and 31 March 2021

Salary band	Number of posts on approved establishment	Number of jobs evaluated	% of posts evaluated by salary bands	Posts upgraded		Posts downgraded	
				Number	% of posts evaluated	Number	% of posts evaluated
Lower skilled (Levels 1-2)	6	0	0%	0	0	0	0%
Skilled (Levels 3-5)	21	0	0%	0	0	0	0%
Highly skilled production (Levels 6-8)	36	1	2.78%	0	0	1	2.78%
Highly skilled supervision (Levels 9-12)	62	17	27.41%	0	0	16	25.81%
Senior Management Service Band A (13)	24	7	29.16%	0	0	0	0%
Senior Management Service Band B (14)	6	1	16.67%	0	0	0	0%
Senior Management Service Band C (15)	1	0	0%	0	0	0	0%
Senior Management Service Band D (16)	0	0	0%	0	0	0	0%
Total	156	26	16.67	0	0	17	10.90%

The following table provides a summary of the number of employees whose salary positions were upgraded due to their posts being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

Table 2.4.2 – Profile of employees whose salary positions were upgraded due to their posts being upgraded for the period 1 April 2020 and 31 March 2021

Gender	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total	0	0	0	0	0
Employees with a disability	0	0	0	0	0

The following table summarises the number of cases where remuneration bands exceeded the grade determined job evaluation. Reasons for the deviation are provided in each case. Table 2.4.3 – Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2020 and 31 March 2021

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
Deputy Directors	8	11	12	Erroneous upgrade
Assistant Directors	8	9	10	Erroneous upgrade
Total number of employees whose salaries exceeded the level determined by job evaluation				16
Percentage of total employed				10.26%

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

Table 2.4.4 – Profile of employees who have salary levels higher than those determined by job evaluation for the period 1 April 2020 and 31 March 2021

Gender	African	Asian	Coloured	White	Total
Female	12	0	0	0	12
Male	3	0	0	1	4
Total	15	0	0	1	16
Employees with a disability	N/A	N/A	N/A	N/A	0

2.5 EMPLOYMENT CHANGES

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

Table 2.5.1 – Annual turnover rates by salary band for the period 1 April 2020 and 31 March 2021

Salary band	Number of employees at beginning of period 1 April 2020	Appointments and transfers into the Department	Terminations and transfers out of the Department	Turnover rate
Lower skilled (Levels 1-2)	6	0	0	0%
Skilled (Levels 3-5)	19	2	0	0%
Highly skilled production (Levels 6-8)	32	6	3	9.38%
Highly skilled supervision (Levels 9-12)	58	6	3	5.17%
Senior Management Service Bands A (L13)	23	3	1	4.35%
Senior Management Service Bands B (L14)	6	0	0	0%
Senior Management Service Bands C (L15)	1	0	0	0%
Senior Management Service Bands D (L16)	0	0	0	0%
Contracts	2	12	4	200%
Total	145	30	11	7.59%

Table 2.5.2 – Annual turnover rates by critical occupation for the period 1 April 2020 and 31 March 2021

Critical occupation	Number of employees at beginning of period 1 April 2020	Appointments and transfers into the Department	Terminations and transfers out of the Department	Turnover rate
Senior Management Service Bands A (L13)	23	3	1	4.35%
Senior Management Service Bands B (L14)	6	0	0	0%
Senior Management Service Bands C (L15)	1	0	0	0%
Senior Management Service Bands D (L16)	0	0	0	0%
Total	30	3	1	3.33%

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

Table 2.5.3– Reasons why staff left the Department for the period 1 April 2020 and 31 March 2021

Termination Type	Number	% of Total Resignations
Death	1	9.09%
Resignation	1	9.09%
Expiry of contract	4	36.36%
Dismissal – operational changes	0	N/A
Dismissal – misconduct	0	N/A
Dismissal – inefficiency	0	N/A
Discharged due to ill-health	0	N/A
Retirement	1	9.09%
Transfers to other Public Service Departments	4	36.36%
Other	0	N/A
Total	11	100%
Total number of employees who left as a % of total employment		7.53%

Table 2.5.4 – Promotions by critical occupation for the period 1 April 2020 and 31 March 2021

Occupation	Employees 1 April 2020	Promotion to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
Senior Management	30	1	3.33	19	63.33%
Total	30	1	3.33	19	63.33%

Table 2.5.5 – Promotions by salary band for the period 1 April 2020 and 31 March 2021

Salary band	Employees 1 April 2020	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary bands
Lower skilled (Levels 1-2)	6	0	0%	6	100%
Skilled (Levels 3-5)	19	0	0%	19	100%
Highly skilled production (Levels 6-8)	32	3	9.38%	22	68.75%
Highly skilled supervision (Levels 9-12)	58	1	1.72%	28	48.27%
Senior Management (Levels 13-16)	30	1	3.33%	19	63.33%
Total	145	5	3.45%	105	72.41%

2.6 EMPLOYMENT EQUITY

Table 2.6.1 – Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2021

OCCUPATIONAL CATEGORY	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	13	1	0	1	12	1	1	1	30
Professionals	24	0	0	1	30	1	0	0	56
Technicians and associate professionals	5	0	0	0	6	0	0	1	12
Clerks	18	0	0	0	19	0	0	0	37
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	0	0	0	0	0	0	0	0	0
Elementary occupations	6	0	0	0	5	0	0	0	11
Total	66	1	0	2	72	2	1	2	146
Employees with disabilities	2	0	0	0	1	0	0	0	3

Table 2.6.2 – Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2021

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	4	0	0	0	1	1	1	0	7
Senior Management	9	1	0	1	11	0	0	1	23
Professionally qualified and experienced specialists and mid-management	24	0	0	1	30	1	0	0	56
Skilled technical and academically qualified workers, Junior management, supervisors, foreman and superintendents	5	0	0	0	6	0	0	1	12
Semi-skilled and discretionary decision making	16	0	0	0	19	0	0	0	35
Unskilled and defined decision making	8	0	0	0	5	0	0	0	13
Total	66	1	0	2	72	2	1	2	146

Table 2.6.3 – Recruitment for the period 1 April 2020 to 31 March 2021

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	1	0	0	0	1	0	0	1	3
Professionally qualified and Experienced specialists and mid-management	3	0	0	0	3	0	0	0	6
Skilled technical and academically qualified workers, Junior management, supervisors, foreman and superintendents	2	0	0	0	4	0	0	0	6
Semi-skilled and discretionary decision making	1	0	0	0	1	0	0	0	2
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	7	0	0	0	9	0	0	1	17
Employees with disabilities	0		0	0	1	0	0	0	1

Table 2.6.4 – Promotions for the period 1 April 2020 to 31 March 2021

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	1	0	0	0	1
Professionally qualified and experienced specialists and mid-management	0	0	0	0	1	0	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	1	0	0	0	2	0	0	0	3
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	4	0	0	0	5
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 2.6.5 – Terminations for the period 1 April 2020 to 31 March 2021

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	1	0	0	0	1
Professionally qualified and Experienced specialists and mid-management	2	0	0	0	3	0	0	0	5
Skilled technical and academically qualified workers, Junior management, supervisors, foreman and superintendents	3	0	0	0	1	0	0	0	4
Semi-skilled and discretionary decision making	1	0	0	0	0	0	0	0	1
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
Total	6	0	0	0	5	0	0	0	11
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 2.6.6 – Disciplinary action for the period 1 April 2020 to 31 March 2021

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
No Guilty	1	0	0	0	0	0	0	0	1
Written Warning	1	0	0	0	0	0	0	0	1
Final Written Warning	1	0	0	0	0	0	0	0	1

Table 2.6.7 – Skills development for the period 1 April 2020 to 31 March 2021

OCCUPATIONAL CATEGORY	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	1	0	0	0	2	0	0	0	3
Professionals	7	0	0	0	12	0	0	1	20
Technicians and associate professionals	0	0	0	0	2	0	0	0	2
Clerks	1	0	0	0	0	0	0	0	1
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	0	0	0	0	0	0	0	0	0
Elementary occupations	0	0	0	0	0	0	0	0	0
Total	9	0	0	0	16	0	0	1	26
Employees with disabilities	0	0	0	0	0	0	0	0	0

2.7 SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

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

Table 2.7.1 – Signing of Performance Agreements by SMS members as on 31 May 2020

SMS LEVEL	Total number of funded SMS posts	Total number of SMS members	Total number of Signed performance agreements	Signed performance agreements as % of total number of SMS members
Director-General /Head of Department	0	0	0	N/A
Salary Level 16	0	0	0	N/A
Salary Level 15	1	1	0	100%
Salary Level 14	6	6	5	83.33%
Salary Level 13	24	24	21	87.5%
Total	31	30	26	86.66

Table 2.7.2 – Reasons for not having concluded Performance Agreements for all SMS members as on 31 March 2020

Reasons
• Late submission of performance agreements by employees
• Performance agreements not aligned to strategic objectives
• Performance agreements not signed within required timeframe

Table 2.7.3 Disciplinary steps taken against SMS members for not having concluded Performance Agreements as on 31 March 2021

Reasons
Employees were given letters indicating that they do not qualify for performance bonus and pay progression due to non-compliance.

2.8 PERFORMANCE REWARDS

To encourage good performance, the Department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary bands and critical occupations.

Table 2.8.1 – Performance Rewards by race, gender and disability for the period 1 April 2020 to 31 March 2021

RACE AND GENDER	Beneficiary profile			Cost	
	Number of beneficiaries	Number of employees	% of total within group	Cost (R'000)	Average cost per employee
African	18	138	13.04	429.02	23.83
Male	9	66	13.63%	239.21	26.58
Female	9	72	12.5%	189.81	21.09
Asian	0	1	0%	0	0
Male	0	0	0%	0	0
Female	0	1	0%	0	0
Coloured	0	3	0%	0	0
Male	0	1	0%	0	0
Female	0	2	0%	0	0
White	0	4	0%	0	0
Male	0	2	0%	0	0
Female	0	2	0%	0	0
Total	18	146	12.33%	429.02	23.83

Table 2.8.2 – Performance Rewards by salary band for personnel below Senior Management Service for the period 1 April 2020 to 31 March 2021

SALARY BAND	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total cost (R'000)	Average cost per employee	
Lower Skilled (Levels 1-2)	1	6	16.67%	4.78	4780	4.78%
Skilled (Levels 3-5)	0	19	0%	0	0	0%
Highly skilled production (Levels 6-8)	7	33	21.21%	94.81	13544.28	13.54%
Highly skilled supervision (Levels 9-12)	8	58	13.79%	231.34	28917.5	28.91%
Total	16	116	13.79%	330.93	20683.12	20.68%

Table 2.8.3 – Performance Rewards by critical occupation for the period 1 April 2020 to 31 March 2021

Critical occupation	Beneficiary profile			Cost	
	Number of beneficiaries	Number of employees	% of total within occupation	Total cost (R'000)	Average cost per employee
Senior Management level 13	2	23	8.69	98.09	4945
Senior Management level 14	0	6	0	0	0
Senior Management level 15	0	1	0	0	0
Total	2	30	6.67	98.09	4945

Table 2.8.4 – Performance related rewards (cash bonus), by salary band for Senior Management Service for the period 1 April 2020 to 31 March 2021

SALARY BAND	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total cost (R'000)	Average cost per employee	
Band A Level 13	2	23	8.69%	98.09	49045	49.04%
Band B Level 14	0	6	0	0	0	0
Band C Level 15	0	1	0	0	0	0
Band D level 16	0	0	0	0	0	0
Total	2	30	6,66%	98.09	49045	49.04%

2.9 FOREIGN WORKERS

The tables below summarises the employment of foreign nationals in the Department in terms of salary band and major occupation.

Table 2.9.1 – Foreign workers by salary band for the period 1 April 2020 and 31 March 2021

Salary band	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% Change
Lower skilled	0	N/A	0	N/A	0	N/A
Highly skilled production (Levels 6-8)	0	N/A	0	N/A	0	N/A
Highly skilled supervision (Levels 9-12)	0	N/A	0	N/A	0	N/A
Contract (Levels 9-12)	0	N/A	0	N/A	0	N/A
Contract (Levels 13-16)	0	N/A	0	N/A	0	N/A
Total	0	N/A	0	N/A	0	N/A

Table 2.9.2 – Foreign workers by major occupation for the period 1 April 2020 and 31 March 2021

MAJOR OCCUPATION	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% Change
None	0	N/A	0	N/A	0	N/A
Total	0	N/A	0	N/A	0	N/A

2.10 LEAVE UTILISATION

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

Table 2.10.1 – Sick leave for the period 1 January 2020 to 31 December 2020

SALARY BAND	Total days	% Days with medical certification	Number of employees using sick leave	% of total employees using sick leave	Average days per employee	Estimated cost (R'000)
Lower skilled (Levels 1-2)	17	58.80%	5	4.71%	3.4	9.00
Skilled (Levels 3-5)	77	77.90%	14	13.20%	5.5	71.00
Highly skilled production (Levels 6-8)	150	79.60%	27	25.48%	5.56	211.00
Highly skilled supervision (Levels 9-12)	288	83.30%	42	39.62%	6.86	851.00
Top and Senior Management (Levels 13-16)	87	77.00%	18	16.99%	4.83	376.00
Total	619	80.00%	106	100%	5.84	1519.00

Table 2.10.2 – Disability leave (temporary and permanent) for the period 1 January 2020 to 31 December 2020

Salary band	Total days	% Days with medical certification	Number of employees using disability leave	% of total employees using disability leave	Average days per employee	Estimated cost (R'000)
Lower skilled (Levels 1-2)	0	0	0	0	0	0
Skilled (Levels 3-5)	5	100%	1	14.30%	5.00	5.00
Highly skilled production (Levels 6-8)	60	100%	2	28.60%	30.00	70.00
Highly skilled supervision (Levels 9-12)	41	100%	3	42.90%	13.67	133.00
Senior management (Levels 13-16)	6	100%	1	14.30%	6.00	26.00
Total	112	100	7	100%	16.00	234.00

The table below summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the PSCBC in 2000 requires the management of annual leave to prevent high levels of accrued leave being paid at the time of termination of service.

Table 2.10.3 – Annual Leave for the period 1 January 2020 to 31 December 2020

SALARY BAND	Total days taken	Number of employees using annual leave	Average per employee
Lower skilled (levels 1-2)	87	6	15.00
Skilled (levels 3-5)	543	28	19.00
Highly skilled production (levels 6-8)	743	39	19.00
Highly skilled supervision (levels 9-12)	1267	64	20.00
Senior management (levels 13-16)	689	31	22.00
Total	3329	168	20.00

Table 2.10.4 – Capped leave for the period 1 January 2020 to 31 December 2020

SALARY BAND	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Average capped leave per employee as on 31 March 2021
Lower skilled (levels 1-2)	0	0	0	0
Skilled (levels 3-5)	0	0	0	0
Highly skilled production (levels 6-8)	0	0	0	1
Highly skilled supervision (levels 9-12)	0	0	0	58.00
Senior management (levels 13-16)	0	0	0	2
Total	0	0	0	0

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

Table 2.10.5 – Leave payouts for the period 1 April 2020 and 31 March 2021

REASON	Total amount (R'000)	Number of employees	Average per employee (R'000)
Leave payout for 2020/21 due to non-utilisation of leave for the previous cycle	0	0	0
Capped leave payouts on termination of service for 2020/21	0	0	0
Current leave payout on termination of service for 2020/21	2020	5	404
Total	2020	5	404

2.11 HIV/AIDS AND HEALTH PROMOTION PROGRAMMES

Table 2.11.1 – Steps taken to reduce the risk of occupational exposure

Units/categories of employees identified to be at high risk of contracting HIV and related diseases (if any)	Key steps taken to reduce the risk
<ul style="list-style-type: none"> Youth Women Unmarried Homosexual Low income earner employees Interns or learners Field workers People with disability (psychiatric patients) 	<ul style="list-style-type: none"> Distribution of condoms in the restrooms Voluntary Testing and Counselling in the workplace

Table 2.11.2 – Details of Health Promotion and HIV/AIDS Programmes

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 Regulation, 2001? If so, provide her/his name and position.	X		<ul style="list-style-type: none"> Mr. MS Mahlatjie, – Director: Human Resource Development and Employee Relations.
2. Does the Department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	X		<ul style="list-style-type: none"> The Department has appointed an Assistant Director: Employee Health and Wellness, who is a registered Social Worker with the South African Council for Social Services Professionals. The annual budget for this programme was estimated at R1,112.240.
3. Has the Department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/ services of this Programme.	X		<ul style="list-style-type: none"> Case management, stakeholder involvement and introduction of the Sports Management Programme.

Question	YES	NO	Details, if yes
4. Has the Department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	X		<ul style="list-style-type: none"> • Mr. S Seluka (Director: ICT and Auxiliary Services). • Mr. M Makaota (Admin Officer: Auxiliary). • Ms. R Raseona (Assistant Director: Employee Health and Wellness). • Mr. J Tshebesebe (Clerk: Finance). • Mr. R van Huyssteen (Labour Representative). • Mr. S Mahlangu (Deputy Director: Risk Management). • Mr. C Mahlakgane (Security Officer). • Mr. J Mohlala (Security Officer). • Mr. S Tlhako (Security Officer). • Ms. C Buthelezi (Assistant Director: Knowledge Management).
5. Has the Department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	X		<ul style="list-style-type: none"> • Recruitment and Selection Policies. • Talent Management. • Policies that relate to the four pillars of Health and Wellness Management were reviewed and approved by the Accounting Officer. Below are the policies as referred to above: <ul style="list-style-type: none"> • Wellness Management Policy. • Productivity Management Policy. • HIVAIDs Management Policy. • Safety Health Environmental Risk Quality (SHERQ) Policy.
6. Has the Department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	X		<ul style="list-style-type: none"> • By ensuring confidentiality of the information disclosed by employees. • During the health and wellness screenings that are conducted by GEMS, the names of employees who tested for HIV/AIDS are not revealed. • The Department commemorates World Aids Day annually.
7. Does the Department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	X		<ul style="list-style-type: none"> • The Department conducts health and wellness screening every quarter, which includes Voluntary Counselling and Testing. However, due to COVID-19 restrictions, there were no sessions arranged for Voluntary Counselling and Testing for the period under review
8. Has the Department developed measures/ indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	X		<ul style="list-style-type: none"> • Due to COVID-19 restrictions, there were no employee health and wellness programmes sessions for the period under review.

2.12 LABOUR RELATIONS

Table 2.12.1 – Collective agreements for the period 01 April 2020 and 31 March 2021

Total number of Collective agreements	None
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The following table summarises the outcome of disciplinary hearings conducted within the Department for the year under review.

Table 2.12.2 – Misconduct and Disciplinary Hearings finalised for the period 1 April 2020 and 31 March 2021

Outcomes of disciplinary hearings	Number	% of total
Correctional Counselling	0	0
Verbal Warning	0	0
Written Warning	1	33.33
Final Written Warning	1	33.33
Suspended without pay	0	0
Fine	0	0
Demotion	0	0
Dismissal	0	0
Not guilty	1	33.33
Case withdrawn	0	0
Total	3	100%

Table 2.12.3 – Types of misconduct addressed at disciplinary hearings for the period 1 April 2020 and 31 March 2021

Type of misconduct	Number	% of total
Failure to follow reasonable and lawful instruction	1	50%
Gross insubordination	1	50%
Total	2	100%

Table 2.12.4 – Grievances lodged for the period 1 April 2020 and 31 March 2021

Grievances	Number	% of total
Number of grievances resolved	3	100%
Number of grievances not resolved	0	0%
Total number of grievances lodged	3	100%

Table 2.12.5 – Disputes lodged with Councils for the period 1 April 2020 and 31 March 2021

Disputes	Number	% of total
Number of disputes upheld	0	0
Number of disputes dismissed	1	33.33%
Number of disputes pending	2	66.66%
Total number of disputes lodged	3	100%

Table 2.12.6 – Disputes lodged referred to the Labour Court for the period 1 April 2020 and 31 March 2021

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

Table 2.12.7 –Strike actions for the period 1 April 2020 and 31 March 2021

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

Table 2.12.8 – Precautionary suspensions for the period 1 April 2020 and 31 March 2021

Number of people suspended	N/A
Number of people whose suspension exceeded 30 days	N/A
Average number of days suspended	N/A
Cost of suspension (R'000)	N/A

2.13 SKILLS DEVELOPMENT

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

Table 2.13.1 – Training needs identified for the period 1 April 2020 and 31 March 2021

Occupational category	Gender	Number of employees as at 1 April 2020	Training needs identified at start of the reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	15	0	3	0	3
	Male	15	0	12	0	12
Professionals	Female	31	0	2	0	2
	Male	25	0	9	0	9
Technicians and associate professionals	Female	7	0	9	0	9
	Male	5	0	8	0	8
Clerks	Female	19	0	1	0	1
	Male	18	0	1	0	1
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	5	0	0	0	0
	Male	6	0	0	0	0
Sub-total	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		146	0	45	0	45

Table 2.13.2 – Training provided for the period 1 April 2020 and 31 March 2021

Occupational category	Gender	Number of employees as at 1 April 2020	Training provided within the reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	15	0	2	0	2
	Male	15	0	1	0	1
Professionals	Female	31	0	2	0	2
	Male	25	0	2	0	2
Technicians and associate professionals	Female	7	0	1	0	1
	Male	5	0	0	0	0
Clerks	Female	19	0	1	0	1
	Male	18	0	2	0	2
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	5	0	0	0	0
	Male	6	0	0	0	0
Sub-total	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		146	0	11	0	11

2.14 Injury on Duty

The following tables provide basic information on injury on duty.

Table 2.14.1 - Injury on duty for the period 1 April 2020 and 31 March 2021

Nature of injury on duty	Number	% of total
Required basic medical attention only	N/A	N/A
Temporary total disablement	N/A	N/A
Permanent disablement	N/A	N/A
Fatal	N/A	N/A
Total	N/A	N/A

2.15 UTILISATION OF CONSULTANTS

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

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

Table 2.15.1 – Report on consultant appointments using appropriated funds for the period 1 April 2020 and 31 March 2021

Project title	Total number of consultants that worked on project	Duration (work days)	Contract value in Rand
Facilitation of Strategic Planning Session (RapidEval)	1	2 days	R 93 240.00
B-BBEE Verification (Honeycomb BEE Ratings)	1	1 Month	R 32 775.00
AFS Review 2020 (CS Boshmane)	2	10 days	R 318 000.00

Total number of projects	Total individual consultants	Total duration work days	Total contract value in Rand
1	1	2 days	R 93 240.00
1	1	1 Month	R 32 775.00
1	2	10 days	R 318 000.00

Table 2.15.2 – Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
Facilitation of Strategic Planning Session	100	100	1
BBBEE verification (Honeycomb BEE Ratings)	25	25	1
AFS Review 2020(CS Boshmane)	100	100	2

Table 2.15.3 – Report on consultant appointments using Donor funds for the period 1 April 2020 and 31 March 2021

Project title	Total number of consultants that worked on project	Duration (work days)	Donor and contract value in Rand
None	0	0	0

Total number of projects	Total individual consultants	Total duration work days	Total contract value in Rand
None	0	0	0

Table 2.15.4 – Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021

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

2.16 SEVERANCE PACKAGES

Table 2.16.1 – Granting of employee initiated severance packages for the period 1 April 2020 and 31 March 2021

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

PART E: FINANCIAL INFORMATION



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I. REPORT OF THE AUDITOR GENERAL

Report of the Auditor-General to Parliament on Vote No. 21: Department of Civilian Secretariat for Police Service

Report on the Audit of the Financial Statements

Opinion

1. I have audited the financial statements of the Department of Civilian Secretariat for Police Service set out on pages 112 to 186, which comprise the appropriation statement, statement of financial position as at 31 March 2021, statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Department of Civilian Secretariat for Police as at 31 March 2021, and its financial performance and cash flows for the year then ended in accordance with Modified Cash Standard (MCS) and the requirements of the Public Finance Management Act of South Africa 1 of 1999 (PFMA).

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.

Material Underspending of the Vote by the Department

7. As disclosed in the appropriation statement, the Department materially underspent the budget by R1 695 000 on Programme 1, R2 116 000 on Programme 3 and R1 809 000 on Programme 4.

Responsibilities of the Accounting Officer for the Financial Statements

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

Auditor-General's Responsibilities for the Audit of the Financial Statements

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

Report on the Audit of the Annual Performance Report

Introduction and Scope

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

14. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programme presented in the department's annual performance report for the year ended 31 March 2021:

Programmes	Pages in the annual performance report
Programme 4 – Civilian Oversight, Monitoring and Evaluation	49 – 56

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

Other Matter

17. I draw attention to the matter below.

Achievement of Planned Targets

18. Refer to the annual performance report on pages 30 to 56 for information on the achievement of planned targets for the year and management's explanations provided for the under/over achievement of targets.

Report on the Audit of Compliance with Legislation

Introduction and Scope

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

Other Information

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

Internal Control Deficiencies

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

Auditor-General

Pretoria

31 July 2021



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-General’s Responsibility for the Audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected 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 Department of Civilian Secretariat for Police Service 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

2. ANNUAL FINANCIAL STATEMENTS

Voted funds and Direct charges	Appropriation per programme									
	2020/21					2019/20				
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000	
Programme										
1. Administration	60 947	-	2 685	63 632	61 937	1 695	97.3%	64 043	61 844	
2. Intersectoral Coordination and Strategic Partnerships	23 290	-	(649)	22 641	22 637	4	100.0%	27 108	26 807	
3. Legislation and Policy Development	22 202	-	(1 447)	20 755	18 639	2 116	89.8%	20 168	20 000	
4. Civilian Oversight, Monitoring and Evaluations	30 729	-	(589)	30 140	28 331	1 809	94.0%	31 732	28 783	
TOTAL	137 168	-	-	137 168	131 544	5 624	95.9%	143 051	137 434	
Reconciliation with Statement of Financial Performance										
Add:										
Departmental receipts				75				71		
NRF Receipts				-				-		
Aid assistance				-				-		
Actual amounts per Statement of Financial Performance (Total Revenue)				137 243				143 122		
Add: Aid assistance				-						
Prior year unauthorised expenditure approved without funding										
Actual amounts per Statement of Financial Performance Expenditure				131 544				137 434		

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Appropriation per programme									
2020/21									
	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	135 009	-	(4 289)	130 720	125 188	5 532	95.8%	140 685	135 472
Compensation of employees	104 788	-	(49)	104 739	99 336	5 403	94.8%	100 826	97 997
Salaries and wages	91 878	52	-	91 930	87 262	4 668	94.9%	88 644	86 135
Social contributions	12 910	(52)	(49)	12 809	12 074	735	94.3%	12 182	11 862
Goods and services	30 221	-	(4 240)	25 981	25 852	129	99.5%	39 859	37 475
Administrative fees	51	28	1	80	80	-	100.0%	179	171
Advertising	2 093	(814)	(494)	785	785	-	100.0%	1 303	922
Minor assets	281	(51)	(108)	122	122	-	100.0%	247	183
Audit costs: External	1 789	214	(380)	1 623	1 623	-	100.0%	2 268	2 268
Bursaries: Employees	800	(264)	-	536	536	-	100.0%	181	181
Catering: Departmental activities	1 002	(402)	(245)	355	355	-	100.0%	1 275	1 152
Communication (G&S)	2 059	25	(401)	1 683	1 682	1	99.9%	1 601	1 491
Computer services	4 151	4 623	10	8 784	8 784	-	100.0%	7 872	7 846
Consultants: Business and advisory services	728	344	(252)	820	820	-	100.0%	1 322	1 260
Legal services	-	-	-	-	-	-	-	215	213
Contractors	743	(634)	(100)	9	9	-	100.0%	127	80
Agency and support / outsourced services	28	(28)	-	-	-	-	-	-	-
Fleet services (including government motor transport)	98	230	34	362	362	-	100.0%	507	502
Consumable supplies	496	(98)	(36)	362	362	-	100.0%	337	327

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Appropriation per programme									
2019/20									
2020/21									
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	R'000
Consumable: Stationery printing and office supplies	1 527	(589)	880	880	-	100.0%	1 217	1 181	
Operating leases	4 249	381	5 004	5 004	-	100.0%	5 856	5 127	
Property payments	-	91	91	91	-	100.0%	50	50	
Travel and subsistence	7 883	(1 892)	3 446	3 318	128	96.3%	12 381	11 816	
Training and development	323	(168)	155	155	-	100.0%	550	528	
Operating payments	487	218	665	665	-	100.0%	1 232	1 059	
Venues and facilities	1 433	(1 214)	219	219	-	100.0%	1 129	1 109	
Rental and hiring	-	-	-	-	-	-	10	9	
Transfers and subsidies	688	-	742	658	84	88.7%	612	597	
Provinces and municipalities	6	-	7	6	1	85.7%	8	6	
Municipalities	6	-	7	6	1	85.7%	8	6	
Municipal bank accounts	6	-	7	6	1	85.7%	8	6	
Departmental agencies and accounts	202	-	202	121	81	59.9%	189	189	
Departmental agencies (non-business entities)	202	-	202	121	81	59.9%	189	189	
Households	480	-	533	531	2	99.6%	415	402	
Social benefits	480	-	533	531	2	99.6%	38	37	
Other transfers to households	-	-	-	-	-	-	377	365	
Payments for capital assets	1 471	-	5 637	5 632	5	99.9%	1 727	1 339	
Other fixed structures	-	-	-	-	-	-	-	-	
Machinery and equipment	1 406	65	5 637	5 632	5	99.9%	1 727	1 339	

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Appropriation per programme										
2020/21										
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure	2019/20
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000
Transport equipment	165	312	499	976	974	2	99.8%	560	559	
Other machinery and equipment	1 241	(247)	3 667	4 661	4 658	3	99.9%	1 167	780	
Software and other intangible assets	65	(65)	-	-	-	-	-	-	-	
Payment for financial assets	-	-	69	69	66	3	95.7%	27	26	
TOTAL	137 168	-	-	137 168	131 544	5 624	95.9%	143 051	137 434	

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme I: 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	R'000
Sub programme										
1. DEPARTMENT MANAGEMENT	11 658	(564)	(1 126)	9 968	9 967	1	100.0%	11 430	10 401	
2. CORPORATE SERVICES	23 172	481	3 464	27 117	26 328	789	97.1%	23 168	22 757	
3. FINANCE ADMINISTRATION	17 388	159	(27)	17 520	17 425	95	99.5%	19 304	19 298	
4. OFFICE ACCOMMODATION	4 050	157	510	4 717	4 717	-	100.0%	5 906	5 177	
5. INTERNAL AUDIT	4 679	(233)	(136)	4 310	3 500	810	81.2%	4 235	4 211	
TOTAL	60 947	-	2 685	63 632	61 937	1 695	97.3%	64 043	61 844	
Economic classification										
Current payments	59 656	-	(1 157)	58 499	56 890	1 609	97.2%	62 360	60 176	
Compensation of employees	44 249	-	(405)	43 844	42 236	1 608	96.3%	42 679	42 011	
Salaries and wages	38 521	(34)	(375)	38 112	36 753	1 359	96.4%	37 215	36 654	
Social contributions	5 728	34	(30)	5 732	5 483	249	95.7%	5 464	5 357	
Goods and services	15 407	-	(752)	14 655	14 654	1	100.0%	19 681	18 165	
Administrative fees	21	20	(5)	36	36	-	100.0%	60	56	
Advertising	473	(473)	-	-	-	-	-	889	519	
Minor assets	106	13	-	119	119	-	100.0%	120	119	
Audit costs: External	990	(179)	(30)	781	781	-	100.0%	1 468	1 468	
Bursaries: Employees	800	(264)	-	536	536	-	100.0%	181	181	
Catering: Departmental activities	276	(270)	-	6	6	-	100.0%	275	162	
Communication (G&S)	863	36	-	899	899	-	100.0%	838	767	
Computer services	2 849	2 137	-	4 986	4 986	-	100.0%	4 477	4 472	

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 1: ADMINISTRATION									
2020/21									
	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
Consultants: Business and advisory services	446	319	-	765	765	-	100.0%	581	578
Legal services	-	-	-	-	-	-	-	15	15
Contractors	636	(633)	-	3	3	-	100.0%	48	47
Agency and support / outsourced services	28	(28)	-	-	-	-	-	-	-
Fleet services (including government motor transport)	50	49	-	99	99	-	100.0%	270	269
Consumable supplies	353	(43)	-	310	310	-	100.0%	188	186
Consumable: Stationery printing and office supplies	632	(352)	-	280	280	-	100.0%	535	526
Operating leases	4 249	381	374	5 004	5 004	-	100.0%	5 856	5 127
Property payments	-	91	-	91	91	-	100.0%	50	50
Travel and subsistence	1 606	(127)	(1 091)	388	387	1	99.7%	2 421	2 252
Training and development	323	(168)	-	155	155	-	100.0%	529	528
Operating payments	285	(194)	-	91	91	-	100.0%	264	234
Venues and facilities	421	(315)	-	106	106	-	100.0%	616	609
Transfers and subsidies	663	-	(18)	645	562	83	87.1%	477	464
Provinces and municipalities	6	-	(2)	4	3	1	75.0%	6	5
Municipalities	6	-	(2)	4	3	1	75.0%	6	5
Municipal bank accounts	6	-	(2)	4	3	1	75.0%	6	5
Departmental agencies and accounts	202	-	-	202	121	81	59.9%	189	189

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme I: ADMINISTRATION									
2020/21									
	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
Departmental agencies (non-business entities)	202	-	-	202	121	81	59.9%	189	189
Households	455	-	(16)	439	438	1	99.8%	282	270
Social benefits	455	-	(16)	439	438	1	99.8%	38	37
Other transfers to households	-	-	-	-	-	-	-	244	233
Payments for capital assets	628	-	3 830	4 458	4 456	2	100.0%	1 179	1 178
Machinery and equipment	628	-	3 830	4 458	4 456	2	100.0%	1 179	1 178
Transport equipment	165	79	-	244	243	1	100.0%	560	559
Other machinery and equipment	463	(79)	3 830	4 214	4 213	1	100.0%	619	619
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	30	30	29	1	96.7%	27	26
Total	60 947	-	2 685	63 632	61 937	1 695	97.3%	64 043	61 844

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: I.1: DEPARTMENT MANAGEMENT									
2020/21							2019/20		
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	11 132	(378)	(1 096)	9 658	9 657	1	100.0%	11 020	10 002
Compensation of employees	8 801	127	-	8 928	8 927	1	100.0%	8 338	7 704
Goods and services	2 331	(505)	(1 096)	730	730	-	100.0%	2 682	2 298
Transfers and subsidies	436	(114)	(30)	292	292	-	100.0%	244	233
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	436	(114)	(30)	292	292	-	100.0%	244	233
Payments for capital assets	90	(72)	-	18	18	-	100.0%	166	166
Machinery and equipment	90	(72)	-	18	18	-	100.0%	166	166
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	11 658	(564)	(1 126)	9 968	9 967	1	100.0%	11 430	10 401

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 1.2: CORPORATE SERVICES									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	22 793	318	(375)	22 736	22 027	709	96.9%	22 589	22 179
Compensation of employees	16 235	(127)	(375)	15 733	15 025	708	95.5%	14 754	14 722
Goods and services	6 558	445	-	7 003	7 003	-	100.0%	7 835	7 457
Transfers and subsidies	221	-	(16)	205	124	81	60.5%	227	226
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	202	-	-	202	121	81	59.9%	189	189
Households	19	-	(16)	3	3	-	100.0%	38	37
Payments for capital assets	158	163	3 830	4 151	4 151	-	100.0%	352	352
Machinery and equipment	158	163	3 830	4 151	4 151	-	100.0%	352	352
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	25	25	25	-	100.0%	-	-
Total	23 172	481	3 464	27 117	26 328	789	97.1%	23 168	22 757

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 1.3: FINANCE ADMINISTRATION									
2020/21									
	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	17 256	(118)	(60)	17 078	16 988	90	99.5%	18 621	18 618
Compensation of employees	15 542	-	(30)	15 512	15 422	90	99.4%	15 938	15 937
Goods and services	1 714	(118)	(30)	1 566	1 566	-	100.0%	2 683	2 681
Transfers and subsidies	6	114	28	148	146	2	98.6%	6	5
Provinces and municipalities	6	-	(2)	4	3	1	75.0%	6	5
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	114	30	144	143	1	99.3%	-	-
Payments for capital assets	126	163	-	289	287	2	99.3%	650	649
Machinery and equipment	126	163	-	289	287	2	99.3%	650	649
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	5	5	4	1	80.0%	27	26
Total	17 388	159	(27)	17 520	17 425	95	99.5%	19 304	19 298

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 1.4: OFFICE ACCOMMODATION									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	4 050	157	510	4 717	4 717	-	100.0%	5 906	5 177
Compensation of employees	(136)	-	136	-	-	-	-	-	-
Goods and services	4 186	157	374	4 717	4 717	-	100.0%	5 906	5 177
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	4 050	157	510	4 717	4 717	-	100.0%	5 906	5 177

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 1.5: INTERNAL AUDIT									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	4 425	21	(136)	4 310	3 500	810	81.2%	4 224	4 200
Compensation of employees	3 807	-	(136)	3 671	2 862	809	78.0%	3 649	3 648
Goods and services	618	21	-	639	638	1	99.8%	575	552
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	254	(254)	-	-	-	-	-	11	11
Machinery and equipment	254	(254)	-	-	-	-	-	11	11
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	4 679	(233)	(136)	4 310	3 500	810	81.2%	4 235	4 211

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 2: INTERSECTORAL COORDINATION AND STRATEGIC PARTNERSHIPS									
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. INTERGOVERNMENTAL CIVIL SOCIETY AND PUBLIC-PRIVATE PARTNERSHIP	19 710	(772)	(781)	18 157	18 153	4	100.0%	22 957	22 714
2. COMMUNITY OUTREACH	3 580	772	132	4 484	4 484	-	100.0%	4 151	4 093
Total	23 290	-	(649)	22 641	22 637	4	100.0%	27 108	26 807
Economic classification									
Current payments	23 028	-	(768)	22 260	22 258	2	100.0%	26 798	26 785
Compensation of employees	17 710	-	375	18 085	18 084	1	100.0%	18 103	18 100
Salaries and wages	15 577	127	375	16 079	16 079	-	100.0%	16 050	16 048
Social contributions	2 133	(127)	-	2 006	2 005	1	100.0%	2 053	2 052
Goods and services	5 318	-	(1 143)	4 175	4 174	1	100.0%	8 695	8 685
Administrative fees	14	16	-	30	30	1	100.0%	64	62
Advertising	1 305	(79)	(500)	726	726	-	100.0%	404	403
Minor assets	-	-	-	-	-	-	-	5	5
Audit costs: External	200	18	-	218	218	-	100.0%	250	250
Catering: Departmental activities	507	(51)	(236)	220	220	-	100.0%	876	876
Communication (G&S)	261	(39)	(116)	106	106	-	100.0%	87	85
Computer services	421	422	-	843	843	-	100.0%	937	936
Consultants: Business and advisory services	-	-	-	-	-	-	-	570	570
Legal services	-	-	-	-	-	-	-	131	130

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 2: INTERSECTORAL COORDINATION AND STRATEGIC PARTNERSHIPS									
2020/21									
	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
Contractors	107	(7)	(100)	-	-	-	-	-	-
Fleet services (including government motor transport)	-	28	-	28	28	-	100.0%	-	-
Consumable supplies	43	(33)	-	10	10	-	100.0%	39	38
Consumable: Stationery printing and office supplies	163	72	-	235	235	-	100.0%	127	126
Travel and subsistence	1 872	(35)	(191)	1 646	1 645	1	99.9%	4 788	4 789
Operating payments	59	(45)	-	14	14	-	100.0%	228	227
Venues and facilities	366	(267)	-	99	99	-	100.0%	179	179
Rental and hiring	-	-	-	-	-	-	-	10	9
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	262	-	96	358	357	1	99.7%	310	22
Machinery and equipment	262	-	96	358	357	1	99.7%	310	22
Transport equipment	-	148	96	244	244	-	100.0%	-	-
Other machinery and equipment	262	(148)	-	114	113	1	99.1%	310	22
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	23	23	22	1	95.7%	-	-
Total	23 290	-	(649)	22 641	22 637	4	100.0%	27 108	26 807

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 2.1: INTERGOVERNMENTAL CIVIL SOCIETY AND PUBLIC-PRIVATE PARTNERSHIP									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	19 493	(817)	(900)	17 776	17 774	2	100.0%	22 700	22 692
Compensation of employees	14 918	(817)	-	14 101	14 100	1	100.0%	15 125	15 124
Goods and services	4 575	-	(900)	3 675	3 674	1	100.0%	7 575	7 568
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	217	45	96	358	357	1	99.7%	257	22
Machinery and equipment	217	45	96	358	357	1	99.7%	257	22
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	19 710	(772)	23	18 157	22	1	95.7%	-	-
Total	19 710	(772)	(781)	18 157	18 153	4	100.0%	22 957	22 714

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 2.2: COMMUNITY OUTREACH									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	3 535	817	132	4 484	4 484	-	100.0%	4 098	4 093
Compensation of employees	2 792	817	375	3 984	3 984	-	100.0%	2 978	2 976
Goods and services	743	-	(243)	500	500	-	100.0%	1 120	1 117
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	45	(45)	-	-	-	-	-	53	-
Machinery and equipment	45	(45)	-	-	-	-	-	53	-
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	3 580	772	132	4 484	4 484	-	100.0%	4 151	4 093
Total	3 580	772	132	4 484	4 484	-	100.0%	4 151	4 093

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 3: LEGISLATION AND POLICY DEVELOPMENT									
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. POLICY DEVELOPMENT AND RESEARCH	15 031	-	(1 186)	13 845	12 315	1 530	88.9%	13 120	13 112
2. LEGISLATION	7 171	-	(261)	6 910	6 324	586	91.5%	7 048	6 888
	22 202	-	(1 447)	20 755	18 639	2 116	89.8%	20 168	20 000
Economic classification									
Current payments	21 947	-	(1 334)	20 613	18 499	2 114	89.7%	20 137	19 971
Compensation of employees	17 674	-	-	17 674	15 685	1 989	88.7%	15 859	15 703
Salaries and wages	15 837	-	-	15 837	13 996	1 841	88.4%	14 160	14 004
Social contributions	1 837	-	-	1 837	1 689	148	91.9%	1 699	1 699
Goods and services	4 273	-	(1 334)	2 939	2 814	125	95.7%	4 278	4 268
Administrative fees	-	2	-	2	2	-	100.0%	15	15
Advertising	-	53	-	53	53	-	100.0%	-	-
Minor assets	103	-	(103)	-	-	-	-	50	50
Audit costs: External	406	-	(188)	218	218	-	100.0%	300	300
Catering: Departmental activities	102	22	(42)	82	82	-	100.0%	58	57
Communication (G&S)	387	-	(190)	197	197	-	100.0%	226	224
Computer services	611	782	-	1 393	1 393	-	100.0%	1 036	1 035
Consultants: Business and advisory services	252	-	(252)	-	-	-	-	82	82
Contractors	-	6	-	6	6	-	100.0%	-	-

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 3: LEGISLATION AND POLICY DEVELOPMENT									
2020/21									
	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
Fleet services (including government motor transport)	-	28	-	28	28	-	100.0%	-	-
Consumable supplies	74	(14)	(41)	19	19	-	100.0%	59	58
Consumable: Stationery printing and office supplies	522	(350)	(41)	131	131	-	100.0%	381	380
Travel and subsistence	1 585	(834)	(477)	274	149	125	54.4%	1 454	1 452
Operating payments	79	443	-	522	522	-	100.0%	533	532
Venues and facilities	152	(138)	-	14	14	-	100.0%	84	83
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	25	-	-	25	24	1	96.0%	11	11
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	25	-	-	25	24	1	96.0%	11	11
Social benefits	25	-	-	25	24	1	96.0%	-	-
Other transfers to households	-	-	-	-	-	-	-	11	11
Payments for capital assets	230	-	(115)	115	115	-	100.0%	20	18
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	230	-	(115)	115	115	-	100.0%	20	18
Other machinery and equipment	230	-	(115)	115	115	-	100.0%	20	18

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 3: LEGISLATION AND POLICY DEVELOPMENT									
2020/21									
	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
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	2	2	1	1	50.0%	-	-
Total	22 202	-	(1 447)	20 755	18 639	2 116	89.8%	20 168	20 000

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 3.1: POLICY DEVELOPMENT AND RESEARCH									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	14 893	-	(1 137)	13 756	12 227	1 529	88.9%	13 101	13 094
Compensation of employees	11 547	-	-	11 547	10 143	1 404	87.8%	10 109	10 107
Goods and services	3 346	-	(1 137)	2 209	2 084	125	94.3%	2 992	2 987
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	138	-	(51)	87	87	-	100.0%	19	18
Machinery and equipment	138	-	(51)	87	87	-	100.0%	19	18
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	15 031	-	2	2	1	1	50.0%	-	-
Total	15 031	-	(1 186)	13 845	12 315	1 530	88.9%	13 120	13 112

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 3.2: LEGISLATION									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	7 054	-	(197)	6 857	6 272	585	91.5%	7 036	6 877
Compensation of employees	6 127	-	-	6 127	5 542	585	90.5%	5 750	5 596
Goods and services	927	-	(197)	730	730	-	100.0%	1 286	1 281
Transfers and subsidies	25	-	-	25	24	1	96.0%	11	11
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	25	-	-	25	24	1	96.0%	11	11
Payments for capital assets	92	-	(64)	28	28	-	100.0%	1	-
Machinery and equipment	92	-	(64)	28	28	-	100.0%	1	-
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	7 171	-	(261)	6 910	6 324	586	91.5%	7 048	6 888

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 4: CIVILIAN OVERSIGHT 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	
R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000
Sub-programme									
1. POLICE PERFORMANCE CONDUCT AND COMPLIANCE	15 238	51	336	15 625	14 810	815	17 357	17 335	
2. POLICY AND PROGRAMME EVALUATIONS	5 100	104	(483)	4 721	4 719	2	4 610	4 605	
3. INFORMATION MANAGEMENT	513	(155)	(122)	236	-	236	501	-	
4. OFFICE OF THE DIRECTORATE FOR PRIORITY CRIME INVESTIGATION JUDGE	6 456	-	120	6 576	6 368	208	5 843	4 264	
5. NATIONAL FORENSIC OVERSIGHT AND ETHICS BOARD	3 422	-	(440)	2 982	2 434	548	3 421	2 579	
	30 729	-	(589)	30 140	28 331	1 809	31 732	28 783	
Economic classification									
Current payments	30 378	-	(1 030)	29 348	27 541	1 807	31 390	28 540	
Compensation of employees	25 155	-	(19)	25 136	23 331	1 805	24 185	22 183	
Salaries and wages	21 943	(41)	-	21 902	20 434	1 468	21 219	19 429	
Social contributions	3 212	41	(19)	3 234	2 897	337	2 966	2 754	
Goods and services	5 223	-	(1 011)	4 212	4 210	2	7 205	6 357	
Administrative fees	16	(10)	6	12	12	-	40	38	
Advertising	315	(315)	6	6	6	-	10	-	
Minor assets	72	(64)	(5)	3	3	-	72	9	

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 4: CIVILIAN OVERSIGHT MONITORING AND EVALUATION									
2020/21									
	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
Audit costs: External	193	375	(162)	406	406	-	100.0%	250	250
Catering: Departmental activities	117	(103)	33	47	47	-	100.0%	66	57
Communication (G&S)	548	28	(95)	481	480	1	99.8%	450	415
Computer services	270	1 282	10	1 562	1 562	-	100.0%	1 422	1 403
Consultants: Business and advisory services	30	25	-	55	55	-	100.0%	89	30
Legal services	-	-	-	-	-	-	-	69	68
Contractors	-	-	-	-	-	-	-	79	33
Fleet services (including government motor transport)	48	125	34	207	207	-	100.0%	237	233
Consumable supplies	26	(8)	5	23	23	-	100.0%	51	45
Consumable: Stationery printing and office supplies	210	41	(17)	234	234	-	100.0%	174	149
Travel and subsistence	2 820	(896)	(786)	1 138	1 137	1	99.9%	3 718	3 323
Training and development	-	-	-	-	-	-	-	21	-
Operating payments	64	14	(40)	38	38	-	100.0%	207	66
Venues and facilities	494	(494)	-	-	-	-	-	250	238
Transfers and subsidies	-	-	72	72	72	-	100.0%	124	122
Provinces and municipalities	-	-	3	3	3	-	100.0%	2	1
Municipalities	-	-	3	3	3	-	100.0%	2	1
Municipal bank accounts	-	-	3	3	3	-	100.0%	2	1
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Programme 4: CIVILIAN OVERSIGHT MONITORING AND EVALUATION									
2020/21									
	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
Households	-	-	69	69	69	-	100.0%	122	121
Social benefits	-	-	69	69	69	-	100.0%	-	-
Other transfers to households	-	-	-	-	-	-	-	122	121
Payments for capital assets	351	-	355	706	704	2	99.7%	218	121
Machinery and equipment	286	65	355	706	704	2	99.7%	218	121
Transport equipment	-	85	403	488	487	1	99.8%	-	-
Other machinery and equipment	286	(20)	(48)	218	217	1	99.5%	218	121
Software and other intangible assets	65	(65)	-	-	-	-	-	-	-
Payment for financial assets	-	-	14	14	14	-	100.0%	-	-
Total	30 729	-	(589)	30 140	28 331	1 809	94.0%	31 732	28 783

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 4.1: POLICE PERFORMANCE CONDUCT AND COMPLIANCE									
2020/21									
	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	15 092	-	111	15 203	14 390	813	94.7%	17 201	17 162
Compensation of employees	12 681	-	-	12 681	11 868	813	93.6%	13 303	13 302
Goods and services	2 411	-	111	2 522	2 522	-	100.0%	3 898	3 860
Transfers and subsidies	-	-	50	50	50	-	100.0%	122	121
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	50	50	50	-	100.0%	122	121
Payments for capital assets	146	51	169	366	364	2	99.5%	34	52
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	81	116	169	366	364	2	99.5%	34	52
Software and other intangible assets	65	(65)	-	-	-	-	-	-	-
Payment for financial assets	15 238	51	336	15 625	14 810	815	94.8%	17 357	17 335
Total	15 238	51	336	15 625	14 810	815	94.8%	17 357	17 335

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 4.2: POLICY AND PROGRAMME EVALUATIONS									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	5 063	141	(491)	4 713	4 711	2	100.0%	4 608	4 605
Compensation of employees	4 281	141	-	4 422	4 421	1	100.0%	4 122	4 121
Goods and services	782	-	(491)	291	290	1	99.7%	486	484
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	37	(37)	-	-	-	-	-	2	-
Machinery and equipment	37	(37)	-	-	-	-	-	2	-
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	5 100	104	8	4 721	4 719	2	100.0%	4 610	4 605
Total	5 100	104	(483)	4 721	4 719	2	100.0%	4 610	4 605

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 4.3: INFORMATION MANAGEMENT									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	499	(141)	(122)	236	-	236	-	501	-
Compensation of employees	377	(141)	-	236	-	236	-	37	-
Goods and services	122	-	(122)	-	-	-	-	464	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	14	(14)	-	-	-	-	-	-	-
Machinery and equipment	14	(14)	-	-	-	-	-	-	-
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	513	(155)	(122)	236	-	236	-	501	-

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 4.4: OFFICE OF THE DIRECTORATE FOR PRIORITY CRIME INVESTIGATION JUDGE									
2020/21									
	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	6 364	-	(117)	6 247	6 039	208	96.7%	5 732	4 200
Compensation of employees	5 071	-	-	5 071	4 863	208	95.9%	4 207	2 711
Goods and services	1 293	-	(117)	1 176	1 176	-	100.0%	1 525	1 489
Transfers and subsidies	-	-	3	3	3	-	100.0%	2	1
Provinces and municipalities	-	-	3	3	3	-	100.0%	2	1
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	92	-	234	326	326	-	100.0%	109	63
Machinery and equipment	92	-	234	326	326	-	100.0%	109	63
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	6 456	-	120	6 576	6 368	208	96.8%	5 843	4 264

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Sub-programme: 4.5: NATIONAL FORENSIC OVERSIGHT AND ETHICS BOARD									
2020/21									
2019/20									
Economic classification	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	3 360	-	(411)	2 949	2 401	548	81.4%	3 348	2 573
Compensation of employees	2 745	-	(19)	2 726	2 179	547	79.9%	2 516	2 049
Goods and services	615	-	(392)	223	222	1	99.6%	832	524
Transfers and subsidies	-	-	19	19	19	-	100.0%	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	19	19	19	-	100.0%	-	-
Payments for capital assets	62	-	(48)	14	14	-	100.0%	73	6
Machinery and equipment	62	-	(48)	14	14	-	100.0%	73	6
Software and other intangible assets	-	-	-	-	-	-	-	-	-
Payment for financial assets	-	-	-	-	-	-	-	-	-
Total	3 422	-	(440)	2 982	2 434	548	81.6%	3 421	2 579

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-C) to the Annual Financial Statements.

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

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

3. Detail on payments for financial assets

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

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

4.1

Per programme:	Final Appropriation	Actual Expenditure	Variance	Actual Expenditure as a % of Final Appropriation
	R'000	R'000	R'000	%
Administration	63 632	61 937	1 695	97.3%

The variance on this programme can mainly be attributed to under-spending due to vacant funded posts, as well as a reduced transfer payment to SASSETA due to delay in the signing of a memorandum of understanding.

Per programme:	Final Appropriation	Actual Expenditure	Variance	Actual Expenditure as a % of Final Appropriation
	R'000	R'000	R'000	%
Inter-Sectoral Coordination and Strategic Partnerships	22 641	22 637	4	100.0%

None.

NOTES TO THE APPROPRIATION STATEMENT

for the year ended 31 March 2021

Per programme:	Final Appropriation	Actual Expenditure	Variance	Actual Expenditure as a % of Final Appropriation
	R'000	R'000	R'000	%
Legislation & Policy Development				
	20 755	18 639	2 116	89.8%

The variance on this programme can mainly be attributed to underspending due to vacant funded posts as well as underspending on subsistence and travel due to COVID-19 restrictions.

Per programme:	Final Appropriation	Actual Expenditure	Variance	Actual Expenditure as a % of Final Appropriation
	R'000	R'000	R'000	%
Civilian Oversight Monitoring & Evaluation				
	30 140	28 331	1 809	94.0%

The variance on this programme can mainly be attributed to underspending due to vacant funded posts.

4.2

Per economic classification:	Final Appropriation	Actual Expenditure	Variance	Actual Expenditure as a % of Final Appropriation
	R'000	R'000	R'000	%
Current expenditure	130 720	125 188	5 532	95.8%
Compensation of employees	104 739	99 336	5 403	94.8%
Goods and services	25 981	25 852	129	99.5%
Transfers and subsidies	742	658	84	88.7%
Provinces and municipalities	7	6	1	85.7%
Departmental agencies and accounts	202	121	81	59.9%
Households	533	531	2	99.6%
Payments for capital assets	5 637	5 632	5	99.9%
Machinery and equipment	5 637	5 532	5	99.9%
Software and other intangible assets				
Payments for financial assets	69	66	3	95.7%
Total	137 168	131 544	5 624	95.9%

The variance on Compensation of employees can mainly be attributed to underspending due to vacant funded posts and underspending in Goods and Services on subsistence and travel due to COVID-19 restrictions while a reduced transfer payment to SASSETA due to delay in signing of memorandum of understanding explains the underspending on Transfers.

STATEMENT OF FINANCIAL PERFORMANCE

for the year ended 31 March 2021

		2020/21	2019/20
	Note	R'000	R'000
REVENUE			
Annual appropriation	1	137 168	143 051
Statutory appropriation		-	-
Departmental revenue	2	75	71
NRF Receipts		-	-
Aid assistance		-	-
TOTAL REVENUE		137 243	143 122
EXPENDITURE			
Current expenditure			
Compensation of employees	3	99 336	97 997
Goods and services	4	25 852	37 475
Interest and rent on land		-	-
Aid assistance		-	-
Total current expenditure		125 188	135 472
Transfers and subsidies			
Transfers and subsidies	6	658	597
Aid assistance		-	-
Total transfers and subsidies		658	597
Expenditure for capital assets			
Tangible assets	7	5 632	1 339
Intangible assets		-	-
Total expenditure for capital assets		5 632	1 339
Unauthorised expenditure approved without funding		-	-
Payments for financial assets	5	66	26
TOTAL EXPENDITURE		131 544	137 434
SURPLUS/(DEFICIT) FOR THE YEAR		5 699	5 688
Reconciliation of Net Surplus/(Deficit) for the year			
Voted Funds		5 624	5 617
Annual appropriation		5 624	5 617
Conditional grants		-	-
Departmental revenue and NRF Receipts	12	75	71
Aid assistance		-	-
SURPLUS/(DEFICIT) FOR THE YEAR		5 699	5 688

STATEMENT OF FINANCIAL POSITION

as at 31 March 2021

		2020/21	2019/20
	Note	R'000	R'000
ASSETS			
Current Assets		6 532	6 228
Unauthorised expenditure	8	5 696	5 696
Cash and cash equivalents		-	-
Other financial assets		-	-
Prepayments and advances	9	536	26
Receivables	10	300	506
Loans		-	-
Non-Current Assets		419	74
Investments		-	-
Receivables	10	419	74
Loans		-	-
Other financial assets		-	-
TOTAL ASSETS		6 951	6 302
LIABILITIES			
Current Liabilities		6 951	6 302
Voted funds to be surrendered to the Revenue Fund	11	5 624	5 617
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund		-	3
Bank overdraft	13	804	632
Payables	14	523	50
Non-Current Liabilities			
Payables		-	-
TOTAL LIABILITIES		6 951	6 302
NET ASSETS		-	-
Represented by:			
Capitalisation reserve		-	-
Recoverable revenue		-	-
Retained funds		-	-
Revaluation reserves		-	-
TOTAL		-	-

STATEMENT OF CHANGES IN NET ASSETS

for the year ended 31 March 2021

NET ASSETS	Note	2020/21	2019/20
		R'000	R'000
Capitalisation Reserves			
Opening balance		-	-
Transfers:			
Movement in Equity		-	-
Movement in Operational Funds		-	-
Other movements		-	-
Closing balance		-	-
Recoverable revenue			
Opening balance		-	-
Transfers		-	-
Irrecoverable amounts written off		-	-
Debts revised		-	-
Debts recovered (included in departmental receipts)		-	-
Debts raised		-	-
Closing balance		-	-
Retained funds			
Opening balance		-	-
Transferred from voted funds to be surrendered (Parliament/Legislatures ONLY)		-	-
Utilised during the year		-	-
Other		-	-
Closing balance		-	-
Revaluation Reserves			
Opening balance		-	-
Revaluation adjustment (Housing departments)		-	-
Transfers		-	-
Other		-	-
Closing balance		-	-
TOTAL		-	-

CASH FLOW STATEMENT

for the year ended 31 March 2021

		2020/21	2019/20
	Note	R'000	R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		137 243	143 122
Annual appropriated funds received	1.1	137 168	143 051
Statutory appropriated funds received		-	-
Departmental revenue received	2	75	71
Interest received		-	-
NRF Receipts		-	-
Aid assistance received		-	-
Net (increase)/ decrease in working capital		169	(640)
Surrendered to Revenue Fund		(5 695)	(13 751)
Surrendered to RDP Fund/Donor		-	-
Current payments		(125 188)	(135 472)
Interest paid		-	-
Payments for financial assets		(66)	(26)
Transfers and subsidies paid		(658)	(597)
Net cash flow available from operating activities	15	5 805	(7 364)
CASH FLOWS FROM INVESTING ACTIVITIES			
Distribution/dividend received		-	-
Payments for capital assets	7	(5 632)	(1 339)
Proceeds from sale of capital assets		-	-
(Increase)/ decrease in loans		-	-
(Increase)/ decrease in investments		-	-
(Increase)/ decrease in other financial assets		-	-
(Increase)/ decrease in non-current receivables		(345)	8
Net cash flows from investing activities		(5 977)	(1 331)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/ (decrease) in net assets		-	-
Increase/ (decrease) in non-current payables		-	-
Net cash flows from financing activities		-	-
Net increase/ (decrease) in cash and cash equivalents		(172)	(8 695)
Cash and cash equivalents at beginning of period		(632)	8 063
Unrealised gains and losses within cash and cash equivalents		-	-
Cash and cash equivalents at end of period	16	(804)	(632)

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	<p>Appropriated funds comprise of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation).</p> <p>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.</p> <p>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.</p>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

7.2	Departmental revenue <p>Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund unless stated otherwise.</p> <p>Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.</p>
7.3	Accrued departmental revenue <p>Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:</p> <ul style="list-style-type: none">• it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and• the amount of revenue can be measured reliably. <p>The accrued revenue is measured at the fair value of the consideration receivable.</p> <p>Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents.</p> <p>Write-offs are made according to the department's debt write-off policy</p>
8	Expenditure
8.1	Compensation of employees
8.1.1	Salaries and wages <p>Salaries and wages are recognised in the statement of financial performance on the date of payment.</p>
8.1.2	Social contributions <p>Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment.</p> <p>Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.</p>
8.2	Other expenditure <p>Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.</p>
8.3	Accruals and payables not recognised <p>Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.</p>
8.4	Leases
8.4.1	Operating leases <p>Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. Operating lease payments received are recognised as departmental revenue.</p> <p>The operating lease commitments are recorded in the notes to the financial statements.</p> <p>Operating lease payments received are recognised as departmental revenue.</p>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

8.4.2	Finance leases <p>Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment. Finance lease payments received are recognised as departmental revenue.</p> <p>The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.</p> <p>Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:</p> <ul style="list-style-type: none">• cost being the fair value of the asset; or• the sum of the minimum lease payments made including any payments made to acquire ownership at the end of the lease term excluding interest.• Finance lease payments received are recognised as departmental revenue.
9	Cash and cash equivalents <p>Cash and cash equivalents are stated at cost in the statement of financial position.</p> <p>Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.</p> <p>For the purposes of the cash flow statement cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.</p>
10	Prepayments and advances <p>Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash.</p> <p>Prepayments and advances are initially and subsequently measured at cost.</p> <p>Prepayments and advances are expensed when the necessary invoices and supporting documents are received.</p>
11	Loans and receivables <p>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.</p>
12	Financial assets
12.1	Financial assets (not covered elsewhere) <p>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.</p> <p>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.</p>
12.2	Impairment of financial assets <p>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.</p>
13	Payables <p>Payables recognised in the statement of financial position are recognised at cost.</p>
14	Capital Assets

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

14.1 Immovable capital assets

Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.

14.2 Movable capital assets

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

Where the cost of movable capital assets cannot be determined reliably the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

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

Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.

14.3 Intangible assets

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

Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project.

Where the cost of intangible assets cannot be determined reliably the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

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

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

14.4 Project Costs: Work-in-progress

Expenditure of a capital nature is initially recognised in the statement of financial performance at cost when paid.

Amounts paid towards capital projects are separated from the amounts recognised and accumulated in work-in-progress until the underlying asset is ready for use. Once ready for use the total accumulated payments are recorded in an asset register. Subsequent payments to complete the project are added to the capital asset in the asset register.

Where the department is not the custodian of the completed project asset the asset is transferred to the custodian subsequent to completion.

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.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

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15.2	Contingent liabilities <p>Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.</p>
15.3	Contingent assets <p>Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.</p>
15.4	Commitments <p>Commitments (other than for transfers and subsidies) are recorded at cost in the notes to the financial statements when there is a contractual arrangement or an approval by management in a manner that raises a valid expectation that the department will discharge its responsibilities thereby incurring future expenditure that will result in the outflow of cash.</p>
16	Unauthorised expenditure <p>Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:</p> <ul style="list-style-type: none">• approved by Parliament with funding and the related funds are received; or• approved by Parliament without funding and is written off against the appropriation in the statement of financial performance; or• transferred to receivables for recovery. <p>Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.</p>
17	Fruitless and wasteful expenditure <p>Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and/or wasteful expenditure incurred.</p> <p>Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables for recovery.</p> <p>Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
18	Irregular expenditure <p>Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine in which case reasons therefor are provided in the note.</p> <p>Irregular expenditure is removed from the note when it is either condoned by the relevant authority transferred to receivables for recovery or not condoned and is not recoverable.</p> <p>Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

19	Changes in accounting estimates and errors <p>Changes in accounting estimates are applied prospectively in accordance with MCS requirements.</p> <p>Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p>
20	Events after the reporting date <p>Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.</p>
21	Departures from the MCS requirements <p>Management has concluded that the financial statements present fairly the department's primary and secondary information; that the department complied with the Standard except that it has not departed from a particular requirement to achieve fair presentation.</p>
22	Recoverable revenue <p>Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.</p>
23	Related party transactions <p>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.</p> <p>The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.</p>
24	Employee benefits <p>The value of each major class of employee benefit obligation (accruals payables not recognised and provisions) is disclosed in the Employee benefits note.</p>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

I. 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:

Annual Appropriation	2020/21			2019/20	
	Final Appropriation	Actual Funds Received	Funds not requested/ not received	Final Appropriation	Appropriation Received
Programmes	R'000	R'000	R'000	R'000	R'000
1. Administration	60 947	60 947	-	64 043	64 043
2. Intersectoral Coordination and Strategic Partnerships	23 290	23 290	-	27 108	27 108
3. Legislation and Policy Development	22 202	22 202	-	20 168	20 168
4. Civilian Oversight Monitoring and Evaluation	30 729	30 729	-	31 732	31 732
Total	137 168	137 168	-	143 051	143 051

All appropriated funds requested and received

2. Departmental revenue

	Note	2020/21 R'000	2019/20 R'000
Departmental Revenue			
Sales of goods and services other than capital assets	2.1	75	71
Transactions in financial assets and liabilities		-	-
Total revenue collected		75	71
Less: Own revenue included in appropriation		-	-
Departmental revenue collected		75	71

All revenue collected was paid into the National Revenue Fund

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

2.1 Sales of goods and services other than capital assets

	2020/21	2019/20
Note	R'000	R'000
Sales of goods and services other than capital assets	2	
Sales of goods and services produced by the department	75	71
Sales by market establishment	39	38
Administrative fees	-	-
Other sales	36	33
Sales of scrap waste and other used current goods	-	-
Total	75	71

3. Compensation of employees

3.1 Salaries and Wages

	2020/21	2019/20
Note	R'000	R'000
Compensation of Employees		
Salaries and wages		
Basic salary	69 707	68 379
Performance award	393	851
Service Based	11	10
Compensative/circumstantial	856	1 024
Periodic payments	-	-
Other non-pensionable allowances	16 295	15 871
Total	87 262	86 135

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

3.2 Social contributions

	2020/21	2019/20
Note	R'000	R'000
Social Contributions		
Employer contributions		
Pension	8 726	8 687
Medical	3 332	3 161
UIF	-	-
Bargaining council	16	14
Official unions and associations	-	-
Insurance	-	-
Total	12 074	11 862
Total compensation of employees	99 336	97 997
Average number of employees	145	142

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

4. Goods and services

		2020/21	2019/20
	Note	R'000	R'000
Goods and services			
Administrative fees		80	171
Advertising		785	922
Minor assets	4.1	122	183
Bursaries (employees)		536	181
Catering		355	1 152
Communication		1 682	1 491
Computer services	4.2	8 784	7 846
Consultants: Business and advisory services		820	1 260
Legal services		-	213
Contractors		9	80
Audit cost – external	4.3	1 623	2 268
Fleet services		362	502
Consumables	4.4	1 242	1 508
Operating leases		5 004	5 127
Property payments	4.5	91	50
Rental and hiring		-	9
Travel and subsistence	4.6	3 318	11 816
Venues and facilities		219	1 109
Training and development		155	528
Other operating expenditure	4.7	665	1 059
Total		25 852	37 475

4.1 Minor assets

		2020/21	2019/20
	Note	R'000	R'000
	4		
Tangible assets		122	183
Machinery and equipment		122	183
Total		122	183

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

4.2 Computer services

	2020/21	2019/20
Note	R'000	R'000
4		
SITA computer services	7 935	6 821
External computer service providers	849	1 025
Total	8 784	7 846

4.3 Audit cost – External

	2020/21	2019/20
Note	R'000	R'000
4		
Regularity audits	1 623	2 268
Total	1 623	2 268

4.4 Consumables

	2020/21	2019/20
Note	R'000	R'000
4		
Consumable supplies	362	327
Uniform and clothing	11	-
Household supplies	131	235
Other consumables	220	92
Stationery printing and office supplies	880	1 181
Total	1 242	1 508

4.5 Property payments

	2020/21	2019/20
Note	R'000	R'000
4		
Municipal services	-	50
Property management fees	-	-
Property maintenance and repairs	-	-
Other	91	-
Total	91	50

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

4.6 Travel and subsistence

		2020/21	2019/20
	Note	R'000	R'000
	4		
Local		3 318	11 782
Foreign		-	34
Total		3 318	11 816

4.7 Other operating expenditure

		2020/21	2019/20
	Note	R'000	R'000
	4		
Professional bodies membership and subscription fees		545	547
Resettlement costs		19	323
Other		101	189
Total		665	1 059

5. Payments for financial assets

		2020/21	2019/20
	Note	R'000	R'000
Debts written off	5.1	66	26
Total		66	26

The amount approved to be written-off by the Accounting Officer was for damages to hired vehicles where it has become uneconomical to locate and recover the funds from the relevant person/s or it was determined that the State should carry the cost (self-insured)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

5.1 Debts written off

		2020/21	2019/20
	Note	R'000	R'000
Debts written off	5		
Nature of debts written off			
Recoverable revenue written off			
Damages to hired vehicles expenditure		66	26
Total		66	26
Total debt written off		66	26

6. Transfers and subsidies

		2020/21	2019/20
	Note	R'000	R'000
Provinces and municipalities	ANNEXURE 1A	6	6
Departmental agencies and accounts	ANNEXURE 1B	121	189
Households	ANNEXURE 1C	531	402
Total		658	597

7. Expenditure for capital assets

		2020/21	2019/20
	Note	R'000	R'000
Expenditure for capital assets			
Tangible assets		5 632	1 339
Machinery and equipment	7	5 632	1 339
Total		5 632	1 339

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

	Voted Funds	Aid assistance	TOTAL
	R'000	R'000	R'000
Tangible assets	5 632	-	5 632
Machinery and equipment	5 632		5 632
Total	5 632	-	5 632

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

7.2 Analysis of funds utilised to acquire capital assets – 2019/20

	Voted Funds	Aid assistance	TOTAL
	R'000	R'000	R'000
Tangible assets	1 339	-	1 339
Machinery and equipment	1 339	-	1 339
Total	1 339	-	1 339

7.3 Finance lease expenditure included in Expenditure for capital assets

	Note	2020/21	2019/20
		R'000	R'000
Tangible assets		166	170
Machinery and equipment		166	170
Total		166	170

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

8. Unauthorised expenditure

8.1 Reconciliation of unauthorised expenditure

	Note	2020/21 R'000	2019/20 R'000
Opening balance		5 696	5 696
Prior period error	8		
As restated		5 696	5 696
Unauthorised expenditure - discovered in the current year (as restated)		-	-
Less: Amounts approved by Parliament/Legislature with funding		-	-
Less: Amounts approved by Parliament/Legislature without funding and written off in the Statement of Financial Performance		-	-
Current		-	-
Capital		-	-
Transfers and subsidies		-	-
Less: Amounts transferred to receivables for recovery		-	-
Closing balance		5 696	5 696
Analysis of closing balance		R'000	R'000
Unauthorised expenditure awaiting authorisation		5 696	5 696
Unauthorised expenditure approved without funding and not derecognised		-	-
Total		5 696	5 696

Request was submitted to National Treasury in March 2019 to approach Parliament for approval. Feedback received from Treasury during 2019/20 and 2020/21 indicated that the process is still ongoing.

8.2 Analysis of unauthorised expenditure awaiting authorisation per economic classification

	Note	2020/21 R'000	2019/20 R'000
Current		5 696	5 696
Capital		-	-
Transfers and subsidies		-	-
Total		5 696	5 696

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

8.3 Analysis of unauthorised expenditure awaiting authorisation per type

	2020/21	2019/20
	R'000	R'000
Analysis of unauthorised expenditure awaiting authorisation per type		
Unauthorised expenditure relating to overspending of the vote or a main division within the vote	5 696	5 696
Unauthorised expenditure incurred not in accordance with the purpose of the vote or main division	-	-
Total	5 696	5 696

9. Prepayments and advances

	Note	2020/21	2019/20
		R'000	R'000
Travel and subsistence		-	4
Prepayments (Not expensed)	9.2	252	14
Advances paid (Not expensed)	9.1	284	8
Total		536	26

9.1 Advances paid (Not expensed)

Note	Balance as at 1 April 2020	Less: Amount expensed in current year	Add or Less Other	Add: Current Year advances	Balance as at 31 March 2021
9	R'000	R'000		R'000	R'000
National departments	8	(521)	(8)	805	284
Total	8	(521)	(8)	805	284

Note	Balance as at 1 April 2019	Less: Amount expensed in current year	Add or Less Other	Add: Current Year advances	Balance as at 31 March 2020
9	R'000	R'000		R'000	R'000
National departments	-	(673)	(700)	1 381	8
Total	-	(673)	(700)	1 381	8

Advances paid to Government Communication and Information System Department (GCIS) for various media related services and expensed when invoice/claim received

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

9.2 Prepayments (Not expensed)

Note	Balance as at 1 April 2020	Less: Amount expensed in current year	Add or Less: Other	Add: Current Year prepayments	Balance as at 31 March 2021
9	R'000	R'000	R'000	R'000	R'000
Listed by economic classification					
Goods and services	14	(18)	-	256	252
Total	14	(18)	-	256	252

Note	Balance as at 1 April 2019	Less: Amount expensed in current year	Add or Less: Other	Add: Current Year prepayments	Balance as at 31 March 2020
9	R'000	R'000	R'000	R'000	R'000
Listed by economic classification					
Goods and services	23	(549)	-	540	14
Total	23	(549)	-	540	14

Prepayments made to State Information and Technology Agency (SITA) and Multi-Choice and expensed on a monthly basis or when service is delivered

10. Receivables

	Note	2020/21			2019/20		
		Current R'000	Non- current R'000	Total R'000	Current R'000	Non- current R'000	Total R'000
Claims recoverable	10.1	283	370	653	461	-	461
Recoverable expenditure	10.2	-	24	24	42	74	116
Staff debt	10.3	12	25	37	3	-	3
Other receivables	10.4	5	-	5	-	-	-
Total		300	419	719	506	74	580

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

10.1 Claims recoverable

	Note	2020/21 R'000	2019/20 R'000
	10		
National departments		653	391
Public entities		-	70
Total		653	461

This represents claims for expenditure paid on behalf of Independent Police Investigative Directorate (IPID) and South African Police Service (SAPS)

10.2 Recoverable expenditure (disallowance accounts)

	Note	2020/21 R'000	2019/20 R'000
	10		
Disallowance: Damages & Losses: Current Assets		24	116
Total		24	116

Traffic fines and damages to hired vehicles under investigation before expensing or recovery

10.3 Staff debt

	Note	2020/21 R'000	2019/20 R'000
	10		
Debt Account: Current Asset		37	3
Total		37	3

Amounts previously disallowed now determined to be recovered from staff

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

10.4 Other receivables

	2020/21	2019/20
Note	R'000	R'000
10		
Receivables: Domestic: Claims: Private Entity: Claims Recoverable	5	-
Total	5	-

Amount overpaid to Volkswagen South Africa to be recovered

11. Voted funds to be surrendered to the Revenue Fund

	2020/21	2019/20
Note	R'000	R'000
Opening balance	5 617	13 683
Prior period error		
As restated	5 617	13 683
Transfer from statement of financial performance (as restated)	5 624	5 617
Voted funds not requested/not received	1.1 -	-
Paid during the year	(5 617)	(13 683)
Closing balance	5 624	5 617

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

	2020/21	2019/20
Note	R'000	R'000
Opening balance	3	-
Prior period error		
As restated	12 3	-
Transfer from Statement of Financial Performance (as restated)	75	71
Own revenue included in appropriation	-	-
Paid during the year	(78)	(68)
Closing balance	-	3

13. Bank Overdraft

	2020/21	2019/20
	R'000	R'000
Consolidated Paymaster General Account	804	632
Fund requisition account	-	-
Total	804	632

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

14. Payables – current

		2020/21	2019/20
	Note	R'000	R'000
Amounts owing to other entities		-	-
Advances received	14.1	120	-
Clearing accounts	14.2	403	50
Other payables		-	-
Total		523	50

14.1 Advances received

		2020/21	2019/20
	Note	R'000	R'000
National departments		-	-
Provincial departments		-	-
Public entities	Annex 7	120	-
Other institutions		-	-
Total		120	-

Advance received from Public Service Education and Training Authority for bursary opportunity for staff

14.2 Clearing accounts

		2020/21	2019/20
	Note	R'000	R'000
	14		
Salary Deductions: Income Tax		336	37
Salary Deductions: Bargaining Councils		-	-
Salary Deductions: Government Employees Housing Scheme		-	13
Salary Deductions: Housing		34	-
Salary Deductions: Pension Fund		33	-
Total		403	50

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

15. Net cash flow available from operating activities

	2020/21	2019/20
	R'000	R'000
Net cash flow available from operating activities		
Net surplus/(deficit) as per Statement of Financial Performance	5 699	5 688
Add back non cash/cash movements not deemed operating activities	106	(13 052)
(Increase)/decrease in receivables	206	(462)
(Increase)/decrease in prepayments and advances	(510)	-
(Increase)/decrease in other current assets	-	-
Increase/(decrease) in payables – current	473	(178)
Proceeds from sale of capital assets	-	-
Proceeds from sale of investments	-	-
(Increase)/decrease in other financial assets	-	-
Expenditure on capital assets	5 632	1 339
Surrenders to Revenue Fund	(5 695)	(13 751)
Surrenders to RDP Fund/Donor	-	-
Voted funds not requested/not received	-	-
Own revenue included in appropriation	-	-
Other non-cash items	-	-
Net cash flow generated by operating activities	5 805	(7 364)

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

	2020/21	2019/20
	R'000	R'000
Reconciliation of cash and cash equivalents for cash flow purposes		
Consolidated Paymaster General account	(804)	(632)
Fund requisition account	-	-
Total	(804)	(632)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

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17. Contingent liabilities and contingent assets

17.1 Contingent liabilities

		2020/21	2019/20
		R'000	R'000
		Note	
Contingent liabilities			
Liable to	Nature		
Claims against the department	Annex 3	380	-
Intergovernmental payables (unconfirmed balances)	Annex 5	200	-
Total		580	-

The department is involved in pending litigation and will only be in a position to pay an amount (if any) when these cases are finalised. Due to the sensitivity of the matter/s more detail of the litigation cannot be disclosed

18. Capital commitments

		2020/21	2019/20
		R'000	R'000
		Note	
Specify class of asset			
Computer equipment		-	2 482
Audio Visual Equipment		150	-
Total		150	2 482

19. Accruals and payables not recognised

19.1 Accruals

		2020/21	2019/20
		R'000	R'000
Accruals and payables not recognised			
Accruals			
Listed by economic classification	30 days	30+ days	Total
			Total
Goods and services	210	-	210
Transfers and subsidies	-	-	-
Capital assets	-	-	-
Total	210	-	210
			824

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

Listed by programme level	2020/21		2019/20
	Note	R'000	R'000
Programme 1		84	666
Programme 2		98	42
Programme 3		14	62
Programme 4		14	54
Total		210	824

19.2 Payables not recognised

Listed by Economic classification	30 days	30+ days	Total	Total
Goods and services	1 054	-	1 054	24
Transfers and subsidies	-	-	-	-
Capital assets	-	-	-	-
Total	1 054	-	1 054	24

Listed by programme level	2020/21		2019/20
	Note	R'000	R'000
Programme 1		842	22
Programme 2		139	-
Programme 3		10	2
Programme 4		63	-
Total		1 054	24

20. Employee benefits

	2020/21		2019/20
	Note	R'000	R'000
Leave entitlement		5 707	3 939
Service bonus (Thirteenth cheque)		2 861	2 804
Performance awards		-	547
Capped leave commitments		434	557
Other		-	4
Total		9 002	7 851

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

21. Lease commitments

21.1 Finance leases

2020/21	Machinery and equipment R'000	Total R'000
Not later than 1 year	40	40
Later than 1 year and not later than 5 years	-	-
Later than five years	-	-
Total lease commitments	40	40

2019/20	Machinery and equipment R'000	Total R'000
Not later than 1 year	166	166
Later than 1 year and not later than 5 years	43	43
Later than five years	-	-
Total lease commitments	209	209

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

22. Irregular expenditure

22.1 Reconciliation of irregular expenditure

	2020/21	2019/20
Note	R'000	R'000
Opening balance	39 305	39 305
Prior period error	-	-
As restated	39 305	39 305
Add: Irregular expenditure - relating to prior year	-	-
Add: Irregular expenditure - relating to current year	-	-
Less: Prior year amounts condoned	-	-
Less: Current year amounts condoned	-	-
Less: Amounts not condoned and recoverable	-	-
Less: Amounts not condoned and not recoverable	-	-
Irregular expenditure awaiting condonation	39 305	39 305
Analysis of awaiting condonation per age classification		
Current year	-	-
Prior years	39 305	39 305
Total	39 305	39 305

The department did not incur any new irregular expenditure.

22.2 Details of irregular expenditure under investigation for assessment and determination (not included in the main note above)

	2020/21
	R'000
Incident	
SCM process not followed to procure Air conditioners	12
SCM process not followed to procure Hand Sanitizers	10
The SCM process not followed to procure Testing of Sanitizers	5
SCM process not followed to procure Infrared Thermometers	6
The SCM process not followed to procure Surface, Gloves and Soaps	2
The SCM process not followed to procure Face Shields / Visors	1
Non-compliance with Delegation of Authority	6
Total	42

All these incidents were referred for assessment and determination to the Loss Control Officer and Committee

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

23. Fruitless and wasteful expenditure

23.1 Reconciliation of fruitless and wasteful expenditure

	2020/21	2019/20
	R'000	R'000
Opening balance	209	193
Prior period error		-
As restated	209	193
Fruitless and wasteful expenditure – relating to prior year	10	9
Fruitless and wasteful expenditure – relating to current year	17	23
Less: Amounts recoverable	(11)	(16)
Less: Amounts written off	(193)	-
Closing balance	32	209

23.2 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
Exceeding Car hire approved period	Amount to be recovered from the official	8
No show by two officials	Amount to be recovered from the official	2
TeamMate license fee	Still under investigation	16
Traffic fines	Amount to be recovered from the official	1
Total		27

23.3 Details of fruitless and wasteful expenditure recoverable

Incident	2020/21 R'000
Exceeding Car hire approved period	8
No show by two officials	2
Traffic fines	1
Total	11

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

23.4 Details of fruitless and wasteful expenditure written off

Incident	2020/21 R'000
Interest paid to South African Revenue Service due to network unavailability	163
Goods allegedly not delivered found to be mistakenly not true	30
Total	193

24. Related party transactions

The nature of the relationship between CSPS and its related parties is that all the institutions report to the Minister of Police:

South African Police Service

Independent Police Investigative Directorate

Private Security Industry Regulatory Authority

25. Key management personnel

	2020/21		2019/20
	No. of Individuals	R'000	R'000
Political office bearers (provide detail below)			-
Officials:			-
Level 15 to 16	1	1 886	1 886
Level 14 (incl. CFO if at a lower level)	6	7 932	7 765
Family members of key management personnel		-	-
Total		9 818	9 651

Movable Tangible Capital Assets

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	11 290	-	5 465	2 157	14 598
Transport assets	3 106	-	974	-	4 080
Computer equipment	5 090	-	4 448	1 992	7 546
Furniture and office equipment	3 094	-	43	165	2 972
Other machinery and equipment	-	-	-	-	-
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	11 290	-	5 465	2 157	14 598

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	5 631	-	(166)	-	5 465
Transport assets	974	-	-	-	974
Computer equipment	4 448	-	-	-	4 448
Furniture and office equipment	209	-	(166)	-	43
Other machinery and equipment	-	-	-	-	-
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	5 631	-	(166)	-	5 465

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	-	2 157	2 157	-
Transport assets	-	-	-	-
Computer equipment	-	1 992	1 992	-
Furniture and office equipment	-	165	165	-
Other machinery and equipment	-	-	-	-
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	-	2 157	2 157	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

25.3 Movement for 2019/20

MOVEMENT IN MOVABLE 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	10 121	-	1 169	-	11 290
Transport assets	2 547	-	559	-	3 106
Computer equipment	4 814	-	276	-	5 090
Furniture and office equipment	2 760	-	334	-	3 094
Other machinery and equipment	-	-	-	-	-
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	10 121	-	1 169	-	11 290

25.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021		
	Machinery and equipment	Total
	R'000	R'000
Opening balance	3 444	3 444
Value adjustments	-	-
Additions	122	122
Disposals	(545)	(545)
TOTAL MINOR ASSETS	3 021	3 021

	Machinery and equipment	Total
Number of R1 minor assets	-	-
Number of minor assets at cost	1 759	1 759
TOTAL NUMBER OF MINOR ASSETS	1 759	1 759

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

Minor assets		
MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020		
	Machinery and equipment	Total
	R'000	R'000
Opening balance	3 262	3 262
Prior period error	-	-
Additions	182	182
Disposals	-	-
TOTAL MINOR ASSETS	3 444	3 444

	Machinery and equipment	Total
Number of R1 minor assets	-	-
Number of minor assets at cost	2 042	2 042
TOTAL NUMBER OF MINOR ASSETS	2 042	2 042

26. Intangible Capital Assets

MOVEMENT IN INTANGIBLE 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
SOFTWARE	778	-	-	-	778
TOTAL INTANGIBLE CAPITAL ASSETS	778	-	-	-	-

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	778	-	-	-	778
TOTAL INTANGIBLE CAPITAL ASSETS	778	-	-	-	778

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

27. Immovable Tangible Capital Assets

MOVEMENT IN IMMOVABLE 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
BUILDINGS AND OTHER FIXED STRUCTURES	22	-	-	-	22
Non-residential buildings	22	-	-	-	22
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	22	-	-	-	22

27.1 Movement for 2019/20

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020					
	Opening balance	Value adjustments	Additions	Disposals	Closing Balance
	R'000		R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	22	-	-	-	22
Non-residential buildings	22	-	-	-	22
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	22	-	-	-	22

28. 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.

29. COVID-19 Response Expenditure

	Note	2020/21	2019/20
	Annexure 8	R'000	R'000
Compensation of employees		127	-
Goods and services		299	-
Transfers and subsidies		-	-
Expenditure for capital assets		-	-
Other		-	-
Total		426	-

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

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER				SPENT				20XX/YY	
	DORA and other transfers R'000	Roll Overs R'000	Adjust-ments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	Amount received by municipality R'000	Amount spent by municipality R'000	Unspent funds R'000	% of available funds spent by municipality	Division of Revenue Act R'000	Actual transfer R'000	
City of Tshwane – Motor License Fees	6	-	1	7	6	-	-	6	6	-	100.0%	8	6	
TOTAL	6	-	1	7	6	-	-	6	6	-	100.0%	8	6	

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE IB

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENTAL AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2019/20 Final Appropriation R'000
	Adjusted Appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds Transferred %	
Safety & Security Sector Education and Training Authority	202	-	-	202	121	59.9%	189
TOTAL	202	-	-	202	121	59.9%	189

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE IC

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION			EXPENDITURE		2019/20 Final Appropriation
	Adjusted Appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	
Transfers						
Leave Gratuity	44	-	196	240	239	99,6%
Early Retirement Pension Penalty	436	-	(143)	293	292	99,7%
TOTAL	480	-	53	533	531	99,6%

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 3

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				31 March 2021
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Possible claim from law firm for litigation against the department	-	380	-	-	380
Subtotal	-	380	-	-	380
Other					
	-	-	-	-	-
Subtotal	-	-	-	-	-
TOTAL	-	380	-	-	380

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 4

CLAIMS RECOVERABLE

Government Entity	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	Receipt date up to six (6) working days after year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
Department								
Independent Police Investigative Directorate	262	-	370	370	632	370	-	-
South African Police Service	-	-	21	-	21	-	-	-
	262	-	653	370	653	370	-	-
Other Government Entities								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
TOTAL	262	-	391	370	653	370	-	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 5

INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	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	
	R'000	R'000	R'000	R'000	R'000	R'000	Payment date up to six (6) working days before year end
DEPARTMENTS							R'000
Current							
Department of Justice and Constitutional Development	-	-	200	-	200	-	-
Subtotal	-	-	200	-	200	-	-
TOTAL	-	-	200	-	200	-	-
OTHER GOVERNMENT ENTITY							
Current							
Subtotal	-	-	-	-	-	-	-
TOTAL INTERGOVERNMENT PAYABLES	-	-	200	-	200	-	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 6

INTER-ENTITY ADVANCES PAID (note 9)

ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL	
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020
	R'000	R'000	R'000	R'000	R'000	R'000
NATIONAL DEPARTMENTS						
Government Communication and Information System (GCIS)	284	8	-	-	284	8
Subtotal	284	8	-	-	284	8
TOTAL	284	8	-	-	284	8

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 7

INTER-ENTITY ADVANCES RECEIVED (note 14)

ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL	
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020
	R'000	R'000	R'000	R'000	R'000	R'000
PUBLIC ENTITIES						
Current						
Public Service Education and Training Authority (PSETA)	120	-	-	-	120	-
Subtotal	120	-	-	-	120	-
TOTAL	120	-	-	-	120	-
Current	120	-	-	-	120	-
Non-current	-	-	-	-	-	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 8

COVID-19 RESPONSE EXPENDITURE

Per quarter and in total

Expenditure per economic classification	2020/21				2019/20 Total R'000
	Q1 R'000	Q2 R'000	Q3 R'000	Q4 R'000	
Compensation of employees	-	-	-	127	127
Goods and services	18	121	-	160	299
Consumable Supplies	18	61	-	56	135
Fleet Services	-	-	-	74	74
Property Payments	-	60	-	30	90
Transfers and subsidies	-	-	-	-	-
	-	-	-	-	-
Expenditure for capital assets	-	-	-	-	-
	-	-	-	-	-
Other expenditure not listed above	-	-	-	-	-
	-	-	-	-	-
TOTAL COVID-19 RESPONSE EXPENDITURE	18	121	-	287	426

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