



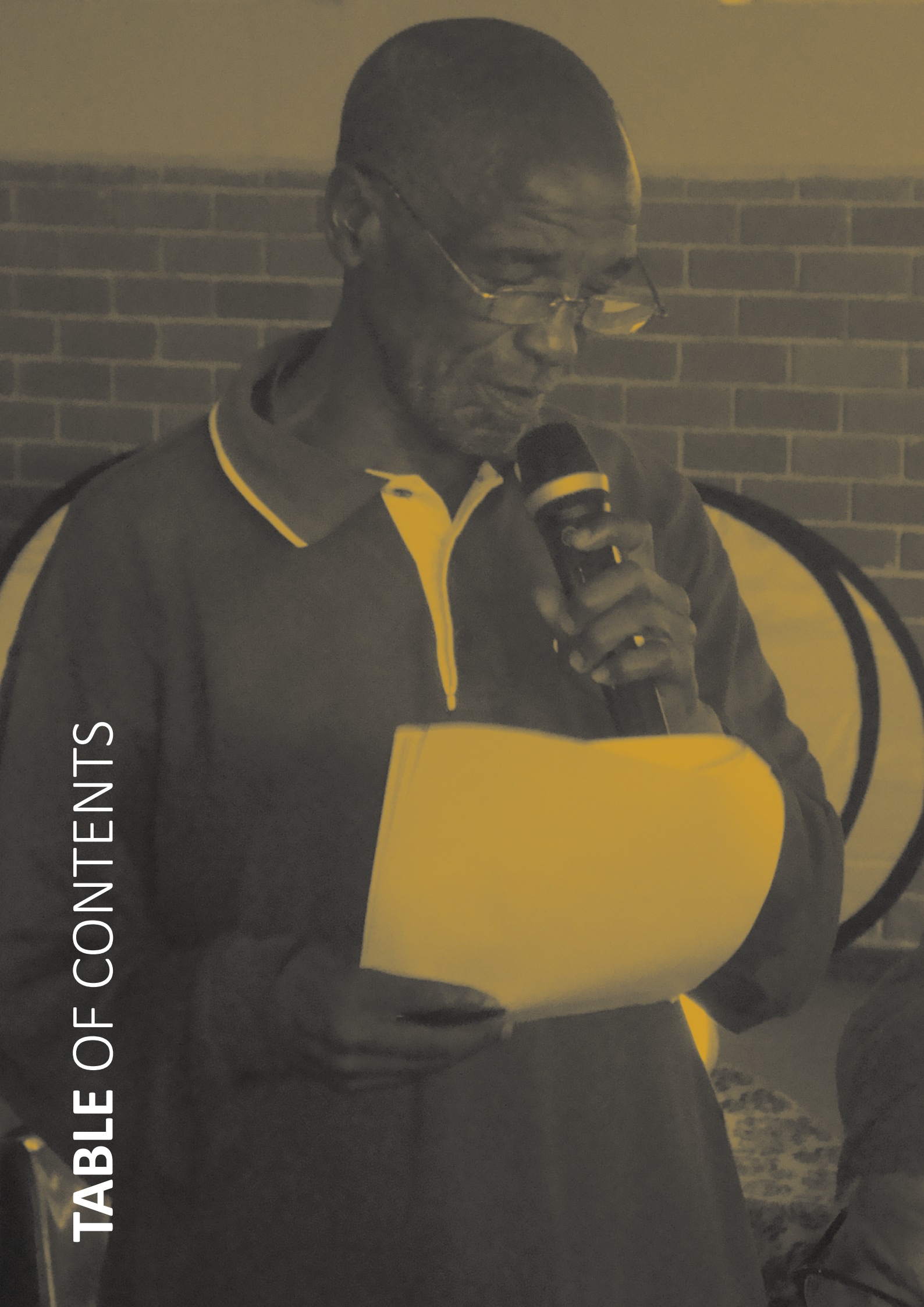
civilian secretariat for police

Department:
Civilian Secretariat for Police
REPUBLIC OF SOUTH AFRICA

ANNUAL REPORT 2014/15



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PART A: GENERAL INFORMATION

1.1 DEPARTMENT'S GENERAL INFORMATION

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Private Bag X922, PRETORIA
Telephone: 012 393 2500
www.policesecretariat.gov.za

1.2 LIST OF ABBREVIATIONS/ACRONYMS

APP	Annual Performance Plan
CPF	Community Policing Forum
CSF	Community Safety Forum
CSP Act	Civilian Secretariat for Police Act
DEVCOM	Development Committee
DPCI	Directorate for Priority Crime Investigations
DPSA	Department of Public Service and Administration
FSD	Frontline Service Delivery
HR	Human Resources
HRM	Human Resource Management
HRD	Human Resource Development
IMS	Information Management System
ICD	Independent Complaints Directorate
ICPC	International Centre for the Prevention of Crime
IPID	Independent Police Investigative Directorate
JCPS	Justice Crime Prevention and Security Cluster
M&E	Monitoring and Evaluation
MINMEC	MINMEC
MISS	Minimum Information Security Standards
MOU	Memorandum of Agreement
NCOP	National Council of Provinces
NDP	National Development Plan
PFMA	Public Finance Management Act
PMDS	Performance Management Development System
PSETA	Public Service Sector Education and Training Authority
PSIRA	Private Security Industry Regulatory Authority
RAG	Resource and Allocation Guide
ROC	Resolving of Crime
SAPS	South African Police Service
SCM	Supply Chain Management
SDIP	Service Delivery Improvement Plan
SMS	Senior Management System
WSP	Workplace Skills Plan



1.3 FOREWORD BY THE MINISTER OF POLICE

The recommendations of the Farlam Commission compels us to have dynamic and robust oversight of the South African Police Service. One of the entities perfectly positioned to do this is the Civilian Secretariat for Police.

The Civilian Secretariat for Police on 1st April 2014 became a designated department. This is to ensure the integrity of the functions of the Civilian Secretariat whose role it is to provide oversight of the South African Police Service.

Though relations between the Secretariat and SAPS were always cordial at national level, the onus is on all of us to see to it that this cascades down to provincial and specialist unit levels. Service level agreements and Memoranda of Agreement (MOA) have been discussed and agreed upon to determine cooperation and further engagement with regard to police performance and conduct. A collegial working relationship, can only but benefit the communities we all serve.

During the period of this financial year major strides were made in improving and consolidating the organisation in executing its core mandate of civilian oversight, policy development, drafting legislation and engaging communities in crime prevention. Another key recommendation of the Farlam Commission as well as the National Development Plan, namely, the demilitarisation and professionalization of the SAPS is being given the urgent and necessary attention it deserves and has been part of the workplan. Research and consultation processes that were started in the 2014/15 financial year will be finalised in the 2015/16 year.

The Secretariat has established a working relationship with Statistics South Africa with the aim of basing our work on proven scientific data, for informed decision making processes. Further, integrated working relationships have been developed with IPID, SAPS and Metros Police with the aim of addressing key matters pertaining to alleged police brutality and IPID recommendations. Platforms have been created to discuss police conduct studies, M&E complaints reports, litigation management, discipline and IPID reports. These platforms assist in bringing in creative solutions and creating awareness. Another major milestone was the launch of the Consultative Forum between IPID and the Civilian Secretariat.

Whilst 2014/15 was a challenging year, many achievements have been recorded, notably in terms of meeting the objectives of becoming a department. In terms of the legislative front the Draft White Paper on the Police and the Draft White Paper on Safety and Security have been put on the agenda. Most notable has been opening the debate on firearms control.

It is my therefore pleasure to table this Annual Report of the Office of the Civilian Secretariat for Police for the period 1 April 2014 to 31 March 2015.

Minister of Police
Mr NPT Nhleko
Date: 31/08/2015

1.4 DEPUTY MINISTER'S STATEMENT

The Civilian Secretariat for Police succeeded in the 2014/15 financial year to execute most of its tasks despite the challenge to migrate from a SAPS cost centre to a designated department. This included cementing its relationships with entities within the criminal justice environment in general and within policing in particular. Its



relationship within the broader JCPS fraternity was consolidated with the Secretariat taking the lead in the development of policy and legislative matters. Amongst others the White Paper on Safety and Security and the Policy on Reducing Barriers to Reporting Crimes of Gender-based Violence were completed. The Firearms Control Amendment Bill, 2014 was drafted and submitted to Cabinet in October 2014.

Despite all the high level engagements with governance bodies and operating within the constitutional compliant framework, the Secretariat delivered services at local level that contributed to ensure that people are and feel safe in our country. Services were delivered in the most remote areas of our country where citizens for the first time were briefed on how to access avenues for compliments and complaints against the SAPS. These well attended community outreach events brought hope to our people and created positive expectations of the kind of services they would like to see. All this took place against a background of an organisation that was in the same process reorganising its administrative processes to become an independent department.

Amongst specific tasks included the DVA station audits that were conducted with the purpose of monitoring how well SAPS is implementing the DVA recommendations and to measure the level of compliance with the DVA and with the DVA National Instruction. In order to ensure proper coordination, a Compliance Forum with the SAPS was developed. This is a major milestone considering that this function previously resided with the former ICD. Despite some challenges, the CSP has been able to hold SAPS accountable for DVA implementation and compliance through making recommendations aimed at improving services delivered to the domestic violence complainants. There have been a number of notable developments which are aimed at improving the SAPS compliance and implementation of the DVA. This is reflected by the directives that have been issued from the SAPS Head Office focusing on the following:

- Changes in reporting and recording of domestic violence non-compliance and incidents,
- Provincial work-sessions aimed at capacitating SAPS members with enhanced practical knowledge for DVA implementation
- Development of flow-charts that summarise the duties of the SAPS members in responding to DVA complaints.

All the above mentioned initiatives were a step forward towards improving compliance and implementation of DVA by the SAPS. The SAPS also activated a help desk to assist members who are victims of domestic violence. Based on the recommendation from the Secretariat, some of these members are referred for psycho-social support from the employer.

The Secretariat interacts with civil society organisations through the Gender Reference Group. The main objective of this interaction was to discuss policy gaps and service delivery challenges in relation gender based violence. From these interactions recommendations aimed at improving SAPS response to gender based violence were made.

Community involvement was strengthened by a Manifesto for safe violence free communities, which was launched in Nababeep in the Northern Cape Province. The Manifesto details a community based model that can be used by various communities to create safe communities and help improve SAPS responses to gender based violence. It is based on the idea that an effective response to gender-based violence requires community members, local organizations, government departments, police and local government to play different roles and be accountable to each other. The Manifesto identified important changes that different stakeholders must help bring about, to make communities safe and violence-free spaces for women and girls. The Manifesto is currently being implemented within the Namakwa district municipality driven by the Northern Cape Provincial government, the Joint Gender Fund, local civil society organisations and the CPF. All the challenges that impacted on gender based violence within these communities have been identified and an action plan developed on how these will be addressed locally by stakeholders collaborating to come up with interventions. A training programme took place within the Nababeep community with local stakeholders to capacitate them on how to effectively monitor implementation and progress.

The Acting Secretary of Police and her team should be commended for the efficient and effective transformation of the Civilian Secretariat for Police. Amongst other things done, a Fraud Risk Assessment was conducted and a Whistleblowing and Fraud Policy developed and approved. This transformation process is not completed yet, but witnessing the smooth transition over the last few months, I have the highest expectations that the incoming new year will have many highlights to look forward to.



Deputy Minister
Ms MM Soty
Date: 31/08/2015



1.5 REPORT OF THE ACCOUNTING OFFICER

I was appointed Acting Secretary of Police on 2nd September 2014. I joined the Secretariat at the beginning of the end of the second half of the 2014/15 financial year. It was an exciting, yet challenging time as it was also the beginning of a new electoral cycle which meant preparations for a new five (5) strategic cycle. Coupled to it, the Secretariat was in the middle of the last phases of its migration from a SAPS cost centre to a designated transfer department. A few months into my orientation as the new Acting Accounting Officer, the Secretariat was challenged with the resignation of the Chief Financial Officer who was a key role player in the negotiation process of setting up internal financial and supply chain systems to complete our migration from all SAPS systems. Despite it, with support of all staff, the migration process remained on track. Challenges in the transfer of systems were overcome through MOU's and service delivery agreements to avoid bottlenecks or major delays in moving forward.

The Secretariat is thus far complying with all its administrative obligations with regard to compliance to oversight bodies such as the Portfolio Committee on Police, AGSA, DPME and National Treasury. All its programmes are in line with the key policies and mandates as stipulated in the Civilian Secretariat for Police Act, Outcomes 3, NDP and the MTSF. It has responded to all statutory bodies within the framework of its responsibility and accountability. Despite losing two critical posts, the CFO and head of Civilian Oversight, Monitoring and Evaluation, delivery of services were not disrupted.

The 2015/16 planning cycle within the Secretariat further contributed to the settling in of a newly designated department completely independent to perform all its tasks as an authentic civilian oversight body. Support services such as Corporate Services and Financial Administration continued to finalise the migration process. This will be strengthened with the filling of critical posts of Secretary of Police, CFO and the head of Civilian Oversight, Monitoring and Evaluation in the new year.

The motivation levels of staff are encouraging. An example of this was during our changing of salary payments that used to be the end of every month, but due to our migration process is now effective on the 15th of every month. These are changes that affected staff directly which could have been very traumatic considering the rearrangement with regard to personal changes items such as bank debit orders and stop orders. However, staff experienced the trial run during the middle of April as a major collective achievement instead of a disruption of their personal lives. I would like to thank all Secretariat staff for their patience and tolerance even though some were slightly negatively affected by the transfer.

The support of our political champions is highly appreciated during this transitional period. Appreciation of their intervention at high levels to secure a smooth migration contributed to the excitement and positive spirit amongst Secretariat staff. I would like to express my gratitude and congratulate all staff who worked extremely hard to make 2014/15 a highly successful year!

A handwritten signature in black ink, appearing to read 'RE Fourie', written over a light blue grid background.

Accounting Officer
Ms RE Fourie
Date: 31/08/2015

1.6 DEPARTMENTAL EXPENDITURE

The Civilian Secretariat for Police was assisted during the largest part of the 2014/15 financial year by the SAPS to still process its human resource, financial and supply chain transactions on the systems of that department. This enabled the Secretariat to get all its systems, procedures and policies in place to migrate to its own financial, supply chain and human resource transversal systems. The biggest challenge faced was the finalisation of the agreements and implementation of the Virtual Private Network of the Department through SITA. There was an improvement of over 10 per cent overall and more efficient spending patterns compared to previous financial years as the functions and staff compliment of the Secretariat moved towards its expected levels.

Expenditure	2014/15 Actual	2013/14 Actual	Increase/ Decrease %
Personnel	60 920	42 929	41.9%
Operational	21 475	18 049	18.9%
Total Expenditure	82 395	60 978	35.1%

2014/15				2013/14		
Programme Name	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	31 557	31 163	394	34 679	26 806	7 873
Intersectoral Coordination and Strategic Partnerships	23 735	23 735	-	16 495	10 450	6 045
Legislation and Policy Development	26 549	13 195	13 354	14 855	11 563	3 292
Civilian Oversight, Monitoring and Evaluations	17 957	14 302	3 655	18 740	12 159	6 581
Total	99 798	82 395	17 403	84 769	60 978	23 791

VIREMENTS/ROLL OVER:

The accounting officer approved the following virements

Programme 1	(R814 000)
Programme 2	R4 242 000
Programme 3	(R1 878 000)
Programme 4	(R1 550 000)

1.7 STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF THE ACCURACY OF 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 end 31 March 2015.

Yours faithfully



Accounting Officer
Ms RE Fourie
Date: 29/05/2015

1.8 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.
- Co-operate 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 well-being 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 utilization 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:

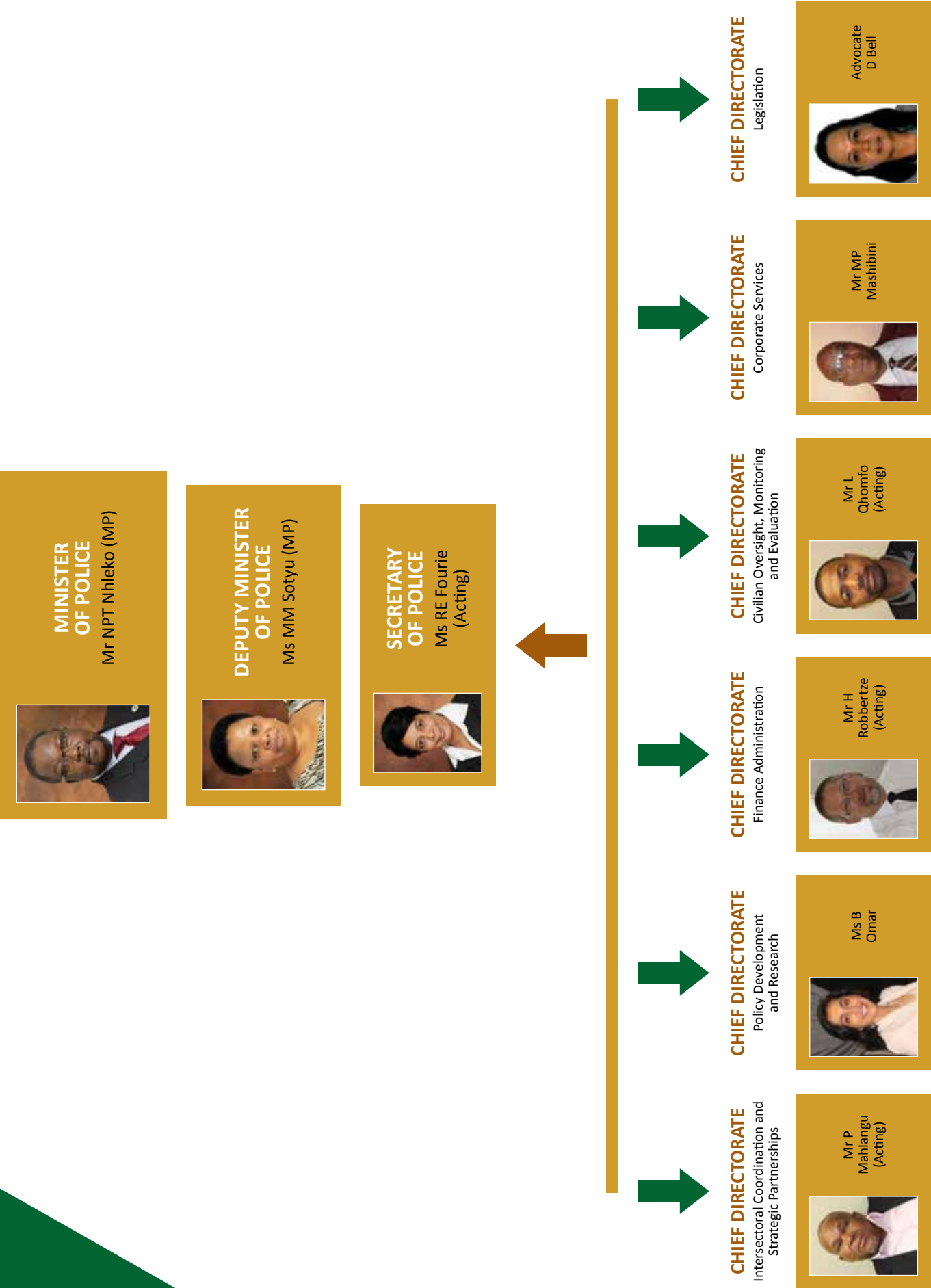
- Dress and behave in a manner that enhances the public service during official duties.
- Act responsibly in the use of alcohol or intoxicating substances.
- Not use our position to obtain gifts or benefits for ourselves or accept such that can be construed as bribes.
- Not disclose official information 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.

1.9 LEGISLATIVE AND OTHER MANDATES

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

- Constitution of the Republic of South Africa, 1996
- South African Police Service Act, 1995
- White Paper on Safety and Security, 1998
- National Crime Prevention Strategy, 1996
- Public Service Regulatory Framework e.g. Public Finance Management Act 1, 1999
- Civilian Secretariat for Police Service Act, 2011

1.10 ORGANISATIONAL STRUCTURE



1.11 KEY POLICY DEVELOPMENT AND LEGISLATIVE CHANGES

None

1.12 ENTITIES REPORTING TO THE MINISTER

The following entities report to the Minister:

- Civilian Secretariat for Police
- South African Police Service
- Independent Police Investigative Directorate
- Directorate for Priority Crimes Investigations (DPCI)
- Private Security Industry Regulatory Authority

Name of Entity	Legislative Mandate	Financial Relationship	Nature of Operations
Civilian Secretariat for Police	Civilian Secretariat for Police Act, 2 of 2011	NA	Provide oversight over the performance and conduct of the police
South African Police Service	SAPS Act	Partnership agreement	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
Directorate for Priority Crimes Investigations (DPCI)	South African Police Service Amendment Act, 10 of 2012	None	Its function is to investigate national priority offences and selected offences
PSIRA	PSIRA Act	None	Provide for effective regulation of the private security industry

PART B: PERFORMANCE INFORMATION



2.1. OVERVIEW OF DEPARTMENTAL PERFORMANCE

• SERVICE DELIVERY ENVIRONMENT

The service delivery environment for the Secretariat remained stable and consistent despite the administrative changes that took place after the 2014/15 general elections.

The Secretariat reached out to communities through public campaigns introducing the Civilian Secretariat for Police, IPID and the Office of the Judge (DPCI). Consultations and campaigns focused on the participation by civil society in general, but in particular bringing into the mainstream involvement of the traditional leaders and Royal Houses of the different Kingdoms in the country. For the first time in the history of the Secretariat these consultations included discussions on the drafting of the White Paper on the Police. These types of interactions and dialogues were previously concentrated mostly within the ambit of CPF's, social justice groupings and local governance structures active in the policing environment.

Most of the challenges in this environment were of internal logistical nature. Cooperation by stakeholders and coordination of events and activities were at times a challenge, but never led to major cancellations or interruption of the outreach campaigns. Internal challenges were restricted to the Secretariat tedious procurement processes because of it was still attached to the SAPS financial and supply chain system.

In general terms the service delivery environment remained stable throughout the financial year which had a positive impact on the executing of all its intended predetermined objectives.

• SERVICE DELIVERY IMPROVEMENT PLAN

The Secretariat has an effective planning process with regular reporting linked to performance management. As part of further improvement Budget Committee meetings have been introduced to enhance the link between budget and performance thus bringing further enhancement.

• ORGANISATIONAL ENVIRONMENT

The previous Secretary of Police left the organisation at the end of August 2014 and a new Acting Secretary of Police was appointed on 2nd September 2014. There was thus no major instability within the organisation as the transfer was peaceful. The resignation of the Chief Financial Officer at the end of December 2014 however caused a bit of a challenge as the Secretariat was in the middle of a number of administrative changes during the period of migrating from a SAPS cost centre to a designated department as far as financial management and human resource management was concerned. The initial transfer of all PERSAL, BAS, supply chain, procurement processes and some IT systems were important for the independent functioning of the Secretariat.

A challenge inherited by the new Acting Secretary of Police was labour related to the upgrading of notches of salary levels between 9 and 11. This was the only major internal organisational challenge that could have resulted in a labour dispute, but was resolved through dialogue between management and the labour union.

None of the challenges raised interrupted or affected the service deliver environment.

- **KEY POLICY DEVELOPMENTS AND LEGISLATIVE CHANGES**

No legislative changes were effected during the year under review. However the following key policy changes are envisaged:

The Draft White Paper on the Police contains specific policy proposals that seeks to contribute toward building a police service; one that plays a meaningful role in creating safe and secure communities, and thus provides a broad overarching policy framework. The Paper was presented to Cabinet and advertised for public comment. Implementing the policy objectives of the White Paper will require a comprehensive review of existing legislation, regulations and supporting policies of the SAPS.

The draft White Paper on Safety and Security seeks to cement government's approach to dealing with the root causes of crime with a focus on ensuring collective planning and delivery across government and the three spheres of government. The Paper was presented to Cabinet and advertised for public comment.

The policy on Reducing Barriers to Reporting on Gender Based Violence outlines measures to increase victim access to justice by reducing barriers to the reporting cases of rape and domestic violence. This policy details performance measures that enable SAPS to assess adherence to policy and legislation so that they may build on good practice and take steps to correct any deficiencies.

The Policy on the Identification and Management of serial rape and serial murder sets out the structure for the identification and investigation of serial rape and serial murder at station level and minimizes the police's reliance on DNA evidence to identify serial rape and murder cases.

2.2. STRATEGIC OUTCOME ORIENTATED GOALS

- **Strategic Goal 1:** A well advised and supported Minister for a service-delivery oriented police service that is accountable
- **Strategic Goal 2:** Quality, timeously evidence-based strategic research, policy advise and legislative support to the Minister of Police
- **Strategic Goal 3:** Deepened public participation in the fight against crime
- **Strategic Goal 4:** Enhanced accountability and transformation of the South African Police Service.

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.

PROGRAMME EXPENDITURE

2014/15				2013/14		
Programme Name	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	31 557	31 163	394	34 679	26 806	7 873
Total	31 557	31 163	394	34 679	26 806	7 873

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:

- An effective and efficient Secretariat able to fulfil its mandate.

DEPARTMENT MANAGEMENT

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
1.1.1	Number of Annual Reports submitted within prescribed time frame	-	1	1	
1.1.2	Number of Strategic Plans submitted within prescribed time frame	-	1	1	
1.1.3	Number of Annual Performance Plans submitted within prescribed time frame	-	1	1	
1.1.4	Number of Quarterly Reports submitted within prescribed time frame	-	4	4	
1.1.5	Number of strategic Independent Police Investigative Directorate forums facilitated	-	4	4	
1.1.6	Number of strategic Provincial Heads of Department forums facilitated	-	4	4	
1.1.7	Number of strategic MINMEC forums facilitated	-	4	4	

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 Secretariat that includes the provision of human resource management and development services as well as employee relations, communication & information technology service and auxiliary services.

STRATEGIC OBJECTIVE:

- An effective HR Management and services in place

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
1.2.1	Number of approved Human Resource plans	-	1	1	
1.2.2	Number of Approved Human Development Plans	-	1	1	
1.2.3	Percentage of personnel who have signed the Code of Conduct	-	100%	100%	
1.2.4	Number of approved Work skills Plan	-	1	1	
1.2.5	Number of approved Health and Wellness programmes	-	1	3	
1.2.6	Percentage of compliance with statutory reports submitted within set timeframes	-	100%	100%	
1.2.7	Percentage of personnel in terms of approved establishment	-	94%	93%	Recent attrition of Senior and Junior personnel

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 Secretariat

STRATEGIC OBJECTIVE:

- Ensure sound corporate governance and provide PFMA compliant supply Chain services, asset management services and PFMA compliant financial accounting services in the Secretariat.

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
1.3.1	Number of Mid-Term Budget Review Reports produced	-	1	1	
1.3.2	Number of Demand Management Plans	-	1	1	
1.3.3	Number of approved Procurement Plans	-	1	1	

1.3.4	Number of established SCM Committees	-	3	3	
1.3.5	Number of approved registers for fruitless and wasteful unauthorized expenditure	-	1	1	
1.3.6	Number of updated asset registers	-	1	1	
1.3.7	Percentage of creditors paid in 30 days	-	100%	100%	

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:

- Perform strategic risks based audits and consulting services directed at improving the effectiveness and efficiency of the Secretariat operations, risk management and governance process

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
1.4.1	Number of three year rolling plan and operational plans developed	-	1	1	
1.4.2	Number of signed audit reports of planned targets	-	7	5	Management requested two audits to be deferred to 2015/2016 financial year due to urgent and important work that had to be done such as migration of Information Technology system from South African Police Services (SAPS)
1.4.3	Number of approved Risk Management policies	-	1	1	
1.4.4	Number of approved Risk Management strategies	-	1	1	
1.4.5	Number of Global Risk Assessment Reports	-	1	1	

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.

KEY ACHIEVEMENTS OF THE PROGRAMME:

- Working agreements were implemented with stakeholders on crime prevention initiatives and safety programmes
- CSF's were assessed and an evaluation report completed
- Various public participation engagements were held
- Relationships were built with stakeholders on crime prevention and safety programmes

STRATEGIES TO OVERCOME AREAS OF UNDERPERFORMANCE

- Capacitate the Partnerships unit
- Strengthen the communication and working understanding with Supply Chain Management

REASONS FOR CHANGES PER PERFORMANCE INDICATOR (CHANGED DURING THE TERM)

- Poor stakeholder participation in Secretariat: Partnerships engagements
- Other functions undertaken by Secretariat: M&E unit (rural safety assessment)

HOW DID EXPENDITURE CONTRIBUTE TO ACHIEVEMENTS OF OUTPUTS?

- Expenditure has ensured that there is improved service delivery at local level

SYNOPSIS HOW ACHIEVEMENTS OF TARGETS HAS CONTRIBUTED TOWARDS ACHIEVING THE DEPARTMENT'S STRATEGIC OUTCOME ORIENTATED GOALS

- Improved service delivery at local level thus contributing to the JCPS cluster Outcome
- The partnerships message on anti-stolen goods has been successful and is communicated through many channels such as police sign boards, advertisement board and word of mouth
- The signing of the MOU with Indoni and working relation with academic institution based on continuation of the existing MOU

PROGRAMME EXPENDITURE

Programme Name	2014/15			2013/14		
	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	23 735	23 735	-	16 495	10 450	6 045
Total	23 735	23 735	-	16 495	10 450	6 045

SUB PROGRAMME 2.1: INTERGOVERNMENTAL, CIVIL SOCIETY & PUBLIC-PRIVATE PARTNERSHIPS

SUB-PROGRAMME PURPOSE:

- The purpose of the sub-programme is to manage and facilitate civil society partnership

STRATEGIC OBJECTIVE:

- Strategic collaborative partnerships between intergovernmental, civil society and public partnerships

PERFORMANCE INDICATORS

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
2.1.1	Number of working agreements entered into with civil society organizations on crime prevention initiatives	-	1	1	
2.1.2	Number of working agreements entered into with relevant government departments	-	1	1	
2.1.3	Number of working agreements entered into with academic institutions	-	1	1	
2.1.4	Number of established working groups arising from agreements	-	4	4	
2.1.5	Number of Anti-Crime Campaigns	-	1	1	
2.1.6	Number of Community Safety Forum's assessed	-	50	50	
2.1.7	Number of national of Community Safety Forum's Working Group meetings facilitated	-	4	2	Poor cooperation from participating departments
2.1.8	Number of assessments conducted on SAPS National Rural Safety strategy	-	2	1	Held summit to address strategy implementation issues
2.1.9	Number of assessments conducted on SAPS Sector Policing	-	1	0	Assessment activities undertaken in the CSP Monitoring and Evaluation unit

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:

- Maximum participation of communities in crime prevention initiatives

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
2.2.1	Number of public participation programmes	-	8	6	
2.2.2	Number of assessment reports of social crime prevention programmes implemented	-	8	8	
2.2.3	Total number of provinces implementing community policing forum guidelines	-	9	9	
2.2.4	Number of provinces assessed implementing Community Police Forum training programmes developed by the Secretariat	-	9	7	2 Provinces not available

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.

2014/15				2013/14		
Sub-Programme 3.1	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	9 969	7 243	2 726	9 577	8 270	1 307
Total	9 969	7 243	2 726	9 577	8 270	1 307

SUB PROGRAMME 3.1: POLICY DEVELOPMENT AND RESEARCH

SUB-PROGRAMME PURPOSE:

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

STRATEGIC OBJECTIVE:

- Evidence-based policies around policing areas and research around crime and policing

KEY ACHIEVEMENTS OF THE SUB-PROGRAMME

- Draft White Paper on the Police
- Draft White Paper on Safety and Security
- Draft Policy on Reducing Barriers to Reporting on Gender Based Violence
- Draft Policy on the Identification and Management of Serial Rape and Serial Murder
- Trends report focusing on the impact of the drug problem in relation to organised crime and the approaches advocated by South Africa in addressing the challenges, which was delivered at the International Centre for the Prevention of Crime Colloquium in Palermo, Italy in November 2014.

STRATEGIES TO OVERCOME AREAS OF UNDERPERFORMANCE

- More realistic planning and target setting
- A project plan to meet the various deadlines being developed

REASONS FOR CHANGES PER PERFORMANCE INDICATOR (CHANGED DURING THE TERM)

- The review of Public Order Policing was withdrawn to await finalisation of the report of the Farlam Commission of Inquiry.

HOW DID EXPENDITURE CONTRIBUTE TO ACHIEVEMENTS OF OUTPUTS?

- The expenditure ensured that the objectives of the sub-programme were achieved.

SYNOPSIS HOW ACHIEVEMENTS OF TARGETS HAS CONTRIBUTED TOWARDS ACHIEVING THE DEPARTMENT'S STRATEGIC OUTCOME ORIENTATED GOALS

- All of the policies developed and research conducted within the sub-programme have been geared toward ensuring that the department delivers on its policy mandate, with the ultimate objective of ensuring that "All People in South Africa Are and Feel Safe."

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
3.1.1	Number of policing policies developed per year: <ul style="list-style-type: none">• White Paper on Policing• Policy on Serial Crimes	-	2	0	<ul style="list-style-type: none">• White Paper on Policing delayed to ensure alignment with the White Paper on Safety and Security. It will be concluded in the 2015/2016 financial year• Policy on Serial Crimes delayed to accommodate further consultation within government. It will be concluded in the 2015/2016 financial year

3.1.2	Number of policing policies drafted: <ul style="list-style-type: none"> • White Paper on Safety and Security • Policy on Reducing Barriers to Reporting Crimes of Gender-based Violence 	-	2	2	
3.1.3	Number of reports on research projects produced: <ul style="list-style-type: none"> • Review of Public Order Policing • Impact of Firearms Control Legislation on firearm crimes in SA • Trends report on policing • IGR Anti-gangs Strategy (phase 3&4) 	-	4	1	<ul style="list-style-type: none"> • The review of Public Order Policing was withdrawn to await finalisation of the report of the Farlam Commission of Inquiry. • The scope of the Report on the Impact of Firearms Control Legislation and Firearm Crimes in SA was expanded upon by the Ministry and will be concluded in the 2015/2016 financial year. • The IGR Anti-gangs diagnostic report, which forms the base of the Anti-gangs Strategy, was concluded late in the financial year. The Strategy will be completed in the 2015/2016 financial year.
3.1.4	Number of reports on special projects produced: As directed by the Secretary	-	2	0	No projects identified
3.1.5	Resource Information Centre maintained	-	1	0	Signed off after the end of the financial year

PROGRAMME 3.2: LEGISLATION

SUB-PROGRAMME PURPOSE:

- The purpose of this sub-programme is to provide legislative support services to the Secretary of Police

STRATEGIC OBJECTIVE:

- An effective and constitutionally-compliant departmental legislative framework for effective policing

SUB-PROGRAMME EXPENDITURE

Sub-Programme 3.2	2014/15			2013/14		
	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	16 580	5 952	10 628	5 278	3 293	1 985
Total	16 580	5 952	10 628	5 278	3 293	1 985

KEY ACHIEVEMENTS OF THE SUB-PROGRAMME:

Some targets were not achieved. The non-achievement of targets was due to factors that were beyond the control of the Unit.

However, substantial work was done towards the achievement of the targets as indicated hereunder –

- The Firearms Control Amendment Bill, 2014 was drafted and submitted to Cabinet in October 2014. This version of the Bill was distributed to accredited firearm associations for comment and a further revised Firearms Control Amendment Bill, 2015 was drafted and submitted to Cabinet in February 2015. Cabinet approved that this revised Bill be published in the Gazetted for comment. This Bill was published in the Gazette in March 2015 and the Bill, following consideration of the comments received, is intended to be introduced in Parliament in 2015/16.
- The National Critical Infrastructure Protection Bill to replace the National Key Points Act was drafted and submitted to Cabinet for consideration.
- The Animal Movement and Produce Bill was drafted and subjected to internal consultation. Further revisions were made to the Bill and the Bill will be subjected to general comment.
- The Protection of Constitutional Democracy and Related Matters Bill was drafted and consulted with departmental stakeholders.
- Workshops were held with Provincial Departments of Community Safety and Civil Society organisations on the Diagnostic assessment of the South African Police Service Act as part of the process to review the Act and align it with the Constitution of the Republic of South Africa and the White Paper on Police.
- The Criminal Law (Forensic Procedures) Amendment Act, 2013 (DNA) was put into operation and the Regulations promulgated.
- The National Forensic DNA Oversight and Ethics Board were constituted to exercise its statutory mandate.

STRATEGIES TO OVERCOME AREAS OF UNDERPERFORMANCE

- More realistic planning and target setting
- A project plan to meet the various deadlines being developed
- More structured engagements with key internal business Units and other stakeholders

REASONS FOR CHANGES PER PERFORMANCE INDICATOR (CHANGED DURING THE TERM)

- The performance indicators reflected in the Annual Performance Plans were revised due to re-prioritisation of the Bills. The priority Bills were the Firearms Control Amendment Bill, the National Protection of Critical Infrastructure Bill to replace the National Key Points Act and the review of the South African Police Service Act, 1995
- The reprioritisation of the Bills referred to resulted in the deferment of the remaining Bills

HOW DID EXPENDITURE CONTRIBUTE TO ACHIEVEMENTS OF OUTPUTS?

Outputs have not been fully achieved. However, expenditure was incurred during –

- the development of the Firearms Control Amendment Bill and the public consultation processes
- workshops to conduct a diagnostic assessment of the South African Police Service Act, 1995
- appointment of the DNA Oversight and Ethics Board
- appointment of the Firearms Appeal Board

SYNOPSIS HOW ACHIEVEMENTS OF TARGETS HAS CONTRIBUTED TOWARDS ACHIEVING THE DEPARTMENT'S STRATEGIC OUTCOME ORIENTATED GOALS

- The implementation of the Criminal Law (Forensic Procedures) Amendment Act, 2013 and the promulgation of the Regulations will contribute to a more scientific investigation and detection of suspects. The establishment of the National DNA Oversight and Ethics Board will conduct oversight over the National DNA Database.
- The process leading to the amendments to the Firearms Control Act identified weaknesses in the ability of the Central Firearms Registry to effectively implement the Act.

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
3.2.1	Number of Bills finalized for public consultation: <ul style="list-style-type: none">• Animal Movement and Produce Bill to repeal Stock Theft Act	-	1	0	<ul style="list-style-type: none">• The prioritisation of the Firearms Control Amendment Bill and the National Critical Infrastructure Protection Bill has resulted in the deferment of this Bill

3.2.2	<p>Number of Bills on policing developed per year:</p> <ul style="list-style-type: none"> Revised SAPS Bill Fire Arms Control Amendment Bill 	-	2	0	<ul style="list-style-type: none"> Preparatory Diagnostic Assessments have been done The SAPS Bill is dependent on the finalisation of the White Paper on Police The prioritisation of the Firearms Control Amendment Bill and the National Critical Infrastructure Protection Bill has resulted in the deferment of this Bill
3.2.3	<p>Number or Bills tabled in parliament:</p> <ul style="list-style-type: none"> National Key Points Amendment Bill Protection of Constitutional Democracy Against Terrorists and Related Activities Amendment Bill 	-	2	0	<ul style="list-style-type: none"> The NCIP Bill was dependent on the Policy however the Bill has been drafted together with the development of the policy The NCIP Bill has been submitted to Cabinet for approval for publication in the Gazette The Bill has drafted and consulted with various stakeholders The Bill is to be submitted to Cabinet during the 1st quarter of the (2015/16) FY

3.2.4	Regulations related to number of Acts passed: • Criminal Law (Forensic Procedures) Amendment Act (DNA) • Private Security Industry Regulation Act	-	2	1	DNA • Awaiting assent by the President on PSIRA Act
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PROGRAMME 4: CIVILIAN OVERSIGHT, MONITORING AND EVALUATION

PROGRAMME PURPOSE:

- The purpose of this programme is to oversee, monitor and report on the performance of the South African Police Service.

PROGRAMME EXPENDITURE

2014/15				2013/14		
Programme Name	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 & Evaluation	17 957	14 302	3 655	18 740	12 159	6 581
Total	17 957	14 302	3 655	18 740	12 159	6 581

KEY ACHIEVEMENTS

- Design evaluation of the Criminal Law (Forensic Procedures) Amendment Act 37 of 2013 (DNA Act) was undertaken to determine whether or not the Act addresses the identified challenge and whether the planned implementation will yield the desired outcome. The evaluation was also undertaken to assess if implementation of the Act was properly costed.
- The special project undertaken was an Implementation Evaluation of the Criminal Law (Forensic Procedures) Amendment Act 6 of 2010 (Fingerprints Act). The evaluation was undertaken to assess the knowledge of the implementers in terms of their roles and responsibilities regarding the legislation. Furthermore, the evaluation was undertaken to determine whether or not implementation of legislation is as planned and identify any deviations.
- All Oversight Monitoring and Evaluation (OM&E) recommendations were consolidated and progress on implementation of recommendations was reported. Implementation of these recommendations can be used as a yardstick to measuring the effectiveness of OM&E.
- Monitoring and Evaluation provincial capacity building session was held on the implementation of the Domestic Violence Act Monitoring tool and the National Monitoring Tool implemented at police stations.
- A combined total of 585 oversight visits were conducted for the period under review at all levels across the country. The oversight visits were complemented by the individual police station reports that indicated key findings and recommendations regarding service delivery at the police station level. The target of 500 was exceeded due to the fact that provincial oversight visits are not prescribed in number.

STRATEGIES TO OVERCOME AREAS OF UNDERPERFORMANCE

- Use of contract workers to supplement the current capacity within the sub-programme

REASONS FOR CHANGES PER PERFORMANCE INDICATOR (CHANGED DURING THE TERM)

- None

HOW DID EXPENDITURE CONTRIBUTE TO ACHIEVEMENTS OF OUTPUTS?

- It made it possible for independent and quality evaluations of legislation implemented by the SAPS to be undertaken and for strengthening of the M&E capacity

SYNOPSIS HOW ACHIEVEMENTS OF TARGETS HAS CONTRIBUTED TOWARDS ACHIEVING THE DEPARTMENT'S STRATEGIC OUTCOME ORIENTATED GOALS

- The achievement of targets contributed to achievement of the mandate of the Civilian Secretariat for Police. Specifically, according to section 5(b) of the CSP Act
- M&E capacity building will ensure consistency and reliability in M&E activities undertaken by the Civilian Secretariat for Police and Provincial Secretariats

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 the South African Police Service.

STRATEGIC OBJECTIVE:

- Improve police accountability

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
4.1.1	Number of Oversight visits to police stations	-	500	585	Some provinces exceeded their targets
4.1.2	Number of Police station Trend Analysis Reports	-	2	1	2nd Report signed off after the end of the financial year
4.1.3	Number of SAPS Budget Programme performance assessment reports	-	2	1	2nd Report signed off after the end of the financial year
4.1.4	Number of assessment reports on complaints management	-	1	1	More complaints report demands resulted in 5 additional preliminary reports
4.1.5	Number of complaints management policies developed	-	1	1	There is a draft policy, it could not be finalised as the result of matters beyond police conduct

4.1.6	Number of assessment reports on critical areas affecting police conduct: Litigation management	-	1	1	More demand on litigation issues resulted in an additional preliminary litigation report
4.1.7	Number of reports on SAPS implementation of IPID recommendations	-	2	2	In response to demands to more frequently monitor the progress made on IPID recommendations, 8 further preliminary reports were produced.
4.1.8	Number of monitoring reports on the implementation of legislation: Child Justice Act	-	1	0	Report signed off after the end of the financial year
4.1.9	Number of audit reports related to the DVA Act finalised for Parliament per year	-	2	2	
4.1.10	Number of monitoring reports on implementation of policing policy: Public Order Policing	-	1	0	Report signed off after the end of the 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:

- Improve programme implementation effectiveness

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
4.2.1	Number of evaluation reports on policies and programmes implemented: Evaluation of legislation passed, the implementation and costing thereof.	-	1	1	
4.2.2	Number of reports on the implementation of recommendations: Civilian Secretariat for Police and Portfolio Committee	-	1	0	SAPS implementation plan not received
4.2.3	Number of reports on special projects	-	1	0	Report signed off after the end of the financial year
4.2.4	Number of provincial M&E capacity building sessions delivered	-	1	1	

SUB-PROGRAMME 4.3: INFORMATION MANAGEMENT**SUB-PROGRAMME PURPOSE:**

- To provide reliable, accurate and timely information that will inform evidence-based decision making

STRATEGIC OBJECTIVE:

- Enhanced information management

Sub-Programme Performance Indicators		Baseline (Actual Achievement) 2013/14	Actual Performance against Target		Reason for Variance
			Target 2014/15	Actual 2014/15	
4.3.1	Information Management Systems developed and maintained: DVA Assessment Tool	0	1	0	The DVA Assessment tool was postponed till further notice. Appointment letters for Bid Adjudication Committee were not signed and the Bid specification committee was not appointed

PART C: GOVERNANCE

3.1. INTRODUCTION

During this year of reporting, the Secretariat successfully migrated from a SAPS cost centre to a designated department. All steps were taken to secure a smooth and uninterrupted transfer to avoid any negative impact it might have on service delivery or staff morale. Checks and balances were put in place which was previously provided by SAPS, particularly issues related to finance and procurement processes. Internal auditing, risk management, fraud and corruption systems are now all in place to conform to Treasury and PFMA conditions and regulations. Support Services are fully functional and all supply chain processes are now effectively and efficiently operational.

3.2. RISK MANAGEMENT

A Risk Manager was appointed in the Secretariat. This was followed by the appointment of the Chairperson of the Risk Management Committee during December 2014.

The following policies were finalised in 2014/15 financial year:

- Risk Management Policy;
- Risk Management Strategy;
- Strategic Risk Register;
- Risk Management Implementation Plan;
- Risk Identification and Assessment Methodology; and
- Risk Management Committee Charter.

Strategic risk assessments were conducted for all chief directorates. No risk assessments were conducted with Executive Management Committee (EXCO) as a group; however, EXCO members were consulted during the risk assessments for the chief directorate under their leadership and management. Action plans were identified and documented for all strategic risks classified as “high” “medium” and “low” from a residual risk perspective.

A manual risk management tool was successfully implemented within the Secretariat making it possible for the organisation to enhance its risk management methodology to include amongst others the determination of residual ratings for “impact” and “probability” of a risk after taking into account the adequacy of existing controls per risk.

Top twelve strategic risks were identified in which Residual Risk was found to be unacceptably high and strategies were identified to manage risks identified. Management is in the process to implement their strategies to ensure that the strategic risks are within the acceptable risks appetite.

3.3. FRAUD AND CORRUPTION

A Director for Fraud and Corruption was appointed during 2014/15. A Fraud Prevention plan and a Fraud policy were developed and approved. There is a fraud policy statement within the Fraud Policy. A Whistleblowing draft policy was presented to the Risk Committee and is currently under consultation.

3.4. MINIMISING CONFLICT OF INTEREST

Staff members who are requested to serve on committees and panels that involve appointments, promotions and financial rewards are requested to complete a declaration of conflict of interest forms before participating.

Financial disclosures were signed off by all staff involved in procurement line functions. All SMS members complied with the completion of financial interest declaration documents.

3.5. CODE OF CONDUCT

A Code of conduct is in place and was workshopped with all 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

The Civilian Secretariat for Police appeared before the Portfolio Committee of Police on the following dates:

4 July 2014, 4 September 2014, 10 September 2014, 16 October 2014, 24 October 2014, 31 October 2014, 5 November, 19 November 2014

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

No	Programme	Recommendation by Portfolio Committee	Return Date	Date Received	Comment
Administration					
1.	Implementation of the Act	The Secretariat commits to the full implementation of the Act and provides the Committee with a full report before the end of the financial year in which the Act will be implemented	End March 2015	April 2015	Full report provided
2.	Turn around strategic for under expenditure	Secretariat implement a major turn-around strategy for reducing under expenditure and report by the end of November 2014 on measures to reduce under expending	End November 2014	December 2014	Full report provided
3	Filling of vacancies	All outstanding vacancies in the staff establishment be filled as a matter of urgency and report be provided by the end of the financial year	End March 2015	20 January 2015	Report provided
4	Financial Systems	The Secretariat set up its own financial systems by end November 2014 and what steps are in place to ensure its financial structures and accountability is in place. All this information must be provided as part of its Quarterly Reports	End November 2014	20 January 2015	Report provided

5.	Consultative Forum	The Secretariat convenes its first Consultative Forum between Secretariat and IPID and report its progress	End November 2014	20 January 2015	Report provided
Partnerships					
6.	Community Police Forums	Policy and funding model for CPF's finalised by end 2014/15	End March 2015	Outstanding	
7.	Community Safety Forums	Secretariat provides a review report on the functionality of CSF's	End November 2014	20 January 2015	Report provided
8.	Rural Safety Strategy	Secretariat makes available its research findings on the efficacy of the Rural Safety Strategy and ways to improve implementation by the end of the 2014/15 financial year	End March 2015	20 January 2015	Report outstanding
Policy and Research					
9.	Police Inspectorate	The Secretariat develops policies for incorporating the work of IPID and Police Inspectorate as part of its oversight responsibilities and report on progress	End March 2015	6 March 2015	Consultative forum launched
10.	Demilitarisation	Secretariat contributes to the policy of demilitarisation and professionalisation of SAPS and provides progress report on quarterly basis	End March 2015	Outstanding	Projects on demilitarisation and professionalisation of SAPS are part of the 2015/2016 APP
11.	Resource Allocation Guide	Research report on RAG be made available by end of 2014/15 Financial year	End March 2015	Outstanding	Outstanding
12.	Gang Violence	Make Diagnostic Report on Gang Violence available by end November 2014	November 2014	November 2014	Provided
13.	Legislation Programme	No delays in the legislative programme for 2014/15 financial year, the Secretariat speeds up the processing of legislation, the White Paper on Police, the White Paper on Policing and Review of the SAPS Act.	End of November 2014	December 2014	Report provided
Legislation					
14.	Filling of vacancies	Additional staff be appointed without delay. Committee needs full report by end of 2014/15 financial year	March 2015	Outstanding	Outstanding
15.	Legislation	Outstanding legislation: All outstanding legislation is fast tracked with quarterly progress reports	End March 2015	December 2014	Report provided

Monitoring and Evaluation					
16.	Station oversight visits	Committee raised reservations about the quality and control and efficiency of oversight visits and recommends all reports and trends analysis reports made available by end November 2014	End November 2014	20 January 2015	Report provided
17.	Integrated Monitoring System	An update on the Integrated Monitoring System by end November 2014	End November 2014	20 January 2015	Report provided

3.8. INTERNAL CONTROL UNIT

The Secretariat does not have an internal control unit but provision is made in the new proposed structure of the Department.

3.9. INTERNAL AUDIT AND AUDIT COMMITTEES

The Secretariat has a functional internal audit unit as required by the PFMA to review the adequacy and effectiveness of risk management, control and governance processes for the year under review. The Internal Audit Unit conducts its affairs in terms of an approved Internal Audit charter.

The Internal Audit Unit follows a risk based audit approach, whereby the department's Risk Strategy and Internal Audit Unit's assessment of risks drives the internal audit approach and approved Internal Audit Plan, The Internal Audit Unit Plan was formally adopted and approved by the Audit Committee. Progress on the implementation of the plan was monitored and reported on at each Audit Committee meeting.

The Primary purpose of the Audit Committee is to assist the department in fulfilling its oversight responsibilities to ensure that the department has and maintains effective, efficient and transparent system of financial, risk management, governance and internal control by:

- supporting management in respect of financial reporting and a system of internal control.
- enhancing business ethics and trust in the department.
- ensuring and enhancing the independence of internal audit activity
- ensuring that risks facing the department are identified and that appropriate procedures are implemented to manage and minimise risks.
- ensuring the proper functioning of the audit process.
- monitoring compliance with laws and regulations and code of conduct.

AUDIT COMMITTEE MEMBERS AND ATTENDANCE

The Audit Committee consist of the members listed hereunder and meets at least three times per annum as per its approved terms of reference. During the year under review three meetings were held.

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

Name	Qualifications	Internal or external	Date appointed	No. of meetings attended
Prof H de Jager	DCom CA (SA) ; RGA	External	30 November 2014	3
Mr S Matuba	BA degree and articulated clerk certificate	External	30 November 2014	2
Mr PN Phukubje	B.com, Post graduate diploma and RGA	External	30 November 2014	3

AUDIT COMMITTEE REPORT

We are pleased to present the report for the financial year ended 31 March 2015.

The Auditor-General of South Africa (AGSA) and the in-house internal audit staff were invited and attended all the meetings. The Acting Accounting Officer of the Civilian Secretariat of Police (CSP) and other senior staff members were also invited and attended the meetings.

AUDIT COMMITTEE RESPONSIBILITY

The Audit 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 Committee also reports that it has adopted appropriate formal terms of reference, which are contained in its Audit Committee Charter, has regulated its affairs in compliance with this Charter, and has discharged all its responsibilities as contained therein. The Audit Committee was only appointed in September but the formal documents were only approved later.

THE EFFECTIVENESS OF INTERNAL CONTROL

The CSP'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. As the CSP only became a National Department on 1 April 2014 it took some time to do a risk assessment with mitigating controls. Internal Audit and the AGSA concluded that there are still many weaknesses in several of the components of the CSP. Where shortcomings were identified, management is in a process to attend to them. Internal Audit will do a follow-up regarding rectifying the shortcomings.

INTERNAL AUDIT

The internal auditors continued during the review period to provide the Audit 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 was not able to complete the approved Internal Audit Plan. The reason for this situation was a lack of resources in the Internal Audit Unit. The Acting Accounting Officer is currently looking into this challenge.

EVALUATION OF FINANCIAL STATEMENTS

The Audit 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 resulted from the audit.

MANAGEMENT REPORTS

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

RISK MANAGEMENT

There are certain shortcomings in the risk management strategy of the CSP management is made aware of them and is currently attending to the shortcomings.

AUDITOR-GENERAL OF SOUTH AFRICA

The Audit Committee has met with the Auditor-General SA to ensure there are no unresolved issues at 31 July 2015.



Chairperson of the Audit Committee

Prof. H de Jager

Date: 3 August 2015

PART D: HUMAN RESOURCE MANAGEMENT

4.1. INTRODUCTION

THE STATUS OF HR IN THE DEPARTMENT

The purpose of the Chief Directorate: Corporate Services is to provide strategic and transformed human resource services that support the department to achieve its strategic objectives. It provides services relating to organisational development, human resource planning and policy, human resource administration and practices, human resource 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 HUMAN RESOURCES 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 and manage rewards and recognise talent (PMDS)
- Recruit for talent, motivational and organisational fit and the right attitude

HUMAN RESOURCE PRIORITIES FOR THE YEAR UNDER REVIEW AND IMPACT

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

- develop, review and improve on internal processes/guidelines/procedures;
- improve on turnaround times;
- ensure compliance with HR legislation/directives;
- facilitate management and leadership development for senior managers;
- filling of funded vacancies; and
- that the Civilian Secretariat for Police becomes independent from SAPS.

WORKFORCE PLANNING FRAMEWORK AND KEY STRATEGIES TO ATTRACT AND RECRUIT SKILLED AND CAPABLE WORKFORCE

A draft Attraction and Retention Strategy was developed and consists of a comprehensive action plan to address issues pertaining to the attraction and retention of staff, including employment equity. A service provider will be appointed to conduct a culture and climate survey in the Department. Presentations/workshops will be held with all employees in preparation for the survey.

CAPACITATING EMPLOYEE WITHIN THE DEPARTMENT

The Civilian Secretariat for Police, in keeping up with one of its key priorities of capacitating its employee with skills, with the establishment 102 employees and training was provided to a total of 79 individuals throughout the year. This implies training was provided to 77.5% of the workforce in the Civilian Secretariat.

PLACEMENT OF INTERNS AND WORK INTEGRATED LEARNERS IN THE DEPARTMENT

With an effort to contribute towards capacitating unemployed graduates the department has placed six (6) Interns in Core Functions Chief Directorates in order to give them workplace experience and to give them an opportunity to practice the work skills that they have acquired through their studies and on how to practice the acquired skills in future.

Through PSETA the department placed seven (7) 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 program so that students receive built-in, on-the-job experience relating to their studies.

CHALLENGES FACED BY THE DEPARTMENT

Non alignment of the approved organisation structure with the mandate of the Department it is a huge challenge as the capacity is not equal to the task, however there is proposed organisational structure that is in draft to address the latter.

Key challenges remain the appointment of people with disabilities and meeting the national target of appointing of 50% females in Senior management level. Pre-employment security vetting and screening remains another challenge.

FUTURE HR PLANS/GOALS

Through the HR Planning process the following HR Planning Strategic Objectives were identified and will receive preference in the 2015/16 financial year.

- Review and implementation of an integrated HR plan for the Department.
- Alignment of the Department's structure with its strategic objectives.
- Implementation of an attraction and retention strategy.
- Implementation of an employment equity plan.
- Implementation of Health and Wellness in the workplace.
- Development and implementation of an HRD strategy.
- Development and implementation of HR policies, processes and procedures.
- Implementation of Management Information Systems.

4.2. HUMAN RESOURCES OVERSIGHT STATISTICS

4.2.1. EXPENDITURE

The Department budget in terms of clearly defined programmes. The following tables summarize final audited expenditure by programme (Table 4.2.1.1) and by salary bands (Table 4.2.1.2). In particular, it provides 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 2014/15

Programme	Total Expenditure	Personnel Expenditure	Training Expenditure	Professional & Specialized Services	Personnel cost as a percentage of total expenditure	Average personnel cost per employee
	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)	(R'000)
Administration	31 163	26 311	475	26	84.4%	424
Intersectoral Coordination & Strategic Partnership	23 735	13 626	12	30	57.4%	802
Legislation and Policy Development	13 195	10 453	74	284	79.2%	454
Civilian Oversight, Monitoring and Evaluation	14 302	10 530	13	453	73.6%	310
Total	82 395	60 920	574	793	73.9%	448

TABLE 4.2.1.2 - Personnel costs by salary bands 2014/15

Salary Bands	Personnel Expenditure	% of total personnel cost	Average personnel cost per employee
	(R'000)		(R'000)
Lower skills (Levels 1-2)	348	0.6%	35
Skilled (Levels 3-5)	2 090	3.4%	110
Highly skilled production (Levels 6-8)	5 560	9.1%	214
Highly skilled supervision (Levels 9-12)	22 251	36.5%	464
Senior Management (Levels 13-16)	30 670	50.3%	958
TOTALS	60 920	100.0%	448

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 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, 2014/15

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	18 402	69.9%	138	0.5%	364	1.4%	856	3.3%
Intersectoral Coordination & Strategic Partnerships	9 170	67.3%	32	0.2%	194	1.4%	274	2.0%
Legislation and Policy Development	7 334	70.2%	0	0%	199	1.9%	222	2.1%
Civilian Oversight, Monitoring & Evaluation	7 362	69.9%	0	0%	149	1.4%	254	2.4%
Total	42 268	69.4%	170	0.3%	906	1.5%	1606	2.6%

TABLE 4.2.1.4 – Salaries, Overtime, Home Owners Allowance, Medical Assistance by Salary Bands, 2014/15

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
Lower skills (Levels 1-2)	249	71.3%	0	0%	32	9.2%	68	19.5%
Skilled (Levels 3-5)	1 483	71.0%	45	2.2%	188	9.0%	315	15.1%
Highly skilled production (Levels 6-8)	4 093	73.6%	100	1.8%	327	5.9%	644	11.6%
Highly skilled supervision (Levels 9-12)	18 085	81.3%	25	0.1%	359	1.6%	579	2.6%
Senior Management (Levels 13-16)	18 258	60.0%	0	0%	0	0%	0	0%
TOTALS	42 268	69.4%	170	0.3%	906	1.5%	1606	2.6%

4.2.2. EMPLOYMENT AND VACANCIES

The following tables summarize the number of posts on the establishment, the number of employees, the vacancy rate, and whether there is any staff that is additional to the establishment. This information is presented in terms of three key variables: - programme (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 4.2.2.3 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 2015

Programme	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additional to the establishment
Administration	60	56	6.7%	6
Intersectoral Coordination & Strategic Partnerships	17	17	0%	0
Legislation and Policy Development	17	16	5.9%	7
Civilian Oversight, Monitoring & Evaluation	20	18	10.0%	16
Total	114	107	6.1%	29

TABLE 4.2.2.2 – Employment and vacancies by salary bands, 31 March 2015

Salary Bands	Number of posts	Number of posts filled	Vacancy Rate	Number of posts filled additional to the establishment
Lower skilled (Levels 1-2)	3	3	0%	7
Skilled (Levels 3-5)	13	13	0%	6
Highly skilled Production (Levels 6-8)	26	22	15.4%	5
Highly skilled supervision (Levels 9-12)	43	42	2.3%	6
Senior management (Levels 13-16)	29	27	6.9%	5
Total	114	107	6.1%	29

TABLE 4.2.2.3 – Employment and vacancies by critical occupation, 31 March 2015

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%	1
Chief Directors	6	5	16.7%	1
Directors	22	21	4.5%	3
Total	29	27	6.9%	5

The information in each case reflects the situation as at 31 March 2014. 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 it relates to members of the Senior Management Service by salary level. It also provides information on advertising and filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

TABLE 4.2.3.1 –SMS post information as on 31 March 2015

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 16	0	0	0%	0	0%
Salary level 15	1	1	100%	0	0%
Salary level 14	6	5	83.3%	1	16.7%
Salary level 13	22	21	95.5%	1	4.5%
Total	29	27	93.1%	2	6.9%

TABLE 4.2.3.2 –SMS post information as on 30 September 2014

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 16	0	0	0%	0	0%
Salary level 15	1	1	100%	0	0%
Salary level 14	6	6	100%	0	0%
Salary level 13	22	20	90.0%	2	9.1%
Total	29	27	93.1%	2	6.9%

TABLE 4.2.3.3 –Advertising and filling of SMS posts for the period 1 April 2014 and 31 March 2015

SMS Level	Advertising	Filling of Posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months of becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Director-General/ Head of Department	0	0	0
Salary Level 16	0	0	0
Salary Level 15	0	0	0
Salary Level 14	1	1	0
Salary Level 13	1	0	0
Total	2	1	0

Reasons for not having complied with the filling of funded vacant SMS - Advertised within 6 months and filled within 12 months after becoming vacant for the period 1 April 2014 and 31 March 2015

Reasons for vacancies not advertised within 6 months

Due to CSP functioning as a cost centre in SAPS the function for Director. It was provided from SAPS.

Reasons for vacancies not filled within 12 months

Dispute was lodged at Bargaining Council against Department for post of Director: Fraud and Corruption.

In terms of the Public Service Regulations Chapter 1, 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 2014 and 31 March 2015

Reasons for vacancies not advertised within 6 months

N/A

Reasons for vacancies not filled within 12 months

N/A

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 his or her organization. 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 for the Public Service and Administration that all SMS jobs must be evaluated before 31 December 2002.

The following table (Table 4.2.4.1) summarizes 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 2014 to 31 March 2015

Salary Bands	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)	0	0	0	0	0	0	0
Skilled (Levels 3-5)	0	0	0	0	0	0	0
Highly skilled Production (Levels 6-8)	0	0	0	0	0	0	0
Highly skilled Supervision (Levels 9-12)	0	0	0	0	0	0	0
Senior Management Service Band A (13)	0	0	0	0	0	0	0
Senior Management Service Band B(14)	0	0	0	0	0	0	0
Senior Management Service Band C(15)	0	0	0	0	0	0	0
Senior Management Service Band D(16)	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0

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 2014 to 31 March 2015

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 a disability					0

The following table summarizes the number of cases where remuneration levels exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

TABLE 4.2.4.3 – Employees whose salary level exceed the grade determined by job evaluation, 1 April 2014 to 31 March 2015 (in terms of PSR 1.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 2014/15				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 2014 to 31 March 2015

Salary Band	Number of Employees per band as on 1 April 2014	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover Rate
Lower skilled (Levels 1-2)	2	1	1	100.0%
Skilled (Levels 3-5)	14	0	1	7.1%
Highly skilled production (Levels 6-8)	23	0	1	4.3%
Highly skilled supervision (Levels 9-12)	36	7	1	22.2%
Senior Management Service Band A	20	2	1	15.0%
Senior Management Service Band B	6	0	1	16.7%
Senior Management Service Band C	1	0	1	100.0%
Senior Management Service Band D	0	0	0	0%
Total	102	10	7	16.6%

TABLE 4.2.5.3– Reasons why staff are leaving the department

Termination Type	Number	% of total
Death	0	0%
Resignation	1	0.9%
Expiry of contract	1	0.9%
Dismissal – operational changes	0	0%
Dismissal – misconduct	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	5	4.7%
Other	0	0%
Total	7	6.5%
Total number of employees who left as a 6.5% of the total employment		

TABLE 4.2.5.4 – Promotions by critical occupation

Occupation	Employees as at 1 April 2014	Promotion to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within salary level	Notch progressions as a % of employees by occupation
Senior management service (level 13)	0	0	0	0	0
Total	0	0	0	0	0

TABLE 4.2.5.5 – Promotions by salary band

Salary band	Employees as at 1 April 2014	Promotion to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within salary level	Notch progression as a % of employees by salary band
Senior management (Levels 13-16)	0	0	0%	0	0%
Highly skilled supervision (Levels 9-12)	1	1	2.3%	1	2.3%
Highly skilled Production (Levels 6-8)	1	1	4.5%	1	4.5%
Skilled (Levels 3-5)	0	0	0%	0	0%
Lower skilled (Levels 1-2)	0	0	0%	0	0%
Total	2	2	1.8%	2	1.8%

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 categories as on 31 March 2015

Occupational Categories (SASCO)	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and Managers (13-16)	11	2	2	1	8	2	1	0	27
Professionals (8-12)	18	0	0	2	27	0	1	1	49
Technicians and Associate Professionals	0	0	0	0	0	0	0	0	0
Clerks (5 – 7)	12	0	0	0	11	1	0	0	24
Service and sales Workers (1 – 4)	4	0	0	0	3	0	0	0	7
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	45	2	2	3	49	3	2	1	107
Employees with Disabilities	0	0	0	0	0	0	0	0	0

TABLE 4.2.6.2 – Total number of employees (including employees with disabilities) in each of the following occupational bands as on 31 March 2015

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management (L15-16)	0	0	0	0	0	1	0	0	1
Senior Management (L13-L14)	11	2	2	1	8	1	1	0	26
Professionally qualified and experienced specialist and mid-management (11-12)	9	0	0	2	8	0	1	0	20
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents (8-10)	9	0	0	0	19	0	0	1	29
Semi-skilled and discretionary decision making(5-7)	12	0	0	0	11	1	0	0	24
Unskilled and defined decision making (1-4)	4	0	0	0	3	0	0	0	7
Total	45	2	2	3	49	3	2	1	107

TABLE 4.2.6.3 – Recruitment for the period 1 April 2014 to 31 March 2015

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management (14-16)	0	0	0	0	0	0	0	0	0
Senior Management (13)	2	0	0	0	1	0	0	0	3
Professionally qualified and experienced specialists and mid-management (11-12)	0	0	0	0	2	0	0	0	2
Skilled technical and academically qualified workers, Junior management, supervisors, foreman and Superintendents (9-10)	2	0	0	0	3	0	0	0	5
Semi-skilled and discretionary decision making (6-8)	0	0	0	0	0	0	0	0	0
Unskilled and defined decision Making (1-5)	0	0	0	0	0	0	0	0	0
Total	4	0	0	0	6	0	0	0	10
Employees with Disabilities	0	0	0	0	0	0	0	0	0

TABLE 4.2.6.4 – Promotions for the period 1 April 2014 to 31 March 2015

Occupational Bands	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management (14-16)	0	0	0	0	0	0	0	0	0
Senior Management (13)	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (11-12)	1	0	0	0	0	0	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foreman and Superintendents (9-10)	0	0	0	0	0	0	0	0	0

Semi-skilled and discretionary decision making (6-8)	1	0	0	0	0	0	0	0	1
Unskilled and defined decision Making (1-5)	0	0	0	0	0	0	0	0	0
Total	2	0	0	0	0	0	0	0	2
Employees with disabilities	0	0	0	0	0	0	0	0	0

TABLE 4.2.6.5 – Terminations for the period 1 April 2014 to 31 March 2015

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

TABLE 4.2.6.6 – Disciplinary action for the period 1 April 2014 to 31 March 2015

	Africa	Coloured	Indian	White	Africa	Coloured	Indian	White
Disciplinary action	0	0	0	0	0	0	0	0

TABLE 4.2.6.7 Skills development for the period 1 April 2014 to 31 March 2015

Occupational Categories (SASCO)	Male				Female				
	African	Coloured	Indian	White	African	Coloured	Indian	White	Total
Legislators, senior officials and managers	10	2	1	1	7	1	1	0	23
Professionals	7	0	0	0	12	0	0	0	19
Technicians and associate professionals	5	0	0	0	3	0	0	0	8
Clerks	7	0	0	0	6	0	0	0	13
Service and sales Workers	6	0	0	0	10	0	0	0	16
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	35	2	1	1	38	1	1	0	79
Employees with disabilities	0	0	0	0	0	0	0	0	0

4.2.7. PERFORMANCE REWARDS

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, 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 2014 to 31 March 2015

Gender & 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					
Male	6	47	12.7%	64.3	10.7
Female	3	48	6.3%	45.4	15.1
Asian					
Male	2	2	100.0%	82.7	41.4
Female	1	2	50.0%	43.6	43.6
Coloured					
Male	0	2	0%	0	0
Female	1	2	50.0%	9.4	9.4

White					
Male	1	2	50.0%	24.8	24.8
Female	1	2	50.0%	11.6	11.6
Employees with a disability	0	0	0	0	0
Total	15	107	14.0%	281.8	18.8

TABLE 4.2.7.2 – Performance Rewards by salary bands for personnel below Senior Management Service, 1 April 2014 to 31 March 2015 (11/12) financial year

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 expenditure
Lower skilled (Levels 1-2)	0	3	15.6%	0	0	0%
Skilled (Levels 3-5)	5	11	17.4%	22.1	4.4	18.9%
Highly skilled production levels 6-8	3	22	22.9%	30.5	10.2	26.1%
Highly skilled supervision (Levels 9-12)	3	44	44.1%	64.3	21.4	55.0%
Total	11	80	100.0%	116.9	10.6	100.0%

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 band	Total Cost (R'000)	Average cost per employee	Total cost as a % of the total personnel expenditure
Band A. level 13	3	21	78.1%	121.2	40.4	73.5%
Band B level 14	1	5	18.8%	43.6	43.6	26.5%
Band C level 15	0	1	31%	0	0	0%
Band D level 16	4	0	0%	0	0	0%
Total	8	27	100.0%	164.8	41.2	100.0%

4.2.8. LEAVE UTILISATION

TABLE 4.2.8.1. – Sick leave, 01 January 2014 – 31 December 2014

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) (3 employees)	12	3	100	4.0
Skilled (levels 3-5) (13 employees)	48	13	100	3.7
Highly skilled production (levels 6-8) (20 employees)	126	21	95.2	6.3
Highly skilled supervision (levels 9-12) (19 employees)	289	44	43.2	15.2
Senior management (13-16) (20 employees)	91	33	60.6	4.6
Total	566	114	65.8	7.5

TABLE 4.2.8.2 – Disability leave (temporary and permanent), 1 January 2014 to 31 December 2014

TABLE 4.2.8.3 – Annual leave, 01 January 2014 – 31 December 2014

Salary Band	Total days taken	Average days per employees
Lower skilled (levels 1-2) (3 employees)	39	13.0
Skilled (levels 3-5) (13 employees)	167	12.8
Highly skilled production (levels 6-8) (20 employees)	392	19.6
Highly skilled supervision (levels 9-12) (37 employees)	892	24.1
Senior management (13-16) (25 employees)	420	16.8
Total	1910	19.5

TABLE 4.2.8.4 – Capped leave, 01 January 2014 – 31 December 2014

Salary Band	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2014
Lower skilled (levels 1-2)	0	0	0
Skilled (levels 3-5)	0	0	0
Highly skilled production (levels 6-8)	0	0	51
Highly skilled supervision (levels 9-12)	0	0	23
Senior management (13-16)	0	0	45
Total	0	0	119

TABLE 4.2.8.5 – Leave payouts for the period 1 April 2014 to 31 March 2015

No leave payouts were made during the period under review

TABLE 4.2.9.1-Steps taken to reduce the risk of occupational exposure

Units/ categories of employees identified to be at high risk of contracting HIV& related diseases(if any)	Key steps taken to reduce the risk
N/A	N/A

TABLE 4.2.9.2-Details of Health Promotion and HIV and AIDS Programs (tick the applicable)

	Question	YES	NO	Details, if yes
1.	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	X		Director: HRD & ER is responsible
2.	Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in.		X	
3.	Has the department introduce and Employee assistance or Health Promotion Programme for your employees? If so, indicate the key elements services of this programme.		X	
4.	Has the department introduce establishment (a) committee(s) as contemplated in IN PART VIE of Chapter 1 of the Public Service Regulations 2000? If so. Provide the names of committee members and stake holders they represent.		X	
5.	Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/ practices so reviewed		X	
6.	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,		X	
7.	Does the department encourage its employees to undergo Voluntary counselling and testing, if so list the results that you have achieved		X	
8.	Has the department developed measures/indicators to monitor & evaluated the impact of its health promotion programmers? If so, list these measure/indicators.		X	

4.2.10. LABOUR RELATIONS

TABLE 4.2.10.1- Collective agreements, 1 April 2014 to 31 March 2015

Total Collective agreements	
0	0

TABLE 4.2.10.2-Misconduct and Disciplinary cases finalized, 1 April 2014 to 31 March 2015

Disciplinary Hearing 2014/15	
0	0

TABLE 4.2.10.3- Misconduct addressed in disciplinary hearings

Type of Misconduct	Number	% of total
	NONE	0

TABLE 4.2.10.4. Grievances lodged for the period 1 April 2014 to 31 March 2015

	Number	% of total
Number of grievances resolved	1	50
Number of grievances not resolved	1	50
Total number of grievance lodged	2	100

TABLE 4.2.10.5- Disputes lodged in the councils 1 April 2014 to 31 March 2015

	Number	% of total
Number of disputes upheld	0	0%
Number of disputes	2	100.0%
Number of disputes lodged	2	100.0%

TABLE 4.2.10.6-Strike action for the period 1 April 2014 to 31 March 2015

Total number of person working days lost	0
Total cost(R000) of working days lost	0
Amount (R000) recovered as a result of no work no pay	0

TABLE 4.2.10.7- Precautionary suspensions for the period 1 April 2014 to 31 March 2015

Number of people suspended	0
Number of people whose suspensions exceeded 30 day	0
Cost (R000) of suspensions	0

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 1 April 2014 to 31 March 2015

Occupational Categories	Gender	Number of employees as at 1st April 2014	Training needs identified at start of reporting period			
			Learnerships	Skills programmes & other short courses	Other forms of training	Total
Legislators, senior officials and Managers (11-15)	Female	18		11	0	11
	Male	23		15	1	16
Professionals (8-10)	Female	18		7	0	7
	Male	8		2	0	2

Technicians and associate Professionals (7)	Female	7	0	4	2	6
	Male	6	0	6	0	6
Clerks (4-6)	Female	7	0	5	0	5
	Male	9	0	5	0	5
Service and sales Workers (1-3)	Female	2	0	2	3	5
	Male	4	0	1	3	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 & 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	52	0	29	5	34
	Male	50	0	29	4	33
Total		102	0	58	9	67

TABLE 4.2.11.2 – Training provided 1 April 2014 to 31 March 2015

Occupational Categories	Gender	Number of employees as at 1st April 2014	Training needs identified at start of reporting period			
			Learnerships	Skills programmes & other short courses	Other forms of training	Total
Legislators, senior officials and Managers (11-15)	Female	18	0	16	6	22
	Male	23	0	33	2	35
Professionals (8-10)	Female	18	0	24	6	30
	Male	8	0	14	0	14
Technicians and associate Professionals (7)	Female	7	0	7	2	9
	Male	6	0	16	2	18
Clerks (4-6)	Female	7	0	16	2	18
	Male	9	0	18	1	19
Service and sales Workers (1-3)	Female	2	0	19	1	20
	Male	4	0	13	0	13
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 & 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	52	0	82	17	99
	Male	50	0	94	5	99
Total		102	0	176	22	198

PART E: FINANCIAL INFORMATION



REPORT OF THE AUDITOR-GENERAL TO PARLIAMENT ON THE DEPARTMENT OF CIVILIAN SECRETARIAT FOR POLICE

REPORT ON THE FINANCIAL STATEMENTS

INTRODUCTION

- 1 I have audited the financial statements of the Department of Civilian Secretariat for Police (CSP) set out on pages 67 to 118, which comprise the appropriation statement, the statement of financial position as at 31 March 2015, the statement of financial performance and cash flow statement for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

ACCOUNTING OFFICER'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with Modified Cash Standard as prescribed by the National Treasury 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.

AUDITOR-GENERAL'S RESPONSIBILITY

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

BASIS FOR QUALIFIED OPINION

COMMITMENTS

6. The department did not have adequate systems in place to maintain records of commitments where the procurement of goods and services have been approved and/or contracted, but where no delivery has taken place at year end. I was unable to confirm the restatement by alternative means. Consequently, I was unable to determine whether any adjustments to it as stated at R19 142 000 in note 14 of the financial statements was necessary.

ACCRUALS

7. The department did not have adequate systems in place to maintain records of accruals where the procurement of goods and services have received but not yet paid at the end of the financial year. I was unable to confirm the restatement by alternative means. Consequently, I was unable to determine whether any adjustments to it as stated at R5 569 000 in note 15 of the financial statements was necessary.

EMPLOYEE BENEFITS

8. I was unable to obtain sufficient appropriate audit evidence to verify the information in the schedules used by management in calculating the amounts disclosed in the employee benefits disclosure note no. 16. I was unable to confirm the accuracy of the schedules by alternative means. Consequently, I was unable to determine whether any adjustment to employee benefits stated at R4 279 000 in the financial statements was necessary.

QUALIFIED OPINION

9. In my opinion, except for the effects of the matters described in the basis for qualified opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Department of Civilian Secretariat for Police as at 31 March 2015 and its financial performance and cash flows for the year then ended, in accordance with the Modified Cash Standard prescribed by the National Treasury and the requirements of the PFMA.

EMPHASIS OF MATTER

10. I draw attention to the matter below. My opinion is not modified in respect of this matter.
11. As disclosed in the appropriation statement, the department has materially underspent the budget on programme 3: Legislation and policy development and programme 4: Civilian oversight, monitoring and evaluations to the amount of R13 354 000 and R3 655 000 respectively.

ADDITIONAL MATTER

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

13. The supplementary information set out on pages 119 to 121 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

14. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings on the reported performance information against predetermined objectives for selected programmes presented in the annual performance report, non-compliance with legislation as well as internal control. The objective of my tests was to identify reportable findings as described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

PREDETERMINED OBJECTIVES

15. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information for the following selected programmes presented in the annual performance report of the department for the year ended 31 March 2015:
- Programme 3: Legislation and policy development on pages 24 to 30
 - Programme 4: Civilian oversight, monitoring and evaluation on pages 30 to 33
16. I evaluated the reported performance information against the overall criteria of usefulness and reliability.
17. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned programmes. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's *Framework for managing programme performance information (FMPPI)*.
18. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
19. The material findings in respect of the selected programmes are as follows:

PROGRAMME 3: LEGISLATION AND POLICY DEVELOPMENT

USEFULNESS OF REPORTED PERFORMANCE INFORMATION

20. Performance targets should be specific in clearly identifying the nature and required level of performance as required by the FMPPI. A total of 22% of the targets were not specific.
21. Performance indicators should be well defined by having clear definitions so that data can be collected consistently and is easy to understand and use, as required by the FMPPI. A total of 33% of the indicators were not well defined.

RELIABILITY OF REPORTED PERFORMANCE INFORMATION

22. I did not identify any material findings on the reliability of the reported performance information for programme 3: Legislation and policy development.

PROGRAMME 4: CIVILIAN OVERSIGHT, MONITORING AND EVALUATION

USEFULNESS OF REPORTED PERFORMANCE INFORMATION

23. I did not identify any material findings on the usefulness of the reported performance information for programme 4: Civilian oversight, monitoring and evaluation.

RELIABILITY OF REPORTED PERFORMANCE INFORMATION

24. The FMPPPI requires the department to have appropriate systems to collect, collate, verify and store performance information to ensure valid, accurate and complete reporting of actual achievements against planned objectives, indicators and targets. The following target for Programme 4: Civilian Oversight, Monitoring and Evaluation were not reliable when compared to the source information or evidence provided and/or adequate and reliable corroborating evidence could not be provided
25. 46% of the oversight visits to police stations was not valid and accurate as the national monitoring tool that is used by the provinces to report on this indicator was not accurately completed. Furthermore, the CSP did not have proper systems and procedures in place to validate the information submitted.

ACHIEVEMENT OF PLANNED TARGETS

26. Refer to the annual performance report on page(s) 24 to 30 and 30 to 33 for information on the achievement of the planned targets for the year. This information should be considered in the context of the material findings on the usefulness and reliability of the reported performance information for the selected programmes reported in paragraph(s) 20 to 25 of this report.

ADJUSTMENT OF MATERIAL MISSTATEMENTS

27. I identified material misstatements in the annual performance report submitted for auditing on the reported performance information for programme 3: Legislation and policy development and programme 4: Civilian oversight, monitoring and evaluation. As management subsequently corrected only some of the misstatements, I raised material findings on the usefulness and reliability of the reported performance information respectfully.

COMPLIANCE WITH LEGISLATION

28. I performed procedures to obtain evidence that the department had complied with applicable legislation regarding financial matters, financial management and other related matters. My findings on material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA, are as follows:

FINANCIAL STATEMENTS AND ANNUAL REPORT

29. The financial statements submitted for auditing were not prepared in all instances in accordance with the prescribed financial reporting framework and supported by full and proper records as required by section 40(1)(a) and (b) of the Public Finance Management Act. Material misstatements of receivables, cash and cash equivalents and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected and the supporting records were provided but the uncorrected material misstatements and supporting records that could not be provided resulted in the financial statements receiving a qualified audit opinion.

STRATEGIC PLANNING AND PERFORMANCE MANAGEMENT

30. A strategic plan for the 2014 - 2019 period was not approved timely by the Minister of Police as required by Treasury Regulation 5.1.1.
31. The department did not in all instances maintain effective and efficient internal controls regarding performance management, which described and represented how the institution's processes of performance monitoring, review and reporting would be conducted, organised and managed, as required in terms of section 38(1)(a)(i) of the PFMA
32. Procedures for quarterly reporting to the Minister of Police and the facilitation of effective performance monitoring, evaluation and corrective action were not established as required by Treasury Regulation 5.3.1.
33. Specific and appropriate information systems to enable the department to monitor the progress made towards achieving the goals, targets and core objectives as indicated in the annual performance plan were not implemented and operational as required by Public Service Regulation Part IIIB.1 (f)(i)(ii).

PROCUREMENT AND CONTRACT MANAGEMENT

34. Sufficient appropriate audit evidence could not be obtained that quotations were awarded to suppliers whose tax matters have been declared by the South African Revenue Services to be in order as required by Treasury Regulations 16A9.1(d) and the Preferential Procurement Regulations.

HUMAN RESOURCES

35. Employees were appointed without following a proper process to verify the claims made in their applications in contravention of Public Service Regulation 1/VII/D.8.
36. A human resource plan was not implemented as required by Public Service Regulation 1/III/B2(d).

AUDIT COMMITTEE

37. An audit committee was not in place for the first 7 months of the financial year, as required by sections 38(1)(a)(ii) and 77 of the Public Finance Management Act and Treasury Regulation 3.1.1.

INTERNAL AUDIT

38. The internal audit function did not assess the operational procedure and monitoring mechanisms over the transfers of assets received as required by Treasury Regulation 3.2.8.

INTERNAL CONTROL

39. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with legislation. The matter reported below are limited to the significant internal control deficiencies that resulted in the basis for qualified opinion, the findings on the annual performance report and the findings on non-compliance with legislation included in this report.

LEADERSHIP

40. Management did not in all instances ensure that the department implements sufficient monitoring controls to financial and performance information as well as compliance as the department was only a designated department from the 2014/15 financial year and systems only become effective as from March 2015.

FINANCIAL AND PERFORMANCE MANAGEMENT

41. Inadequate financial, performance and compliance systems (internal controls) to support the reporting there-off as it is a new department and systems only become effective as from March 2015.

Auditor-General.

Pretoria

Date: 31 July 2015



ANNUAL FINANCIAL STATEMENTS

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Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Appropriation per programme									
	2014/15					2013/14			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Programme									
1. Administration	32 371	-	(814)	31 557	31 163	394	98.8%	-	-
2. Intersectoral Coordination and Strategic Partnerships	19 493	-	4 242	23 735	23 735	-	100.0%	-	-
3. Legislation and Policy Development	28 427	-	(1 878)	26 549	13 195	13 354	49.7%	-	-
4. Civilian Oversight, Monitoring and Evaluations	19 507	-	(1 550)	17 957	14 302	3 655	79.6%	-	-
TOTAL	99 798	-	-	99 798	82 395	17 403	82.6%	-	-
Reconciliation with statement of financial performance									
ADD									
Departmental receipts				2					
NRF Receipts									
Actual amounts per statement of financial performance (total revenue)				99 800					
ADD									
Aid assistance					-				-
Prior year unauthorised expenditure approved without funding					-				-
Actual amounts per statement of financial performance (total expenditure)									
					82 395				-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Appropriation per economic classification									
	Adjusted Appropriation	Shifting of Funds	2014/15				Expenditure as % of final appropriation	2013/14	
			R'000	Virement	Final Appropriation	Actual Expenditure	Variance	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Current payments	98 788	-	-	-	98 788	82 075	16 713	-	-
Compensation of employees	69 371	-	-	-	69 371	60 920	8 451	-	-
Salaries and wages	69 371	(5 043)	(1 799)	(1 799)	62 529	54 078	8 451	-	-
Social contributions	-	5 043	1 799	1 799	6 842	6 842	-	-	-
Goods and services	29 417	-	-	-	29 417	21 155	8 262	-	-
Administrative fees	40	68	(10)	(10)	98	98	-	-	-
Advertising	398	452	1 801	1 801	2 651	2 452	199	-	-
Minor assets	2 028	(156)	(77)	(77)	1 795	216	1 579	-	-
Audit costs: External	223	(121)	(102)	(102)	-	-	-	-	-
Bursaries: Employees	209	100	-	-	309	239	70	-	-
Catering: Departmental activities	3 354	(154)	(71)	(71)	3 129	2 403	726	-	-
Communication	2 453	228	(589)	(589)	2 092	1 381	711	-	-
Computer services	3 201	(1 006)	(2 095)	(2 095)	100	-	100	-	-
Consultants: Business and advisory services	696	104	-	-	800	793	7	-	-
Legal services	24	(10)	(14)	(14)	-	-	-	-	-
Contractors	1 511	(354)	-	-	1 157	84	1 073	-	-
Fleet services	50	-	(50)	(50)	-	-	-	-	-
Inventory: Clothing material and supplies	10	(5)	-	-	5	5	-	-	-
Inventory: Food and food supplies	40	6	(19)	(19)	27	27	-	-	-
Inventory: Fuel, oil and gas	49	162	(9)	(9)	202	202	-	-	-
Inventory: Materials and supplies	108	(30)	(25)	(25)	53	53	-	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Consumable supplies	226	(46)	(35)	145	45	100	31.0%	-	-
Consumable: Stationery, printing and office supplies	802	(202)	314	914	733	181	80.2%	-	-
Operating leases	220	96	185	501	501	-	100.0%	-	-
Transport provided: Departmental activity	234	288	-	522	288	234	55.2%	-	-
Travel and subsistence	12 175	(12)	(1 395)	10 768	8 072	2 696	75.0%	-	-
Training and development	493	63	39	595	335	260	56.3%	-	-
Operating payments	331	(32)	(9)	290	290	-	100.0%	-	-
Venues and facilities	542	561	2 161	3 264	2 938	326	90.0%	-	-
Transfers and subsidies	5	-	-	5	5	-	100.0%	-	-
Provinces and municipalities	5	-	-	5	5	-	100.0%	-	-
Municipalities	5	-	-	5	5	-	100.0%	-	-
Municipal agencies and funds	5	-	-	5	5	-	100.0%	-	-
Payments for capital assets	1 005	-	-	1 005	315	690	31.3%	-	-
Machinery and equipment	950	-	-	950	315	635	33.2%	-	-
Other machinery and equipment	950	-	-	950	315	635	33.2%	-	-
Intangible assets	55	-	-	55	-	55	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	99 798	-	-	99 798	82 395	17 403	82.6%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Programme 1: Administration									
2014/15									
	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. Department Management	6 852	-	2 322	9 174	9 174	-	100.0%	-	-
2. Corporate Services	8 926	-	(125)	8 801	8 801	-	100.0%	-	-
3. Finance Administration	13 414	-	(2 552)	10 862	10 468	394	96.4%	-	-
4. Internal Audit	3 179	-	(459)	2 720	2 720	-	100.0%	-	-
Total for sub programmes	32 371	-	(814)	31 557	31 163	394	98.8%	-	-
Economic classification									
Current payments	31 716	-	(738)	30 978	30 978	-	100.0%	-	-
Compensation of employees	25 213	-	1 098	26 311	26 311	-	100.0%	-	-
Salaries and wages	25 213	(2 222)	334	23 325	23 325	-	100.0%	-	-
Social contributions	-	2 222	764	2 986	2 986	-	100.0%	-	-
Goods and services	6 503	-	(1 836)	4 667	4 667	-	100.0%	-	-
Administrative fees	40	64	(10)	94	94	-	100.0%	-	-
Advertising	130	317	(30)	417	417	-	100.0%	-	-
Minor assets	425	(238)	(77)	110	110	-	100.0%	-	-
Audit costs: External	223	(121)	(102)	-	-	-	-	-	-
Bursaries: Employees	139	77	-	216	216	-	100.0%	-	-
Catering: Departmental activities	134	(37)	(27)	70	70	-	100.0%	-	-
Communication	639	41	(143)	537	537	-	100.0%	-	-
Computer services	2 095	-	(2 095)	-	-	-	-	-	-
Consultants: Business and advisory services	140	(114)	-	26	26	-	100.0%	-	-
Legal services	24	(10)	(14)	-	-	-	-	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Co ntractors	191	(152)	-	39	39	-	100.0%	-	-
Fleet services	50	-	(50)	-	-	-	-	-	-
Inventory: Clothing material and supplies	10	(5)	-	5	5	-	100.0%	-	-
Inventory: Food and food supplies	40	3	(19)	24	24	-	100.0%	-	-
Inventory: Fuel, oil and gas	46	6	(6)	46	46	-	100.0%	-	-
Inventory: Materials and supplies	108	(30)	(25)	53	53	-	100.0%	-	-
Consumable supplies	126	(47)	(35)	44	44	-	100.0%	-	-
Consumable: Stationery, printing and office supplies	399	(38)	(33)	328	328	-	100.0%	-	-
Operating leases	220	96	185	501	501	-	100.0%	-	-
Travel and subsistence	773	3	614	1 390	1 390	-	100.0%	-	-
Training and development	220	-	39	259	259	-	100.0%	-	-
Operating payments	331	(146)	(9)	176	176	-	100.0%	-	-
Venues and facilities	-	331	1	332	332	-	100.0%	-	-
Transfers and subsidies	5	-	-	5	5	-	100.0%	-	-
Provinces and municipalities	5	-	-	5	5	-	100.0%	-	-
Municipalities	5	-	-	5	5	-	100.0%	-	-
Municipal agencies and funds	5	-	-	5	5	-	100.0%	-	-
Payments for capital assets	650	-	(76)	574	180	394	31.4%	-	-
Machinery and equipment	650	-	(76)	574	180	394	31.4%	-	-
Other machinery and equipment	650	-	(76)	574	180	394	31.4%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	32 371	-	(814)	31 557	31 163	394	100%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

1.1 Department Management								
	Adjusted Appropriation	Shifting of Funds	2014/15			Actual Expenditure	Variance	Expenditure as % of final appropriation
			Virement	Final Appropriation	R'000			
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	R'000	2013/14
Current payments	6 852	-	2 303	9 155	9 155	-	100.0%	-
Compensation of employees	5 807	-	1 505	7 312	7 312	-	100.0%	-
Goods and services	1 045	-	798	1 843	1 843	-	100.0%	-
Interest and rent on land	6 852	-	2 303	9 155	9 155	-	100.0%	-
Transfers and subsidies	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	19	19	19	-	100.0%	-
Machinery and equipment	-	-	19	19	19	-	100.0%	-
Payments for financial assets	-	-	-	-	-	-	-	-
Total	6 852	-	2 322	9 174	9 174	-	100%	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

1.2 Corporate Services									
2014/15							2013/14		
Economic classification	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	8 921	-	(177)	8 744	8 744	-	100.0%	-	-
Compensation of employees	7 588	-	(447)	7 141	7 141	-	100.0%	-	-
Goods and services	1 333	-	270	1 603	1 603	-	100.0%	-	-
Transfers and subsidies	5	-	-	5	5	-	100.0%	-	-
Provinces and municipalities	5	-	-	5	5	-	100.0%	-	-
Payments for capital assets	-	-	52	52	52	-	100.0%	-	-
Machinery and equipment	-	-	52	52	52	-	100.0%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	8 926	-	(125)	8 801	8 801	-	100%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

1.3 Finance Administration									
	2014/15					2013/14			
	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	12 764	-	(2 405)	10 359	10 359	-	100.0%	-	-
Compensation of employees	9 124	-	126	9 250	9 250	-	100.0%	-	-
Goods and services	3 640	-	(2 531)	1 109	1 109	-	100.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	650	-	(147)	503	109	394	21.7%	-	-
Machinery and equipment	650	-	(147)	503	109	394	21.7%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	13 414	-	(2 552)	10 862	10 468	394	100%	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

1.4 Internal Audit									
	2014/15					2013/14			
	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	3 179	-	(459)	2 720	2 720	-	100.0%	-	-
Compensation of employees	2 694	-	(86)	2 608	2 608	-	100.0%	-	-
Goods and services	485	-	(373)	112	112	-	100.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	3 179	-	(459)	2 720	2 720	-	100.0%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Programme 2: Intersectoral Coordination and Strategic Partnerships									
2014/15									
	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	16 248	-	5 056	21 304	21 304	-	100%	-	-
2. Community Outreach	3 245	-	(814)	2 431	2 431	-	100%	-	-
Total for sub programmes	19 493	-	4 242	23 735	23 735	-	100%	-	-
Economic classification									
Current payments	19 493	-	4 242	23 735	23 735	-	100%	-	-
Compensation of employees	13 121	-	505	13 626	13 626	-	100%	-	-
Salaries and wages	13 121	(755)	(156)	12 210	12 210	-	100%	-	-
Social contributions	-	755	661	1 416	1 416	-	100%	-	-
Goods and services	6 372	-	3 737	10 109	10 109	-	100%	-	-
Advertising	-	-	1 831	1 831	1 831	-	100%	-	-
Minor assets	-	78	-	78	78	-	100%	-	-
Audit costs: External	-	12	-	12	12	-	100%	-	-
Bursaries: Employees	2 392	(764)	(44)	1 584	1 584	-	100%	-	-
Catering: Departmental activities	385	149	(150)	384	384	-	100%	-	-
Communication	-	29	-	29	29	-	100%	-	-
Consultants: Business and advisory services	-	29	-	29	29	-	100%	-	-
Contractors	-	1	-	1	1	-	100%	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Consumable: Stationery, printing and office supplies	-	347	347	347	-	100%	-	-	-
Transport provided: Departmental activity	-	-	288	288	-	100%	-	-	-
Travel and subsistence	3 595	(407)	3 211	3 211	-	100%	-	-	-
Operating payments	-	13	13	13	-	100%	-	-	-
Venues and facilities	-	142	2 302	2 302	-	100%	-	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	19 493	4 242	23 735	23 735	-	100%	-	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

2.1 Intergovernmental, Civil Society and Public-Private Partnerships									
2014/15									
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	2013/14	
								Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	16 248	-	5 056	21 304	21 304	-	100%	-	-
Compensation of employees	11 181	-	661	11 842	11 842	-	100%	-	-
Goods and services	5 067	-	4 395	9 462	9 462	-	100%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	16 248	-	5 056	21 304	21 304	-	100%	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

2.2 Community Outreach									
	2014/15					2013/14			
	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	3 245	-	(814)	2 431	2 431	-	100%	-	-
Compensation of employees	1 940	-	(156)	1 784	1 784	-	100%	-	-
Goods and services	1 305	-	(658)	647	647	-	100%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	3 245	-	(814)	2 431	2 431	-	100%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Programme 3: Legislation and Policy Development									
2014/15									
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	2013/14	
								Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Sub programme									
1. Policy Development and Research	10 696	-	(727)	9 969	7 243	2 726	72.7%	-	-
2. Legislation	17 731	-	(1 151)	16 580	5 952	10 628	35.9%	-	-
Total for sub programmes	28 427	-	(1 878)	26 549	13 195	13 354	49.7%	-	-
Economic classification									
Current payments	28 367	-	(1 954)	26 413	13 060	13 353	49.4%	-	-
Compensation of employees	18 053	-	(1 603)	16 450	10 453	5 997	63.5%	-	-
Salaries and wages	18 053	(1 112)	(1 603)	15 338	9 341	5 997	60.9%	-	-
Social contributions	-	1 112	-	1 112	1 112	-	100.0%	-	-
Goods and services	10 314	-	(351)	9 963	2 607	7 356	26.2%	-	-
Administrative fees	-	1	-	1	1	-	100.0%	-	-
Advertising	253	-	-	253	54	199	21.3%	-	-
Minor assets	1 600	-	-	1 600	21	1 579	1.3%	-	-
Bursaries: Employees	70	11	-	81	11	70	13.6%	-	-
Catering: Departmental activities	794	-	-	794	68	726	9.6%	-	-
Communication	935	-	-	935	242	693	25.9%	-	-
Computer services	25	-	-	25	-	25	-	-	-
Consultants: Business and advisory services	100	189	-	289	284	5	98.3%	-	-
Contractors	1 320	(231)	-	1 089	16	1 073	1.5%	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Inventory: Food and food supplies	-	3	-	3	3	-	100.0%	-	-
Inventory: Fuel, oil and gas	-	10	-	10	10	-	100.0%	-	-
Consumable Supplies	100	1	-	204	1	100	1.0%	-	-
Consumable: Stationery, printing and office supplies	394	(190)	-	234	24	180	11.8%	-	-
Transport provided: Departmental activity	234	-	-	234	-	234	-	-	-
Travel and subsistence	4 489	-	(351)	4 138	1 666	2 472	40.3%	-	-
Training and development	-	63	-	63	63	-	100.0%	-	-
Operating payments	-	55	-	55	55	-	100.0%	-	-
Venues and facilities	-	88	-	88	88	-	100.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	60	-	76	136	135	1	99.3%	-	-
Machinery and equipment	60	-	76	136	135	1	99.3%	-	-
Other machinery and equipment	60	-	76	136	135	1	99.3%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	28 427	-	(1 878)	26 549	13 195	13 354	49.7%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

3.1 Policy Development and Research									
	2014/15					2013/14			
	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	10 696	-	(727)	9 969	7 243	2 726	72.7%	-	-
Compensation of employees	7 329	-	(586)	6 743	6 074	669	90.1%	-	-
Goods and services	3 367	-	(141)	3 226	1 169	2 057	36.2%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	10 696	-	(727)	9 969	7 243	2 726	72.7%	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

3.2 Legislation									
	2014/15					2013/14			
	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	17 671	-	(1 227)	16 444	5 817	10 627	35.4%	-	-
Compensation of employees	10 724	-	(1 017)	9 707	4 379	5 328	45.1%	-	-
Goods and services	6 947	-	(210)	6 737	1 438	5 299	21.3%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	60	-	76	136	135	1	99.3%	-	-
Machinery and equipment	60	-	76	136	135	1	99.3%	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	17 731	-	(1 151)	16 580	5 952	10 628	35.9%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Programme 4: Civilian Oversight, Monitoring and Evaluations									
	2014/15					2013/14			
	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. Police Performance, Conduct and Compliance	14 336	-	(306)	14 030	10 375	3 655	73.9%	-	-
2. Policy and Programme Evaluations	3 286	-	60	3 346	3 346	-	100.0%	-	-
3. Information Management	1 885	-	(1 304)	581	581	-	100.0%	-	-
Total for sub programmes	19 507	-	(1 550)	17 957	14 302	3 655	79.6%	-	-
Economic classification									
Current payments	19 212	-	(1 550)	17 662	14 302	3 360	81.0%	-	-
Compensation of employees	12 984	-	-	12 984	10 530	2 454	81.1%	-	-
Salaries and wages	12 984	(954)	(374)	11 656	9 202	2 454	78.9%	-	-
Social contributions	-	954	374	1 328	1 328	-	100.0%	-	-
Goods and services	6 228	-	(1 550)	4 678	3 772	906	80.6%	-	-
Administrative fees	-	3	-	3	3	-	100.0%	-	-
Advertising	15	135	-	150	150	-	100.0%	-	-
Minor assets	3	4	-	7	7	-	100.0%	-	-
Catering: Departmental activities	34	647	-	681	681	-	100.0%	-	-
Communication (G&S)	494	38	(296)	236	218	18	92.4%	-	-
Computer services	1 081	(1 006)	-	75	-	75	-	-	-

Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

Consultants: Business and advisory services	456	-	-	456	454	2	99.6%	-	-
Inventory: Fuel, oil and gas	3	145	(3)	145	145	-	100.0%	-	-
Consumable: Stationery, printing and office supplies	9	26	-	35	34	1	97.1%	-	-
Travel and subsistence	3 318	(38)	(1 251)	2 029	1 805	224	89.0%	-	-
Training and development	273	-	-	273	13	260	4.8%	-	-
Operating payments	-	46	-	46	46	-	100.0%	-	-
Venues and facilities	542	-	-	542	216	326	39.9%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	295	-	-	295	-	295	-	-	-
Machinery and equipment	240	-	-	240	-	240	-	-	-
Other machinery and equipment	240	-	-	240	-	240	-	-	-
Intangible assets	55	-	-	55	-	55	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	19 507	-	(1 550)	17 957	14 302	3 655	79.6%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

4.1 Police Performance, Conduct and Compliance									
	2014/15					2013/14			
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	14 041	-	(306)	13 735	10 375	3 360	75.5%	-	-
Compensation of employees	9 475	-	(10)	9 465	7 011	2 454	74.1%	-	-
Goods and services	4 566	-	(296)	4 270	3 364	906	78.8%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	295	-	-	295	-	295	-	-	-
Machinery and equipment	240	-	-	240	-	240	-	-	-
Intangible assets	55	-	-	55	-	55	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	14 336	-	(306)	14 030	10 375	3 655	73.9%	-	-



Civilian Secretariat for Police Department within Vote 25
Appropriation Statement for the year ended 31 March 2015

4.2 Policy and Programme Evaluations									
	2014/15						2013/14		
	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	3 286	-	60	3 346	3 346	-	100.0%	-	-
Compensation of employees	2 456	-	518	2 974	2 974	-	100.0%	-	-
Goods and services	830	-	(458)	372	372	-	100.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	3 286	-	60	3 346	3 346	-	100.0%	-	-



4.3 Information Management									
	2014/15					2013/14			
	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	1 885	-	(1 304)	581	581	-	100.0%	-	-
Compensation of employees	1 053	-	(508)	545	545	-	100.0%	-	-
Goods and services	832	-	(796)	36	36	-	100.0%	-	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Payments for capital assets	-	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-	-	-
Total	1 885	-	(1 304)	581	581	-	100.0%	-	-

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

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

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

2.1 Per programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
Programme 1	31 557	31 163	394	1.2%
Programme 3	26 549	13 195	13 354	50.3%
Programme 4	17 957	14 302	3 655	20.4%

Underspending on all programmes mainly due to unfilled vacancies as well as goods and services ordered but not delivered in financial year including R17,0 million for SITA contract

2.2 Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Current payments	98 788	82 075	16 713	16.9%
Compensation of employees	69 371	60 920	8 451	12.2%
Goods and services	29 417	21 155	8 262	28.1%
Interest and rent on land	-	-	-	-
Transfers and subsidies				
Provinces and municipalities	5	5	-	0%
Payments for capital assets	1 005	315	690	68.7%
Buildings and other fixed structures	-	-	-	-
Machinery and equipment	1 005	315	690	66.8%
Intangible assets	-	-	-	-
Payments for financial assets	-	-	-	-

Underspending on economic classification mainly due to unfilled vacancies as well as goods and services ordered but not delivered in financial year including R17,0 million for SITA contract.



Civilian Secretariat for Police Department within Vote 25
Statement of Financial Performance for the year ended 31 March 2015

	<i>Note</i>	2014/15 R'000	2013/14 R'000
REVENUE			
Annual appropriation	1	99 798	-
Statutory appropriation		-	-
Departmental revenue	2	2	-
NRF Receipts		-	-
TOTAL REVENUE		99 800	-
EXPENDITURE			
Current expenditure			
Compensation of employees	3	60 920	-
Goods and services	4	21 155	-
Interest and rent on land		-	-
Total current expenditure		82 075	
Transfers and subsidies			
Transfers and subsidies	5	5	-
Total transfers and subsidies		5	
Expenditure for capital assets			
Tangible assets	6	315	-
Intangible assets	6	-	-
Total expenditure for capital assets		315	-
Unauthorised expenditure approved without funding		-	-
Payments for financial assets		-	-
TOTAL EXPENDITURE		82 395	-
SURPLUS/(DEFICIT) FOR THE YEAR		17 405	-
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds		17 403	-
Annual appropriation		99 798	-
Conditional grants		-	-
Unconditional grants		-	-
Departmental revenue and NRF Receipts	10	2	-
SURPLUS/(DEFICIT) FOR THE YEAR		17 405	-



Civilian Secretariat for Police Department within Vote 25
Statement of Financial Position for the year ended 31 March 2015

	<i>Note</i>	2014/15 R'000	2013/14 R'000
ASSETS			
Current assets		18 755	-
Unauthorised expenditure		-	-
Cash and cash equivalents	7	18 752	-
Other financial assets		-	-
Prepayments and advances	8	3	-
Receivables		-	-
Loans		-	-
Non-current assets		-	-
Investments		-	-
Receivables		-	-
Loans		-	-
Other financial assets		-	-
TOTAL ASSETS		18 755	-
LIABILITIES			
Current liabilities		18 755	-
Voted funds to be surrendered to the Revenue Fund	9	17 403	-
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	10	2	-
Bank overdraft		-	-
Payables	11	1 350	-
Non-current liabilities		-	-
Payables		-	-
TOTAL LIABILITIES		18 755	-
NET ASSETS		-	-
Represented by:			
Capitalisation reserve		-	-
Recoverable revenue		-	-
Retained funds		-	-
Revaluation reserves		-	-
TOTAL		-	-



Civilian Secretariat for Police Department within Vote 25
Statement of Changes in Net Assets for the year ended 31 March 2015

	<i>Note</i>	2014/15 R'000	2013/14 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		-	-



Civilian Secretariat for Police Department within Vote 25
Cash Flow Statement for the year ended 31 March 2015

	<i>Note</i>	2014/15 R'000	2013/14 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		99 800	-
Annual appropriated funds received	1.1	99 798	-
Statutory appropriated funds received		-	-
Departmental revenue received	2	2	-
Interest received		-	-
NRF Receipts		-	-
Net (increase)/decrease in working capital		1 347	-
Surrendered to Revenue Fund		-	-
Surrendered to RDP Fund/Donor		-	-
Current payments		(82 075)	-
Interest paid		-	-
Payments for financial assets		-	-
Transfers and subsidies paid		(5)	-
Net cash flow available from operating activities	12	19 067	-
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	6	(315)	-
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		(315)	-
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		18 752	-
Cash and cash equivalents at beginning of period		-	-
Cash and cash equivalents at end of period	13	18 752	-



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.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.

Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1	Basis of preparation The financial statements have been prepared in accordance with the Modified Cash Standard.
2	Going concern The financial statements have been prepared on a going concern basis.
3	Presentation currency Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.
4	Rounding Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).
5	Comparative information
5.1	Prior period comparative information Prior period comparative information has not been presented in the current year's financial statements as the department is reporting for the first time. 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.
6	Revenue
6.1	Appropriated funds Appropriated funds comprises of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation). Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective. The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.
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: <ul style="list-style-type: none"> it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and the amount of revenue can be measured reliably. 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.



Civilian Secretariat for Police Department within Vote 25
Accounting Policies for the year ended 31 March 2015

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 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	Accrued expenditure payable Accrued expenditure payable is 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. Accrued expenditure payable is 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: <ul style="list-style-type: none"> • cost, being the fair value of the asset; or • the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.
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. 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. <Indicate when prepayments are expensed and under what circumstances.>
10	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.
11	Payables Loans and payables are recognised in the statement of financial position at cost.



12	Capital Assets
12.1	<p>Immovable capital assets</p> <p>Immovable capital assets are initially recorded in the notes to the financial statements at cost. Immovable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition. Where the cost of immovable capital assets cannot be determined accurately, the immovable capital assets are measured at R1 unless the fair value of the asset has been reliably estimated, in which case the fair value is used. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. 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.</p>
12.2	<p>Movable capital assets</p> <p>Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition. Where the cost of movable capital assets cannot be determined accurately, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure that is of a capital nature 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.</p>
12.3	<p>Intangible assets</p> <p>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 accurately, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure 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.</p>
13	Provisions and Contingents
13.1	<p>Provisions</p> <p>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.</p>
13.2	<p>Contingent liabilities</p> <p>Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably</p>
13.3	<p>Contingent assets</p> <p>Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department</p>
13.4	<p>Commitments</p> <p>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</p>



14	<p>Unauthorised expenditure</p> <p>Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:</p> <ul style="list-style-type: none"> • approved by Parliament 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. <p>Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.</p>
15	<p>Fruitless and wasteful expenditure</p> <p>Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.</p> <p>Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables for recovery.</p> <p>Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
16	<p>Irregular expenditure</p> <p>Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.</p> <p>Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery or not condoned and is not recoverable.</p> <p>Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
17	<p>Changes in accounting policies, accounting estimates and errors</p> <p>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 for the earliest period for which retrospective restatement is practicable.</p> <p>Changes in accounting estimates are applied prospectively in accordance with MCS requirements.</p> <p>Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p>
18	<p>Events after the reporting date</p> <p>Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.</p>
19	<p>Recoverable revenue</p> <p>Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.</p>
20	<p>Related party transactions</p> <p>A related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party. Related party transactions are recorded in the notes to the financial statements when the transaction is not at arm's length.</p>



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:

	2014/15		2013/14	
	Final Appropriation	Actual Funds Received	Funds not requested/ not received	Appropriation received
	R'000	R'000	R'000	R'000
Administration	31 557	31 557	-	-
Intersectoral Coordination and Strategic Partnerships	23 735	23 735	-	-
Legislation and Policy Development	26 549	26 549	-	-
Civilian Oversight, Monitoring and Evaluations	17 957	17 957	-	-
Total	99 798	99 798	-	-

All funds for the financial year was received



2. Departmental revenue

	Note	2014/15 R'000	2013/14 R'000
Tax revenue		-	-
Sales of goods and services other than capital assets	2.1	2	-
Fines, penalties and forfeits		-	-
Interest, dividends and rent on land		-	-
Sales of capital assets		-	-
Transactions in financial assets and liabilities		-	-
Transfer received		-	-
Total revenue collected		2	-
Less: Own revenue included in appropriation		-	-
Departmental revenue collected		2	-

2.1. Sales of goods and services other than capital assets

	Note	2014/15 R'000	2013/14 R'000
Sales of goods and services produced by the department	2	2	-
Sales by market establishment		-	-
Administrative fees		-	-
Other sales		2	-
Sales of scrap, waste and other used current goods		-	-
Total		2	-



3. Compensation of employees

3.1. Salaries and Wages

Note	2014/15 R'000	2013/14 R'000
Basic salary	42 267	-
Performance award	678	-
Service Based	34	-
Compensative/circumstantial	552	-
Periodic payments	-	-
Other non-pensionable allowances	10 546	-
Total	54 077	-

3.2. Social contributions

Note	2014/15 R'000	2013/14 R'000
Employer contributions		
Pension	5 231	-
Medical	1 607	-
UIF	-	-
Bargaining council	5	-
Official unions and associations	-	-
Insurance	-	-
Total	6 843	-
Total compensation of employees	60 920	-
Average number of employees	115	-



4. Goods and services

	Note	2014/15 R'000	2013/14 R'000
Administrative fees		98	-
Advertising		2 452	-
Minor assets	4.1	216	-
Bursaries (employees)		239	-
Catering		2 403	-
Communication		1 381	-
Computer services	4.2	-	-
Consultants: Business and advisory services		793	-
Legal services		-	-
Contractors		84	-
Agency and support / outsourced services		-	-
Audit cost – external		-	-
Fleet services		-	-
Inventory		289	-
Consumables	4.3	774	-
Operating leases		501	-
Property payments		-	-
Rental and hiring		-	-
Transport provided as part of the departmental activities		288	-
Travel and subsistence	4.4	8 074	-
Venues and facilities		2 938	-
Training and development		335	-
Other operating expenditure	4.5	290	-
Total		21 155	-



4.1 Minor assets

	Note	2014/15 R'000	2013/14 R'000
Tangible assets			
Machinery and equipment		216	-
Intangible assets		-	-
Total		216	-

4.2 Inventory

	Note	2014/15 R'000	2013/14 R'000
Clothing material and accessories		5	-
Food and food supplies		28	-
Fuel, oil and gas		203	-
Materials and supplies		53	-
Other supplies		-	-
Total		289	-

4.3 Consumables

	Note	2014/15 R'000	2013/14 R'000
Consumable supplies		42	-
Uniform and clothing		-	-
Household supplies		19	-
IT consumables		23	-
Other consumables		-	-
Stationery, printing and office supplies		732	-
Total		774	-



4.4 Travel and subsistence

	Note	2014/15 R'000	2013/14 R'000
Local	4	7 636	-
Foreign		438	-
Total		8 074	-

4.5 Other operating expenditure

	Note	2014/15 R'000	2013/14 R'000
Professional bodies, membership and subscription fees	4	-	-
Resettlement costs		194	-
Other		96	-
Total		290	-

5. Transfers and subsidies

	Note	2014/15 R'000	2013/14 R'000
Provinces and municipalities	Annex 1A	5	-
Total		5	-



6. Expenditure for capital assets

	Note	2014/15 R'000	2013/14 R'000
Tangible assets		315	-
Machinery and equipment	21	315	-
Intangible assets		-	-
Total		315	-

6.1 Analysis of funds utilised to acquire capital assets – 2014/15

	Voted funds R'000	Aid assistance R'000	Total R'000
Tangible assets	315	-	315
Machinery and equipment	315	-	315
Intangible assets	-	-	-
Total	315	-	315

7. Cash and cash equivalents

Consolidated Paymaster General Account

	Note	2014/15 R'000	2013/14 R'000
Cash receipts		18 752	-
Disbursements		-	-
Cash on hand		-	-
Total		18 752	-

8. Prepayments and advances

	Note	2014/15 R'000	2013/14 R'000
Staff advances		-	-
Travel and subsistence		3	-
Prepayments		-	-
Advances paid		-	-
Total		3	-



9. Voted funds to be surrendered to the Revenue Fund

Note	2014/15 R'000	2013/14 R'000
Opening balance		-
Prior period error		-
As restated		-
Transfer from statement of financial performance (as restated)	17 403	-
Add: Unauthorised expenditure for current year	-	-
Voted funds not requested/not received	-	-
Transferred to retained revenue to defray excess expenditure (PARLIAMENT/LEGISLATURES ONLY)	-	-
Paid during the year	-	-
Closing balance	17 403	-

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

Note	2014/15 R'000	2013/14 R'000
Opening balance		-
Prior period error		-
As restated		-
Transfer from Statement of Financial Performance (as restated)	2	-
Own revenue included in appropriation	-	-
Transfer from aid assistance	-	-
Transfer to voted funds to defray expenditure (Parliament/ Legislatures ONLY)	-	-
Paid during the year	-	-
Closing balance	2	-



11. Payables – current

	Note	2014/15 R'000	2013/14 R'000
Amounts owing to other entities			
Advances received		-	-
Clearing accounts	11.1	1 350	-
Other payables		-	-
Total		1 350	-

11.1. Clearing accounts

Description	Note	2014/15 R'000	2013/14 R'000
Salary deduction accounts	11	1 350	-
Total		1 350	-



12. Net cash flow available from operating activities

Note	2014/15 R'000	2013/14 R'000
Net surplus/(deficit) as per Statement of Financial Performance	17 405	-
Add back non cash/cash movements not deemed operating activities	1 662	-
(Increase)/decrease in receivables – current	-	-
(Increase)/decrease in prepayments and advances	(3)	-
(Increase)/decrease in other current assets	-	-
Increase/(decrease) in payables – current	1 350	-
Proceeds from sale of capital assets	-	-
Proceeds from sale of investments	-	-
(Increase)/decrease in other financial assets	-	-
Expenditure on capital assets	315	-
Surrenders to Revenue Fund	-	-
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	19 067	-



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

	Note	2014/15 R'000	2013/14 R'000
Consolidated Paymaster General account		18 752	-
Fund requisition account		-	-
Cash receipts		-	-
Disbursements		-	-
Cash on hand		-	-
Cash with commercial banks (Local)		-	-
Cash with commercial banks (Foreign)		-	-
Total		18 752	-

14. Commitments

	Note	2014/15 R'000	2013/14 R'000
Current expenditure			
Approved and contracted		17 928	-
Approved but not yet contracted		-	-
		17 928	-
Capital expenditure			
Approved and contracted		1 214	-
Approved but not yet contracted		-	-
		1 214	-
Total Commitments		19 142	-



15. Accruals and payables not recognised

Listed by economic classification

	30 Days	30+ Days	2014/15 R'000	2013/14 R'000
Goods and services	-	5 569	Total	Total
Interest and rent on land	-	-	5 569	-
Transfers and subsidies	-	-	-	-
Capital assets	-	-	-	-
Total	-	5 569	5 569	-

Listed by programme level

Programme 1: Administration

	Note	2014/15 R'000	2013/14 R'000
Total		5 569	-
		5 569	-

Confirmed balances with other departments

Confirmed balances with other government entities

	Note	2014/15 R'000	2013/14 R'000
Total		231	-
		231	-

16. Employee benefits

	Note	2014/15 R'000	2013/14 R'000
Leave entitlement		1 965	-
Service bonus (Thirteenth cheque)		-	-
Performance awards		1 205	-
Capped leave commitments		1 109	-
Other		-	-
Total		4 279	-

17. Lease commitments

17.1. Operating leases expenditure

2014/15	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	-	-	-	501	501
Later than five years	-	-	-	-	-
Total lease commitments	-	-	-	501	501



18. Irregular expenditure

18.1 Reconciliation of irregular expenditure

	Note	2014/15 R'000	2013/14 R'000
Opening balance		-	-
Prior period error		-	-
As restated		-	-
Add: Irregular expenditure – relating to prior year		-	-
Add: Irregular expenditure – relating to current year		7 647	-
Less: Prior year amounts condoned		-	-
Less: Current year amounts condoned		-	-
Less: Amounts not condoned and recoverable		-	-
Less: Amounts not condoned and not recoverable	15	-	-
Closing balance		-	-
Analysis of awaiting condonation per age classification			
Current year		7 647	-
Prior years		-	-
Total		7 647	-



18.2 Details of irregular expenditure – current year

Incident Disciplinary steps taken/criminal proceedings

Manto Management facilitation Eastern Cape	Still under investigation	30
Indoni Transportation Eastern Cape	Still under investigation	11
Wings Naledi Travel Agency	Still under investigation	7 378
Birchwood Hotel	Still under investigation	20
Topco Media	Still under investigation	125
Van Wyk's Coaches	Still under investigation	83
Total		7 647

2014/15
R'000

18.2 Details of irregular expenditure – current year

Manto Management facilitation Eastern Cape	Still under investigation	30
Indoni Transportation Eastern Cape	Still under investigation	11
Wings Naledi Travel Agency	Still under investigation	7 378
Birchwood Hotel	Still under investigation	20
Topco Media	Still under investigation	125
Van Wyk's Coaches	Still under investigation	83
Total		7 647

2014/15
R'000



19. Related party transactions

	2014/15 R'000	2013/14 R'000
In kind goods and services received		
Minor and Movable Capital Assets received as donation from SAPS	7 098	-
Total	7 098	-

South African Police Service
Independent Police Investigative Directorate
Private Security Industry Regulatory Authority

20. Key management personnel

	No. of Individuals	2014/15 R'000	2013/14 R'000
Political office bearers (provide detail below)			
Officials:			
Level 15 to 16	3	2 051	-
Level 14 (incl. CFO if at a lower level)	7	7 490	-
Family members of key management personnel			
Total		9 541	-

21. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015

	Opening balance R'000	Additions R'000	Disposals R'000	Closing Balance R'000
MACHINERY AND EQUIPMENT	-	5 721	-	5 721
Transport assets	-	1 768	-	1 768
Computer equipment	-	2 278	-	2 278
Furniture and office equipment	-	1 661	-	1 661
Other machinery and equipment	-	14	-	14
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	-	5 721	-	5 721

Movable Tangible Capital Assets not transferred

	Number	Value R'000
Machinery and equipment	105	1 289

There is a difference on the transfer of assets from SAPS to the amount of R1 289 000 and a task team will be investigating the difference to clear it in the year ending on March 2016



21.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015

	Cash*	Non-cash**	(Capital Work in Progress current costs and finance lease payments)	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	315	4 974	-	432	5 721
Transport assets	-	1 768	-	-	1 768
Computer equipment	40	2 238	-	-	2 278
Furniture and office equipment	268	961	-	432	1 661
Other machinery and equipment	7	7	-	-	14
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	315	4 974	-	432	5 721

21.2 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2015

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	-	-	-	-	-
Additions	-	-	-	2 340	-	2 340
Disposals	-	-	-	-	-	-
TOTAL MINOR ASSETS	-	-	-	2 340	-	2 340

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of R1 minor assets	-	-	-	1	-	1
Number of minor assets at cost	-	-	-	1584	-	1584
TOTAL NUMBER OF MINOR ASSETS	-	-	-	1585	-	1585



ANNEXURE 1A
STATEMENT OF CONDITIONAL GRANTS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION			TRANSFER			SPENT			2013/14
	Division of Revenue Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re-allocations by National Treasury or National Department	Amount received by municipality	Amount spent by municipality	% of available funds spent by municipality
	R'000	R'000	R'000		R'000	R'000	%	R'000	R'000	%
City of Tshwane	-	-	-	-	4	-	-	4	4	-
City of Cape Town	-	-	-	-	1	-	-	1	1	-
	-	-	-	-	5	-	-	5	5	-

**ANNEXURE 5
INTER-GOVERNMENT PAYABLES**

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL		Cash in transit at year end 20YY/ ZZ *	
	31/03/2015	31/03/2014	31/03/2015	31/03/2014	31/03/2015	31/03/2014	Payment date up to six (6) working days before year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
DEPARTMENTS								
Total	-	-	-	-	-	-	-	-
OTHER GOVERNMENT ENTITY								
Current	231	-	-	-	-	231	-	-
Auditor-General of South Africa								
Subtotal	231	-	-	-	-	231	-	-
Non-current	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-
Total	231	-	-	-	-	231	-	-



ANNEXURE 6 INVENTORIES

Inventory	Note	Quantity	2014/15 R'000	Quantity	2013/14 R'000
Opening balance		-	-	-	-
Add/(Less): Adjustments to prior year balance		-	-	-	-
Add: Additions/Purchases - Cash		6 236	532	-	-
Add: Additions - Non-cash		-	-	-	-
(Less): Disposals		-	-	-	-
(Less): Issues		(2 068)	(224)	-	-
Add/(Less): Adjustments		-	-	-	-
Closing balance		4 168	308	-	-

NOTES

This image shows a full page of a handwriting practice worksheet. It consists of numerous horizontal dashed lines spaced evenly across the page, providing a guide for letter height and placement. The background is plain white, and there are no other markings or text present.

NOTES

[illegible]



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