

CIVILIAN SECRETARIAT FOR POLICE SERVICE

ANNUAL 20162017 REPORT



civilian secretariat
for police service

Department:
Civilian Secretariat for Police Service
REPUBLIC OF SOUTH AFRICA

Life and legacy of
OR TAMBO.
100 YEARS



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PART A

GENERAL INFORMATION



1. Part A: General Information

1.1 DEPARTMENT'S GENERAL INFORMATION

Civilian Secretariat for Police Service

217 Pretorius Street, Van Erkom Building, 7th Floor, Pretoria

Telephone: 012 393 2500

1.2 LIST OF ABBREVIATIONS/ACRONYMS

AGSA	AUDITOR GENERAL OF SOUTH AFRICA
APP	ANNUAL PERFORMANCE PLAN
ARC	AUDIT AND RISK COMMITTEE
CPF	COMMUNITY POLICING FORUM
CRO	CHIEF RISK OFFICER
CSF	COMMUNITY SAFETY FORUM
CSPS ACT	CIVILIAN SECRETARIAT FOR POLICE SERVICE ACT
DPCI	DIRECTORATE FOR PRIORITY CRIME INVESTIGATIONS
DPSA	DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION
DPME	DEPARTMENT OF PLANNING, MONITORING AND EVALUATION
DVA	DOMESTIC VIOLENCE ACT
ERMM	EXECUTIVE RISK MANAGEMENT MEETING
FMPI	FRAMEWORK FOR MANAGING PROGRAMME PERFORMANCE INFORMATION
GTAC	GOVERNMENT TECHNICAL ADVISORY CENTRE
HR	HUMAN RESOURCES
ICT	INFORMATION COMMUNICATION AND TECHNOLOGY
IESBA	INTERNATIONAL ETHICS STANDARDS BOARD FOR ACCOUNTANTS
IPID	INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE
ISAs	INTERNATIONAL STANDARDS ON AUDITING
IT	INFORMATION TECHNOLOGY
JCPS	JUSTICE CRIME PREVENTION AND SECURITY CLUSTER
MINMEC	MINISTERS AND MEMBERS OF EXECUTIVE COUNCIL
MOA	MEMORANDUM OF AGREEMENT
MOU	MEMORANDUM OF UNDERSTANDING
NCOP	NATIONAL COUNCIL OF PROVINCES
NDP	NATIONAL DEVELOPMENT PLAN
NEDLAC	NATIONAL ECONOMIC DEVELOPMENT AND LABOUR COUNCIL
NMRT	NATIONAL MONITORING RECOMMENDATION TOOL
PAA	PUBLIC AUDIT ACT
PFMA	PUBLIC FINANCE MANAGEMENT ACT
PMDS	PERFORMANCE MANAGEMENT DEVELOPMENT SYSTEM
PSETA	PUBLIC SERVICE SECTOR EDUCATION AND TRAINING AUTHORITY
PSIRA	PRIVATE SECURITY INDUSTRY REGULATORY AUTHORITY
SALGA	SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION
SAPS	SOUTH AFRICAN POLICE SERVICE
SCM	SUPPLY CHAIN MANAGEMENT
SMART	SPECIFIC, MEASURABLE, ACHIEVABLE, RELEVANT AND TIME-BASED (GOALS)
SMS	SENIOR MANAGEMENT SERVICE
SSA	STATE SECURITY AGENCY
TR	TREASURY REGULATION
WSP	WORKPLACE SKILLS PLAN





FOREWORD



Fikile Mbalula
Minister of Police



Bongani Mkongi
Deputy Minister of Police

The White Paper on Policing will have a major impact on, among others, clear lines of accountability, budget prioritisation and general transformation of the policing environment to serve the needs of our people.

The 2016/17 financial year will be remembered as the year in which the Civilian Secretariat for Police Service (CSPS) Act was brought into full operation by the publication of the Civilian Secretariat for Police Service Regulation in November 2016. Section 33 of the CSPS Act, 2011, states that the Minister may, after consultation with the Secretary, make regulations regarding any matter that, in terms of this Act, may or must be prescribed. Furthermore, Cabinet approved the Critical Infrastructure Protection Bill, which will repeal the National Key Points Act, for tabling in Parliament this financial year.

Oversight visits to police stations have further demonstrated that communities are not receiving the full extent of service from the police due to various reasons, key among them is the poor management of resources. Research has shown that frontline policing is performed by 43% of the staff complement, which indicates that 57% of police personnel are employed in management and administrative positions.

The Ministry and the Civilian Secretariat will be actively engaged on the ground to monitor and evaluate police conduct and police performance, to ensure service delivery by the police is of a high standard. An assessment of the capacity and functionality of 10111 Call Centres will be conducted to enhance service delivery and, where necessary, drastic intervention methods will be applied.

A research report on firearms control and management in South Africa was approved during this period. The research was used to enhance the Firearms Control Amendment Bill, which will be finalised for tabling in Parliament during the 2017/18 financial year. The Firearms Amendment Bill is underpinned by the principle that relates to the reduction of firearms and ammunition as well as the limitation of firearm licences issued.

This Bill seeks to reduce the number of firearms in circulation and the non-proliferation of both legal and illegal firearms. Research has proven that the majority of illegal firearms in circulation were once legal licensed firearms. The implementation of the Turnaround Strategy of the Central Firearms Registry has commenced and we expect the turnaround process to be accelerated in the 2017/18 financial year.

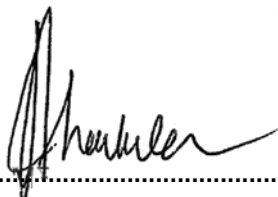
Research has shown that sexual offences and domestic violence continue to be the most under-reported of crimes, due to the reluctance of victims to report such crimes. Reasons cited for the under-reporting include poor and insensitive treatment from police and the criminal justice system, and the perception that nothing meaningful will result from reporting such crimes. The number of serial rapes and serial murders has also come to the fore in the past few years. The Civilian Secretariat has worked towards addressing the challenges in relation to sexual offences and domestic violence. The draft Policy on Reducing Barriers to the Reporting on Sexual Offences and Domestic Violence was developed during the period under review. The draft policy seeks to reduce the barriers to reporting and the gaps between reported and unreported incidents in order to strengthen role-players' attempts to prevent such violence. Additionally, the policy on the Investigation and Management of Serial Rape and Serial Murder that highlights how proper coordination and collaboration among the National Forensic DNA Database, the South African Police Service (SAPS) Investigative Psychology Section, the SAPS Detective Services and police stations can ensure successful identification, arrest and prosecution of serial offenders has been approved and handed over to SAPS for implementation.

Community initiatives with community police forums (CPFs), community safety forums (CSFs), neighbourhood watches, street committees and civil society formations aimed to build partnerships in reducing crime was strengthened and will remain high on the list of priorities in the future.

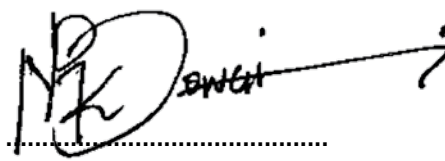
In order to address the abuse of force by the police, a Use of Force Policy has been developed and handed over for input to the Panel of Experts dealing with the Farlam Commission of Inquiry recommendations. The purpose of the policy is to provide direction to the police service on the legal and professional standards required when exercising the use of force. The policy articulates a human rights-compliant approach, which must inform police management, strategy and operations. The outcomes and recommendations of the Farlam Commission will also be implemented in support of public order police operations. Boosting the morale of the police, inspiring hope in society and instilling fear in criminals will be the mantra adopted for the future.

Communities deserve the best service delivery by all law enforcement agencies in all parts of our country, whether rural or in the suburbs. No community will be left to the rule of the criminals without defence by and assistance of state entities involved in ensuring the peace and stability enshrined in the Freedom Charter, our country's Constitution and the Bill of Rights.

The Minister and the Deputy Minister would like to thank the staff of the Civilian Secretariat for Police Service for their commitment to improving the lives of the South African people and for achieving an unqualified audit for the 2016/17 financial year. A safe and stable South Africa will allow the talents and innovation of our people to flourish and contribute to a continent free from violence and crime.



.....
MR FA MBALULA (MP)
MINISTER OF POLICE
DATE: 13 SEPTEMBER 2017



.....
MR BM MKONGI (MP)
DEPUTY MINISTER OF POLICE
DATE: 13 SEPTEMBER 2017



REPORT OF THE ACCOUNTING OFFICER



Mr Alvin Rapea
Accounting Officer

The monitoring of police performance and conduct is on track and being supported by appropriate research and policy development.

The filling of critical positions within the Secretariat contributed towards a return to stability and consistency within the organisation. The continues changes of leadership during the last two years impacted negatively on the optimal performance of the department, but the critical appointments during the third quarter and at the end of the fourth quarter put the Secretariat on a path of corrective steps that positively contributed to the improvement of administrative processes and the rehabilitation of poor financial management practices. The Secretariat did not perform as it should in its operational functions, but an improvement was noticed particularly during the third and last quarters of the financial year. Programme 2: Intersectoral Coordination and Strategic Partnerships was the most

affected core business unit due to the lack of permanent leadership. This particular unit deals primarily with aspects crucial in the National Development Plan (NDP), focusing on building stronger communities in the fight against crime. Engagements with civil society were not of the level and standard they should be. The appointment of a permanent Chief Director at the end of the fourth quarter has already yielded some positive results. Improved unit cohesion will further contribute to raising the bar to provide the best service our communities are yearning for.

Programme 3: Legislation and Policy Development could not deliver on its main business due to unforeseen court challenges, lack of capacity and changes within the government legislative programme. Additional skilled legislative drafters will be recruited in the new financial year to finalise the outstanding legislation.

The monitoring of police performance and conduct is on track and being supported by appropriate research and policy development. The Ministry of Police programme will be guided by contemporary and modern policy and research initiatives, in line with world best practices as guided by the vision of the political champion. The monitoring and evaluation (M&E) of police performance and conduct are steadily improving with the new leadership from early in the new financial year. Close working relationships were developed with relevant state structures such as StatsSA to improve the capturing and analysis of relevant data on, for instance, the demographics of crime and safety.

Most critical post appointments were finalised in the Corporate Service and Financial Management environment. These positions were critical in supporting the core business functions of the Secretariat. The previous financial year saw most audit findings in this environment and a vigorous recruitment process was launched to prevent a further negative sliding of the department audit opinion.

The Secretariat improved in its audit finding during the 2016/17 financial year and is working towards a clean audit for the new financial year.

MR A RAPEA
ACCOUNTING OFFICER
DATE: 31 AUGUST 2017

1.5 DEPARTMENTAL EXPENDITURE

The department spent 89.9% of its budget for the 2016/17 financial year. The underspending can mainly be attributed to funded vacant posts that could not be filled for the full financial year due to a delay in the approval of the posts. The department has, however, improved its audit outcome and received an unqualified audit opinion with only two emphases of matters raised. One relates to the underspending of R11,152 million, while the other deals with the misstatements of 2015/16 that were corrected in 2016/17. The result of the restatement for 2015/16 is an overspending on the budget of R4,404 million, but unauthorised spending of R5,696 million due to the fact that the R1,292 underspending before the restatement could not be utilised as it was on purchase for capital assets. The Accounting Officer has put procedures in place to ensure that vacant posts are filled within a reasonable time to prevent such a large underspending in future.

EXPENDITURE	2016/17 Actual	2015/16 Actual	Increase/Decrease %
Personnel	66 290	65 294	1.5%
Operational	33 150	52 294	(36.6%)
Total Expenditure	99 440	117 588	(15.4%)

	2016/17			2015/16		
	Final Appropriation	Actual Expenditure	(Over-)/ Under- expenditure	Final Appropriation	Actual Expenditure	(Over-)/ Under- expenditure
Programme Name	R'000	R'000	R'000	R'000	R'000	R'000
Administration	42 879	40 497	2 382	41 234	46 656	(5 422)
Intersectoral Coordination and Strategic Partnerships	23 798	22 004	1 794	26 739	26 569	170
Legislation and Policy Development	22 859	19 290	3 569	24 362	24 349	13
Civilian Oversight, Monitoring and Evaluations	21 056	17 649	3 407	20 849	20 014	835
Total	110 592	99 440	11 152	113 184	117 588	(4 404)

Virements/rollover:

The accounting officer approved the following virements

Programme 1	(19)
Programme 2	1 590
Programme 3	(1 571)
Programme 4	-

Reasons for the virement:

The virement from Programme 1: Administration and Programme 3: Legislation and Policy Development was to defray overspending on goods and services in Programme 2: Intersectoral Coordination and Strategic Partnerships due to accrued expenditure from 2015/16.



- **Reasons for unauthorised, fruitless and wasteful expenditure, the amounts involved and steps taken to address and prevent a recurrence.**

At the end of the 2015/16 financial year audit, the department received a qualified audit due to the overstatement of its accounts receivable. During the 2016/17 financial year audit, the department had to restate the accounts receivable and, as a result, an amount of R5,696 million was expensed, which, in turn, resulted in an overspending on the Vote of R4,404 million. However, due to the fact that the R1,292 million underspending before the restatement was mainly on purchase of capital assets and transfers to departmental agencies, it could not be utilised to reduce the overspending to R4,404 and the unauthorised amount is thus R5,696.

- **Supply Chain Management:**

SCM processes and systems are in place to prevent irregular expenditure, which has reduced over the last three years from as much as R7,6 million to only R125 000 in 2016/17.

During the year under review, the main challenge experienced in SCM was a shortage in number of staff to implement LOGIS, but this has been resolved for the 2017/18 financial year.

1.6 STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF THE ACCURACY OF THE ANNUAL REPORT



civilian secretariat for police service

Department:
Civilian Secretariat for Police Service
REPUBLIC OF SOUTH AFRICA

Private Bag X922, PRETORIA, 0001 Ven Ekem Building, Ven Ekem Arcade, 7th Floor, 217 Pretorius Street
PRETORIA, Tel: (012) 393 2500/2/3, Fax: (012) 393 2536/8, WEB: www.policesecretariat.gov.za

Statement of responsibility and confirmation of accuracy for the annual report

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

All information and amounts disclosed throughout the annual report are consistent.

The annual report is complete, accurate and is free from any omissions.

The annual report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the annual financial statements and for the judgments 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 2017.

Yours faithfully

Accounting Officer

Name: AP Rapea

Date 31/05/2017

1.7 STRATEGIC OVERVIEW

Vision:

A transformed and accountable Police Service that reflects the values of our developmental State.

Mission:

To provide an efficient and effective civilian oversight over the South African Police Service and enhance the role of the Minister of Police.

Values:

In carrying out its mandate, the Civilian Secretariat for Police subscribes to the following set of values:

OUR RELATIONSHIP WITH PARLIAMENT

As employees of the Civilian Secretariat for Police, we diligently affirm our commitment to:

- Be faithful to the Republic and honour the Constitution.
- Put the interest of the public first.
- Ensure execution of the policies of the Government.
- Strive to be faithful to statutory requirements and instructions.
- Cooperate with public institutions in promoting public interest.

OUR RELATIONSHIP WITH THE PUBLIC

As employees of the Civilian Secretariat for Police, we diligently affirm our commitment to:

- Promote the unity and wellbeing of the South African Nation.
- Be unbiased and impartial.
- Be polite, helpful and reasonably accessible, and maintain high service standards.
- Have regard for the circumstances and concerns of the public.
- The development and upliftment of all South Africans.
- Not unfairly discriminate against any member of the public.
- Not abuse our positions as public servants.
- Respect and protect every person's dignity and rights.
- Recognise the public's right to information except where protected by law.

OUR RELATIONSHIP WITH OUR COLLEAGUES

As employees of the Civilian Secretariat for Police, we diligently affirm our commitment to:

- Co-operate fully with our colleagues to advance the public interest.
- Execute all reasonable instructions by persons officially assigned to give such.
- Refrain from favouring friends and family and not abuse our authority nor be unduly influenced.
- Use the appropriate channels to air any grievances or make direct representations.



- Be committed to development, motivation and utilisation of our staff and promote sound labour relations.
- Deal fairly, professionally and equitably with colleagues.

PERFORMANCE OF OUR DUTIES

As employees of the Civilian Secretariat for Police, we diligently affirm our commitment to:

- Strive to achieve the objectives of the Secretariat cost-effectively and in the public interest.
- Be creative in thought in the execution of our duties.
- Be punctual in the execution of our duties.
- Be professional and competent in our duties.
- Not engage in any action or transaction in conflict with the execution of our duties.
- Recuse ourselves from any official action or decision making that may result in improper gain and to declare such interest.
- Avail ourselves for further training and self-development throughout our careers.
- Be honest and accountable when dealing with public funds.
- Promote sound, efficient, effective, transparent and accountable administration.
- Report fraud, corruption, nepotism and maladministration.
- Give honest and impartial advice.
- Honour confidentiality.

OUR PERSONAL CONDUCT AND PRIVATE INTERESTS

As employees of the Civilian Secretariat for Police, we diligently affirm our commitment to:

- Dress and behave in a manner that enhances the public service during official duties.
- Act responsibly in the use of alcohol or intoxicating substances.
- Not use our position to obtain gifts or benefits for ourselves or accept such that can be construed as bribes.
- Not disclose official information for personal gain or for the gain of others.
- Not undertake remunerative work outside official duties without prior approval or use official equipment for such work.

1.8 LEGISLATIVE AND OTHER MANDATES

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

- Constitution of the Republic of South Africa, 1996
- Civilian Secretariat for Police Service Act, 2011
- South African Police Service Act, 1995
- White Paper on Safety and Security, 2016
- White Paper on Policing, 2016
- National Crime Prevention Strategy, 1996
- Public Service Regulatory Framework e.g. Public Finance Management Act I, 1999
- National Development Plan

1.9 ORGANISATIONAL STRUCTURE



MINISTER OF POLICE
Mr FA Mbalula (MP)



DEPUTY MINISTER OF POLICE
Mr BM Mkongi (MP)





SECRETARY FOR POLICE SERVICE
Mr Alvin Rapea





CHIEF DIRECTORATE
INTERSECTORAL
COORDINATION AND
STRATEGIC PARTNERSHIPS
 Mr Benjamin Ntuli

CHIEF DIRECTORATE
POLICY DEVELOPMENTS &
RESEARCH
 Ms Bilkis Omar

CHIEF DIRECTORATE
LEGISLATION
 Adv Dawn Bell

CHIEF DIRECTORATE
CIVILIAN OVERSIGHT,
MONITORING AND
EVALUATION
 Mr Takalani Ramaru

CHIEF DIRECTORATE
CHIEF FINANCIAL OFFICER
 Mr Tumelo Nkojoana

CHIEF DIRECTORATE
CORPORATE SERVICES
 Mr Moeketsi Mashibini



1.10 ENTITIES REPORTING TO THE MINISTER

The following entities report to the Minister:

- Civilian Secretariat for Police Service
- South African Police Service
- Independent Police Investigative Directorate
- Private Security Industry Regulatory Authority

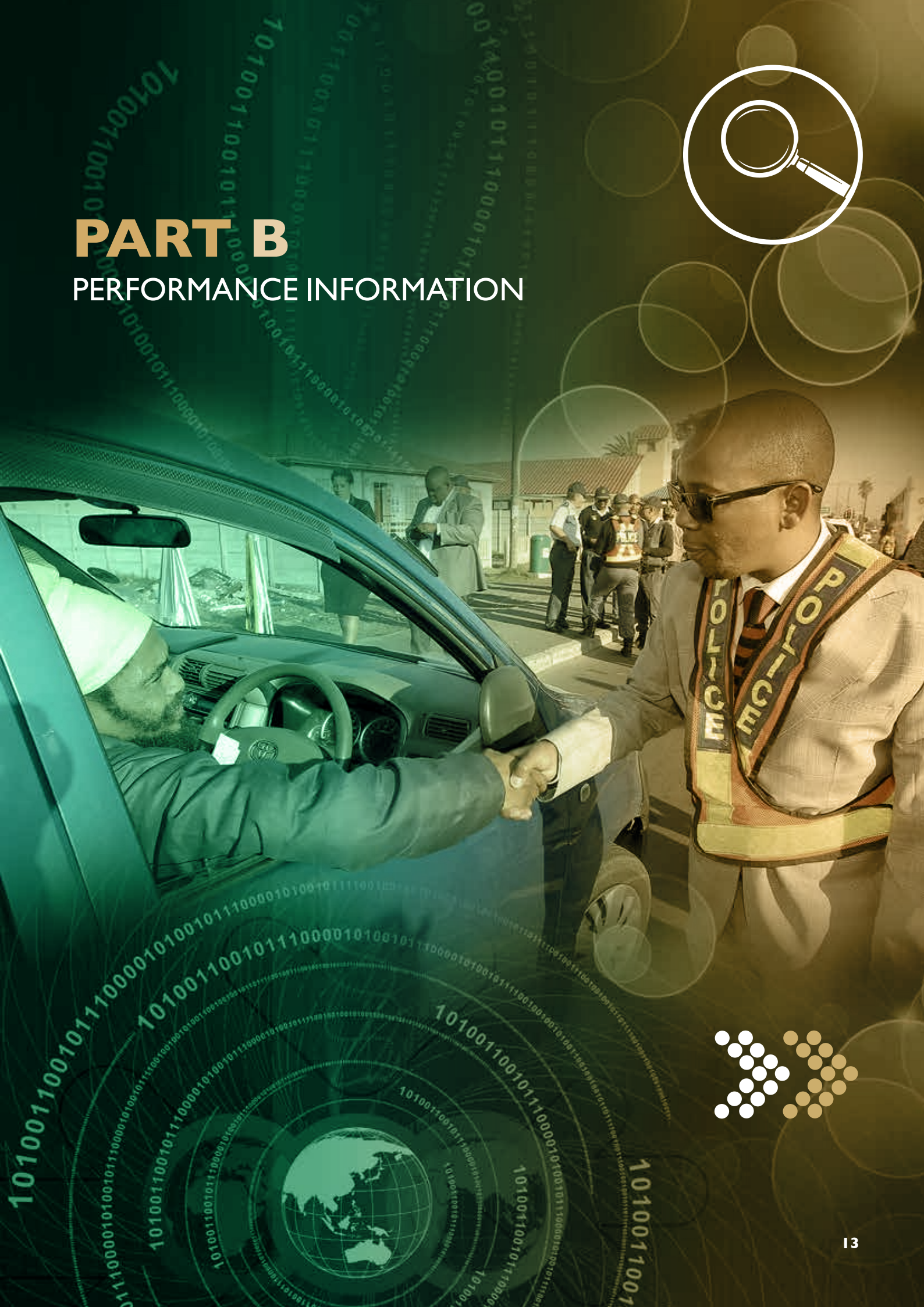
NAME OF ENTITY	Legislative Mandate	Financial Relationship	Nature of Operations
Civilian Secretariat for Police Service	Civilian Secretariat for Police Service Act, 2 of 2011	N/A	Provide oversight over the performance and conduct of the police
South African Police Service	SAPS Act	Secretariat budget is transferred through the Vote: Police	Investigate crime and refer it for prosecution
Independent Police Investigative Directorate	IPID Act 1, of 2011	None	Investigate matters into the conduct of the police
PSIRA	PSIRA Act	None	Provide for effective regulation of the private security industry





PART B

PERFORMANCE INFORMATION



2. Part B: Performance Information

2.1 OVERVIEW OF DEPARTMENTAL PERFORMANCE

▪ **Service Delivery Environment**

Due to a number of policies approved during this financial year, the Secretariat had to review its five-year Strategic Plan. These policies, namely the approved White Paper on Policing and the White Paper on Safety and Security, will have a serious impact on the structural dynamics of the Department of Police and, therefore, the need for the revised Strategic Plan. The approved Strategic Plan was tabled in parliament with the Annual Performance Plan (APP) of 2017/18. Taking into consideration the Auditor-General of South Africa (AGSA) qualified findings and report, the Secretariat had to implement drastic measures to reverse the negative finding and put the department on a path of recovery to an improved finding. The always changing socio-political environment did not favour the slow pace of organisational stabilisation from a cost centre to a designated department. Extraordinary measures had to be put in place to boost the performance of the department, in particular in the field of the financial management section and the instability in the leadership of the Secretariat.

The stabilisation process of the Civilian Secretariat for Police occurred during this year under review. The two previous financial years were marked with the becoming of a designated department. Key functions were transferred from SAPS to the Secretariat under very difficult circumstances as those functions controlled the administrative nerve centre. The transfer of key responsibilities such as the general supply chain processes, procurement, financial management and information technology (IT) did not go as smoothly as initially envisaged. It is during this 2016/17 financial year that the Secretariat could turn the situation around.

The appointment of a permanent Secretary for Police Service was concluded during the third quarter. The appointment of other critical posts such as the Chief Financial Officer and two core business programme managers were also finalised. Most other critical posts, such as the Director: Information Technology and the general capacitating of the Information, Communication and Technology (ICT) unit were finalised during the same year.

Issues raised by oversight auditing bodies after a qualified audit finding for the previous financial year, were addressed. Improving procurement systems and bringing in of specialists played a major role in increasing the levels and standards of the financial management system. As result of all the mentioned interventions, including key appointments, the department is satisfied with the attainment of an unqualified audit report by the Auditor General of South Africa. The work towards a clean audit report had begun.

▪ **Service Delivery Improvement Plan**

The department does not have a Service Delivery Improvement Plan. The plan will be developed in the 2018/19 financial year.

▪ **Organisational Environment:**

The position of the Secretary for Police Service, who is the Accounting Officer of the Department, was filled on 21 December 2016. The appointment enhanced stability. Over and above the filling of the Secretary for Police Service post, the department was able to fill three other critical positions, namely the Chief Financial Officer, Chief Director: Oversight, Monitoring and Evaluation and Director: Information, Communication and Technology.

The department's establishment has increased from 109 to 151, following the approval of creation of 42 new posts by the former Minister of Police. The additional posts will play a significant role for the department to effectively deliver on its mandate and to improve on service delivery. The Secretariat has filled 119 of its 151 vacant posts with 32 vacant posts, which translate to a vacancy rate of 21.19%.

▪ **Key Policy Developments and Legislative Changes:**

- The Regulations for the Civilian Secretariat for Police Service were finalised and submitted to the Portfolio Committee for noting. Thereafter they were promulgated in the Gazette.
- The White Paper on Policing and the White Paper on Safety and Security were adopted by Cabinet In April 2016. The White Paper on Policing provides a framework for reframing the role and function of the Civilian Secretariat for Police Service. Becoming the Department of Police will see a significantly transformed organisation that plays a more central role in ensuring oversight of the police, while providing the Minister of Police with strategic policy and legislative advice and support.
- The framework for establishing a Single Police Service was finalised and approved.

2.2 STRATEGIC OUTCOME ORIENTATED GOALS

- A well-advised and supported Minister for a service-delivery oriented police service that is accountable
- Quality, timeous evidence-based strategic research, policy advice and legislative support to the Minister of Police
- Deepened public participation in the fight against crime
- Enhanced accountability and transformation of the South African Police Service Performance Information



2.3 PERFORMANCE INFORMATION BY PROGRAMME

Programme 1: Administration

The purpose of the programme is to provide administrative support, strategic leadership and management for the department.

Strategic Objective: To enhance corporate governance in ensuring that the Secretariat achieves its mandate

Programme Expenditure

SUB-PROGRAMME NAME	2016/17			2015/16		
	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	42 879	40 497	2 382	41 234	46 656	(5 422)
Total	42 879	40 497	2 382	41 234	46 656	(5 422)

Sub programme 1.1: Department Management

Sub-programme Purpose: The purpose of this sub-programme is to provide strategic support to the Secretary of Police

Strategic objective: To provide leadership, strategic management and direction to the Secretariat

Department Management

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
I.1.1	Number of joint consultative IPID/Secretariat forum meetings held per year in compliance with the Act	3	4	4	
I.1.2	Number of Quarterly Performance Reports against predetermined objectives submitted within 30 days after end of the quarter	4	4	4	
I.1.3	Annual Report submitted and approved				
I.1.4	Number of Annual Performance Plans submitted and approved				

Sub-Programme 1.2: Corporate Services

Sub-programme Purpose: The purpose of the sub-programme is to provide a reliable and efficient corporate service to the Civilian Secretariat, including the provision of human resource management and development services and employee relations, communication and information technology service and auxiliary services

Strategic Objective: The provide effective and efficient corporate services to the Secretariat to enable achievement of its oversight mandate through ICT, human resources (HR) and auxiliary services

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
I.2.1	Number of Workplace Skills Plans approved by the Secretary				
I.2.2	Number of Human Resource plans				
I.2.3	Approved Employment Equity Plan	0			

Sub-Programme 1.3: Financial Administration (CFO)

Sub-programme purpose: The purpose of the sub-programme is to provide PFMA-compliant financial, accounting and supply chain services to the Civilian Secretariat for Police

Strategic objective: Ensure sound corporate governance and provide supply chain and financial management services in Secretariat which are fully compliant

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
I.3.1	Percentage of payments made to creditors within 30 days	2 reports	100%	97%	Insufficient human resource capacity to implement proper processes, including LOGIS. The bulk of the invoices not paid within 30 days were due to disputed invoices or unverified banking details. Invoice confirmation by end-users is not done in prescribed period.
I.3.2	Maintain deviation between planned and actual spending at the end of the financial year below 5%	New indicator	12	12	
I.3.3	Number of Demand Management Plans produced	4	4	4	



Sub-programme: 1.4 Internal Audit

Sub-programme purpose: The purpose of this sub-programme is to provide internal audit services by conducting compliance and performance audits

Strategic Objective: To perform strategic risks-based audits and consulting services directed at improving the effectiveness and efficiency of the Secretariat operations, risk management and governance processes

Key achievements of the sub-programme:

The sub-programme exceeded its annual target of four audit reports by six, representing a 150% over-achievement. Of the six additional audit reports issued, five of them were the ad-hoc audits that were requested by the Accounting Officer and the sixth audit or target emanated from the three-year strategic internal audit and operational plan. The breakdown of the additional six audits is as follows:

- Three quarterly performance information verification audit reports;
- Review of the payroll management reports; and
- Review on payment of overtime claims.

Over and above the four annual targets and six additional reports delivered, the internal audit reviewed and finalised numerous polices such as Audit and Risk Committee charter; Internal Audit Charter and also oversaw the finalisation of risk management policy and risk management strategy and terms of reference, among others.

Internal Audit and Risk Management also facilitated the process of developing the turnaround strategy to address 2015/16 AGSA audit findings to ensure that the department improve its 2016/17 audit outcome.

Strategies to overcome areas of underperformance:

There are no strategies identified to overcome areas of underperformance, as the sub-programme has achieved its annual targets.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

The achievement of our targets had improved the effectiveness and efficiency of the internal controls within the Secretariat operations, risk management and governance processes. The audit and risk management reports issued were of good quality and assisted the department hugely to enhance the governance and risk management process and internal controls, as many policies are being developed and the existing ones being reviewed for enhancement.

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
1.4.1	Number of rolling plans approved annually				

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
I.4.2	Number of signed audit reports (compliance and computer audits)	9	4	10	Internal Audit exceeded its annual target by six audits (150%). The breakdown of six additional signed off audit reports and issued is as follows: <ul style="list-style-type: none"> Three quarterly performance information verification reports in first, second and third quarters of 2016/17 financial year as per Accounting Officer's request; Two ad-hoc audits: Payroll management and Payment of overtime claims Sixth audit report was the Civilian Oversight, Monitoring and Evaluation: Police Compliance Audit report done and issued during financial year
I.4.3	Number of strategic risk register produced per year	New indicator	1	1	
I.4.4	Number of Audit Committee meetings held per year	4	3	4	Target was exceeded by one (33%) due to one special Audit and Risk Committee meeting held October 2016 to review the interim financial statements as at 30 September 2016. Audit Committee and Risk Committee merged into Audit and Risk Committee, therefore the meetings were no longer separated
I.4.5	Number of Risk Committee meetings held per year	3	3	4	Special meeting held on 31 October 2016 to review interim financial statements as at 30 September 2016. Audit Committee and Risk Committee merged into Audit and Risk Committee, therefore the meetings were no longer separated



Programme 2: Intersectoral Coordination and Strategic Partnerships

Programme purpose: The purpose of the programme is to manage and encourage national dialogue on community safety and crime prevention

Strategic Objective: To contribute towards creating a safe and secure environment through partnerships with stakeholders

Key achievements of the programme:

- The successful hosting of the crime prevention dialogue with a focus on mine crime combatting and the establishment of the mine crime combatting forum in the Richards Bay area.
- Some police stations implement the School Safety Protocol at their policing precincts. The degree of implementation differs from station to station. Some police stations have plans and projects focused at learner safety and report to communities they serve.
- Launched the first councillor pocketbook on the 'Role of Municipal Councillors in Building Safer Communities' in Mpumalanga province, as part of knowledge exchange for sustainable development at local government level.
- Izimbizo/public participation programmes were held in communities to promote community safety.
- Assessment of the implementation of CPF Guidelines by provinces.

Strategies to overcome areas of underperformance:

- The unit will plan more efficiently and utilise human resources from other sub units within the directorate to overcome underperformance.
- There will be more collaboration with provincial departments for safety/secretariat for safety to execute unit's key performance areas
- Implement the Partnerships Framework and Strategy and monitor progress.

Linking performance with budget:

- The function was achieved within the budget allocation for the unit and using the demand management plan outlined for the project.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

- The achievement of the sub-unit has strengthened the department's strategic outcomes oriented goal by strengthening communities through public participation on crime prevention programmes and enhanced stakeholder engagements on policy implementation.

Programme Expenditure

PROGRAMME NAME	2016/17			2015/16		
	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
Intersectoral Coordination and Strategic Partnerships	23 798	22 004	1 794	26 739	26 569	170
Total	23 798	22 004	1 794	26 739	26 569	170

Sub Programme 2.1: Intergovernmental, Civil Society and Public-Private Partnerships

Sub-programme purpose: The purpose of the sub-programme is to manage and facilitate intergovernmental, civil society and public partnerships

Strategic objective: To liaise and communicate with and mobilise stakeholders through public participation programmes to strengthen service delivery

Performance Indicators

PROGRAMME PERFORMANCE INDICATORS	Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance	
		Target 2016/17	Actual 2016/17		
2.1.1	Number of MoUs/MoAs with stakeholders per year	1	2	0	Vacant Chief Director position and instability in unit undermined the achievement of targets
2.1.2	Number of Anti-Crime Campaigns conducted per year	2	1	0	Vacant Chief Director position and instability in unit undermined the achievement of targets
2.1.3	Number of reports on police stations implementing School Safety Protocol produced	15	20	20	

Sub-programme 2.2: Community Outreach

Sub-programme purpose: The purpose of the sub-programme is to promote, encourage and facilitate community participation in safety programmes

Strategic objective: To enhance stakeholder and community participation in safety and crime prevention programmes through izimbizo, establishment of working groups and CPF functionality

PROGRAMME PERFORMANCE INDICATORS	Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance	
		Target 2016/17	Actual 2016/17		
2.2.1	Number of izimbizo public participation programmes on crime implemented	8	6	3	Vacant Chief Director position and instability in unit undermined the achievement of targets
2.2.2	Total number of provinces implementing of CPF Guidelines	9	9	6	Some provincial reports not received during 2016/17 financial year
2.2.3	Funding model for CPF approved by the Secretary	New indicator	1	0	Indicator reallocated to Policy Development unit

Programme 3: Legislation and Policy Development

Purpose of Programme: The purpose of this programme is to develop policy and legislation for the police sector and conduct research on policing and crime.

Strategic Objective: Constitutionally compliant legislation, evidence-based research and evidence-led policies for policing and safety

Sub-programme 3.1: Policy Development and Research

Sub-programme purpose: The purpose of this sub-programme is to develop policies and undertake research in areas of policing and crime

Strategic objective: Provide evidence-based research and evidence-led policies for policing and safety

Sub-programme Expenditure:

SUB-PROGRAMME 3.1	2016/17			2015/16		
	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
Policy Development and Research	11 236	9 014	2 222	13 447	13 447	-
Total	11 236	9 014	2 222	13 447	13 447	-

Key achievements of sub-programme:

The White Paper on Policing and the White Paper on Safety and Security were adopted by Cabinet In April 2016. Flowing from this, the development of the implementation plan for the White Paper on Safety and Security commenced. The implementation plan focuses on the role of national level of government in implementing safety initiatives and outlines the approach to implementation, the roles and responsibilities of key stakeholders, and the programmatic interventions that will contribute to the promotion of safety, crime and violence prevention. The purpose of the plan is to set key parameters for implementation and to operationalise the policy intent. For the 2017/18 financial year, the focus of the implementation plan will include the roles and responsibilities of provincial and local government in safety. Additional to the above, the roll out of the White Paper on Safety and Security is underway together with the South African Local Government Association (SALGA), with a focus on presenting the White Paper to newly appointed councillors as part of the councillor induction programmes, with a view to emphasising the importance of the White Paper at local government level.

The Government Technical Advisory Centre (GTAC) based at National Treasury is assisting the Civilian Secretariat with technical advice regarding the development of an implementation plan for the White Paper on Policing. GTAC will be responsible for guiding the process and assisting the Civilian Secretariat to unpack the key elements of the White Paper, identify the implications for the Civilian Secretariat and other key role-players such as SAPS and IPID, and consult with these role-players, with a view to developing the integrated implementation plan for the White Paper.

A research project on the Analysis of Police Resource Allocation was also finalised in the year under review. The research was conducted jointly with the provincial secretariats following concerns regarding the allocation of police resources, which have been at the forefront of the challenges facing SAPS and adversely impacting service delivery to communities. The study findings demonstrate that the various resource allocation models have had differing impact over the years and that, despite the models, the SAPS method for allocating resources is reliant on the availability of a larger budget, accuracy of data from provinces and police stations, and is grounded in the discretion of provincial commissioners, who rightfully tend to prioritise their crime concerns. International literature demonstrates that countries worldwide are experiencing police resource challenges, with resourcing models being continually revised.

The NDP calls for the establishment of a National Policing Board with multi-sectoral and multidisciplinary expertise, responsible for setting criteria for recruiting, selecting, appointing and promoting police officers. The Board is to also develop a professional code of ethics and analyse the professional standing of policing, based on international norms and standards. This is to contribute to building a professional, disciplined and demilitarised police service. A discussion document for establishing a National Policing Board has been developed.

The Use of Force Policy and Guidelines for SAPS was submitted to the Ministry of Police for approval. This policy was referred by the Minister to the panel of experts implementing the Farlam Commission recommendations for final perusal. The purpose of this policy is to provide direction to the police service on the legal and professional standards required when exercising use of force. The policy articulates a human rights-compliant approach, which must inform police management, strategy and operations.

The framework for establishing a Single Police Service was finalised and approved. The 2016 White Paper on Policing outlines the policy position around the establishment of a Single Police Service. The policy intent is essentially informed by the need to improve efficiencies in terms of law enforcement and policing in the country through developing and embedding a culture of integrated and collaborative planning.

The Policy on Reducing Barriers to Reporting on Sexual Offences and Domestic Violence was submitted to the Ministry of Police for approval. The policy aims to ultimately reduce inherent barriers that exist within the criminal justice system more broadly, and SAPS more specifically, that may serve as an impediment to victims of sexual abuse and domestic violence reporting such cases to the police.

An analysis of safety audits conducted in Limpopo, Eastern Cape and Western Cape was consolidated and finalised. Safety audits are aimed at providing a means for government to enhance safety in communities by allowing role-players to identify the causes of safety and find solutions to the safety issues.

CSPS also participated with the panel of experts appointed to implement the recommendations of the Farlam Commission of Inquiry on Marikana, as well as the Ministerial SAPS Transformation Task Team as part of the broader transformation of SAPS.

CSPS and GIZ have entered into an MoU in relation to migrating the Safer Spaces web portal to CSPS's Knowledge and Information Management Directorate. The portal is for the community of practitioners working towards violence prevention and community safety in South Africa and wishing to share knowledge on safety-related topics.

The Director of Policy Development, together with the Acting Secretary for Police Service, participated in various workshops on urban safety and violence prevention as part of an exposure visit to Germany. The purpose of the visit was to explore the practical application of violence prevention approaches and how institutional mechanisms are set up to support this. This was particularly useful and relevant for CSPS due to its role in developing an implementation plan for the White Paper on Safety and Security.

Strategies to overcome areas of underperformance:

The sub-programme met all of its targets in the year under review

Linking performance with budget:

The Sub-programme underspent its budget as the plan to procure a service provider for the safety audit project was not realised due to procurement challenges.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

Transforming SAPS is critical to achieving the departments' goals. In this regard, the policies and research, and the White Papers in particular, will ensure that SAPS is enabled to deliver effective policing in a Constitutional democracy.



PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
3.1.1	Number of draft policies signed off by the Secretary of Police per year: Single Police Service	3	1	1	
3.1.2	Number of policies submitted to the Minister for approval per year: <ul style="list-style-type: none"> ▪ Use of Force policy ▪ Policy on Reducing Barriers to Reporting on Sexual Offences and Domestic Violence 	New indicator	2	2	
3.1.3	Number of evidenced-based research reports approved by the Secretary of Police per year: <ul style="list-style-type: none"> ▪ Research on Policing Resource Allocation ▪ Paper on National Police Board 	1	2	2	
3.1.4	Number of completed safety audits/assessments for policing area per year	New indicator	1	1	
3.1.5	Number of reports on SAPS transformation plans per year	New indicator	1	1	
3.1.6	Number of implementations plans on White Paper of Safety and Security per year	New indicator	1	1	

Sub-programme 3.2: Legislation

Sub-programme purpose: The purpose of this programme is to provide legislative support services to the Minister

Strategic objective: Produce legislation for effective policing and provide legal advice and support to the Minister

Sub-programme expenditure:

SUB-PROGRAMME 3.2	2016/17			2015/16		
	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
Legislation	11 623	10 276	1 347	10 915	10 902	13
Total	11 623	10 276	1 347	10 915	10 902	13

Key achievements of the sub-programme:

Only one target in the Legislation Unit's APP for 2016/17 was achieved. The other targets were not achieved due to the reprioritising of the Bills following a request by the Presidency to all departments, initially to accommodate the local government elections. A further request was made by the Secretary to the Cabinet, to submit timeframes for the submission of Bills to Cabinet and to Parliament during the 2017/18 financial year. The department was provided with a monitoring tool to populate in order for the Presidency to monitor progress made. Having due regard to all the processes required to be followed, it was concluded that the 2016/17 Legislative programme was unrealistic and the proposed Bills would not be introduced in Parliament on the dates indicated. It was, therefore, necessary to revise the 2016/17 Legislative programme to carry over the Bills into the 2017/18 financial year.

The Civilian Secretariat for Police Service Regulations were not on the APP for the year under discussion. However, they were finalised in 2016. The Regulations were submitted to the Portfolio Committee for noting, and, thereafter, promulgated in the *Gazette*.

The following is reported as work in progress on the Bills that were prioritised: –

i) Critical Infrastructure Protection Bill

The Bill was approved by Cabinet on 13 April 2016 for publication in the *Gazette* for comment for approximately a month. The comments were accommodated in the Bill and the Bill was approved by the Minister to proceed to the Justice, Crime Prevention and Security Cluster (JCPS) Cabinet Committee on 10 October 2016. The Bill was removed from the agenda by the JCPS Cabinet Committee Secretary due to the volume of items. On 23 February 2017, the Bill was approved by the JCPS Cabinet Committee to proceed to Cabinet. On 1 March 2017, the Bill was approved by Cabinet for introduction in Parliament, subject to, among other matters, the finalisation of the National Economic Development and Labour Council (Nedlac) process. The Nedlac process was finalised on 18 May 2017. A draft Nedlac report is being prepared and will be signed off on 31 May 2017.

ii) Firearms Control Amendment Bill

The Bill has been drafted in accordance with the recommendations of the Firearms Committee that was tasked to conduct further research into firearms. The technical amendments are comprehensive and consequential amendments need to be verified and ensured. The amendments with policy implications need to be approved. The Bill is more than 90% complete, with the objects memorandum at an advanced stage.

Strategies to overcome areas of underperformance:

- The processing of Bills is dependent on further processes after Ministerial approval. These processes impact on deadlines. The delays in the finalisation of Bills are, therefore, being addressed through more realistic planning and target setting.
- The Legislation Unit is in the process of enhancing its capacity to meet legislative demands and to deliver quality legislation.

Linking performance with budget:

- Expenditure of the budget is related to the APP targets. Due to the reprioritising of the Legislative programme for 2016/17 and the deferment of some of the Bills, the Legislation Unit underspent on its budget. However, funds not used were made available for other priorities within the department.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

Bills

Only one of the predetermined targets was achieved. However, the impact of the Bills will be assessed once the Bills are passed into law and implemented. The following Bills have the respective intentions:

▪ **Critical Infrastructure Protection Bill**

The Critical Infrastructure Protection Bill seeks to repeal the National Key Points Act that deals with the protection of National Key Points. The Bill provides for the legal framework for the declaration and protection of critical infrastructure under the authority of the Minister, with the advice and recommendations of a Council. The Bill will also contribute to effective coordination between the different spheres of government and other role-players.

▪ **Firearms Control Amendment Bill**

The Firearms Control Act provides the legal framework for the registration and control of firearms. The Firearms Control Amendment Bill seeks to strengthen the Act and to respond to key policy proposals that impact on the control of firearms as well as the limitation of firearms licences that may be issued. The Bill is underpinned by the principles that relate to the reduction of firearms in circulation and the non-proliferation of both legal and illegal firearms.

Regulations

▪ Civilian Secretariat for Police Service Regulations, 2016

The Regulations provide the guidelines that dictate how the provisions of the Civilian Secretariat for Police Service Act, 2011 (Act No 2 of 2011) (the Act) are applied. They are designed to guide the activities of the employees and other role-players under the control of the Act, thereby ensuring uniform application of the Act. The Regulations, therefore, provide for the:

- regulation of matters relating to the appointment of such members,
- roles and responsibilities,
- manner of reporting,
- access to information and premises of the police service,
- manner in which complaints should be dealt with,
- process of how M&E of the police service should be undertaken,
- appointment of reference groups; and
- cooperative governance framework.

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
3.2.1	Number of Bills submitted to the Minister for approval per year : <ul style="list-style-type: none"> ▪ Critical Infrastructure Protection Bill ▪ Firearms Control Amendment Bill ▪ South African Police Service Amendment Bill ▪ Animal Movement and Animal Produce Bill ▪ Independent Police Investigative Directorate Amendment Bill ▪ Protection of Constitutional Democracy Against Terrorist and Related Activities Amendment Bill 	0	6	1	<ul style="list-style-type: none"> ▪ Draft Critical Infrastructure Protection Bill was submitted to the Minister for approval ▪ Draft Firearms Control Amendment Bill was put on hold, pending the finalisation of further research commissioned by the Minister ▪ Presidency requested reprioritisation and reduction in the number of Bills due to local government elections. Therefore, the rest of the Bills were removed from the 2016/17 Legislative programme

Programme 4: Civilian Oversight, Monitoring and Evaluation

Programme purpose: The purpose of this programme is to oversee, monitor and report on the performance of SAPS

Strategic objective: Conduct effective oversight, monitoring and evaluation that contributes towards an accountable and transformed police service

Programme expenditure

PROGRAMME NAME	2016/17			2015/16		
	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
Civilian Oversight, Monitoring and Evaluation	21 056	17 649	3 407	20 849	20 014	835
Total	21 056	17 649	3 407	20 849	20 014	835

Sub-programme 4.1: Police Performance, Conduct and Compliance Monitoring

Sub-programme purpose: The purpose of the sub-programme is to monitor the performance, conduct and compliance of SAPS

Strategic objective: To improve police performance, compliance and police conduct

Key achievements of the sub-programme:

Oversight visits were conducted in various police stations across the country. Oversight data was collected during these visits using the National Monitoring Recommendation Tool (NMRT) and associated reports compiled and approved. Furthermore, the SAPS Budget and Programme Performance Assessment Report and Police Station Service Delivery Trends Analysis Report were compiled and approved by the Secretary for Police Service.

Capacity-building sessions were conducted in six provincial secretariat offices, i.e. KwaZulu-Natal, Limpopo, North West, Western Cape, Northern Cape and Mpumalanga and aimed to improve reliability and quality assurance by managers at provincial level with regard to the collection of data on NMT and DVAT Domestic Violence Act T??.

Domestic Violence Act, 1998 (DVA) Report on key implementation and compliance trends from October 2012 until March 2016 was presented to Parliament. The trends show a slight improvement in compliance with the DVA by members of SAPS. However, there is still work to be done to ensure full compliance with the Act.

Three reports on the service delivery complaints handled by SAPS were compiled. In addition, CSPS also received service delivery complaints, which were channelled to relevant authorities for resolving. Monitoring and follow-ups were done to ensure that complaints are resolved. IPID recommendations implementation reports were also produced.

A two-day complaints management workshop was hosted with the aim of strengthening the effective and efficient mechanism for addressing service delivery complaints. The workshop attendees included SAPS, IPID, provincial secretariats and the Department of Public Service and Administration (DPSA).

Strategies to overcome areas of underperformance:

All reports that were due for the financial year were submitted for approval, although some were submitted after the due date. Consequently, there will be constant engagement with provincial heads of department for community safety and monitoring of the operational plan will be improved and strengthened.

The Customer Satisfaction Survey will be finalised in the 2017/18 financial year. Proper scheduling, which takes into account the magnitude of the project, will be done for future projects to ensure that adequate time is allocated for all the projects.

Changes to planned targets:

The changes on planned targets related to the compilation of the SAPS Budget and Programme Performance Assessment Report, which was moved from the second quarter to fourth quarter due to difficulties in obtaining source documents from SAPS.

Linking performance with budget:

The main cost driver for the sub-directorate is travel and subsistence (i.e. air and road transport, accommodation and special daily allowance) due to the nature of the work, which entails oversight visits.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

There is positive improvement with regard to the implementation of NMT recommendations by police stations. Although the improvement was not scientifically linked to performance, it appears that, on average, police stations have regressed in terms of performance based on the variables measure on the SAPS Efficiency Index System.

Furthermore, improvements are evident with regard to SAPS compliance to legislation, policy and directives of the Minister of Police. However, there is still a need for SAPS to develop an implementation plan from the recommendations emanating from the Police Station Service Delivery Trends Analysis Report.

The analysis shows that SAPS spent the budget appropriation in its entirety, despite the fact that not all the performance targets were achieved. There is a need to find a balance between budget expenditure and programme performance. The policy and strategic priorities and pronouncements of the Minister have been catered for in budget allocation and expenditure.

The key trends of DVA monitoring indicate that there is a steady improvement in SAPS compliance and implementation of the DVA between 2012 and 2016. The SAPS National Office issued a number of directives for implementation of recommendations made by CSPS. Furthermore, SAPS has developed new reporting templates to improve maintenance of records, which was one of its shortcomings.

The assessment of SAPS implementation of policy and legislation provides the status of implementation and identifies whether those policies are sufficient in improving SAPS performance. The Dangerous Weapons Act assessment revealed that there is a need for more awareness and training of members in order to ensure proper implementation of the Act.

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
4.1.1	Number of Police Station Oversight Visits Reports approved by the Secretary per year	10	20	21	The oversight visit conducted at Pretoria West Police Station was a pilot and not considered part of the target during the planning stage
4.1.2	Number of Police Station Service Delivery Trends Analyses Reports approved by the Secretary per year	1	2	2	
4.1.3	Number of SAPS Budget and Programme Performance Assessment Reports approved by the Secretary per year	1	1	1	

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
4.1.4	Number of Assessments Reports on Complaints Management approved by the Secretary per year	1	2	3	Additional report was deferred from 2015/16 financial year due to capacity constraints
4.1.5	Number of reports on SAPS Implementation of IPID Recommendations approved by the Secretary per year	1	2	2	
4.1.6	Number of Compliance Monitoring Reports related to DVA approved by the Secretary per year	2	2	2	
4.1.7	Number of reports approved by the Secretary per year on the implementation and compliance to legislation	1	1	1	
4.1.8	Number of monitoring reports approved by the Secretary per year on the implementation of a policy on enhancing the quality and functioning of the SAPS detective service	1	1	1	
4.1.9	Number of customer satisfaction surveys approved by the Secretary per year	1	1	0	Instability of unit management impacted negatively on delivery of project considering the magnitude of project. More than 50% of work completed. Project will be finalised in new financial year

Sub-programme 4.2: Policy and Programme Evaluations

Sub-programme purpose: The purpose of the sub-programme is to evaluate the effectiveness of programmes implemented by the South African Police Service.

Strategic objective: To evaluate the effectiveness, efficiency and impact of programmes implemented by SAPS

Key achievements of the sub-programme:

An impact evaluation was conducted focusing on the oversight monitoring and evaluation initiatives undertaken for the past five years and a report was produced.

The Police Oversight Monitoring and Evaluation Framework was finalised, approved by the Secretary and submitted for endorsement by the Minister of Police.

An assessment on the establishment and functioning of CSFs and CPFs was conducted and assessment reports produced for the respective projects.

Linking performance with budget:

Most of the budget was spent on data collected in various provinces. Therefore, the cost drivers for the budget spent were travel and subsistence.

Synopsis of how achievements of targets have contributed towards achieving the department's strategic outcome orientated goals:

Impact evaluation was conducted to determine whether intervention and/ or programmes developed and implemented by CSPS and provincial secretariats have made any positive changes in terms of improving policing and the overall performance of SAPS.

The Police Oversight Monitoring and Evaluation Framework was developed to complement CSPS's mission, goals and objectives for improved police performance and, thus, better levels of safety for all. The framework was developed to guide the type of monitoring and evaluation undertaken, the process followed and different role-players involved in oversight monitoring and evaluation undertaken by CSPS. The framework is also intended to enhance decision-making through evidence-based monitoring and evaluation.

An assessment was CSFs undertaken to determine whether CSFs were established and are functioning in line with the CSF policy and to identify successes and challenges encountered during implementation of the policy. The evaluation also determined the adequacy and effectiveness of the policy and legislative documents regulating the establishment and functioning of CSFs. CSFs promote a multi-agency integrated approach and enhance community safety initiatives, thus contributing towards achieving priorities 4 and 5 of the NDP.

An assessment was undertaken to determine whether currently established CPFs were established and are functioning as prescribed by legislation. The assessment findings will be used to inform the CPF policy currently under development. CPFs are a means of strengthening community-police relations and improve crime prevention initiatives, thus contributing towards achieving NDP priorities.

Strategies to overcome areas of underperformance:

Improvements will be made in relation to communication between relevant stakeholders.

Changes to planned targets:

The Police Oversight Monitoring and Evaluation Framework indicator was due for reporting in the financial year. However, additional inputs from stakeholders were incorporated into the framework and it could not be approved within the financial year.

PROGRAMME PERFORMANCE INDICATORS		Baseline (Actual Achievement) 2015/16	Actual Performance against Target		Reason for Variance
			Target 2016/17	Actual 2016/17	
4.2.1	Number of reports on impact evaluation per year	Revised indicator			
4.2.2	Monitoring and Evaluation Framework developed per year	New indicator			
4.2.3	Number of reports on CSFs assessed per year	New indicator			
4.2.4	Number of reports on CPFs assessed per year	New indicator			

PART C

GOVERNANCE



3. Part C: Governance

3.1 INTRODUCTION

The Secretariat is now operating as a designated department with minor inadequacies such as the lack of a fully implemented LOGIS system. Internal auditing, risk management, anti-fraud and anti-corruption systems are effectively operational to conform to National Treasury and PFMA conditions and regulations.

3.2 RISK MANAGEMENT

Background

Due to the small size of CSPS, the Audit Committee members, in collaboration with Accounting Officer and the then Chairperson of the Risk Committee, decided to incorporate the Risk Committee into Audit Committee, with effective from 1 April 2016. The Audit Committee changed to the Audit and Risk Committee (ARC), providing oversight over financial reporting, internal controls, risk management and corporate governance throughout 2016/17 financial year.

Strategic and operational risk management documents

The Chief Risk Officer (CRO) drafted various risk management strategic and operational documents, including risk management policy, strategy, plan, terms of reference and strategic risk assessment report. These were submitted to the ARC for recommendations and to the Accounting Officer for approval.

To ensure effective rollout of risk management processes, the department decided to establish an Executive Risk Management Meeting (ERMM) Committee, comprising the Executive Management Committee (EXCO) members and chaired by the Accounting Officer. The committee invests quality time in discussing and scrutinising all risk management strategic and operational documents prior to submission to the ARC for recommendation.

The department has an adequate risk management system in place, but it is still at a low level of implementation.

During the period under consideration, the ERMM met three times as per the table below:

Date	Attendees
27 May 2016	Secretary for Police Service (Chairperson) and all EXCO members
9 December 2016	
17 March 2017	

CHALLENGES

According to CSPS structure, there is only one signatory official responsible for risk management in the department – the CRO) Deputy Director. Capacity, therefore, is constrained.

3.3 FRAUD AND CORRUPTION

- Ethics risk assessment was conducted, report issued and approved
- Fraud risk assessment was conducted, report issued and approved
- Fraud Prevention Plan developed and approved
- Fraud Policy developed and approved.

3.4 MINIMISING CONFLICT OF INTEREST

- Eleven awareness sessions conducted on ethics and integrity
- Reported unethical conduct investigated and four investigation reports issued and approved
- Financial disclosure through E-disclosure completed by all senior management service (SMS) members (100% compliance).

3.5 CODE OF CONDUCT

A Code of Conduct is in place and aspects thereof were workshopped with staff of the Secretariat.

3.6 HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

A senior manager within the HR unit is responsible for health, safety and environmental issues.

3.7 PORTFOLIO COMMITTEES

Dates of meetings with Portfolio Committee:

20 September 2016, 22 September 2016, 11 October 2016, 13 October 2016, 18 October 2016, 9 November 2016, 15 February 2017, 8 March 2017, 14 June 2017, 21 June 2017.

Matters raised by the Portfolio Committee and how the Secretariat addressed these matters:

Recommendation by Portfolio Committee	Status
Action plans to address the findings made by the AGSA on material misstatements, including action steps, timeframes and targets	A strategy, with an action plan to address AGSA findings, has been developed through the Internal Audit unit and presented to the Committee on 9 November 2016
Monthly progress reports on actions taken as per the action plan together with financial targets achieved	The Secretariat had spent 63% of its budget as at 31 December 2016. Progress on this action plan is reported regularly within the prescribed timeframe through the AGSA action plans being coordinated by the Internal Audit unit
Action plan to address the implementation of internal financial controls to substantiate commitments, accruals and employee benefits	A strategy, with an action plan to address AGSA findings was developed through the Internal Audit unit and presented to the Committee on 9 November 2016
Action plan to timeously and adequately review financial statements and compare them to documentation	A strategy, with an action plan to address AGSA findings, was developed through the Internal Audit unit and presented to the Committee on 9 November 2016
Action plan to appoint skilled staff in critical posts	All critical posts have been filled. The department currently has eight vacant posts, which translates to a vacancy rate of 4.67%
Improve levels of assurance by the Accounting Officer of the Secretariat, especially at the Internal Audit function	A strategy, with an action plan to address AGSA findings, was developed through the Internal Audit unit and presented to the Committee on 9 November 2016
Develop an action plan on the skills and training of the senior management team and provide the Committee with a report	The department workplace skills plan (WSP) was developed and is being implemented. Part of senior management team attended (what is this??) EDP and the last group is due to attend
Turnaround plan developed to implement AGSA recommendations presented to the Portfolio Committee	Plan was presented to Committee on 9 November 2016
The Secretary for Police Service should be appointed with immediate effect	Secretary for Police Service has been appointed on the 21st of December 2016 after Cabinet approval of his appointment on 07 December 2017.



Recommendation by Portfolio Committee	Status
Chief directors for partnerships and for monitoring and evaluation must be appointed with immediate effect	Chief directors have been appointed
Provide a new programme for the tabling of legislation in the new year; with quarterly updates	Letter and Legislative Programme for 2017 submitted to the Chair of Portfolio Committee on 16 November 2016, but this might change due to a new system of prioritisation introduced by the Presidency
Provide an annual and quarterly progress reports on the functioning of the DNA Forensics Ethics and Accountability Board	CSPS will include a section dedicated to the functioning of the National Forensics Ethics and Accountability/DNA Board in the 2016/17 Annual Report. Furthermore, when submitting quarterly reports, a section dealing with the Board will be included, starting from third quarter
CSPS to reconsider the specifics of the corrective measures on the AGSA recommendations it proposes, as they are too broad and generic	Corrective measures were reworked and drafted to be more specific, with clearly defined interventions that include specific timeframes
CSPS revises all its performance and financial targets to keep them in line with SMART principles	Performance indicators were revised where necessary. A number of consultations and one-to-one meetings were held with the Department of Planning, Monitoring and Evaluation (DPME) and National Treasury officials to refine indicators
CSPS sets SMART targets with specific reference to timelines for implementation of each of the AGSA recommendations and report to the Committee by end November 2016	CSPS presented the action plan to implement AGSA recommendations on 9 November 2016. SMART targets were set on the implementation of AGSA recommendations
CSPS appoints a mandate holder with the authority to implement AGSA recommendations within stipulated timelines	All head of units have signed and committed themselves to deliver on the implementation plan. Reporting on progress is happening in bi-monthly meetings chaired by the Director Internal Audit
CSPS develops a turnaround strategy for the implementation of all AGSA recommendations by end November 2016 and reports thereon	CSPS is developing the turnaround strategy
CSPS strengthens the strategic management component	As part of the reorganisation of the Office of Secretary, the Strategic Management unit will have two additional staff members, an administrator and deputy director
CSPS addresses the Expenditure management framework	CSPS had not fully complied with the expenditure management framework as it has not been able to activate LOGIS because of staff shortages. Two posts to allow for the segregation of duties have been created and advertised, interviews scheduled to take place before the end of Feb 2017??
In view of the 'We are One' campaign, the Secretariat addresses project management, spending patterns and procurement and contract management processes without delay and put project management measures in place	CSPS has introduced quarterly procurement plans, which allow for the monitoring of planned expenditure by units, against the available budgets of such units at a point in time. This allows units in the identification and costing of planned projects
CSPS considers developing a Special Projects Directorate to manage all Ministerial special projects	The recommendation of the Committee on the creation of a Special Projects Directorate is noted and will be considered when the organisational structure is reviewed
Executive Authority urgently fills the position of Secretary of Police Service and all other critical senior management posts	The position of Secretary and all other critical management posts were filled. The vacancy of the Chief Director: Intersectoral Coordination and Strategic Partnerships was advertised, shortlisted and interviews are scheduled before end of February 2017 ??
CSPS resolves the incurred expenses with IPID by adhering to the PFMA framework	CSPS is doing everything it can to have these fees paid.
All tenders are advertised on the CSPS website	All future advertisements will be done the CSPS website

Recommendation by Portfolio Committee	Status
Research on demilitarisation and professionalisation of SAPS must include the entire SAPS and not only two components and be completed by the end of the financial year	Research was finalised on demilitarisation of the Public Order Policing and Tactical Response Team units. The research on demilitarisation of SAPS (visual policing/crime prevention) has started and is a joint project with the provincial secretariats
CSPS urgently reviews its own budget per example when it conducts budget performance analysis over SAPS	As part of the review of the organisational structure, CSPS is reviewing the capacity of the Civilian Oversight Monitoring and Evaluation unit to conduct financial oversight over SAPS
CSPS must implement the Internal Audit Committee recommendations speedily	All heads of units have signed and committed themselves to deliver on the Internal Audit action plan. This is monitored by the Director: Internal Audit and units report in bi-monthly progress meetings
CSPS must present on its core business and programmes to the Committee by 11 November 2016	The presentation was done on 9 November 2016 as part of the strategy to address the AGSA findings
CSPS should urgently fill all vacancies	The approval for additional posts requested to the Minister was done in third quarter which increased the vacancy rate.- meaning is not clear. CSPS advertised all vacant positions and approved overtime for staff to capture and shortlist candidates to ensure that all vacancies are filled before the end of this financial year. All newly added vacant posts have been advertised to be filled before the end of this financial year. The department currently has eight vacant posts, which translate to a vacancy rate of 4.67%
CSPS provides the Committee with all its research reports	Reports were submitted on 7 February 2017
All members must be vetted and the vetting should be cascaded to lower levels in the organisation	All senior managers appointed before October 2016 were vetted by the State Security Agency (SSA). New managers who joined from October are in the process of being vetted. The rest of the staff will be vetted depending on the capacity of the SSA
CSPS develops a feasibility study looking at funding model for CPFs by the end of the financial year	The funding model for CPFs has been included in the holistic policy proposal for CPFs. The project is continuing and SAPS has requested that further consultations be made in four provinces on the policy. A workshop was conducted in the Eastern Cape and a KwaZulu-Natal workshop is scheduled with the provincial secretariats from 3 to 5 August. The plan is to consult in all nine provinces through the facilitation of the provincial secretariats
CSPS considers the funding model of additional mandates such as the funding for the Judge: DPCI and other projects delegated by the Minister	The indication from National Treasury is that CSPS will not receive additional funding to appropriately and adequately fund additional mandates such as the Judge: DPCI and others
Audit Committee appears before it to report on its own financial controls and adherence to the implementation of the AGSA recommendations	Audit Committee appeared before the Committee on 9 November 2016

3.8 INTERNAL CONTROL UNIT

The Secretariat does not have an internal control unit but provision will be made in the new proposed structure of the department.



3.9 INTERNAL AUDIT COMMITTEE AND AUDIT COMMITTEES

AUDIT AND RISK COMMITTEE REPORT ON VOTE NO 23: CSPS

We are pleased to present the report for the financial year ended 31 March 2017.

Audit and Risk Committee members and attendance

The Audit and Risk Committee consists of the members listed hereunder. During the current year, five meetings were held.

NAME OF MEMBER	Number of meetings attended
Prof H de Jager (Chairperson) (external member)	5
Mr SK Motuba (external member)	5
Mr PN Phukubje (external member)	3
Advocate S Peter (external member)	2

The Auditor-General South Africa (AGSA) and the in-house Internal Audit staff were invited to and attended all the meetings. The Accounting Officer of CSPS and other senior staff members were also invited and attended the meetings.

Audit and Risk Committee responsibility

The Audit and Risk Committee reports that it has complied with the responsibilities arising from Section 77 of the PFMA and Section 27.1.1-3 of the Treasury Regulations. The Audit and Risk Committee also reports that it has adopted appropriate formal terms of reference, which are contained in its Audit and Risk Committee Charter; has regulated its affairs in compliance with this Charter; and has discharged all its responsibilities as contained therein. The Audit and Risk Committee Charter is reviewed on an annual basis.

The effectiveness of internal control

CSPS's systems of internal control are designed to provide assurances, *inter alia*, that assets are safeguarded and that liabilities and working capital are managed effectively and efficiently. However, significant internal control deficiencies were found, which resulted in the findings in the audit report. Management is in the process of attending to these deficiencies. Internal Audit will do a follow-up regarding rectifying the shortcomings in its report as well as the findings in the report of the AGSA. The Audit and Risk Committee urged the department to give attention to the shortcomings as a priority.

Internal Audit

The internal auditors continued during the review period to provide the Audit and Risk Committee and management with independent information and assurances of the effectiveness of the internal controls of those areas examined in terms of the Internal Audit Plan based on the risk assessment. Internal Audit reported that it has a shortage of staff. The Accounting Officer reported that the process had already started to improve the capacity of Internal Audit. Two of the internal audits that were planned to be conducted by the service provider due to lack of capacity within the unit were deferred to the 2017/18 financial year because of financial constraints.

Evaluation of financial statements

The Audit and Risk Committee has:

- reviewed and discussed the audited Annual Financial Statements to be included in the Annual Report, with AGSA and management;
- reviewed the AGSA management report and management's responses thereto;
- reviewed the department's compliance with legal and regulatory provisions based on the findings of the AGSA and Internal Audit; and
- noted that there were certain adjustments resulting from the audit.

Management reports

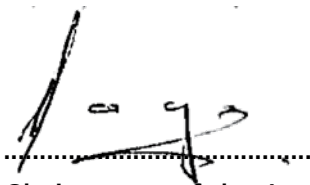
The Audit and Risk Committee is satisfied with the content and quality of the management reports prepared and issued by CSPS for the period under review.

Risk management

The department has an adequate risk management process. However, the rolling out of the risk management strategy is still at the developmental stage. The Risk Management unit is also inadequately capacitated, but management is in the process of beefing up the unit and enhancing the skills of its personnel.

Auditor-General of South Africa

The Audit and Risk Committee has met with the AGSA to ensure there are no unresolved issues at 31 July 2017. The Audit and Risk Committee also concurs with the unqualified audit opinion of the AGSA.



Chairperson of the Audit and Risk Committee

Prof H de Jager

8 August 2017





PART D

HUMAN RESOURCE MANAGEMENT



4. Part D: Human Resource Management

4.1. INTRODUCTION

The Status of Human Resources in the Department

The purpose of the Chief Directorate: Corporate Services is to provide strategic and transformed HR services that support the department to achieve its strategic objectives. It provides services relating to organisational development, HR planning and policy, HR administration and practices, HR development as well as employee relations management. The Chief Directorate's primary focus is on capacity building with a view to ensuring alignment between the departmental service delivery imperatives and its mandates and strategic objectives.

The HR strategic intention is to:

- Build skills levels and leadership capability suited to a client-oriented and security conscious environment.
- Drive a compliance and performance culture that contributes to the overall improvement of the department, develop mechanisms to identify exceptional performers, manage rewards and recognise talent – Performance Management Development System (PMDS).
- Recruit for talent, motivational and organisational fit and the right attitude.

HR priorities for the year under review and the impact of these priorities

During the year under review, the Chief Directorate: Corporate Services commits itself to:

- a) improve on turnaround times;
- b) ensure compliance with HR legislation/directives;
- c) facilitate management and leadership development for senior managers;
- d) develop Human Resource Strategy; and
- e) develop and realign the organisational structure to the mandate and Ministerial priorities.

Workforce planning framework and key strategies to attract and recruit a skilled and capable workforce

The Chief Directorate: Corporate Services is in the process of appointing a service provider to assist in the development of a Human Resources Strategy, which will assist with the attraction and retention of staff, including compliance with the provisions of the Employment Equity Act.

Capacitating employee within the department

The focus of CSPS during the year under review was on accelerated skills development, which culminated in 157 developments: five learnerships, 90 skills programmes and other short courses and 58 of other forms of training.

Placement of work-integrated learners in the department

Through the Public Sector Education and Training Authority (PSETA), the department placed seven workplace-integrated learners. In this programme, students are given the opportunity to effectively integrate the theory of the classroom with the practice and the responsibility of the workplace. The department regards work-integrated learning as a powerful vehicle for scheduling and designing educational programmes so that students receive built-in, on-the-job experience relating to their studies.

Challenges faced by the department

The non-alignment of the approved organisation structure with the mandate of the department is a huge challenge as the capacity is not equal to the task. However, a proposed organisational structure is in draft to address this.

The key challenges in the HR environment remains the appointment of people with disabilities and meeting the national target of appointing 50% of females in senior management (levels 13 to 15). In terms of appointment of people with disabilities, the department is at 0%, with a deficit of 2% to reach the national average of 2%, while the appointment of females at senior management is at 33.33%, with a deficit of 16.67%.

The pre-employment security screening remains a huge challenge, as it delays on the finalisation of recruitment and selection process.

Future HR plans/goals

Through the HR planning process, the following HR planning strategic objectives were identified and will receive preference in the 2017/18 financial year:

- Alignment of the department's structure with its strategic objectives.
- Implementation of Human Resource Strategy.
- Implementation of an employment equity plan.
- Implementation of health and wellness in the workplace.
- Review and implementation of HR policies.



4.2 HUMAN RESOURCES OVERSIGHT STATISTICS

4.2.1 Expenditure: The department budget in terms of clearly defined programmes

The following tables summarise final audited expenditure by programme (Table 4.2.1.1) and by salary bands (Table 4.2.1.2). In particular, they provide an indication of the amount spent on personnel costs in terms of each of the programmes or salary bands within the department.

TABLE 4.2.1.1 – Personnel costs by programme, 2016/17

PROGRAMME	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Professional and specialised services (R'000)	Personnel cost as a percentage of total expenditure	Average personnel cost per employee (R'000)
Administration	33 559	23 804	0	0	71%	189
Intersectoral Coordination and Strategic Partnership	17 525	11 054	0	0	63%	88
Legislation and Policy Development	14 179	10 571	0.0	0.0	75%	84
Civilian Oversight, Monitoring and Evaluation	12 073	9 096	0.0	0.0	75%	72
Total	77 336	54 525	0.00	0.00	71%	433

TABLE 4.2.1.2 - Personnel costs by salary bands 2016/17

SALARY BANDS	Personnel expenditure (R'000)	% of total personnel cost	Average personnel cost per employee (R'000)
Abnormal appointment	78	0.14%	8 669
Contract (Levels 1-2)	96	0.17%	96 072
Contract (Levels 13-16)	1 536	2.78%	
Contract (Levels 3-5)	168	0.30%	84 099
Contract (Levels 6-8)	244	0.44%	243 810
Contract (Levels 9-12)	1 615	2.92%	538 429
Lower skills (Levels 1-2)	395	0.71%	131 587
Skilled (Levels 3-5)	1 983	3.58%	165 245
Highly skilled production (Levels 6-8)	5 710	10.32%	248 267
Highly skilled supervision (Levels 9-12)	22 805	41.21%	518 286
Senior management (Levels 13-16)	19 959	36.07%	767 650
Total	54 645	98.64%	2 858 162

The following tables provide a summary per programme (Table 4.2.1.3) and salary bands (Table 4.2.1.4), of expenditure incurred as a result of salaries, overtime, home owners allowance (HOA) and medical assistance. In each case, the table provides an indication of the percentage of the personnel budget that was used for these items.

TABLE 4.2.1.3 – Salaries, overtime, home owners allowance, medical assistance by programme, 2016/17

PROGRAMME	Salaries		Overtime		Home owners allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as % of personnel cost	Amount (R'000)	HOA as % as personnel cost	Amount (R'000)	Medical assistance as a % of personnel cost
Administration	18 866	78.7%	69	0.3%	373	1.6%	879	3.7%
Intersectoral Coordination and Strategic Partnerships	9 056	78.6%	8	0.1%	165	1.4%	311	2.7%
Legislation and Policy Development	8 219	77.2%	16	0.1%	95	0.9%	223	2.1%
Civilian Oversight, Monitoring and Evaluation	7 036	76.6%	9	0.1%	159	1.0%	291	3.2%
Total	43 176	78%	101	0.2%	791	1.4%	1 704	3.1%

TABLE 4.2.1.4 – Salaries, overtime, home owners allowance, medical assistance by salary bands, 2016/17

SALARY BANDS	Salaries		Overtime		Home owners allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as % of personnel cost	Amount (R'000)	HOA as % as personnel cost	Amount (R'000)	Medical assistance as a % of personnel cost
Abnormal appointment	78	98.8%	0	0	0	0	0	0
Contract (Levels 1-2)	96	99.6%	0	0	0	0	0	0
Contract (Levels 3-5)	166	98.5%	3	1.5%	0	0	0	0
Contract (Levels 6-8)	241	96.7%	3	1.1%	0	0	0	0
Contract (Levels 9-12)	1 394	86.2%	0	0	0	0	15	0.9
Contract (Levels 13-16)	1 248	79.8%	0	0	0	0	0	0
Lower skilled (Levels 1-2)	243	61.5%	0	0	29	7.3%	68	17.3%
Skilled (Levels 3-5)	3 952	68.9%	35	0.6%	241	4.2%	436	7.6%
Highly skilled	1 320	66.2%	31	1.6%	142	7.1%	209	10.5%
Senior management (Levels 13- 16)	17 768	77.2%	30	0.1%	268	1.2%	828	3.6%
Senior management (Levels 13- 16)	16 671	81.8%	0	0	111	0.5%	149	0.7%
Total	43 176	78	102	4.9%	791	20.3%	1 705	40.6%

4.2.2 Employment and vacancies

The following tables summarise the number of posts in the establishment, the number of employees, the vacancy rate, and whether any staff are additional to the establishment. This information is presented in terms of three key variables: Programme (Table 4.2.2.1), salary band (Table 4.2.2.2) and critical occupations (Table 4.2.2.3). Departments have identified critical occupations that need to be monitored. Table 3.3 provides establishment and vacancy information for the key critical occupations of the department.

The vacancy rate reflects the percentage of posts that are not filled.

TABLE 4.2.2.1 – Employment and vacancies by programme, 31 March 2017

PROGRAMME	Number of posts	Number of posts filled	Vacancy rate	Number of posts filled additional to the establishment
Administration	74	57	22.97%	0
Partnership	18	17	5.56%	0
Legislation and Policy and Research	32	26	18.75%	0
Monitoring and Evaluation	27	19	29.63%	0
Total	151	119	21.19%	0

TABLE 4.2.2.2 – Employment and vacancies by salary bands, 31 March 2017

SALARY BAND	Number of posts	Number of posts filled	Vacancy rate	Number of posts filled additional to the establishment
Lower skilled (Levels 1-2)	6	4	33.33%	0
Skilled (Levels 3-5)	21	15	28.57%	0
Highly skilled Production (Levels 6-8)	35	24	31.43%	0
Highly skilled (Levels 9-12)	59	49	16.95%	0
Senior management (Levels 13-16)	30	27	10%	0
Total	151	119	21.19%	0

TABLE 4.2.2.3 – Employment and vacancies by critical occupation, 31 March 2017

CRITICAL OCCUPATIONS	Number of posts	Number of posts filled	Vacancy rate	Number of posts filled additional to the establishment
Deputy Director General	1	1	0.00%	0
Chief Directors	3	2	16.67%	0
Directors	3	2	4.76%	0
Total	7	5	21%	0

The information in each case reflects the situation as at 31 March 2017. For an indication of changes in staffing patterns over the year under review, please refer to section 5 of this report.

4.2.3 Filling of SMS posts

The tables in this section provide information on employment and vacancies as they relate to members of the SMS by salary level. They also provide information on advertising and filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

TABLE 4.2.3.1 –SMS post information as on 31 March 2017

SMS LEVEL	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General (Head of Department)	0	0	0	0	0
Salary level I6	0	0	0	0	0
Salary level I5	1	1	100%	0	0
Salary level I4	6	5	83.33%	1	16.67%
Salary level I3	23	21	91.30%	2	8.70%
Total	30	27	90%	3	10%

TABLE 4.2.3.2 – SMS post information as on 30 September 2016

SMS LEVEL	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Director-General (Head of Department)	0	0	0	0	0
Salary level I6	0	0	0	0	0
Salary level I5	1	1	100%	0	0
Salary level I4	6	5	83.33%	1	16.67%
Salary level I3	23	21	91.30%	2	8.70%
Total	30	27	90%	3	10%

TABLE 4.2.3.3 – Advertising and filling of SMS posts for the period 1 April 2016 to 31 March 2017

SMS LEVEL	Advertising	Filling of Posts	
	Number of vacancies per level advertised within six months of becoming vacant	Number of vacancies per level filled within six months of becoming vacant	Number of vacancies per level not filled within six months but filled in 12 months
Director-General (Head of Department)	0	0	0
Salary level I6	0	0	0
Salary level I5	0	0	0
Salary level I4	2	0	2
Salary level I3	2	1	1
Total	4	0	3



Reasons for not having complied with the filling of funded vacant SMS posts - advertised within six months and filled within 12 months after becoming vacant for the period 1 April 2016 to 31 March 2017

Reasons for vacancies not advertised within six months

Delay in recruitment process

Reasons for vacancies not filled within 12 months

Delay in recruitment process

Candidate withdrew his or her candidature from the advertised post

In terms of the Public Service Regulations Chapter I, Part VII C.1A.3, departments must indicate good cause or reason for not having complied with the filling of SMS posts within the prescribed timeframes.

Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months for the period 1 April 2016 to 31 March 2017

Reasons for vacancies not advertised within six months

None

Reasons for vacancies not filled within 12 months

Decline of offer by candidates

Candidates withdrew their candidature from the advertised post

4.2.4 Job evaluation

The Public Service Regulations, 1999, introduced job evaluation as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in their organisations. In terms of the Regulations, all vacancies on salary levels 9 and higher must be evaluated before they are filled. This was complemented by a decision by the Minister of Public Service and Administration that all SMS jobs must be evaluated before 31 December 2002.

The following table (Table 4.2.4.1) 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 4.2.4.1 – Job evaluation, 1 April 2016 to 31 March 2017

SALARY BAND	Number of posts	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)	35	0	0	0	0	0	0
Highly skilled supervision (Levels 9-12)	59	0	0	0	0	0	0
SMS Band A (13)	23	0	0	0	0	0	0
SMS Band B (14)	6	0	0	0	0	0	0
SMS Band C (15)	1	0	0	0	0	0	0
SMS Band D (16)	0	0	0	0	0	0	0
Total	151	0	0	0	0	0	0

N.B: There was no job evaluation conducted during the year under review

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 4.2.4.2 – Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2016 to 31 March 2017

BENEFICIARIES	African	Indian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total	0	0	0	0	0
Employees with disabilities	0	0	0	0	0

TABLE 4.2.4.3 – Employees whose salary level exceeded the grade determined by job evaluation, 1 April 2016 to 31 March 2017 (in terms of PSR I.V.C.3)

OCCUPATION	Number of employees	Job evaluation level	Remuneration on level	Reason for deviation
	0	0	0	0
Total	0	0	0	0
Total number of employees whose salaries exceeded the level determined by job evaluation in 2016/17				0

4.2.5 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 (Table 4.2.5.1) and by critical occupations (Table 4.2.5.2). (These critical occupations should be the same as those listed in Table 4.2.2.3).

TABLE 4.2.5.1 – Annual turnover rates by salary band for the period 1 April 2016 to 31 March 2017

SALARY BAND	Number of employees per band	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2)	4	0	0	0%
Skilled (Levels 3-5)	15	4	1	6.67%
Highly skilled Production (Levels 6-8)	24	2	3	12.50%
Highly skilled Supervision (Levels 9-12)	49	6	1	2.04%
SMS Band A (L13)	21	2	1	4.76%
SMS Band B (L14)	5	2	1	20%
SMS Band C (L15)	1	1	0	0%
SMS Band D (L16)	0	0	0	0%
Total	119	17	7	5.88%



Table 4.2.5.2– Reasons why staff are leaving the department

TERMINATION TYPE	Number	% of total
Death	0	0%
Resignation	4	3.36%
Expiry of contract	0	0%
Dismissal – operational changes	0	0%
Dismissal – inefficiency	0	0%
Discharged due to ill-health	0	0%
Retirement	0	0%
Transfers to other public service departments - promotion and lateral transfer	3	2.52%
Other	0	0%
Total	7	5.88%
Total number of employees who left as at 31 March 2017		7

TABLE 4.2.5.3 – Promotions by critical occupation

OCCUPATION	Employees as at 1 April 2016	Promotion to another salary level	Salary promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
SMS (Level 13)	0	0	0	0	0
Total	0	0	0	0	0

TABLE 4.2.5.4 – Promotions by salary band

OCCUPATION	Employees as at 1 April 2016	Promotion to another salary level	Salary promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
SMS (Levels 13-16)	30	0	0%	0	0%
Highly skilled supervision (Levels 9-12)	59	0	0%	0	0%
Highly skilled Production (Levels 6-8)	35	2	5.71%	0	0%
Skilled (Levels 3-5)	21	0	0%	0	0%
Lower skilled (Levels 1-2)	6	0	0%	0	0%
Total	151	2	1.32%	0	0%

4.2.6 Employment equity

The tables in this section are based on the formats prescribed by the Employment Equity Act, 55 of 1998.

Table 4.2.6.1 – Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2017

OCCUPATIONAL CATEGORIES (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers (Levels 11-15)	23	2	1	2	18	1	2	0	49
Professionals (Levels 8-10)	9	0	0	0	23	0	0	1	31
Technicians and associate professionals (7)	7	0	0	0	6	0	0	0	13
Clerks (Levels 4-6)	8	0	0	0	7	0	0	0	15
Service and sales workers (Levels 1-3)	4	0	0	0	5	0	0	0	13
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	51	2	1	2	59	1	2	1	119
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 4.2.6.2 – Recruitment for the period 1 April 2016 to 31 March 2017

OCCUPATIONAL BANDS	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management (Levels 14-16)	3	0	0	0	0	0	0	0	3
Senior management (Level 13)	1	0	0	0	1	0	0	0	2
Professionally qualified and experienced specialists and mid-management (Levels 11-12)	2	0	0	0	1	0	0	0	3
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents (Levels 9-10)	2	0	0	0	1	0	0	0	3
Semi-skilled and discretionary decision making (Levels 6-8)	1	0	0	0	1	0	0	0	2
Unskilled and defined decision making (Levels 1-5)	3	0	0	0	1	0	0	0	4
Total	12	0	0	0	5	0	0	0	17
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 4.2.6.3– Promotions for the period | April 2016 to 31 March 2017

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management (Levels 14-16)	0	0	0	0	0	0	0	0	0
Senior management (Level 13)	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 11-12)	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents (Levels 9-10)	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making (Levels 6-8)	1	0	0	0	1	0	0	0	2
Unskilled and defined decision making (Levels 1-5)	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	1	0	0	0	2
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 4.2.6.4 – Terminations for the period | April 2016 to 31 March 2017

OCCUPATIONAL BAND	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management (Levels 14-16)	0	0	0	0	0	0	0	0	0
Senior management (Level 13)	1		1	0	0	0	0	0	2
Professionally qualified and experienced specialists and mid-management (Levels 11-12)	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents (Levels 9-10)	1	0	0	0	0	0	0	0	1
Semi-skilled and discretionary decision making (Levels 6-8)	1	0	0	0	1	1	0	0	3
Unskilled and defined decision making (Levels 1-5)	0	1	0	0	0	0	0	0	1
Total	3	1	1	0	1	1	0	0	7
Employees with disabilities	0	0	0	0	0	0	0	0	0

Table 4.2.6.5 – Disciplinary action for the period 1 April 2016 to 31 March 2017

	Male				Female			
	African	Coloured	Indian	White	African	Coloured	Indian	White
Disciplinary action	1	0	0	0	0	0	0	0

Table 4.2.6.6 Skills development for the period 1 April 2016 to 31 March 2017

OCCUPATIONAL CATEGORIES	Gender	Number of employees as at 1 April 2016	Training needs identified at start of reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers (Levels 11-15)	Female	21	0	11	8	19
	Male	29	0	11	8	19
Professionals (Levels 8-10)	Female	22	0	27	15	42
	Male	10	0	6	3	9
Technicians and associate professionals (Level 7)	Female	7	0	11	3	14
	Male	6	0	4	5	9
Clerks (Levels 4-6)	Female	8	0	8	7	15
	Male	12	0	7	5	12
Service and sales workers (Levels 1-3)	Female	0	3	5	4	12
	Male	4	2	0	0	2
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Subtotal	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		119	5	90	58	157

4.2.7 Performance rewards

To encourage good performance, the department granted the following performance rewards during the year under review. The information is presented in terms of race, gender and disability (Table 4.2.7.1), salary bands (Table 4.2.7.2) and critical occupations (Table 4.2.7.3).

TABLE 4.2.7.1 – Performance rewards by race, gender and disability, 1 April 2016 to 31 March 2017

GENDER AND RACE	Beneficiary profile			Cost	
	Number of beneficiaries	Total number of employees in group	% of total within group	Cost (R'000)	Average cost per employee
African	0	0	0	0	0
Male	13	50	26%	237.29	18 252.81
Female	16	57	28%	479.08	29 942.35
Asian	0	0	0	0	0
Male	0	1	0	0	0
Female	0	2	0	0	0
Coloured	0	0	0	0	0
Male	0	2	0	0	0
Female	0	1	0	0	0
White	0	0	0	0	0
Male	1	2	50%	33.75	33 748.95
Female	1	1	100%	13.72	13 729.35
Employees with disabilities	0	0	0	0	0
Total	31	116	66%	763.84	259 709.11

TABLE 4.2.7.2 – Performance rewards by salary bands for personnel below SMS, 1 April 2016 to 31 March 2017

SALARY BANDS	Beneficiary profile			Cost		
	Number of beneficiaries	Number of employees	% of total within salary bands	Total cost (R'000)	Average cost per employee	Total cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	0	3	0	0	0	0
Skilled (Levels 3-5)	3	12	25%	20.67	6 890.55	8%
Highly skilled production (Levels 6-8)	7	23	47.83%	178.15	16 195.81	4.05%
Highly skilled supervision (Levels 9-12)	12	44	29.55%	414.88	31 914.18	7.4%
Total	22	82	30.34%	613.71	22 729.99	19.9%

TABLE 4.2.7.3 – Performance-related rewards (cash bonus), by salary band, for Senior Management Service

SALARY BANDS	Beneficiary profile			Cost		
	Number of beneficiaries	Number of employees	% of Total within salary band	Total Cost (R'000)	Average cost per employee	Total cost as a % of the total personnel expenditure
Band A Level 13	0	20	0	0	0	0
Band B Level 14	0	3	0	0	0	0
Band C Level 15	0	0	0	0	0	0
Band D Level 16	0	0	0	0	0	0
Total	0	23	0	0	0	0

4.2.8 Leave utilisation

TABLE 4.2.8.1. – Sick leave, 1 January 2016 – 31 December 2016

SALARY BAND	Total days	Number of employees using sick leave	% of total employees using sick leave	Average days per employees
Lower skilled (Levels 1-2)	24	4	100%	6
Skilled (Levels 3-5)	79	11	100%	8
Highly skilled production (Levels 6-8)	133	23	100%	6
Highly skilled supervision (Levels 9-12)	306	43	95%	7
Senior management (Levels 13-16)	215	27	100%	8
Total	757	108	90%	7

Table 4.2.8.2 – Annual leave, 1 January 2016 – 31 December 2016

SALARY BAND	Total days taken	Average days per employees
Lower skilled (Levels 1-2) - 4 employees	69	17.25
Skilled (Levels 3-5) - 11 employees	217	20
Highly skilled production (Levels 6-8) - 23 employees	521	23
Highly skilled supervision (Levels 9-12) - 45 employees	967	21.49
Senior management (Levels 13-16) - 27 employees	678	26
Total	2 452	23

Table 4.2.8.3 – Capped leave, 1 January 2016 – 31 December 2016

SALARY BAND	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2016
Lower skilled (Levels 1-2)	0	0	0
Skilled (Levels 3-5)	0	0	0
Highly skilled production (Levels 6-8)	0	0	0
Highly skilled supervision (Levels 9-12)	0	0	0
Senior management (Levels 13-16) - 2 employees	9	9	9
Total	9	4.5	4.5

Leave payouts for the period 1 April 2016 to 31 March 2017:

No leave payouts were made during the period under review



TABLE 4.2.9.2 - Details of health promotion and HIV and Aids programmes (tick the applicable)

QUESTION	YES	NO	Details, if yes
Has the department designated a member of SMS to implement the provisions contained in Part VIE of Chapter 1 of the Public Service Regulation, 2001? If so, provide her/his name and position	✓		Mr Mahlatjie Director: HRD & ER
Does the department have a dedicated unit or has it designated specific staff members to promote the health and wellbeing of its employees? If so, indicate the number of employees who are involved in.	✓		Directorate: HRD & ER
Has the department introduced an employee assistance or health promotion programme for its employees? If so, indicate the key elements services of this programme.	✓		<ul style="list-style-type: none"> ▪ HIV& Aids, STI and TB Management ▪ Health and Productivity Management; ▪ Wellness Management, ▪ Safety, Health, Environment, Risk and Quality (SHERQ) Management
Has the department introduced establishment (a) committee(s) as contemplated in Part VIE of Chapter 1 of the Public Service Regulations 2000? If so, provide the names of committee members and stakeholders they represent.		✓	
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	✓		Departmental policies are aligned to legislative frameworks that regulates the Public Service
Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV positive from discrimination? If so, list the elements of these measures	✓		<ul style="list-style-type: none"> ▪ Voluntary testing among employees ▪ Distribution of condoms
Does the department encourage its employees to undergo voluntary counselling and testing. If so, list the results that you have achieved	✓		16 females and 8 males employees participated in voluntary testing for HIV & Aids and the results of all participants were negative
Has the department developed measures/indicators to monitor and evaluate the impact of its health promotion programmers? If so, list these measure/indicators		✓	

4.2.10 Labour relations

TABLE 4.2.10.1 - Collective agreements, 1 April 2016 to 31 March 2017

TOTAL COLLECTIVE AGREEMENTS	
N/A	

TABLE 4.2.10.2 - Misconduct and disciplinary cases finalised, 1 April 2016 to 31 March 2017

DISCIPLINARY HEARINGS 2016/17	
1	

TABLE 4.2.10.3 - Misconduct addressed in disciplinary hearings

TYPE OF MISCONDUCT	Number	% of total
Sexual harassment	1	100%

TABLE 4.2.10.4 - Grievances lodged for the period 1 April 2016 to 31 March 2017

	Number	% of total
Number of grievances resolved	2	100%
Number of grievances not resolved	0	
Total number of grievance lodged	2	100%

TABLE 4.2.10.5 - Disputes lodged with the councils, 1 April 2016 to 31 March 2017

	Number	% of total
Number of disputes upheld	1	100%
Number of disputes	1	100%
Number of disputes lodged	1	100%

TABLE 4.2.10.6 - Strike action for the period 1 April 2016 to 31 March 2017

Total number of person working days lost	N/A
Total cost (R000) of working days lost	N/A
Amount (R000) recovered as a result of 'no work no pay'	N/A

TABLE 4.2.10.7 - Precautionary suspensions for the period 1 April 2016 to 31 March 2017

Number of people suspended	N/A
Number of people whose suspensions exceeded 30 day	N/A
Cost (R000) of suspensions	N/A

4.2.11 Skills development

This section highlights the efforts of the department with regard to skills development

TABLE 4.2.11.1 – Training needs identified | April 2016 to 31 March 2017

OCCUPATIONAL CATEGORIES	Gender	Number of employees as at 1 April 2016	Training needs identified at start of reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers (Levels 11-15)	Female	21	0	59	1	60
	Male	29	0	76	1	77
Professionals (Levels 8-10)	Female	22	0	19	2	21
	Male	10	0	10	0	10
Technicians and associate professionals (Level 7)	Female	7	0	5	0	5
	Male	6	0	5	0	5
Clerks (Levels 4-6)	Female	8	0	20	0	20
	Male	12	0	12	2	14
Service and sales workers (Levels 1-3)	Female	0	0	2	1	3
	Male	4	0	4	0	4
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Elementary occupations	Female	0	0	0	0	0
	Male	0	0	0	0	0
Subtotal	Female	0	0	0	0	0
	Male	0	0	0	0	0
Total		119	00	212	7	219

TABLE 4.2.11.2 – Training provided | April 2016 to 31 March 2017

OCCUPATIONAL CATEGORIES	Gender	Number of employees as at 1 April 2016	Training needs identified at start of reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers (Levels 11-15)	Male	21	0	11	8	19
	Female	29	0	11	8	19
Professionals (Levels 8-10)	Male	22	0	27	15	42
	Female	10	0	6	3	9
Technicians and associate professionals (Level 7)	Male	7	0	11	3	14
	Female	6	0	4	5	9
Clerks (Levels 4-6)	Male	8	0	8	7	15
	Female	12	0	7	5	12
Service and sales workers (Levels 1-3)	Male	0	3	5	4	12
	Female	4	2	0	0	2
Skilled agriculture and fishery workers	Male	0	0	0	0	0
	Female	0	0	0	0	0
Craft and related trades workers	Male	0	0	0	0	0
	Female	0	0	0	0	0
Plant and machine operators and assemblers	Male	0	0	0	0	0
	Female	0	0	0	0	0
Elementary occupations	Male	0	0	0	0	0
	Female	0	0	0	0	0
Subtotal	Male	0	0	0	0	0
	Female	0	0	0	0	0
Total		119	5	90	58	157



PART E

FINANCIAL INFORMATION



Part E: Financial Information

AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

Report of the Auditor-General to Parliament on Vote 23: 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 67 to 139, which comprise the appropriation statement, the statement of financial position as at 31 March 2017, and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as the notes 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 Service as at 31 March 2017, and its financial performance and cash flows for the year then ended in accordance with the modified cash standard and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No 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' *Code of ethics for professional accountants* (IESBA code) together with the 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 matters

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

Restatement of corresponding figures

7. As disclosed in note 29 to the financial statements, the corresponding figures for 31 March 2016 have been restated as a result of an error in the financial statements of the department at, and for the year ended, 31 March 2017.

Material underspending of the budget

8. As disclosed in the appropriation statement, the department has materially underspent the budget on programme 1 with R2.4 million, programme 2 with R1.8 million, programme 3 with R3.6 million and programme 4 with R3.4 million.

Responsibilities of the Accounting Officer

9. The Accounting Officer is responsible for the preparation and fair presentation of the financial statements in accordance with modified cash standard and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No 1 of 1999) (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.

10. In preparing the financial statements, the Accounting Officer is responsible for assessing the Department of Civilian Secretariat for Police Service'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 there is an intention either to liquidate the department or to cease operations, or there is no realistic alternative but to do so.

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

11. 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 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
12. A further description of my responsibilities for the audit of the financial statements is included in the annexure to the auditor's report.

Report on the audit of the Annual Performance Report

Introduction and scope

13. In accordance with the Public Audit Act of South Africa, 2004 (Act No 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected programmes presented in the Annual Performance Report. I performed procedures to identify findings but not to gather evidence to express assurance.
14. My procedures address the reported performance information, which must be based on the approved performance planning documents of the department. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to 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.
15. 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 programmes presented in the Annual Performance Report of the department for the year ended 31 March 2017:

PROGRAMMES	Pages in the annual performance report
Programme 2: Intersectoral Coordination and Strategic Partnerships	20-21
Programme 3: Legislation and Policy Development	22-26
Programme 4: Civilian Oversight Monitoring and Evaluation	27-30

16. 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.
17. The material findings in respect of the usefulness of the selected programmes are as follows:

Programme 2: Intersectoral Coordination and Strategic Partnerships

Indicator: Number of memorandums of understanding (MoUs)/memorandums of agreement (MoAs) with stakeholders per year

18. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the Framework for Managing Programme Performance Information (FMPPPI). The target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPPI.



Indicator: Number of reports on police stations implementing School Safety Protocol produced

19. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI. The target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Indicator: Number of izimbizo participation programmes on crime implemented

20. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI. The target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Indicator: Funding model for community police forums approved by the Secretary

21. The target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Programme 3: Legislation and Policy Development

Indicator: Number of draft policies signed off by the Secretary of Police per year: Single Police Service

22. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI.

Indicator: Number of completed safety audits/assessments for policing area per year

23. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI. In addition, the target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Indicator: Number of reports on SAPS transformation plan per year

24. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI. In addition, the target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Programme 4: Civilian Oversight Monitoring and Evaluation

Indicator: Number of reports approved by the Secretary per year on the implementation and compliance to legislation

25. The achievement of the planned indicator was not clearly defined as the source information and method of calculation for the achievement of the planned indicator were not clearly defined, as required by the FMPPI. In addition, the target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Indicator: Number of monitoring reports approved by the Secretary per year on the implementation of a policy on enhancing the quality and functioning of the SAPS detective services

26. The target for this indicator was not specific in clearly identifying the nature and required level of performance and it was also not measurable, as required by the FMPPI.

Other matters

27. I draw attention to the matters below:

Achievement of planned targets

28. Refer to the Annual Performance Report on pages 20 to 30 for information on the achievement of planned targets for the year and explanations provided for the over-/under-achievement of a significant number of targets. This information should be considered in the context of the material findings on the usefulness of the reported performance information in paragraphs 18 to 26 of this report.

Adjustment of material misstatements

29. I identified material misstatements in the Annual Performance Report submitted for auditing. These material misstatements were on the reported performance information of Programme 2: Intersectoral Coordination and Strategic Partnerships. As management subsequently corrected only some of the misstatements, I reported material findings on the usefulness of the reported performance information. Those that were not corrected are included in material findings paragraphs.

Report on audit of compliance with legislation

Introduction and scope

30. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the department with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
31. The material findings in respect of the compliance criteria for the applicable subject matters are as follows:

Annual Financial Statements and Annual Performance Report

32. The financial statements submitted for auditing were not prepared fully in accordance with the prescribed financial reporting framework, as required by section 40(1) (a) and (b) of the Public Finance Management Act.
33. Material misstatements of receivables, payment for financial asset, irregular expenditure, related party transactions and movable tangible assets identified by the auditors in the submitted financial statements were corrected.

Expenditure management

34. Contractual obligations and/or money owed by the department were not met and/or settled within 30 days, as required by section 38(1)(f) of the PFMA and Treasury Regulation 8.2.3.
35. Effective steps were not taken to prevent irregular expenditure amounting to R12,3 million as disclosed in note 23 to the Annual Financial Statements, as required by section 38(1)(c)(ii) of the PFMA and Treasury Regulation 9.1.1. The majority of the irregular expenditure was caused by non-compliance with Treasury Regulation 16A6.

Consequence management

36. Disciplinary steps were not taken against some of the officials who had permitted irregular expenditure, as required by section 38(1)(h)(iii) of the PFMA

Procurement and contract management

37. Some quotations were awarded to bidders that did not score the highest points in the evaluation process, as required by section 2(1)(f) of the Preferential Procurement Policy Framework Act and Preferential Procurement Regulations. Similar non-compliance was also reported in the prior year.
38. Some goods and services with a transaction value below R500 000 were procured without obtaining the required price quotations, as required by Treasury Regulation 16A6.1 Similar non-compliance was also reported in the prior year.

Other information

39. The Department of Civilian Secretarial for Police Service 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 thereon and those selected programmes presented in the annual performance report that have been specifically reported on in the auditor's report.



40. My opinion on the financial statements and findings on the reported performance information and compliance with legislation does not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.
41. 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 programmes presented in the Annual Performance Report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work I have performed on the other information obtained prior to the date of this auditor's report, I conclude that there is a material misstatement of this other information, I am required to report that fact.
42. I have not yet received the annual report. When I do receive 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 re-issue my auditor's report amended as appropriate.

Internal control deficiencies

43. 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 thereon. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the Annual Performance Report and the findings on compliance with legislation included in this report.

Leadership

44. There was ineffective monitoring of action plans to address internal control deficiencies raised by both internal and external auditors.

Financial and performance management

45. Insufficient internal controls over financial and performance reporting to ensure that valid, accurate and complete information is included in both the financial statements and Annual Performance Report.
46. Slow responses by management to address findings rose during the audit
47. Lack of implementation of recommendations from investigation reports on irregular expenditure incurred during 2015/16 financial year. This indicates that there is lack of consequences for improper conduct in SCM within the department.

Auditor - General

Pretoria

31 July 2017



**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 judgment 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 the 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 related to events or conditions that may cast significant doubt on the Department of Civilian Secretariat for Police Service ability 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 the opinion on the financial statements. My conclusions are based on the information available to me at the date of the auditor’s report. However, future events or conditions may cause a department to cease to continue as a going concern.
 - Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and 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 confirm to the Accounting Officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and here applicable, related safeguards.



Financial Information

Annual Financial Statements for Civilian Secretariat for Police Service For the year ended 31 March 2017

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APPROPRIATION STATEMENT for the year ended 31 March 2017

APPROPRIATION PER PROGRAMME	2016/17						2015/16		
	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	42 898	-	(19)	42 879	40 497	2 382	94.4%	41 234	46 656
2. Intersectoral Coordination and Strategic Partnerships	22 208	-	1 590	23 798	22 004	1 794	92.5%	26 739	26 569
3. Legislation and Policy Development	24 430	-	(1 571)	22 859	19 290	3 569	84.4%	24 362	24 349
4. Civilian Oversight, Monitoring and Evaluation	21 056	-	-	21 056	17 649	3 407	83.8%	20 849	20 014
TOTAL	110 592	-	-	110 592	99 440	11 152	89.9%	113 184	117 588
Reconciliation with statement of financial performance									
ADD									
Departmental receipts				11					
NRF Receipts									
Aid assistance									
Actual amounts per statement of financial performance (total revenue)				110 603				113 184	
ADD									
Aid assistance									
Prior year unauthorised expenditure approved without funding									
Actual amounts per statement of financial performance (total expenditure)					99 440				117 588

APPROPRIATION STATEMENT for the year ended 31 March 2017

APPROPRIATION PER ECONOMIC CLASSIFICATION										
	2016/17					2015/16				
	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	
ECONOMIC CLASSIFICATION										
Current payments	108 840	(307)	-	108 533	98 270	10 263	90.5%	111 315	116 197	
Compensation of employees	79 444	(307)	-	79 137	66 290	12 847	83.8%	66 108	65 294	
Salaries and wages	70 706	(398)	-	70 308	58 531	11 777	83.2%	58 255	57 441	
Social contributions	8 738	91	-	8 829	7 759	1 070	87.9%	7 853	7 853	
Goods and services	29 396	-	-	29 396	31 980	(2 584)	108.8%	45 206	50 902	
Administrative fees	46	79	-	125	124	1	99.2%	12	12	
Advertising	373	957	741	2 071	2 071	-	100.0%	3 571	3 571	
Minor assets	1 962	(1 192)	(684)	86	85	1	98.8%	456	456	
Audit costs: External	501	1 439	-	1 940	1 940	-	100.0%	1 967	1 967	
Bursaries: Employees	215	30	-	245	245	-	100.0%	287	287	
Catering: Departmental activities	2 877	(2 051)	-	826	826	-	100.0%	1 491	1 491	
Communication	2 212	(659)	-	1 553	1 553	-	100.0%	1 740	1 740	
Computer services	5 279	991	-	6 270	6 270	-	100.0%	9 014	9 014	
Consultants: Business and advisory services	732	427	-	1 159	1 155	4	99.7%	1 878	1 878	
Legal services	94	(49)	-	45	2 322	(2 277)	5160.0%	-	5 696	
Contractors	1 049	(391)	(103)	555	682	(127)	122.9%	641	641	
Fleet services	112	69	-	181	181	-	100.0%	124	124	
Inventory: Clothing material and supplies	12	(12)	-	-	-	-	-	-	-	
Inventory: Farming supplies	24	(24)	-	-	-	-	-	-	-	
Inventory: Food and food supplies	112	(112)	-	-	-	-	-	22	22	
Inventory: Fuel, oil and gas	50	(50)	-	-	-	-	-	21	21	
Inventory: Materials and supplies	162	(162)	-	-	-	-	-	-	-	
Consumable supplies	235	52	-	287	287	-	100.0%	94	94	
Consumable: Stationery, printing and office supplies	916	(48)	-	868	867	1	99.9%	1 364	1 364	
Operating leases	447	(145)	-	302	301	1	99.7%	686	686	
Property payments	383	(383)	-	-	-	-	-	-	-	
Transport provided: Departmental activity	-	319	-	319	320	(1)	100.3%	637	637	
Travel and subsistence	10 543	(182)	46	10 407	10 394	13	99.9%	15 651	15 651	
Training and development	215	436	-	651	651	-	100.0%	1 461	1 461	

APPROPRIATION STATEMENT for the year ended 31 March 2017

APPROPRIATION PER ECONOMIC CLASSIFICATION									
	2016/17					2015/16			
	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
ECONOMIC CLASSIFICATION									
Operating payments	733	(367)	-	366	366	-	100.0%	836	836
Venues and facilities	112	985	-	1097	1 297	(200)	118.2%	3 253	3 253
Rental and hiring	-	43	-	43	43	-	100.0%	-	-
Interest and rent on land	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
Transfers and subsidies	221	307	-	528	311	217	58.9%	210	5
Provinces and municipalities	6	-	-	6	4	2	66.7%	7	5
Provinces	6	-	-	6	4	2	66.7%	-	-
Provincial agencies and funds	6	-	-	6	4	2	66.7%	-	-
Municipalities	-	-	-	-	-	-	-	7	5
Municipal bank accounts	-	-	-	-	-	-	-	1	1
Municipal agencies and funds	-	-	-	-	-	-	-	6	4
Departmental agencies and accounts	215	-	-	215	-	215	-	203	-
Departmental agencies and accounts	215	-	-	215	-	215	-	203	-
Households	-	307	-	307	307	-	100%	-	-
Social benefits	-	307	-	307	307	-	100%	-	-
Payments for capital assets	1 531	-	-	1 531	859	672	56.1%	1 659	1 386
Buildings and other fixed structures	-	22	-	22	22	-	100.0%	-	-
Other fixed structures	-	22	-	22	22	-	100.0%	-	-
Machinery and equipment	1 477	(22)	-	1 455	837	618	57.5%	1 659	1 386
Other machinery and equipment	1 477	(22)	-	1 455	837	618	57.5%	1 659	1 386
Software and other intangible assets	54	-	-	54	-	54	-	-	-
Payments for financial assets	1 10 592	-	-	1 10 592	99 440	1 152	89.9%	1 13 184	1 17 588

APPROPRIATION STATEMENT for the year ended 31 March 2017

	2016/17						2015/16		
	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 I: ADMINISTRATION									
SUB PROGRAMME									
1. Department Management	8 387	2442	-	10 829	10 474	355	96.7%	11 725	17 421
2. Corporate Services	13 481	(2444)	(18)	11 019	10 600	419	96.2%	10 444	10 241
3. Finance Administration	17 138	1	(1)	17 138	15 693	1 445	91.6%	15 745	15 674
4. Office Accommodation	1	-	-	1	-	1	-	-	-
5. Internal Audit	3 891	1	-	3 892	3 730	162	95.8%	3 320	3 320
TOTAL FOR SUB PROGRAMMES	42 898	-	(19)	42 879	40 497	2 382	94.4%	41 234	46 656
ECONOMIC CLASSIFICATION									
Current payments	42 018	(173)	(18)	41 827	39 845	1 982	95.3%	40 400	46 096
Compensation of employees	33 332	(173)	-	33 159	28 953	4 206	87.3%	27 478	27 478
Salaries and wages	29 666	(85)	-	29 581	25 449	4 132	86.0%	24 100	24 100
Social contributions	3 666	(88)	-	3 578	3 504	74	97.9%	3 378	3 378
Goods and services	8 686	-	(18)	8 668	10 892	(2 224)	125.7%	12 921	18 617
Administrative fees	46	(21)	-	25	24	1	96.0%	12	12
Advertising	145	(56)	-	89	89	-	100.0%	456	456
Minor assets	394	(323)	-	71	71	-	100.0%	120	120
Audit costs: External	501	828	-	1 329	1 329	-	100.0%	969	969
Bursaries: Employees	155	28	-	183	183	-	100.0%	141	141
Catering: Departmental activities	149	-	-	149	149	-	100.0%	86	86
Communication	697	405	-	1 102	1 102	-	100.0%	828	828
Computer services	3 048	(497)	-	2 551	2 551	-	100.0%	4 059	4 059
Consultants: Business and advisory services	148	297	-	445	445	-	100.0%	230	230
Legal services	94	(49)	-	45	2 322	(2 277)	5 160.0%	-	5 696
Contractors	145	(84)	(18)	43	6	37	14.0%	39	39
Fleet services	112	-	-	112	112	-	100.0%	62	62
Inventory: Clothing material and supplies	12	(12)	-	-	-	-	-	-	-
Inventory: Farming supplies	24	(24)	-	-	-	-	-	-	-
Inventory: Food and food supplies	34	(34)	-	-	-	-	-	9	9
Inventory: Fuel, oil and gas	50	(50)	-	-	-	-	-	10	10
Inventory: Materials and supplies	56	(56)	-	-	-	-	-	-	-
Consumable supplies	171	(7)	-	164	164	-	100.0%	49	49

CIVILIAN SECRETARIAT FOR POLICE SERVICE
VOTE WITHIN VOTE 23

APPROPRIATION STATEMENT for the year ended 31 March 2017

	PROGRAMME I: ADMINISTRATION									
	2016/17					2015/16				
	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	
Consumables: Stationery, printing and office supplies	532	(334)	-	198	197	1	99.5%	409	409	
Operating leases	447	(169)	-	278	277	1	99.6%	338	338	
Property payments	383	(383)	-	-	-	-	-	-	-	
Travel and subsistence	762	406	-	1 168	1 155	13	98.9%	3 862	3 862	
Training and development	215	(30)	-	185	185	-	100.0%	403	403	
Operating payments	366	(191)	-	175	175	-	100.0%	196	196	
Venues and facilities	-	356	-	356	356	-	100.0%	643	643	
Interest and rent on land	-	-	-	-	-	-	-	1	1	
Interest	-	-	-	-	-	-	-	1	1	
Transfers and subsidies	221	173	(1)	393	176	217	44.8%	209	4	
Provinces and municipalities	6	-	(1)	5	3	2	60.0%	6	4	
Provinces	6	-	(1)	5	3	2	60.0%	-	-	
Provincial agencies and funds	6	-	(1)	5	3	2	60.0%	-	-	
Municipalities	-	-	-	-	-	-	-	6	4	
Municipal agencies and funds	-	-	-	-	-	-	-	6	4	
Departmental agencies and accounts	215	-	-	215	-	215	-	203	-	
Departmental agencies	215	-	-	215	-	215	-	203	-	
Households	-	173	-	173	173	-	100.0%	-	-	
Social benefits	-	173	-	173	173	-	100.0%	-	-	
Payments for capital assets	659	-	-	659	476	183	72.2%	625	556	
Buildings and other fixed structures	-	22	-	22	22	-	100.0%	-	-	
Other fixed structures	-	22	-	22	22	-	100.0%	-	-	
Machinery and equipment	659	(22)	-	637	454	183	71.3%	625	556	
Other machinery and equipment	659	(22)	-	637	454	183	71.3%	625	556	
Payments for financial assets	-	-	-	-	-	-	-	-	-	
	42 898	-	(19)	42 879	40 497	2 382	94.4%	41 234	46 656	

APPROPRIATION STATEMENT for the year ended 31 March 2017

I.1 SUB PROGRAMME DEPARTMENT MANAGEMENT	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	8 294	2 280	-	10 574	10 264	310	97.1%	11 690	17 386
Compensation of employees	7 129	2 280	-	9 409	6 823	2 586	72.5%	7 571	7 571
Goods and services	1 165	-	-	1 165	3 441	(2 276)	295.4%	4 119	9 815
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	162	-	162	162	-	100%	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	162	-	162	162	-	100%	-	-
Payments for capital assets	93	-	-	93	48	45	51.6%	35	35
Buildings and other fixed structures	-	22	-	22	22	-	100.0%	-	-
Machinery and equipment	93	(22)	-	71	26	45	36.6%	35	35
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	8 387	2 442	-	10 829	10 474	355	96.7%	11 725	17 421

APPROPRIATION STATEMENT for the year ended 31 March 2017

I.2 SUB PROGRAMME 2 CORPORATE SERVICES	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	13 147	(2 455)	(18)	10 674	10 518	156	98.5%	9 976	9 976
Compensation of employees	11 693	(2 453)	-	9 240	9 134	106	98.9%	8 015	8 015
Goods and services	1 454	(2)	(18)	1 434	1 384	50	96.5%	1 961	1 961
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	215	11	-	226	11	215	4.9%	203	-
Provinces and municipalities									
Departmental agencies and accounts	215	-	-	215	-	215	-	203	-
Households	-	11	-	11	11	-	100%	-	-
Payments for capital assets	119	-	-	119	71	48	59.7%	265	265
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	119	-	-	119	71	48	59.7%	265	265
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	13 481	(2 444)	(18)	11 019	10 600	419	96.2%	10 444	10 241

APPROPRIATION STATEMENT for the year ended 31 March 2017

I.3 SUB PROGRAMME 3 FINANCE ADMINISTRATION	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	16 728	1	-	16 729	15 333	1 396	91.7%	15 414	15 414
Compensation of employees	11 202	-	-	11 202	9 806	1 396	87.5%	8 869	8 869
Goods and services	5 526	1	-	5 527	5 527	-	100.0%	6 544	6 544
Interest and rent on land	-	-	-	-	-	-	-	1	1
Transfers and subsidies	6	-	(1)	5	3	2	60.0%	6	4
Provinces and municipalities	6	-	(1)	5	3	2	60.0%	6	4
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	404	-	-	404	357	47	88.4%	325	256
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	404	-	-	404	357	47	88.4%	325	256
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	17 138	1	(1)	17 138	15 693	1 445	91.6%	15 745	15 674

APPROPRIATION STATEMENT for the year ended 31 March 2017

I.4 SUB PROGRAMME 4 OFFICE ACCOMMODATION									
	2016/17					2015/16			
	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
ECONOMIC CLASSIFICATION									
Current payments	1	-	-	1	-	1	-	-	-
Compensation of employees	-	-	-	-	-	-	-	-	-
Goods and services	1	-	-	1	-	1	-	-	-
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies									
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets									
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	1	-	-	1	-	1	-	-	-

APPROPRIATION STATEMENT for the year ended 31 March 2017

I.5 SUB PROGRAMME 5 INTERNAL AUDIT	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3 848	1	-	3 849	3 730	119	96.9%	3 320	3 320
Compensation of employees	3 308	-	-	3 308	3 190	118	96.4%	3 023	3 023
Goods and services	540	1	-	541	540	1	99.8%	297	297
Interest and rent on land									
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities									
Departmental agencies and accounts									
Households									
Payments for capital assets	43	-	-	43	-	43	-	-	-
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	43	-	-	43	-	43	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	3 891	1	-	3 892	3 730	162	95.8%	3 320	3 320

APPROPRIATION STATEMENT for the year ended 31 March 2017

PROGRAMME 2: INTERSECTORAL COORDINATION AND STRATEGIC PARTNERSHIPS									
2016/17									
	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 Partnerships	19 737	(1 376)	1 590	19 951	18 203	1 748	91.2%	24 064	23 894
2. Community Outreach	2 471	1 376	-	3 847	3 801	46	98.8%	2 675	2 675
Total for sub programmes	22 208	-	1 590	23 798	22 004	1 794	92.5%	26 739	26 569
ECONOMIC CLASSIFICATION									
Current payments	21 936	(47)	1 590	23 479	21 819	1 660	92.9%	26 417	26 417
Compensation of employees	15 402	(47)	-	15 355	13 330	2 025	86.8%	13 221	13 221
Salaries and wages	13 708	(226)	-	13 482	11 768	1 714	87.3%	11 710	11 710
Social contributions	1 694	179	-	1 873	1 562	311	83.4%	1 511	1 511
Goods and services	6 534	-	1 590	8 124	8 489	(365)	104.5%	13 196	13 196
Administrative fees	-	61	-	61	61	-	100.0%	-	-
Advertising	-	957	741	1 698	1 698	-	100.0%	2 123	2 123
Minor assets	244	(244)	-	-	-	-	-	31	31
Audit costs: External	-	-	-	-	-	-	-	261	261
Bursaries: Employees	-	18	-	18	18	-	100.0%	38	38
Catering: Departmental activities	2 052	(1 589)	-	463	463	-	100.0%	1 209	1 209
Communication	500	(462)	-	38	38	-	100.0%	217	217
Computer services	-	493	-	493	493	-	100.0%	918	918
Consultants: Business and advisory services	162	(147)	-	15	15	-	100.0%	-	-
Contractors	162	338	-	500	664	(164)	132.8%	463	463
Fleet services	-	1	-	1	1	-	100.0%	16	16
Inventory: Food and food supplies	25	(25)	-	-	-	-	-	2	2
Inventory: Fuel, oil and gas	-	-	-	-	-	-	-	3	3
Inventory: Materials and supplies	16	(16)	-	-	-	-	-	-	-
Consumable supplies	-	67	-	67	67	-	100.0%	10	10
Consumable: Stationery, printing and office supplies	82	(14)	-	68	68	-	100.0%	292	292
Operating leases	-	-	-	-	-	-	-	91	91
Transport provided: Departmental activity	-	319	-	319	320	(1)	100.3%	637	637
Travel and subsistence	3 082	(18)	849	3 913	3 913	-	100.0%	4 464	4 464
Training and development	-	65	-	65	65	-	100.0%	767	767

APPROPRIATION STATEMENT for the year ended 31 March 2017

	2016/17						2015/16		
	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
Operating payments	209	(171)	-	38	38	-	100.0%	199	199
Venues and facilities	-	367	-	367	567	(200)	154.5%	1 455	1 455
Interest and rent on land	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	47	-	47	47	-	100.0%	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Provinces	-	-	-	-	-	-	-	-	-
Provincial Revenue Funds	-	-	-	-	-	-	-	-	-
Provincial agencies and funds	-	-	-	-	-	-	-	-	-
Municipalities	-	-	-	-	-	-	-	-	-
Municipal bank accounts	-	-	-	-	-	-	-	-	-
Municipal agencies and funds	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Departmental agencies	-	-	-	-	-	-	-	-	-
Households	-	47	-	47	47	-	100.0%	-	-
Social benefits	-	47	-	47	47	-	100.0%	-	-
Payments for capital assets	272	-	-	272	138	134	50.7%	322	152
Machinery and equipment	272	-	-	272	138	134	50.7%	322	152
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	22 208	-	1 590	23 798	22 004	1 794	92.5%	26 739	26 569

APPROPRIATION STATEMENT for the year ended 31 March 2017

2.1 SUB PROGRAMME INTERGOVERNMENTAL CIVIL SOCIETY AND PUBLIC PARTNERSHIPS	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	19 511	(1 423)	1 590	19 678	18 018	1 660	91.6%	23 742	23 742
Compensation of employees	14 095	(1 433)	-	12 662	10 637	2 025	84.0%	10 959	10 959
Goods and services	5 416	10	1 590	7 016	7 381	(365)	105.2%	12 783	12 783
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	47	-	47	47	-	100.0%	-	-
Provinces and municipalities									
Departmental agencies and accounts									
Households	-	47	-	47	47	-	100.0%	-	-
Payments for capital assets	226	-	-	226	138	88	61.1%	322	152
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	226	-	-	226	138	88	61.1%	322	152
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	19 737	(1 376)	1 590	19 951	18 203	1 748	91.2%	24 064	23 894

APPROPRIATION STATEMENT for the year ended 31 March 2017

2.2 SUB PROGRAMME 2 COMMUNITY OUTREACH	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 425	1 376	-	3 801	3 801	-	100.0%	2 675	2 675
Compensation of employees	1 307	1 386	-	2 693	2 693	-	100.0%	2 262	2 262
Goods and services	1 118	(10)	-	1 108	1 108	-	100.0%	413	413
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Higher education institutions	-	-	-	-	-	-	-	-	-
Payments for capital assets	46	-	-	46	-	46	-	-	-
Machinery and equipment	46	-	-	46	-	46	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	2 471	1 376	-	3 847	3 801	46	98.8%	2 675	2 675

APPROPRIATION STATEMENT for the year ended 31 March 2017

PROGRAMME 3: LEGISLATION AND POLICY DEVELOPMENT									
	2016/17					2015/16			
	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
SUB PROGRAMME									
1. Policy Development And Research	12 284	-	(1 048)	11 236	9 014	2 222	80.2%	13 447	13 447
2. Legislation	12 146	-	(523)	11 623	10 276	1 347	88.4%	10 915	10 902
Total for sub programmes	24 430	-	(1 571)	22 859	19 290	3 569	84.4%	24 362	24 349
ECONOMIC CLASSIFICATION									
Current payments	24 097	(31)	(1 572)	22 494	19 058	3 436	84.7%	23 965	23 965
Compensation of employees	16 355	(31)	-	16 324	12 889	3 435	79.0%	13 056	13 056
Salaries and wages	14 556	(31)	-	14 525	11 525	3 000	79.3%	11 553	11 553
Social contributions	1 799	-	-	1 799	1 364	435	75.8%	1 503	1 503
Goods and services	7 742	-	(1 572)	6 170	6 169	1	100.0%	10 909	10 909
Administrative fees	-	20	-	20	20	-	100.0%	-	-
Advertising	215	26	-	241	241	-	100.0%	835	835
Minor assets	1 160	(461)	(684)	15	14	1	93.3%	257	257
Audit costs: External	-	611	-	611	611	-	100.0%	353	353
Bursaries: Employees	60	(38)	-	22	22	-	100.0%	52	52
Catering: Departmental activities	589	(400)	-	189	189	-	100.0%	154	154
Communication	536	(237)	-	299	299	-	100.0%	399	399
Computer services	450	399	-	849	849	-	100.0%	2 304	2 304
Consultants: Business and advisory services	30	648	-	678	678	-	100.0%	1 648	1 648
Contractors	742	(645)	(85)	12	12	-	100.0%	124	124
Fleet services	-	46	-	46	46	-	100.0%	22	22
Inventory: Food and food supplies	5	(5)	-	-	-	-	-	7	7
Inventory: Fuel, oil and gas	-	-	-	-	-	-	-	4	4
Inventory: Materials and supplies	11	(11)	-	-	-	-	-	-	-
Consumable supplies	35	(2)	-	33	33	-	100.0%	20	20
Consumable: Stationery, printing and office supplies	211	276	-	487	487	-	100.0%	498	498
Operating leases	-	24	-	24	24	-	100.0%	123	123
Travel and subsistence	3 698	(652)	(803)	2 243	2 243	-	100.0%	2 775	2 775
Training and development	-	221	-	221	221	-	100.0%	139	139
Operating payments	-	83	-	83	83	-	100.0%	238	238

APPROPRIATION STATEMENT for the year ended 31 March 2017

	2016/17							2015/16	
	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
Venues and facilities	-	54	-	54	54	-	100.0%	957	957
Rental and hiring	-	43	-	43	43	-	100.0%	-	-
Interest and rent on land	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	31	1	32	32	-	100.0%	1	1
Provinces and municipalities	-	-	-	-	-	-	100.0%	-	-
Provinces	-	-	-	-	-	-	100.0%	-	-
Provincial agencies and funds	-	-	-	-	-	-	100.0%	-	-
Municipalities	-	-	-	-	-	-	-	-	-
Municipal bank accounts	-	-	-	-	-	-	-	-	-
Municipal agencies and funds	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Social security funds	-	-	-	-	-	-	-	-	-
Departmental agencies	-	-	-	-	-	-	-	-	-
Households	-	31	-	31	31	-	100.0%	-	-
Social benefits	-	31	-	31	31	-	100.0%	-	-
Payments for capital assets	333	-	-	333	200	133	60.1%	396	383
Machinery and equipment	333	-	-	333	200	133	60.1%	396	383
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	24 430	-	(1 571)	22 859	19 290	3 569	84.4%	24 362	24 349

APPROPRIATION STATEMENT for the year ended 31 March 2017

3.1 SUB PROGRAMME POLICY DEVELOPMENT AND RESEARCH	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	12 141	(31)	(1 048)	11 062	8 943	2 119	80.8%	13 230	13 230
Compensation of employees	8 998	(31)	-	8 967	6 848	2 119	76.4%	7 576	7 576
Goods and services	3 143	-	(1 048)	2 095	2 095	-	100.0%	5 654	5 654
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	31	-	31	31	-	100.0%	-	-
Provinces and municipalities									
Departmental agencies and accounts									
Households		31		31	31		100.0%		
Payments for capital assets	143	-	-	143	40	103	28.0%	217	217
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	143	-	-	143	40	103	28.0%	217	217
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	12 284	-	(1 048)	11 236	9 014	2 222	80.2%	13 447	13 447

APPROPRIATION STATEMENT for the year ended 31 March 2017

3.2 SUB PROGRAMME 2 LEGISLATION	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	11 956	-	(524)	11 432	10 115	1 317	88.5%	10 735	10 735
Compensation of employees	7 357	-	-	7 357	6 041	1 316	82.1%	5 480	5 480
Goods and services	4 599	-	(524)	4 075	4 074	1	100.0%	5 255	5 255
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	-	1	1	1	-	100.0%	1	1
Provinces and municipalities	-	-	1	1	1	-	100.0%	1	1
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	190	-	-	190	160	30	84.2%	179	166
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	190	-	-	190	160	30	84.2%	179	166
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	12 146	-	(523)	11 623	10 276	1 347	88.4%	10 915	10 902

APPROPRIATION STATEMENT for the year ended 31 March 2017

PROGRAMME 4: CIVILIAN OVERSIGHT, MONITORING AND EVALUATIONS										
	2016/17					2015/16		Expenditure as % of Final Appropriation	Variance R'000	Actual Expenditure R'000
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000			
SUB PROGRAMME										
1. Police Performance, Conduct And Compliance	15 247	189	-	15 436	13 443	1 993	87.1%	16 737	15 902	
2. Policy And Programme Evaluations	4 761	(178)	-	4 583	3 720	863	81.2%	3 109	3 109	
3. Information Management	1 048	(11)	-	1 037	486	551	46.9%	1 003	1 003	
Total for sub programmes	21 056	-	-	21 056	17 649	3 407	83.8%	20 849	20 014	
ECONOMIC CLASSIFICATION										
Current payments	20 789	(56)	-	20 733	17 548	3 185	84.6%	20 533	19 719	
Compensation of employees	14 355	(56)	-	14 299	11 118	3 181	77.8%	12 353	11 539	
Salaries and wages	12 776	(56)	-	12 720	9 789	2 931	77.0%	10 892	10 078	
Social contributions	1 579	-	-	1 579	1 329	250	84.2%	1 461	1 461	
Goods and services	6 434	-	-	6 434	6 430	4	99.9%	8 180	8 180	
Administrative fees	-	19	-	19	19	-	100.0%	-	-	
Advertising	13	30	-	43	43	-	100.0%	157	157	
Minor assets	164	(164)	-	-	-	-	-	48	48	
Audit costs: External	-	-	-	-	-	-	-	384	384	
Bursaries: Employees	-	22	-	22	22	-	100.0%	56	56	
Catering: Departmental activities	87	(62)	-	25	25	-	100.0%	42	42	
Communication	479	(365)	-	114	114	-	100.0%	296	296	
Computer services	1 781	596	-	2 377	2 377	-	100.0%	1 733	1 733	
Consultants: Business and advisory services	392	(371)	-	21	17	4	81.0%	-	-	
Contractors	-	-	-	-	-	-	-	15	15	
Fleet services	-	22	-	22	22	-	100.0%	24	24	
Inventory: Food and food supplies	48	(48)	-	-	-	-	-	4	4	
Inventory: Fuel, oil and gas	-	-	-	-	-	-	-	4	4	
Inventory: Materials and supplies	79	(79)	-	-	-	-	-	-	-	
Consumable supplies	29	(6)	-	23	23	-	100.0%	15	15	
Consumable: Stationery, printing and office supplies	91	24	-	115	115	-	100.0%	165	165	
Operating leases	-	-	-	-	-	-	-	134	134	
Travel and subsistence	3 001	82	-	3083	3 083	-	100.0%	4 550	4 550	

APPROPRIATION STATEMENT for the year ended 31 March 2017

	2016/17							2015/16	
	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
Training and development	-	180	-	180	180	-	100.0%	152	152
Operating payments	158	(88)	-	70	70	-	100.0%	203	203
Venues and facilities	112	208	-	320	320	-	100.0%	198	198
Interest and rent on land	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	56	-	56	56	-	100.0%	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	56	-	56	56	-	100%	-	-
Social benefits	-	56	-	56	56	-	100%	-	-
Payments for capital assets	267	-	-	267	45	222	16.9%	316	295
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-
Other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	213	-	-	213	45	168	21.1%	316	295
Transport equipment	-	-	-	-	-	-	-	-	-
Other machinery and equipment	213	-	-	213	45	168	21.1%	316	295
Software and other intangible assets	54	-	-	54	-	54	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	21 056	-	-	21 056	17 649	3 407	83.8%	20 849	20 014

APPROPRIATION STATEMENT for the year ended 31 March 2017

4.1 SUB PROGRAMME POLICE PERFORMANCE, CONDUCT AND COMPLIANCE	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	15 048	133	-	15 181	13 357	1 824	88.0%	16 421	15 607
Compensation of employees	10 270	122	-	10 392	8 572	1 820	82.5%	8 623	7 809
Goods and services	4 778	11	-	4 789	4 785	4	99.9%	7 798	7 798
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	56	-	56	56	-	100.0%	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	56	-	56	56	-	100.0%	-	-
Payments for capital assets	199	-	-	199	30	169	15.1%	316	295
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	145	-	-	145	30	115	20.7%	316	295
Software and other intangible assets	54	-	-	54	-	54	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	15 247	189	-	15 436	13 443	1 993	87.1%	16 737	15 902

APPROPRIATION STATEMENT for the year ended 31 March 2017

4.2 SUB PROGRAMME 2 POLICY AND PROGRAMME EVALUATIONS	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4 713	(178)	-	4 535	3 705	830	81.7%	3 109	3 109
Compensation of employees	3 554	(178)	-	3 376	2 546	830	75.4%	2 754	2 754
Goods and services	1 159	-	-	1 159	1 159	-	100.0%	355	355
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	48	-	-	48	15	33	31.3%	-	-
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	48	-	-	48	15	33	31.3%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	4 761	(178)	-	4 583	3 720	863	81.2%	3 109	3 109

APPROPRIATION STATEMENT for the year ended 31 March 2017

4.3 SUB PROGRAMME 3 INFORMATION MANAGEMENT	2016/17							2015/16	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
ECONOMIC CLASSIFICATION	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	1 028	(11)	-	1 017	486	531	47.8%	1 003	1 003
Compensation of employees	531	-	-	531	-	531	-	976	976
Goods and services	497	(11)	-	486	486	-	100.0%	27	27
Interest and rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Provinces and municipalities	-	-	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-	-
Payments for capital assets	20	-	-	20	-	20	-	-	-
Buildings and other fixed structures	-	-	-	-	-	-	-	-	-
Machinery and equipment	20	-	-	20	-	20	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
TOTAL	1 048	(11)	-	1 037	486	551	46.9%	1 003	1 003

NOTES TO THE APPROPRIATION STATEMENT for the year ended 31 March 2017

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 I (A-H) 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 I (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 R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation
Programme 1: Administration	42 879	40 497	2 382	5.6%
Programme 2: Intersectoral Coordination and Strategic Partnerships	23 798	22 004	1 794	7.5%
Programme 3: Legislation and Policy Development	22 859	19 290	3 569	15.6%
Programme 4: Civilian Oversight, Monitoring and Evaluations	21 056	17 649	3 407	16.2%
TOTAL	110 592	99 440	11 152	10.1%

Under-spending can mainly be attributed to funded vacant posts in the department that was not filled during the financial year.

NOTES TO THE APPROPRIATION STATEMENT for the year ended 31 March 2017

4.2 Per economic classification

	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Current payments	108 533	98 270	10 263	9.5%
Compensation of employees	79 137	66 290	12 847	16.2%
Goods and services	29 396	31 980	(2 584)	(8.8%)
Interest and rent on land	-	-	-	-
Transfers and subsidies	528	311	217	41.1%
Provinces and municipalities	6	4	2	33.3%
Departmental agencies and accounts	215	-	215	-
Households	307	307	-	100.0%
Payments for capital assets	1 531	859	672	43.9%
Buildings and other fixed structures	22	22	-	100.0%
Machinery and equipment	1 455	837	618	42.5%
Software and other intangible assets	54	-	54	-
Payments for financial assets	-	-	-	-
TOTAL	110 592	99 440	11 152	10.1%

Under-spending on Compensation of Employees can mainly be attributed to the number of unfilled funded vacancies in the Department. The over-spending on Goods and Services relates to the Legal Fees paid on behalf of the former Minister of Police. The amount not spent on transfers to departmental agencies is due to the fact that the agreement between the department and the SASSETA was not finalised during the year under review. The under-spending on machinery and equipment is mainly due to the department not purchasing as much equipment as originally anticipated.

STATEMENT OF FINANCIAL PERFORMANCE for the year ended 31 March 2017

	Notes	2016/17 R'000	2015/16 R'000
REVENUE			
Annual appropriation	1	110 592	113 184
Statutory appropriation		-	-
Departmental revenue	2	11	-
NRF Receipts		-	-
TOTAL REVENUE		110 603	113 184
EXPENDITURE			
Current expenditure			
Compensation of employees	3	66 290	65 294
Goods and services	4	31 980	50 902
Interest and rent on land	5	-	1
Total current expenditure		98 270	116 197
Transfers and subsidies			
Transfers and subsidies	6	311	5
Total transfers and subsidies		311	5
Expenditure for capital assets			
Tangible assets	7	859	1 386
Total expenditure for capital assets		859	1 386
Unauthorised expenditure approved without funding		-	-
Payments for financial assets		-	-
TOTAL EXPENDITURE		99 440	117 588
SURPLUS/(DEFICIT) FOR THE YEAR		11 163	(4 404)
Voted funds			
Annual appropriation		11 152	(4 404)
Conditional grants		-	-
Departmental revenue and NRF Receipts	2	11	-
SURPLUS/(DEFICIT) FOR THE YEAR		11 163	(4 404)

STATEMENT OF FINANCIAL POSITION for the year ended 31 March 2017

	Notes	2016/17 R'000	2015/16 R'000
ASSETS			
Current assets			
		11 175	11 329
Unauthorised expenditure	8	5 696	-
Cash and cash equivalents	9	3 547	-
Other financial assets		-	-
Prepayments and advances	10	716	2 063
Receivables	11	1 216	9 266
Loans		-	-
Non-current assets			
Investments		-	-
Receivables		-	-
Loans		-	-
Other financial assets		-	-
TOTAL ASSETS		11 175	11 329
LIABILITIES			
Current liabilities			
		11 175	11 329
Voted funds to be surrendered to the Revenue Fund	12	11 152	(4 404)
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	13	11	-
Bank overdraft	14	-	15 730
Payables	15	12	3
Non-current liabilities			
Payables		-	-
TOTAL LIABILITIES		11 175	11 329
NET ASSETS			
		-	-
Capitalisation reserve		-	-
Recoverable revenue		-	-
Retained funds		-	-
Revaluation reserves		-	-
TOTAL		-	-

STATEMENT OF CHANGES IN NET ASSETS for the year ended 31 March 2017

Notes	2016/17	2015/16
	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	-	-
Transfer from voted funds to be surrendered (Parliament/ Legislatures ONLY)	-	-
Utilised during the year	-	-
Other transfers	-	-
Closing balance	-	-
Revaluation Reserve	-	-
Opening balance	-	-
Revaluation adjustment (Housing departments)	-	-
Transfers	-	-
Other	-	-
Closing balance	-	-
TOTAL	-	-

CASH FLOW STATEMENT for the year ended 31 March 2017

	Notes	2016/17 R'000	2015/16 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		110 603	113 184
Annual appropriated funds received	1.1	110 592	113 184
Statutory appropriated funds received		-	-
Departmental revenue received	2	11	-
Interest received		-	-
NRF Receipts		-	-
Net (increase)/decrease in working capital		3 710	(12 673)
Surrendered to Revenue Fund		(1 292)	(17 405)
Surrendered to RDP Fund/Donor		-	-
Current payments		(92 574)	(116 196)
Interest paid		-	(1)
Payments for financial assets		-	-
Transfers and subsidies paid		(311)	(5)
Net cash flow available from operating activities	16	20 136	(33 096)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	7	(859)	(1 386)
Proceeds from sale of capital assets		-	-
(Increase)/decrease in loans		-	-
(Increase)/decrease in investments		-	-
(Increase)/decrease in other financial assets		-	-
Net cash flows from investing activities		(859)	(1 386)
CASH FLOWS FROM FINANCING ACTIVITIES			
Distribution/dividend received		-	-
Increase/(decrease) in net assets		-	-
Increase/(decrease) in non-current payables		-	-
Net cash flows from financing activities		-	-
Net increase/(decrease) in cash and cash equivalents		19 277	(34 482)
Cash and cash equivalents at beginning of period		(15 730)	18 752
Unrealised gains and losses within cash and cash equivalents		-	-
Cash and cash equivalents at end of period	17	3 547	(15 730)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

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.(MCS)

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. Comparative information

5.1 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.

5.2 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.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

6. Revenue

6.1 Appropriated funds

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

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

The net amount of any appropriated funds due to/from the relevant revenue fund at the reporting date is recognised as a payable/receivable in the statement of financial position.

6.2 Departmental revenue

Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise.

Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

6.3 Accrued departmental revenue

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

- it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and
- the amount of revenue can be measured reliably.

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

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

Write-offs are made according to the department's debt write-off policy.

7. Expenditure

7.1 Compensation of employees

7.1.1 Salaries and wages

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

7.1.2 Social contributions

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

Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.

7.2 Other expenditure



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

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.

7.3 Accruals and payables not recognised

Accruals and payables not recognised are recorded in the notes to the financial statements when the goods are received or, in the case of services, when they are rendered to the department or in the case of transfers and subsidies when they are due and payable.

Accruals and payables not recognised are measured at cost.

7.4 Leases

7.4.1 Operating leases

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

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

7.4.2 Finance leases

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

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

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

- cost, being the fair value of the asset; or
- the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.

8. Cash and cash equivalents

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

Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.

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

9. Prepayments and advances

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

Prepayments and advances are initially and subsequently measured at cost.

10. Loans and receivables

Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.

11. Financial assets

11.1 Financial assets (not covered elsewhere)

A financial asset is recognised initially at its cost plus transaction costs that are directly attributable to the acquisition or issue of the financial.

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.

11.2 Impairment of financial assets

Where there is an indication of impairment of a financial asset, an estimation of the reduction in the recorded carrying value, to reflect the best estimate of the amount of the future economic benefits expected to be received from that asset, is recorded in the notes to the financial statements.

12. Payables

Loans and payables are recognised in the statement of financial position at cost.

13. Capital Assets

13.1 Immovable capital assets

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

Where the cost of immovable capital assets cannot be determined reliably, the immovable capital assets are measured at fair value for recording in the asset register.

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

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

13.2 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.



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

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 R.I.

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

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

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

13.3 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 R.I.

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

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

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

14. Provisions and Contingents

14.1 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.

14.2 Contingent liabilities

Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.

14.3 Contingent assets

Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

14.4 Commitments

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

15. Unauthorised expenditure

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

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

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

16. Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.

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

Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

17. Irregular expenditure

Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.

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

Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

18. Changes in accounting policies, accounting estimates and errors

Changes in accounting policies that are effected by management have been applied retrospectively 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 change in policy. In such instances the department shall restate the opening balances of assets, liabilities and net assets



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with MCS requirements.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

19. Events after the reporting date

Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.

20. Departures from the MCS requirements

Management has concluded that the financial statements present fairly the department's primary and secondary information. The department complied with the Standard and has not departed from a particular requirement to achieve fair presentation.

21. Recoverable revenue

Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.

22. Related party transactions

A related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party. 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.

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department. The number of individuals and their full compensation is recorded in the notes to the financial statements.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

1. Annual Appropriation
1.1 Annual Appropriation

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

	2016/17			2015/16	
	Final Appropriation R'000	Actual Funds Received R'000	Funds not Requested/ not Received R'000	Final Appropriation R'000	Appropriation Received R'000
Administration	42 879	42 879	-	41 234	41 234
Intersectoral Coordination and Strategic Partnerships	23 798	23 798	-	26 739	26 739
Legislation and Policy Development	22 859	22 859	-	24 362	24 362
Civilian Oversight, Monitoring and Evaluations	21 056	21 056	-	20 849	20 849
Total	110 592	110 592	-	113 184	113 184

All funds requested and received.

2. Departmental revenue

	2016/17 R'000	2015/16 R'000
Tax revenue	-	-
Sales of goods and services other than capital assets	2	-
Fines, penalties and forfeits	-	-
Interest, dividends and rent on land	-	-
Sales of capital assets	-	-
Transactions in financial assets and liabilities	9	-
Transfer received	-	-
Total revenue collected	11	-
Less: Own revenue included in appropriation	-	-
Departmental revenue collected	11	-



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

2.1 Sales of goods and services other than capital assets

	2016/17	2015/16
	R'000	R'000
Sales of goods and services produced by the department	2	-
Sales by market establishment	-	-
Administrative fees	-	-
Other sales	2	-
Sales of scrap, waste and other used current goods	-	-
Total	2	-

Notes

2.2 Transactions in financial assets and liabilities

	2016/17	2015/16
	R'000	R'000
Loans and advances	-	-
Receivables	9	-
Forex gain	-	-
Stale cheques written back	-	-
Other Receipts including Recoverable Revenue	-	-
Gains on GFECRA	-	-
Total	9	-

Notes

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

2.3 Cash received not recognised (not included in the main note) – 2016/17

Name of entity	2016/17		
	Amount received R'000	Amount paid to the revenue fund R'000	Balance R'000
Commission on Insurance/Garnishee	19	19	-
Previous year expenditure to Revenue	12	12	-
Rental parking	30	30	-
Total	61	61	-

Cash received not recognised (not included in the main note) – 2015/16

Name of entity	2015/16		
	Amount received R'000	Amount paid to the revenue fund R'000	Balance R'000
Commission on Insurance/Garnishee	20	20	-
Previous year expenditure to Revenue	52	52	-
Total	72	72	-

3. Compensation of employees

3.1 Salaries and Wages

	2016/17 R'000	2015/16 R'000
Basic salary	45 730	45 596
Performance award	1 076	60
Service based	43	9
Compensative/circumstantial	660	598
Periodic payments	83	-
Other non-pensionable allowances	10 939	11 178
Total	58 531	57 441

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

3.2. Social contributions

	2016/17	2015/16
	R'000	R'000
Employer contributions		
Pension	5 699	5 712
Medical	2 052	2 108
Bargaining council	8	33
Total	7 759	7 853
Total compensation of employees	66 290	65 294
Average number of employees	106	118

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

4. Goods and services

	2016/17	2015/16
Notes	R'000	R'000
Administrative fees	124	12
Advertising	2 071	3 571
Minor assets	85	456
Bursaries (employees)	245	287
Catering	825	1 491
Communication	1 553	1 740
Computer services	6 270	9 014
Consultants: Business and advisory services	1 155	1 880
Legal services	2 322	5 696
Contractors	682	641
Audit cost – external	1 940	1 967
Fleet services	181	124
Inventory	-	43
Consumables	1 155	1 458
Operating leases	301	684
Rental and hiring	43	-
Transport provided as part of the departmental activities	320	637
Travel and subsistence	10 394	15 653
Venues and facilities	1 297	3 252
Training and development	651	1 461
Other operating expenditure	366	835
Total	31 980	50 902

4.1. Minor assets

	2016/17	2015/16
Notes	R'000	R'000
4	85	456
Tangible assets	85	456
Machinery and equipment	85	456
Intangible assets	-	-
Total	85	456



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

4.2 Computer services

	2016/17	2015/16
	R'000	R'000
SITA computer services	6 266	9 014
External computer service providers	4	-
Total	6 270	9 014

Notes
4

4.3 Audit cost – External

	2016/17	2015/16
	R'000	R'000
Regularity audits	1 940	1 967
Total	1 940	1 967

Notes
4

4.4 Inventory

	2016/17	2015/16
	R'000	R'000
Clothing material and accessories	-	-
Food and food supplies	-	22
Fuel, oil and gas	-	21
Total	-	43

Notes
4

4.5 Consumables

	2016/17	2015/16
	R'000	R'000
Consumable supplies	285	94
Uniform and clothing	87	-
Household supplies	145	84
Other consumables	53	10
Stationery, printing and office supplies	870	1 364
Total	1 155	1 458

Notes
4

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

4.6. Travel and subsistence

	2016/17	2015/16
	R'000	R'000
Local	10 269	15 204
Foreign	125	449
Total	10 394	15 653

Notes
4

4.7 Other operating expenditure

	2016/17	2015/16
	R'000	R'000
Professional bodies, membership and subscription fees	33	13
Resettlement costs	139	135
Other	194	687
Total	366	835

Notes
4

5. Interest and rent on land

	2016/17	2015/16
	R'000	R'000
Interest paid	-	-
Total	-	-

Notes

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

6. Transfers and subsidies

	2016/17	2015/16
	R'000	R'000
Provinces and municipalities	4	5
Departmental agencies and accounts	-	-
Households	307	-
Total	311	5

7. Expenditure for capital assets

	2016/17	2015/16
	R'000	R'000
Tangible assets	859	1 386
Buildings and other fixed structures	22	-
Heritage assets	-	-
Machinery and equipment	837	1 386

Intangible assets

	-	-
Total	859	1 386

7.1 Analysis of funds utilised to acquire capital assets – 2016/17

	Voted funds	Aid assistance	Total
	R'000	R'000	R'000
Tangible assets	859	-	859
Buildings and other fixed structures	22	-	22
Machinery and equipment	837	-	837
Total	859	-	859

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

7.2 Analysis of funds utilised to acquire capital assets – 2015/16

	Voted funds	Aid assistance	Total
	R'000	R'000	R'000
Tangible assets	I 386	-	I 386
Machinery and equipment	386	-	386
Total	I 386		I 386

7.3 Finance lease expenditure included in Expenditure for capital assets

	2016/17	2015/16
	R'000	R'000
Tangible assets		
Machinery and equipment (rental photocopiers)	344	186
Total	344	186

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

8. Unauthorised expenditure

8.1 Reconciliation of unauthorised expenditure

Notes	2016/17 R'000	2015/16 R'000
Opening balance	-	-
Prior period error	-	-
As restated	-	-
Unauthorised expenditure – discovered in current year (as restated)	5 696	-
Less: Amounts approved by Parliament/Legislature with funding	-	-
Less: Amounts approved by Parliament/Legislature without funding	-	-
Current	-	-
Capital	-	-
Transfers and subsidies	-	-
Less: Amounts transferred to receivables for recovery	-	-
Closing balance	5 696	-

8.2 Analysis of unauthorised expenditure awaiting authorisation per economic classification

Notes	2016/17 R'000	2015/16 R'000
Current	5 696	-
Capital	-	-
Transfers and subsidies	-	-
Total	5 696	-

8.3 Analysis of unauthorised expenditure awaiting authorisation per type

Notes	2016/17 R'000	2015/16 R'000
Unauthorised expenditure relating to overspending of the vote or a main division within a vote	5 696	-
Unauthorised expenditure incurred not in accordance with the purpose of the vote or main division	-	-
Total	5 696	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017**8.4 Details of unauthorised expenditure – current year**

Incident	Disciplinary Steps taken/Criminal proceedings	Notes	2016/17 R'000
Overspending previous financial year	None		5 696
			5 696

Overspending on the Vote after amount of R5,696 was expensed from Claims recoverable to Goods and Services

9. Cash and cash equivalents

Notes	2016/17 R'000	2015/16 R'000
Consolidated Paymaster General Account		
Cash receipts	3 547	-
Disbursements	-	-
Cash on hand	-	-
Investments (Domestic)	-	-
Investments (Foreign)	-	-
Total	3 547	-

10. Prepayments and advances

Notes	2016/17 R'000	2015/16 R'000
Staff advances	-	-
Travel and subsistence	3	5
Prepayments (Not expensed)	-	-
Advances paid	713	2 058
SOCOPEN advances	-	-
Total	716	2 063



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

10.1 Advances paid

	Notes	2016/17	2015/16
		R'000	R'000
National departments			
Provincial departments	Annex 2	688	2 058
Public entities		-	-
Other entities	Annex 2	25	-
Total		713	2 058

2016/17: Advances paid in respect of expenditure for services from GCIS and DSTV subscription & WITS.

10.2 Prepayments (Expensed)

	Notes	2016/17	2015/16
		R'000	R'000
Goods and services		-	279
Interest and rent on land		-	-
Transfers and subsidies		-	-
Capital assets		-	-
Other		-	-
Total		-	279

11. Receivables

	Note	2016/17		2015/16	
		Current	Non-current	Current	Non-current
		R'000	R'000	R'000	R'000
Claims recoverable	11.1	1 025	-	9 171	-
Recoverable expenditure	11.2	81	-	62	-
Staff debt	11.3	110	-	33	-
Total		1 216	-	9 266	-
					9 266

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

11.1 Claims recoverable

	2016/17	2015/16
	R'000	R'000
National departments	1 025	9 158
Public entities	-	3
Higher education institutions	-	10
Total	1 025	9 171

Notes
Annex 4

2016/17 Legal fees paid on behalf of SAPS.

11.2 Recoverable expenditure (disallowance accounts)

	2016/17	2015/16
	R'000	R'000
Disallowance damages and losses	80	51
Disallowance miscellaneous	-	1
Salary tax debt	1	10
Total	81	62

Notes
11

11.3 Staff debt

	2016/17	2015/16
	R'000	R'000
Debt Account	110	33
Total	110	33

Notes
11

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

12. Voted funds to be surrendered to the Revenue Fund

	2016/17	2015/16
	R'000	R'000
Opening balance	-	17 403
Prior period error	(4 404)	
As restated	(4 404)	17 403
Transfer from statement of financial performance (as restated)	11 152	(4 404)
Add: Unauthorised expenditure for current year	5 696	-
Voted funds not requested/hot received	-	-
Transferred to retained revenue to defray excess expenditure (PARLIAMENT/LEGISLATURES ONLY)	-	-
Paid during the year	(1 292)	(17 403)
Closing balance	11 152	(4 404)

12.1 Prior period error

	2015/16
	R'000
Nature of prior period error	
Relating to 2015/16	(5 696)
Restatement of Financial Performance reduce R1,292 million with R5,696 million to R4,404 million	(5 696)
Total prior period errors	(5 696)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

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

	2016/17	2015/16
	R'000	R'000
Opening balance	-	2
Prior period error	-	-
As restated	-	2
Transfer from Statement of Financial Performance (as restated)	11	-
Own revenue included in appropriation	-	-
Transfer from aid assistance	-	-
Transfer to voted funds to defray expenditure (Parliament/Legislatures ONLY)	-	-
Paid during the year	-	(2)
Closing balance	11	-

Revenue collected but not paid over to NRF as at 31 March 2017.

14. Bank Overdraft

	2016/17	2015/16
	R'000	R'000
Consolidated Paymaster General Account	-	15 730
Fund requisition account	-	-
Overdraft with commercial banks (Local)	-	-
Overdraft with commercial banks (Foreign)	-	-
Total	-	15 730

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

15. Payables – current

	2016/17	2015/16
	R'000	R'000
Amounts owing to other entities	-	-
Advances received	-	-
Clearing accounts	12	3
Other payables	-	-
Total	12	3

Notes

15.1

15.1 Clearing accounts

	2016/17	2015/16
	R'000	R'000
Salary Accounts: Income Tax	2	3
Salary Accounts: Pension Fund	10	-
Total	12	3

Notes

Amounts deducted from staff but not paid over to relevant institution as at year end.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

16. Net cash flow available from operating activities

Notes	2016/17 R'000	2015/16 R'000
Net surplus/(deficit) as per Statement of Financial Performance	11 163	(4 404)
Add back non cash/cash movements not deemed operating activities	8 973	(28 692)
(Increase)/decrease in receivables – current	8 050	(9 266)
(Increase)/decrease in prepayments and advances	1 347	(2 060)
(Increase)/decrease in other current assets	-	-
Increase/(decrease) in payables – current	9	(1 347)
Proceeds from sale of capital assets	-	-
Proceeds from sale of investments	-	-
(Increase)/decrease in other financial assets	-	-
Expenditure on capital assets	859	1 386
Surrenders to Revenue Fund	(1 292)	(17 405)
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	20 136	(33 096)

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

Notes	2016/17 R'000	2015/16 R'000
Consolidated Paymaster General account	3 547	(15 730)
Fund requisition account	-	-
Cash receipts	-	-
Disbursements	-	-
Cash on hand	-	-
Cash with commercial banks (Local)	-	-
Cash with commercial banks (Foreign)	-	-
Total	3 547	(15 730)

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

18. Contingent liabilities and contingent assets

18.1 Contingent liabilities

	2016/17	2015/16
	R'000	R'000
Liable to		
Motor vehicle guarantees	-	-
Housing loan guarantees	-	-
Other guarantees	-	-
Claims against the department	104	2 602
Intergovernmental payables (unconfirmed balances)	-	138
Other	-	-
Total	104	2 740

Notes

Annex 3
Annex 5

19. Commitments

	2016/17	2015/16
	R'000	R'000
Current expenditure		
Approved and contracted	44	9 569
Approved but not yet contracted	-	-
	44	9 569
Capital expenditure		
Approved and contracted	-	-
Approved but not yet contracted	-	-
Total Commitments	44	9 569

Notes

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

20. Accruals and payables not recognised

21. Accruals

	2016/17		2015/16	
	R'000		R'000	
	30 Days	30+ Days	Total	Total
Goods and services	1 851	926	2 777	5 639
Interest and rent on land	-	-	-	-
Transfers and subsidies	-	-	-	-
Capital assets	-	-	-	45
Other	-	-	-	-
Total	1 851	926	2 777	5 684

Listed by economic classification

Goods and services
Interest and rent on land
Transfers and subsidies
Capital assets
Other

Total

Notes

Listed by programme level

Programme 1: Administration
Programme 2: Intersectoral Coordination and Strategic Partnerships
Programme 3: Legislation and Policy Development
Programme 4: Civilian Oversight, Monitoring and Evaluations

Total

Prior year accruals adjusted as per audit recommendation

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

21. Employee benefits

	2016/17	2015/16
	R'000	R'000
	2 502	2 880
	1 847	1 832
	1 192	1 901
	529	711
	154	43
Total	6 224	7 367

Notes

22. Lease commitments

22.1 Operating leases expenditure

2016/17	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
Not later than 1 year	-	-	-	-	-
Later than 1 year and not later than 5 years	-	-	-	-	-
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	-	-
2015/16	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
Not later than 1 year	-	-	279	-	279
Later than 1 year and not later than 5 years	-	-	-	-	-
Later than five years	-	-	-	-	-
Total lease commitments	-	-	279	-	279

Provision for parking for staff members for six months

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

22.2 Finance leases expenditure

	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
2016/17					
Not later than 1 year	-	-	-	352	352
Later than 1 year and not later than 5 years	-	-	-	65	65
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	417	417
2015/16					
Not later than 1 year	-	-	-	353	353
Later than 1 year and not later than 5 years	-	-	-	417	417
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	770	770

Lease of photocopier machines

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

23. Irregular expenditure

23.1 Reconciliation of irregular expenditure

Notes	2016/17 R'000	2015/16 R'000
Opening balance	25 680	7 657
Prior period error	-	4 266
As restated	25 680	11 923
Add: Irregular expenditure – relating to prior year	5 996	-
Add: Irregular expenditure – relating to current year	6 351	14 052
Less: Prior year amounts condoned	(272)	(279)
Less: Current year amounts condoned	-	(16)
Less: Amounts not condoned and recoverable	-	-
Less: Amounts not condoned and not recoverable	-	-
Closing balance	37 755	25 680

Analysis of awaiting condonation per age classification

Current year	6 351	13 757
Prior years	31 404	11 923
Total	37 755	25 680

23.2 Details of irregular expenditure – added current year (relating to current and prior years)

Incident	2016/17 R'000
WingsNaledi Corporate Travel	3 606
Routledge Modise Incorporated	2 620
Chartered Institute of Procurement and Supply	8
Government Printing Works	117
Total	6 351

Disciplinary steps taken/criminal proceedings

Departmental investigation finalised no disciplinary action to be taken but referred to DPCI for further investigation.
 Departmental investigation finalised no disciplinary action to be taken. Still under investigation
 Still under investigation

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

23.3 Details of irregular expenditure condoned

Incident	2016/17
	R'000
Sokana Catering	194
Alusa Office Stationers	78
Total	272

Condoned by (condoning authority)

Accounting Officer on recommendation of the BAC
Accounting Officer on recommendation of the BAC

23.4 Prior period error

Nature of prior period error	2015/16
	R'000
MkhosiBusa not identified as irregular until 2016/17 when paid	4 266
Routledge Modise Incorporated not identified until 2016/17	1 965
Wings Naledi overstated in 2015/16	2 241
TOTAL	4 266

24. Fruitless and wasteful expenditure

24.1. Reconciliation of fruitless and wasteful expenditure

	2016/17	2015/16
	R'000	R'000
Opening balance	-	-
Prior period error	-	-
As restated	-	-
Fruitless and wasteful expenditure – relating to prior year	30	-
Fruitless and wasteful expenditure – relating to current year	-	-
Less: Amounts resolved	-	-
Less: Amounts transferred to receivables for recovery	-	-
Closing balance	30	-

Notes



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

24.2. Analysis of awaiting resolution per economic classification

	2016/17	2015/16
	R'000	R'000
Current	30	-
Capital	-	-
Transfers and subsidies	-	-
Total	30	-

24.3. Analysis of Current year's fruitless and wasteful expenditure

Incident	2016/17
	R'000
DVD's paid but not delivered to the department	30
Total	30

Disciplinary steps taken/criminal proceedings
Still under investigation to determine liability and recovery

24.4 Details of fruitless and wasteful expenditures under investigation (not included in the main note)

Incident	2015/16
	R'000
Interest paid to SARS	1
Total	1

25. Related party transactions

In kind goods and services received
Accommodation charges for CSPS paid for by SAPS (value not determined)

Total	2015/16
	R'000
	-
	-
	-
Total	-

List related party relationships
South African Police Service
Independent Police Investigative Directorate
Private Security Industry Regulatory Authority

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

26. Key management personnel

Political office bearers (provide detail below)

Officials:

Level 15 to 16

Level 14 (incl. CFO if at a lower level)

Family members of key management personnel

Total

	No. of Individuals	2016/17	2015/16
		R'000	R'000
	1	1 708	1 515
	8	6 030	6 230
		7 738	7 745

27. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2017

	Restated Opening Balance	Value Adjustments	Additions	Disposals	Restated Closing Balance
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	7 563	-	493	-	8 056
Transport assets	1 768	-	-	-	1 768
Computer equipment	2 994	-	368	-	3 362
Furniture and office equipment	2 801	-	125	-	2 926
Other machinery and equipment	-	-	-	-	-
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	7 563	-	493	-	8 056

Movable Tangible Capital Assets under investigation

Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:

Machinery and equipment

Number	Value
	R'000
2	40

Two Laptops reported stolen and investigation not finalised



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

27.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2017

	Cash R'000	Non-cash R'000	Progress current costs and finance lease payments) R'000	Received current, not paid (Paid current year, received prior year) R'000	Total R'000
MACHINERY AND EQUIPMENT	837	-	(344)	-	493
Transport assets	-	-	-	-	-
Computer equipment	368	-	-	-	368
Furniture and office equipment	469	-	(344)	-	125
Other machinery and equipment	-	-	-	-	-
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	837	-	(344)	-	493

Included under other machinery and equipment is R344 000 for finance leased equipment

27.2 Movement for 2015/16

MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2016

	Restated Opening Balance R'000	Prior Period Error R'000	Additions R'000	Disposals R'000	Restated Closing Balance R'000
MACHINERY AND EQUIPMENT	7 074	489	-	-	7 563
Transport assets	1 768	-	-	-	1 768
Computer equipment	2 817	177	-	-	2 994
Furniture and office equipment	2 381	420	-	-	2 801
Other machinery and equipment	108	(108)	-	-	-
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	7 074	489	-	-	7 563

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

27.3 Prior period error

Nature of prior period error

Relating to 2014/15 [*affecting the opening balance*]
Change in classification and prior period values

Relating to 2015/16

Total prior period errors

2015/16
R'000
489
489
-
-
489

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

27.4. Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2017						
Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total	
R'000	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	2 745	-	-	2 745
Value adjustments	-	-	-	-	-	-
Additions	-	-	88	-	-	88
Disposals	-	-	-	-	-	-
TOTAL MINOR ASSETS	-	-	2 833	-	-	2 833

Movement in minor assets per the asset register for the year ended 31 March 2016

Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
-	-	-	-	-	-
-	-	-	1 815	-	1 815
TOTAL NUMBER OF MINOR ASSETS	-	-	1 815	-	1 815

Included under machinery and equipment is R3 000,00 for minor assets delivered but not paid as at 31 March 2017 – payment on trial balance is R85 000,00

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2016						
Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total	
R'000	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	2 560	-	-	2 560
Prior period error	-	-	185	-	-	185
Additions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
TOTAL MINOR ASSETS	-	-	2 745	-	-	2 745

Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
-	-	-	-	-	-
-	-	-	1 768	-	1 768
TOTAL NR OF MINOR ASSETS	-	-	1 768	-	1 768

Number of RI minor assets
Number of minor assets at cost

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

27.4.1. Prior period error

Nature of prior period error

Relating to 2015/16
Change in value of minor assets to balance with final asset register

Relating to 2014/15 (affecting the opening balance)

Total prior period errors

	2015/16
	R'000
	185
	185
	-
	185

28. Immovable Tangible Capital Assets

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2017

	Opening balance	Value adjustments	Additions	Disposals	Closing Balance
	R'000		R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES					
Non-residential buildings	-	-	22	-	22
Other fixed structures	-	-	-	-	-
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	-	-	22	-	22

28.1. Additions

ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2017

	Cash	Non-cash	(Capital Work in Progress)	Received current, not paid	Total
	R'000	R'000	R'000	R'000	R'000
BUILDING AND OTHER FIXED STRUCTURES					
Non-residential buildings	22	-	-	-	22
Other fixed structures	22	-	-	-	22
TOTAL ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS	22	-	-	-	22

Installation of fixed air-conditioner in the Office of the Secretary for Police Service



NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

29. Prior period errors

29. Correction of prior period errors

	2015/16 R'000
Expenditure:	
Goods and Services increased with Legal Services expenditure	5 696
Net effect	5 696
Assets:	
Major Assets prior period error relating to 2014/15 affecting opening balance	489
Inter-Departmental claims reduced	(5 696)
Minor Assets prior period error relating to 2014/15 affecting opening balance	185
Net effect	(5 022)
Liabilities:	
Accruals prior period error relating to 2015/16 reported amount	765
Voted funds to be surrendered restated due to legal fees expensed	(4 404)
Irregular expenditure prior period error relating to 2014/15 amount reported	4 266
Irregular expenditure prior period error relating to 2015/16 amount reported	3 559
Net effect	4 186

Restatement of Goods and Services expenditure due to previous year qualification as well as restatements on movable assets, receivables and irregular expenditure.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 1A

STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT			2015/16 Division of Revenue Act R'000
	DoRA and other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re- allocations by National Treasury or National Department %	Amount Received by Municipality R'000	Amount Spent by municipality R'000	% of Available Funds spent by Municipality	
City of Tshwane	-	-	-	-	3	-	-	3	-	-	-
City of Cape Town	-	-	-	-	1	-	-	1	-	-	-
TOTAL	-	-	-	-	4	-	-	4	-	-	-

Payment to municipalities for Vehicle licenses

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 1B

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/ AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER			2015/16
	Adjusted Appropriation R'000	Roll Overs R'000	Adjust-ments R'000	Total Available R'000	Actual Transfer R'000	Available Transferred %	Appropriation Act	
SASSETA	215	-	-	215	-	0%	R'000 203	
TOTAL	215	-	-	215			203	

Transfer to SASSETA did not realise due to uncertainty on whether the Department should belong to SASSETA or both.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 1C

STATEMENT OF TRANSFERS TO HOUSEHOLDS

	TRANSFER ALLOCATION				EXPENDITURE			2016/17
	Adjusted Appropriation Act R'000	Roll Overs R'000	Adjust-ments R'000	Total Available R'000	Actual Transfer R'000	Available Transferred %	Appropriation Act R'000	
HOUSEHOLDS								
Transfers								
Leave Gratuity	-	-	307	307	307	100%	-	-
TOTAL	-	-	307	307	307	100%	-	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 2

INTER-ENTITY ADVANCES PAID

ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	
	31/03/2017	31/03/2016	31/03/2017	31/03/2016	31/03/2017	31/03/2016
	R'000	R'000	R'000	R'000	R'000	R'000
NATIONAL DEPARTMENTS						
Government Communication and Information System	688	-	-	2 058	688	2 058
OTHER INSTITUTIONS						
Multi-choice	22	-	-	-	22	-
WITS	3	-	-	-	3	-
TOTAL	713	-	-	2 058	713	2 058

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 3

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2017

NATURE OF LIABILITY	Opening Balance 1 April 2016	Liabilities Incurred During the Year	Liabilities Paid/ cancelled/Reduced during the Year	Liabilities Recoverable (Provide details hereunder)	Closing Balance 31 March 2017
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Legal action brought against the Department by WingsNaledi Corporate Travel	2 602	-	(2 498)	-	104
Subtotal	2 602	-	(2 498)	-	104
TOTAL	2 602	-	(2 498)	-	104

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

**ANNEXURE 4
CLAIMS RECOVERABLE**

GOVERNMENT ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	CASH IN TRANSIT AT YEAR END 2016/17	
	31/03/2017 R'000	31/03/2016 R'000	31/03/2017 R'000	31/03/2016 R'000		31/03/2017 R'000	31/03/2016 R'000
Department							
STATS SA	-	-	-	14	-	14	-
SAPS	-	8 711	1 025	433	1 025	9 144	-
TOTAL		8 711	1 025	447	1 025	9 158	-
OTHER GOVERNMENT ENTITIES							
Government Employees Medical Scheme	-	-	-	3	-	3	-
Charter Quest	-	-	-	6	-	6	-
Cornerstone	-	-	-	4	-	4	-
Total	-	-	-	13	-	13	-
TOTAL	-	8 711	1 025	460	1 025	9 171	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2017

ANNEXURE 5

INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	CASH IN TRANSIT AT YEAR END 2016/17	
	31/03/2017 R'000	31/03/2016 R'000	31/03/2017 R'000	31/03/2016 R'000		31/03/2017 R'000	31/03/2016 R'000
GOVERNMENT ENTITY							
DEPARTMENTS							
Current	-	-	-	137	-	137	-
Secretary for Defence	-	-	-	1	-	1	-
South African Police Service	-	-	-	-	-	-	-
Subtotal	-	-	-	138	-	138	-
Non-current	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-
TOTAL	-	-	-	138	-	138	-
OTHER GOVERNMENT ENTITY							
Current	-	-	-	-	-	-	-
Non-current	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-



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RPI81/2017

ISBN: 978-0-621-45550-2