

2004 Annual Report

FOREWORD

After a decade of freedom it is imperative for us to reflect on the achievements, transformation and the challenges before us as the Civilian Secretariat in the Department of Safety and Security.

Our initiatives in transforming the South African Police from one that was an arm of state security to one that serves to protect the communities has been overwhelming. The South African Police Service (SAPS) is demographically better represented at all levels, however much needs to be done to attain the set targets. In order to increase the level of convictions, the building of appropriate capacity with respect to overall management of police services, improving the strategic collaboration between the prosecutorial section of the Department of Justice, Correctional Services and SAPS is both essential and critical.

As a result of the national crime combating strategy many of the serious crimes, such as murder, rape, hijacking and bank related robberies have decreased over the last decade. Despite the gains in the fight against crime some categories have increased, these include aggravated robbery, street robbery and robbery at both residential and business premises.

The contributing factors in these increases can be attributed to alcohol and drug abuse, as well as the proliferation of illegal firearms. The SAPS firearm strategy is aimed at eradicating this proliferation of firearms for the use of in crime and violence.

Together with all role players, we have been effective in ensuring that there is a greater awareness on the causes of crime, and the role they have to play in minimising crime in line with the National Crime Prevention Strategy (NCPS).

The challenge before us is to increase the capacity at the local level in order to develop community safety plans with SAPS, local municipalities and other criminal justice cluster role players, so that as a collective, we can minimise the contributory factors that lead to social crimes. The effective implementation and co-ordination of Community Safety Forums is an important challenge in the next financial years.

Tourism safety in Mpumalanga has improved dramatically, and we call on the relevant tourism stakeholders to enhance tourism optimally so that it can increase the economic activity, thereby creating and sustaining employment.

A decision to phase out commandos was taken by the Minister of Safety and Security in his budget speech in 2003/04. The challenge before us is to ensure that the Rural Safety Plan of SAPS will provide the necessary safety and security of the farming communities. This process is being implemented by SAPS in consultation with Agri-Mpumalanga.

The security of our national borders with both Mozambique and Swaziland have to be re-enforced with additional capacity in order to reduce cross-border crimes, especially stock theft, contraband, drugs and trafficking of illegal immigrants.

Overall, I am satisfied that the department plays an important role in monitoring and evaluating the SAPS in order to complement them in improving the service. In addition, it will continue to facilitate the effective implementation of the National Crime Prevention Strategy.

Each one of us have a role to play in all of this, both from a moral regeneration point of view and in ensuring that the spirit of ubuntu reigns into the future.

INTRODUCTION

The Civilian Secretariat of the Department of Safety and Security has a constitutional mandate to monitor and evaluate the SAPS, in order to ensure that appropriate quality services are provided which are both effective and efficient.

In addition, the Civilian Secretariat is required to facilitate the implementation of the National Crime Prevention Strategy (NCPS) as outlined in the White Paper for Safety and Security.

Overall, the department has met its commitments with regard to what it undertook to implement in 2003/04, with regard to its areas of priorities:

1. Although the target was to facilitate and support the establishment of 12 Multi Agency Mechanism Structures at municipal level, the department established 15.
2. Paralegal workshops were held in at least 16 different farming communities as one of the areas in improving the relationship between all stakeholders in the farming community.
3. Six major anti crime rallies were held at Delmas, Mhluzi, Driekoppies, Ackerville, Mayflower and Dennilton, in order to encourage the participation of communities in crime prevention by creating a greater awareness of what contributes to the escalation of crime.
4. In addition, both schools and shebeens were targeted as part of the community campaigns in order to address critical issues around gender based violence, discouraging the buying of stolen goods, moral regeneration, drug and substance abuse and developing partnerships against crime.

The close collaboration and efforts implemented between SAPS, Business, the Department of Finance and Economic Affairs and the Civilian Secretariat has definitely reduced the levels of crime against tourists.

Border security continues to be a strategic threat to the province and state at large. In due course the responsibility for border line security will be transferred to the SAPS from the SANDF, and as such we will have to monitor and ensure that our border problems are not exacerbated during the transition phase.

The Simunye Excellence Award was the pinnacle of all events in our calendar and although the Hendrina Police Station was adjudged the best in the province, the margins between the top 9 police stations were quite small. This is a clear indication that the standards of service delivery are progressively improving.

Most of the CPFs were provided training in order to build their capacity in dealing with developing community safety plans, conflict resolution and community policing.

The SAPS had identified five operational priorities for 2003/2004.

1. Organised crime.
2. Serious and violent crime.
3. Crime against women and children.
4. Improve basic service delivery to all communities.
5. Human resource management.

As a result of the national crime combating strategy the following achievements were recorded nationally: 1. Murder experienced a small decrease of 1.7%. However since, 1994 the incidences of murder has decreased by 30.7%. 2. A decrease of 5.7% in the occurrence of rape was recorded between 2001/2 and 2002/3. 3. The rape ratio (per 100 000 members of the population) is at its lowest level since the establishment of the SAPS in 1994/5.

There is a significant decrease in high profile cases of aggravated robbery, hijacking of motor vehicles decreased by 20.2% and bank robberies/cash in transit robberies by 15.4% respectively. Despite these gains, some categories have increased which include aggravated robbery, street robbery and theft from both business, houses and from vehicles.

A concerted effort in this regard is being made as statistics indicate that most crimes are committed when either the perpetrator or the victim are under the influence of drugs and or alcohol or they are gun related.

The firearm legislation is part of a wider strategy in reducing the proliferation of illegal weapons. The challenge confronting all of us as individuals is to know and understand our roles in civil society, as to how we can complement both the efforts of the SAPS and the community at large in the fight against crime and criminality.

"Ask not, what my country can do for me but what I can do for my country" so that we enhance our practice of "ubuntu"

BACKGROUND

AIM OF THE VOTE

The aim of the Department of Safety and Security is to make Mpumalanga a safe, secure and crime free province and to encourage community participation in social crime prevention, thus inculcating a culture of democratic accountability within the

police service by monitoring policy implementation and carrying out political oversight of the SAPS.

VISION STATEMENT

To make Mpumalanga a safe, secure and crime free province by encouraging community participation in crime prevention.

MISSION STATEMENT

To improve public safety in the province by ensuring the following:

1. Monitoring and evaluating the policing activities in order to analyse the efficiency and effectiveness of the implementation of the national policing policy in Mpumalanga.
2. Facilitate the building of positive relationships between the police services, community and the local municipality.
3. Initiating and co-ordinating social crime prevention activities with all stakeholders.
4. Co-ordinate the Criminal Justice Cluster to improve the efficiency and effectiveness of the Criminal Justice System.
5. Safeguarding government property by monitoring the private security service providers.

LEGISLATIVE AND OTHER MANDATES

The department derives its mandate from the following:

The Constitution of the Republic of South Africa (Act 108/1996) According to section 206 (1) of the Constitution, a member of the Cabinet must be responsible for policing and must determine national policing policy after consulting the provincial governments and taking into account the policing needs and priorities of the provinces as determined by the provincial executives.

Section 206 (3) of the Constitution entitles each province to;

- a. monitor police conduct;
- b. oversee the effectiveness and efficiency of the police service, including receiving reports on the police service;
- c. promote good relations between the police and the community;
- d. assess the effectiveness of visible policing; and
- e. liaise with the Cabinet member responsible for policing with respect to crime and policing in the province.

According to section 208 of the Constitution, a civilian secretariat for the police service must be established by national legislation to function under the direction of the Cabinet Member responsible for policing.

The South African Police Service Act (Act 68 of 1995) According to subsection 2 (1)(b) of the South African Police Service Act, a provincial government may establish a provincial secretariat to be called Provincial Secretariat for Safety and Security; provided that the date on which a provincial secretariat will come into operation shall be determined by a provincial government in consultation with the minister.

White Paper on Safety and Security, 1998 The objectives of the White Paper are to outline:

1. Strategic priorities to deal with crime.
2. Roles and responsibilities of various role players in the safety and security sphere.
3. The role of the Department of Safety and Security within the Constitutional framework.

Private Security Industries Regulatory Activities Act 56 of 2001 The Minister for Safety and Security has, under section 35 of the Private Security Industries Regulatory Authorities Act, 2001 (Act no. 56 of 2001), made the regulations in the schedule thereto.

Access to Public Premises and Vehicles Act No. 53 of 1985 To provide for the safeguarding of certain public premises and vehicles and for the protection of the people therein or thereon, and for matters connected therewith.

Public Service Act 38 of 1999

The main aim of the Act is to provide for the organisation and administration of the public service of the republic, the regulation of the conditions of employment, terms of office, discipline, retirement and discharge of members of the public service, and matters connected therewith.

Promotion of Administrative Justice Act 3 of 2000 (Judicial Matters Amendment Act 42 of 2001)

This Act is aimed to give effect to administrative action that is lawful, reasonable and procedurally fair and to the right to written reasons for administrative action as contemplated in section 33 of the Constitution of the Republic of South Africa, 1996; and to provide for matters incidental thereto.

White Paper on Transformation, 1997

The White Paper on the Transformation of the Public Service (Batho Pele White Paper, October 1997) sets out a number of priorities, amongst which, the improvement of service delivery is outlined as the key to transformation. This White Paper lays down eight Batho Pele Principles.

Public Finance Management Act (PFMA) (as amended by Act 29 of 1999)

To regulate financial management in the national government and provincial

governments; to ensure that all revenue, expenditure, assets and liabilities of those governments are managed efficiently and effectively; to provide for the responsibility of persons entrusted with financial management in those governments; to provide for matters connected therewith. The Accounting Officer as agreed, reports to the MEC on a regular basis on matters of relevance. On a formal basis, monthly and quarterly reports are submitted to the executive authority.

CIVILIAN SECRETARIAT

AIM OF THE VOTE

The aim of the Department of Safety and Security is to facilitate in creating a safe and secure environment that is conducive for optimising socio-economic development in Mpumalanga. This is achieved by facilitating and inculcating a culture of democratic accountability within the police service by monitoring policy implementation, carrying out oversight of SAPS and further promoting stakeholder participation in day-to-day policing in order to augment and enhance the quality and appropriateness of the policing service.

Key Programmes and achievements

Key Programmes

Programme 1: Administration

Programme 2: Operations and Support

Programme 3: Security Services

Programme 4: Policy, Planning and Research

Achievements

(See outputs and service delivery trends in Programme two). Overview and key policy developments: Period covered by the annual report (2003-2004).

PROGRAMME 1

OBJECTIVES, OUTPUTS, SERVICE DELIVERY INDICATORS AND ACTUAL PERFORMANCE

OBJECTIVE 1

Provision of accurate Financial Reports to Managers and other Stakeholders

Output

1. To have a functional financial management system.
2. Compliance of the PFMA.
3. Provide reports on the 15th of every month.
4. To improve financial procedures.
5. Capacitate officials on BAS and PFMA on a continuous basis.

Service Delivery Indicators

1. Number of exceptions on BAS performance.
2. Number of exceptions on PFMA reported per month.
3. Number of audit queries dealt with per month.
4. Number of officials trained on BAS and PFMA.

Actual Performance

1. The Financial Management System (BAS) was fully functional with the support of

- both the National and Provincial Treasury through their monthly system controllers' meetings in discussing any developments with regards to the system.
2. The Directorate rendered the financial management in an effective and efficient manner, thereby complying with all rules of the Public Finance Management Act, Act No.1 of 1999.
 3. Monthly reports were submitted to Treasury as per the requirements on or before the 15th of each month.
 4. Financial procedures were improved through the development of internal control measures; implementation of the fraud prevention plan and the development of the Departmental Risk Assessment Plan with the help of the Provincial Internal Auditors.
 5. All finance officials within the Department were continuously capacitated on the developments with regard to Basic Accounting System by the System Controller.

OBJECTIVE 2

Render management of the budget and revenue services.

Output

1. Provide baseline figures to the line managers by 31 May 2003.
2. To compile and align department budget by June 2003 for the financial period 2004/2005.
3. Improve revenue collection and the transfer thereof.

Service Delivery Indicators

1. Report on submission of baseline figures to all line managers.
2. Budget process to be aligned to the annual plans by the 30th of June 2003.
3. Transfer of revenue to be done as per the Treasury schedule.

Actual Performance

1. Baseline figures were provided to all Directorates / Sub-directorates for the 2004/2005 MTEF Budget preparation.
2. The 2004/2005 MTEF Budget was prepared and aligned to the Operational Plan as per the requirements, and Directorates and Sub Directorates were assisted to cost their Operational Plans as per their strategic documents.
3. Revenue collection was improved by ensuring that all possible revenue identified was collected and transferred to the Provincial Treasury as per the requirements of the PFMA, Act No.1 of 1999.

OBJECTIVE 3

To manage and monitor expenditure control.

Output

1. Effective and efficient administration of contractual obligations.
2. Effective and efficient management of payments to creditors.

Service Delivery Indicators

1. Payments of contractual obligations.
2. Monthly exceptions reported on creditors.
3. Completed register of payments.
4. Payments processed within 30 days.

Actual Performance

1. All payments for contractual obligations were effectively monitored and payments

for contract were made timeously.

2. There were no exceptions reported.
3. A register of payments was recorded.
4. Payments to creditors for services rendered were effectively managed and processed within the 30 days period in terms of the Treasury Regulations.

OBJECTIVE 4

To ensure the effective management of salaries.

Output

1. Timeous payments of salaries.
2. Improve financial control.

Service Delivery Indicators

1. Timeous payment of salaries.
2. Minimise fraud and corruption.
3. Improve financial control.
4. Clear salary accounts.

Actual Performance

1. The Directorate effectively managed salary administration. Salary stop order deductions were administered and deductions were timeously paid to various institutions including magistrates.
2. The transfer of personnel to other departments assisted in the effective management and monitoring of officials through salary pay sheets, thus minimizing the possibility of fraud.
3. The salary payroll was effectively managed on a monthly basis in order to improve internal control measures.
4. Salary exceptions were cleared timeously in order to allow the process of closing monthly books.

OBJECTIVE 5

To manage bookkeeping services.

Output

1. Accurate financial reports for decision-making.
2. Clearing of suspense accounts and timeous closure of books for the year.

Service Delivery Indicators

1. Timeous closure of books.
2. Timeous clearance of exceptions.
3. Preparation of annual, financial statements within the prescribed format and as per the requirements of the PFMA.

Actual Performance

1. Month-end closure of books was done as per the schedule of dates and no forced closure was ever exercised within the department during the year of reporting.
2. All exceptions were timeously cleared to allow the closure of books as per the requirements of the Basic Accounting System.
3. The Directorate has managed to prepare and finalise the 2002/2003 financial statements as per the requirements of the PFMA.

PROVISIONING AND LOGISTICAL SUPPORT SERVICES

OBJECTIVE 1

To ensure the implementation of a sound records management system and practices on an ongoing basis for efficient administration.

Output

1. Accurate filing system for the department.
2. Knowledgeable officials on filing.
3. Improved departmental procurement policies in terms of regulations.
4. Trained officials on LOGIS.

Service Delivery Indicators

1. Filing system to be prepared.
2. Number of officials trained to be reported quarterly.

Actual Performance

1. The filing system has improved but much more needs to be done, as each Directorate needs to integrate all their filing systems into one departmental filing system.
2. Training was provided to improve knowledge of officials but needs to be extended to all officials.
3. Procurement policies have improved since the implementation of the PPP and the Supply Chain Management Framework.
4. Sixteen (16) officials were trained on Logis.

OBJECTIVE 2

To ensure efficient provisioning and logistical services in the department on an ongoing basis for financial accountability.

Output

1. Proper filing and record keeping of stock control.
2. Control of assets.

Service Delivery Indicators

1. Number of exception per month (stock availability).
2. Asset register to be maintained monthly.

Actual Performance

1. Stock has been correctly registered and kept at a required level.
2. The assets register has been correctly updated manually and electronically in order to reflect the assets of the department.

OBJECTIVE 3

To ensure efficient control of departmental transport services.

Output

1. Manage first auto reports.
2. Monitor trip authorities.
3. Ensure maintenance of vehicles.
4. Attend Provincial Transport Forum meeting.

Service Delivery Indicator

Number of exception reports per month to be reported by the 15th of each month.

Actual Performance

1. First auto reports are managed through Wesbank reports which correctly reflect the monthly expenditure on transport.
2. The Department has installed a computerised transport system to effectively manage the GG vehicles in support of the manual trip authority issued on daily basis.
3. The transport division has successfully managed the Government Vehicles by also ensuring that vehicles are correctly maintained.
4. Provincial Transport Forum meetings were attended to correctly reflect on the challenges in managing the said vehicles and also be given the necessary updates on any developments with regards to transport.

CHALLENGES The following are challenges faced by the Office of the Chief Financial Officer in the management and administration of departmental finances:

1. Development of the Implementation Plan for the Supply Chain Management in terms of the new Supply Chain Management Framework.
2. Training of departmental supply chain committee members on the Supply Chain Management Framework.
3. Invitation of the various suppliers to submit their business particulars for them to be registered on the departmental database.
4. Development of fixed asset register that will comply with future accrual accounting.
5. Decentralisation of all administration budget from programme for Administration to all other Directorates/ Sub-directorates.
6. Establishment of a departmental Internal Audit Unit.
7. Full implementation of the Performance Management System in terms of the Public Service Regulations.
8. Timeous clearing of exceptions as a result of supplier submitting invoices late.

HUMAN RESOURCES

OBJECTIVE 1

To ensure the implementation of a Human Resource Management system (PERSAL) and approved practices.

Output

1. Correction of deviations in relation to incorrect placements to be monitored quarterly. Service Delivery Indicators 1. Ratio of incorrect placements in relation to correct placement to be monitored quarterly.
2. Submission of quarterly reports.

Actual Performance

1. All officials have been captured on PERSAL as per the approved organisational structure and deviations were corrected.
2. Quarterly reports were submitted as per the requirements of the guidelines for the preparation of the monthly, quarterly and annual report.

OBJECTIVE 2

To ensure the compilation of job descriptions per post class and the development of work plans.

Output

1. All officials' job descriptions and work plans are developed and in place.

Service Delivery Indicators

1. Numbers of job descriptions for officials are kept and work plans are in place.
2. Submission of quarterly reports.

Actual Performance

- 1a. Job descriptions were compiled.
- 1b. Quarterly reports were submitted

OBJECTIVE 3

To ensure the evaluation of posts per component on all organisation levels.

Output

1. All posts are evaluated prior to being filled.

Service Delivery Indicators

1. Number of posts evaluated.
2. Ratio of jobs down graded in relation to those upgraded.

Actual Performance

- 1a. Eighteen posts were evaluated.
- 1b. Seventeen posts were upgraded and 1 downgraded.

OBJECTIVE 4

To fill all funded vacant posts with quality personnel.

Output

1. Appointment of competent and quality personnel to all identified posts as per the Human Resource Plan.

Service Delivery Indicator

1. Number of posts filled in relations to those not filled.

Actual Performance

1. 18 vacant funded posts were filled. The remainder of funded vacant posts were not filled as a result of Resolution 7 of the PSBC, as posts were only advertised late in the year.

OBJECTIVE 5

To facilitate the implementation of a performance management and development system for all directorates and sections.

Output

1. All employees' performance to be assessed.

2. Facilitate, prepare and submit signed performance agreements for sectional heads to the Head of Department.

Service Delivery Indicators

1. Number of officials assessed in relation to those that do not qualify for notch progression.
2. Number of signed performance agreements.
3. Submission of quarterly assessments.

Actual Performance

1. Thirty-eight officials were assessed for notch progression and 28 did not qualify.
2. All senior managers' signed performance agreements as per the requirements of the Public Service Regulations.
3. Quarterly assessments were done for all employees.

OBJECTIVE 6

To promote training and skills development for all employees.

Output

1. Build capacity to improve efficiency.

Service Delivery Indicators

1. Number of officials trained in-house per quarter.
2. Number of officials trained to be reported quarterly.
3. Number of bursaries provided per annum.
4. Number of training courses conducted.

Actual Performance

1. 88 officials were trained in-house on the following courses: Report Writing, Basic Research Skills, Project Management, Code of Conduct, Job Analysis, HIV/Aids, LOGIS skills, Excel and Microsoft Word.
2. 18 officials were provided with ABET and a quarterly report was submitted.
3. 15 officials were awarded with bursaries to further develop their training needs in line with their day-to day activities.
4. HRM and HRD conferences were attended and 12 women attended women in leadership courses, two officials attended Service Delivery Learning Conference and Senior Management Conference.

COMMUNICATIONS

OBJECTIVE 1

To provide communication services to the department.

Output

1. Improved communication.

Service Delivery Indicators

1. Regular briefings with the HOD and management on internal communication matters and departmental activities.
2. Monitor the media on regular basis and keep records of all press articles that has

a bearing on the department.

3. Existence of an internal and external communication strategy.

Actual Performance

1. Briefed the HOD and management on all matters of communication and participated in the co-ordination of departmental anti-crime activities.
2. Monitored the media on regular basis and kept records of all press articles that has a bearing on the department.
3. Developed an internal and external communication strategy in line with priorities and programmes of the department.

OBJECTIVE 2

To raise public awareness on safety and security matters.

Output

1. To provide information on departmental activities, campaigns and community meetings to the public.
2. To purchase radio slots on public and community radio stations to raise awareness on safety and security matters and to communicate and market the programmes of the department.
3. To purchase advertising space on community newspapers to advertise key messages and themes of the department so as to raise awareness on safety and security matters.
4. To purchase and print promotional material and merchandise to promote departmental programmes and increase visibility.

Service Delivery Indicators

1. Number of radio slots purchased and positive coverage generated in local, regional and national media.
2. Provision of information to the public about the activities of the department.
3. Printing of information material on safety and security matters to support programmes of the department.
4. Number of T-shirts printed.

Actual Performance

1. Purchased a total of 48 slots on Ligwalagwala FM and Ikwewezi FM to advertise various social crime events and other programmes of the department. The slots were utilised to enhance public awareness on safety and security matters.
- 2a. Purchased advertising space to highlight various themes such as domestic violence, child abuse and alcohol and drug abuse in newspapers such as the Sowetan, The Citizen, Mpumalanga News and The Lowvelder.
- 2b. The department also participated in the special advertorial on the province in The Lowvelder, Mpumalanga News and City Press. The project was co-ordinated in the Office of the Premier.
- 2c. The department received publicity through News24, African Eye News, Beeld, The Sowetan, The Citizen, The Star, SABC radio and TV, E-TV and all community radio stations in the province.
- 3a. Purchased 24 slots on community radio stations such as Barberton Community Radio, Greater Middelburg FM and Alpha to market various events such as major rallies at Middelburg, Daantjie, and Emalahleni etc.
- 3b. Purchased advertising space to advertise all major anti crime rallies. The following newspapers were utilised: Middelburg Observer, Mpumalanga News, The

Lowvelder and The Sowetan. The department bought advertising on special publications such as Succeed SA Special Human Rights Edition. 3c. Information on social crime to highlight issues such as rape, domestic violence, child abuse etc. were printed on leaflets, posters and brochures and were distributed in the province. 4. Purchased and printed a total of 14 790 T-shirts, golf shirts and executive shirts to promote visibility and market various programmes of the department

OBJECTIVE 3

To facilitate the interaction between the department and other relevant stakeholders.

Output

1. To participate in all Cabinet Outreach Programmes and all its programmes and to timeously submit reports to the Office of the Premier.
2. To co-ordinate and participate in all Imbizo Focus Week activities for the department.
3. To inform media timeously of all the programmes and projects of the department.
4. To inform stakeholders about the activities of the department through quarterly newsletter.

Service Delivery Indicators

1. Participation in Cabinet Outreach Programmes and timeous submission of all reports to the Office of the Premier.
2. Co-ordination and participation in the Imbizo Programmes for the department.
3. Number of media releases.
4. One newsletter per quarter.

Actual Performance

1. Attended to all issues raised on safety and security during the Cabinet Outreach community meetings and all reports were timeously submitted to the Office of the Premier.
2. Imbizo Focus Week activities were effectively co-ordinated, and were held at Botleng (Delmas), Middelburg, Nokaneng and Nkomazi.
3. Issued media releases about the activities of the department to local and national newspapers as well as to government web site.
4. Only one newsletter was printed in the first quarter. There was a lack of capacity to sustain this activity.

OBJECTIVE 4

To improve internal communication

Output

1. To disseminate information to staff through an internal weekly bulletin.
2. To improve communication at regional level.

Service Delivery Indicators

1. Number of meetings held to disseminate information and internal bulletins.
2. Number of meetings held per quarter.

Actual Performance

1. Disseminated information at monthly management meetings and provided internal bulletins (Desk Talk) about issues and events in the department.

2. All staff members are informed about the activities in the department through monthly meetings.

OBJECTIVE 5

To improve external communication.

Output

1. Provide information to the public about the activities of the department.
2. Participate in the Provincial Communication Forum.
3. Enhance the co-operation between the communication section and SAPS communication unit.

Service Delivery Indicators

1. Participation of communities in the departmental programmes and activities.
2. Number of radio slots and advertising space purchased and effectively utilised.
3. Participation in the Provincial Communication Forum.
4. Existence of a partnership between the department and the SAPS Provincial Communication Unit.

Actual Performance

1. Communities participated actively in all major social crime projects and campaigns that were held and co-ordinated by the department.
2. Slots were purchased at SABC's Ligwalagwala FM, Ikwewezi FM and community radio stations such as BCR, Moutse, Ekangala, Greater Middelburg FM as well as Alpha.
3. Participated regularly in the Provincial Communication Forum.
4. A working relationship with the SAPS Provincial Communication Unit was entered into and the SAPS Pol TV unit covered most of the functions where the MEC was attending. The SAPS Communication Unit also provided a number of exhibitions at the events.

PROGRAMME 2:

SOCIAL CRIME PREVENTION

OBJECTIVES, OUTPUTS, SERVICE DELIVERY INDICATORS AND ACTUAL PERFORMANCE

OBJECTIVE 1

To initiate, implement, promote, support and ensure coordination around social crime prevention projects and programmes by provincial government departments, local authorities, SAPS and the Criminal Justice Cluster.

Output

1. Established and functional MAM structures.
2. Bi-monthly MAM meetings held.
3. Improved Border Security.
4. Improved relationship between stakeholders in the farming communities.

Service Delivery Indicators

1. Number of Multi Agency Mechanism structures established.

2. Number of MAM meetings held.
3. Number of quarterly reports on border security.
4. Number of farming communities workshopped.

Actual Performance

1. 14 local Multi Agency Mechanism structures were established in the under-mentioned municipalities: Middelburg, Thembisile, Albert Luthuli, Dr JS Moroka, Msukaligwa, Seme, Thaba Chweu, Mkhondo, Gert Sibande, Dipaliseng, Mbombela, Badplaas, Standerton and Secunda.
2. 7 Bi-monthly MAM meetings were held in the following municipalities: Albert Luthuli, Lekwa, Mbombela, Govan Mbeki, Dr JS Moroka, Thembisile and Thaba Chweu. In addition, 5 MAM workshops were held in the following municipalities: Highlands, Thaba Chweu, Lydenburg, Zithabiseni and Mbombela. A Technical Team was established and meets monthly. Workshops were held wherein the following key issues were discussed: - Enhancing joint working relationships - Communication and information sharing - Creation of Intersectoral funding
3. Participated in meetings with CPFs, Hawkers, Home Affairs, SARS and occasionally customs officers from Swaziland to discuss security measures and other criminal activities around the border posts of Jeppes Reef, Mahamba, Matsamo, Mananga, Lebombo and Calcutta Informal Border. The following issues were raised and discussed: - That there is a lack of sufficient support on the borderline from SANDF. - The rate of stolen cars from South Africa to Swaziland has increased as a result of the lax and porous border. The government of Swaziland have dug a trench in an attempt to stop the prevailing car theft problem on the borderline. - That the SANDF should re-deploy members to patrol the borderline and thereby alleviate the problem of drugs and illegal firearms that are smuggled across the borders. - That border fences be erected in the areas where there are none in existence. - The MEC and HOD met with the National Minister to highlight the problems of border security and the need for additional SANDF members in order to improve border security. - The Minister of Safety and Security had undertaken to visit the Lebombo Border Post with the Minister of Defence and to address the issues. - Participated in the cross border meetings at Calcutta and Masoyi. - Addressed CPF members at Low's Creek and Komatipoort Police Stations on the role of the community in the prevention of drug trafficking between South Africa and Swaziland.
4. The department has capacitated both farmers and farm workers on the ESTA laws. The capacity building programme is aimed at empowering particularly the farm workers in the provisions of the law concerning their land tenure rights. This process assisted in developing a conducive environment for the farming community to collectively assist in crime prevention initiatives and to discourage criminality in their respective areas. Paralegal workshops were conducted in the following areas: Marble Hall, SIS farm, Malelane, Greylingstad, Ogies, Pullenshope, Doornkop, Diepkloof farm, Badfontein, Chrissiesmeer, Komatipoort, Schoemans farm, Morgenzon, Low's Creek, Bethal and Wonderfontein farm. - Meetings were held with stock farmers in the Nkomazi region at Tonga to discuss stock theft issues and problems on illegal trading of meat at pension pay points. Stock farmers were encouraged to brand mark their livestock for easy identification in the event of theft. - Meetings were held with farming communities at the Delmas and Bethal Police Stations. - The department participated in the Priority Committee on Rural Safety at Middelburg and KwaMhlanga, which looks into issues affecting the farming community. There is a marked decrease in the number of farm attacks in the province as a consequence of the initiatives and interventions on the part of the committee. - Participated in the Komjekejeke annual commemoration ceremony hosted by the Office of the Premier at Walmansthal.

OBJECTIVE 2

To mobilise communities for maximum participation in social crime prevention initiatives in Mpumalanga.

Output

1. Identification and implementation of three social crime prevention projects
2. At least 10% of schools to be targeted in 2003/4 on drug abuse, sexual abuse and illegal weapons

Service Delivery Indicators

1. Number of projects initiated and implemented.
2. Number of rallies and campaigns conducted.
3. Number of schools having had awareness campaigns on drug abuse, sexual abuse, violence and illegal weapons.

Actual Performance

1a. Shebeen and Tavern owners were addressed on social crime prevention activities and encouraged to apply for business licenses in Machadodorp. Some shebeens have closed down resulting in the reduction in the number of assault and domestic violence related cases. A committee of shebeen owners that is meant to participate in crime prevention activities and work hand-in-hand with the police, was established. According to the report by Crime Intelligence the crime rate in shebeens and taverns has declined since the intervention by SAPS and the civilian secretariat.

1b. Other than visiting the community through physical crime awareness campaigns, the department has employed the following electronic media (Radio Stations) to raise crime awareness in the province i.e. Ligwalagwala and Ikwekwezi. The following community radio stations were also used to assist in creating community awareness against crime: Barberton, TEKS, Enkangala and Middelburg.

1c. The MEC for Safety and Security addressed the people in Mpumalanga on safety and security related issues during the year-end function.

1d. Held meetings with hawkers in Nelspruit, Sabie, Matsulu, Lydenburg, Hazyview and Longtom Pass to encourage them to participate in tourist safety structures. Workshops on Tourism Safety were conducted in the various tourist flashpoint areas where these hawkers were trained on tourism safety matters. The object of the training is to mobilise the hawkers at tourist points to understand the importance of tourism for their businesses and the negative impact crime has on the success of their enterprises and on the tourism industry in the Province in general. It is interesting to note that since the advent of the training sessions the department has held with hawkers, there is a very close working relationship with all the relevant stakeholders, which has assisted in reducing crimes against tourists.

2. Conducted six major rallies to address crime related matters at Delmas, Mhluzi, Driekoppies, Ackerville, Mayflower and Dennilton. It is through these rallies that the department has attracted thousands of people and encouraged them to participate in Social Crime Prevention initiatives.

3a. Awareness campaigns were held in flashpoint schools mentioned below: Gert Sibande: Chief Ampie Mayisa, Mpumelelo, Petrus Maziya, Dingulwazi, Ikusasaletu, England, Sithuthukile, Ekulindeni, Dlomodlomo, Bantwabethu, Mkolishi, Siyabonga, Eligugu, Vukuqakaze and Leandra Primary Schools. Ehlanzeni: Nqakeni, Umthombo, Khaliphani, Bonginhlanhla, EJ Singwane, Lihawu, Sidvungeni, Hilaria, Zwelisha, Emzinoni, KT Thwala, Gedlembane, Sitintile, Mayibuye, Lekazi Central, Themebeka,

Chief Charles and ZB Secondary Schools. Nkangala: Ekulehanyisweni, Jekes Malaza and Mpanama High Schools.

3b. Anti-crime school games were held at: KaBokweni, Masoyi, Khumbula, Sbhulo, Khutsalani, Vulindlela, Mbuyane, Guduza, Mpumelelo, Ngodini, Hlanganani, Siligane, Phathwa, Mshadza, Bhekiswayo, Sakhile, Jacob Mdluli, Mafu, Vukani, Mandlethu, Somkhahlela, Buhlebethu, Vukuqhaze, Chief Ampie, Mayise, Ndlela, Zwelisha, Amadlela, Amadlelo, Sobantu, Mashadu, Bonginhlanhla, Khaliphani, Sidungeni, Chief Charles, Ndlela, Barberton, Sabie, Masoyi, Tonga, Schoemansdal, Barberton and Lydenburg.

OBJECTIVE 3

To improve the relations between formal policing structures and communities by facilitating the establishment of community policing forums.

Output

1. Facilitate the establishment of CPF structures in all police stations
2. Facilitate the capacity building of at least 50% of CPF structures in the province.
3. Twelve community events to be held quarterly.

Service delivery Indicators

1. Number of Community Policing Forums revived and number of sub-forums established.
2. Number of Community Policing Forums capacitated.
3. Number of community events held per quarter.

Actual Performance

1. During the fiscal year under review a total of 24 Community Policing Forums and sub-forums were established in the three regions as follows: Ekangala: Verena, Machadodorp, Mmamethlake and Moloto. Gert Sibande: Charl Celliers, Embalenhle, Mzinoni, Trichardt, Sheepmoore and Grootvlei. Ehlanzeni: Pilgrim's Rest, Burgersfort, KaBokweni, Tekwane South, Matsulu, Low's Creek, Komatipoort, KaNyamazane, Ngodwana, Schoemansdal, Platorand, Matsulu, Steelpoort, Masoyi, Burgersfort, Driekoppies, Malelane and Graskop.

2a. The department facilitated 32 CPF workshops throughout the province in the following areas: Ekangala: Emalahleni, Marapyane, Lefiso, KwaMhlanga, Verena, Kwaggafontein, Tweefontein, Thembisile, Mmamethlake and Zaaiplaas. Gert Sibande: Greylingstad, Secunda, Charl Celliers, Embalenhle, Emzinoni, Delmas, Kinross, Sheepmoore, Kriel, Davel, Elukwatini, Breyten, Fernie and Sakhile. Ehlanzeni: Komatipoort, Lydenburg, Low's Creek, Tonga, Nelspruit, KaNyamazane, Barberton and Schoemansdal.

2b. In addition, the department participated in the CPF meetings that took place at: KaMaqhekeza Tribal Authority, KaNyamazane, Magudu, KaMaqhekeza, Tonga, Ngwenyeni, Mawewe Tribal Authority, Mgobodzi, Tonga and Sabie Participated in the Provincial Board and Area Board meetings held in Secunda, Nelspruit, Matsulu, KwaMhlanga, KaBokweni, KaNyamazane, KwaMhlanga, Nelspruit, Davel, Embalenhle, Lydenburg, Secunda, Boschfontein and Piet Retief. The department has encouraged CPFs to come up with projects and programmes with bias towards crime prevention. Sector policing workshops were also conducted at Secunda and Embalenhle.

3. Participated and held campaigns and events in 40 communities in the year under review. Communities were addressed on social crime prevention issues relating to drug abuse, illegal firearms, stolen goods and substance abuse in the regions

mentioned below: Ekangala: Vosman, Verena, Laersdrift, Phaake, Katjibane, Sun city, Nkangala, Lefiso, Leeufontein, Kalkfontein, Kwaggafontein and Vezubuhle Gert Sibande: Morgenzon, Embalenhle, Trichardt, Embalenhle, Sheepmoore, Leslie, Chrissiesmeer, Morgenzon, Leslie, Lothair, Leslie, Amersfoort, Delmas, Piet Retief, Leandra, Emzinoni, Mahamba and Daggakraal. Ehlanzeni: KaBokweni, Low's Creek, Maartenshoop, Masoyi, Mbangwane, KaNyamazane, Masoyi, Tubatse, KaMhlushwa, Driekoppies, Nelspruit and Mbuzini. - Participated in the 16 Days of Activism campaign on women and children abuse at Kwaggafontein and Boekenhoutfontein. - The Imbizo Focus Week was held at Khombaso Primary School where the Deputy President addressed the community - Participated in the year – end function on Moral Regeneration at the Nelspruit Rugby Stadium and Middelburg (Mhluzi stadium). - Participated in the moral regeneration campaigns at Volksrust and Ekulindeni.

PROGRAMME 3: SECURITY SERVICES OBJECTIVES, OUTPUTS, SERVICE DELIVERY INDICATORS AND ACTUAL PERFORMANCE

OBJECTIVE 1

To safeguard government property by advising, co-ordinating and supporting other client departments.

Output

1. Reduction of crime of state assets and property.

Service Delivery Indicators

1. Number of meetings attended to discuss security related matters.
2. Number of sites guarded by private security companies visited.
3. Number of recoveries and amount collected from security service providers for poor service delivery and non-compliance to contractual specifications.
4. Number of sites infrastructure audited in the province.
5. Number of workshops conducted to capacitate monitors.

Actual Performance

1. In the year under review about 6 meetings were held with other stakeholders to discuss various issues relating to security matters.
2. 964 sites were visited in the whole province. Issues and challenges identified were continuously dealt with, with the relevant departments.
3. An amount of R671,861.77 was recovered from various security service providers for non-compliance to contractual specifications and losses incurred by the State as a result of negligence on the part of the service providers, on behalf of the client departments.
4. Audits of site infrastructure was conducted in the province and the following deficiencies identified:
Guardroom required = 23 Sites
Guardroom / Toilets need upgrading = 15 Sites
Perimeter light required = 21 Sites
Fence need upgrading = 28 Sites

5. A Monitoring Workshop was held at KwaMhlanga on the 23rd and 25th February 2004 to capacitate the members in monitoring the Private Security Service Providers

in the field. A total of 15 officials were capacitated in the following: - Overview of the SIRA Act and Regulations

- Overview of the Current Contract MTB 1416/2003
- Contractual Site Specifications
- Identifying of short postings
- Monitoring tool for short postings
- Monitoring tool for security infrastructure audits at security sites
- Practical applications of the above tools in the field

OBJECTIVE 2

To effectively implement the Minimum Information Security System

Output

1. Render effective personnel security to all members of management and strategic personnel.
2. Drafting of a Departmental Security Policy document.
3. Drafting a Government Complex Contingency Plan document.
4. Dealing with security breaches in the department.
5. Co-ordinating the Government Complex Security Committee.

Service Delivery Indicators

1. Number of personnel who were security checked and vetted.
2. Drafting of a Departmental Security Policy document.
3. Drafting of a Contingency Plan document.
4. Tackling security breaches in the department.

Actual Performance

1. Effective personnel security was provided:
 - A security committee meeting was held to form a Departmental Security Committee.
 - A security assessment pre-rally was done at Middelburg and Witbank.
 - Assisted NIA in the interviewing process of staff members.
 - Document security appraisal was conducted.
 - Interacted regularly with the Head of Department.
 - Equipment in one office was audited.
 - Security assessment was done at Ekangala regional offices, the provincial office and the KwaMhlanga offices.
 - A computer audit was done at the Ekangala regional office.
 - A security assessment was conducted on the 27th of March 2004 at the Mayflower Anti Crime rally.
2. A draft security policy document was presented to the departmental management and one presentation directly to HRM.
3. A contingency plan for the Government Complex was drafted and discussed with security managers in other departments.
4. A conflict between ADM and its employees at Witbank and Elukwatini as well as True Witness Security at Ermelo was attended to.
5. A number of meetings regarding the efficiency of Security Management were facilitated for Security Managers in other provincial departments.

PROGRAMME 4: POLICY, PLANNING AND RESEARCH

OBJECTIVES, OUTPUTS, SERVICE DELIVERY INDICATORS AND ACTUAL PERFORMANCE

OBJECTIVE 1

To monitor and evaluate the 2003/04 Operational Direction (Plan) of the South African Police Service (SAPS) in the Mpumalanga Province in order to oversee the effectiveness and efficiency of the police service.

Outputs

1. To support SAPS in rendering an effective and efficient policing service.

Service Delivery Indicators

1. Existence of the monitoring and evaluation tool.
2. Number of police stations monitored.
3. Number of flashpoint stations monitored.
4. Number of policies scrutinised.
5. Number of police stations monitored under construction, renovation and in the planning phase.

Actual Performance

1. A National Monitoring and Evaluation Tool was approved by all provincial secretariats.
2. The following 54 police stations were visited with an objective to monitor and evaluate key operational priorities, SAPS outputs based on their Operational Plan, projects in improving service delivery, implementation of community policing, compliance with policies on Human Resource Management, Resource Management and Budget Management, and the procedures followed by SAPS management in handling both complaints and grievances from the community and SAPS members: Dullstroom, Vaalbank, Kaapmuiden, Malelane, Mbuzini, Perdekop, Amersfoort, Chrissiesmeer, Dientjies, Skukuza, Kriel, Sundra, KwaMhlanga, Badplaas, Zaaiplaas, Badfontein, Sabie, Pilgrim's Rest, Tonga, Schoemansdal, Embalenhle, Secunda, Witbank, Vosman, Bethal, Middelburg, Belfast, Machadodorp, Waterval Boven, KaBokweni, Nelspruit, Fernie, Hartebeeskop, Elukwatini, Evander, Hectorspruit, Lothair, Ngodwana, Daggakraal, Tweefontein, Piet Retief, Ogies, Ekangala, Maartenshoop, Marble Hall, Emzinoni, Wakkerstroom, Ermelo, Delmas, Standerton, Graskop, Komatipoort, Hazyview and Dirkiesdorp.
3. The following 4 flashpoint police stations were visited with an objective to assess service delivery: Standerton, Driefontein, Middelburg and KaBokweni.
4. The following 14 police stations were visited with an objective to monitor the implementation of policies on sector policing and victim support centers: Evander, Hectorspruit, Lothair, Ngodwana, Daggakraal, Tweefontein, Piet Retief, Ogies, Ekangala, Maartenshoop, Marble Hall, Emzinoni, Wakkerstroom and Dirkiesdorp.
5. The following 12 police stations are in the planning phase of renovation and construction: Dullstroom, Mbuzini, Badfontein, Balfour, Pienaar, Siyabuswa, Schoemansdal, Grootvlei, Laersdrift, Trichardt, Mayflower and Waterval Boven. In addition, the Simunye Excellence Awards for the best police stations in the areas and the province was held in March 2004. Hendrina Police Station was adjudged the best police station in the province.

OBJECTIVE 2

To monitor police conduct and attend to complaints.

Outputs

1. To improve communications between complainants and the police.
2. Improved police conduct.

Service Delivery Indicators

1. Number of complaints attended to.
2. Number of referrals made.
3. Existence of a complaints register and files for all police stations in the province.

Actual Performance

1. 67 complaints were attended to.
2. 6 complaints were referred to ICD, Local Government and Traffic Control, Social Services, Home Affairs and Health.
3. A complaints register and files for all police stations in the province are in place.

AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2004.

Audit Committee Members and Attendance

Except for ad hoc meetings, the committee held 5 meetings during the year under review and attendance was as follows:

NAME	MEETINGS ATTENDED
E Cousins (Chairperson)	5
K Cloete	5
H Verachia	0*
R Charles	0*

*Due to the transfer of one audit committee member to another department, a new member was introduced. Due to circumstances this member did not attend any meetings.

Audit Committee Responsibility

The Audit Committee has performed its functions in accordance with Section 38 (1)(a) of the PFMA and Treasury Regulation 3.1.13, has adopted appropriate formal terms of reference by way of the audit committee charter, has regulated its affairs in compliance with this charter, and has discharged all of its responsibilities as contained therein.

The effectiveness of Internal Control The internal controls were appraised as satisfactory, although Internal Audit noted a few cases of non-compliance inadequacies.

The committee was not satisfied with the time lapse between dates of issue of internal audit reports and the dates of responses received from the Department.

Responses were also in some cases vague and did not address the issues in a complete manner.

The quality of in year management and monthly/quarterly reports submitted in terms of the PFMA and the Division of Revenue Act (where applicable)

The administration of monthly- / quarterly reports submitted in terms of the PFMA and Treasury regulations was satisfactory according to internal audit results.

Evaluation of Financial Statements

The Audit Committee has

- Reviewed and discussed with the Auditor-General the audited financial statements included in the annual report;
- Reviewed changes in accounting policies and practices;
- Reviewed significant adjustments resulting from the audit.

The Audit Committee accepts the conclusion of the Auditor-General on the financial statements and is of the opinion that the financial statements can be accepted when read together with the report of the Auditor-General.

E Cousins

Chairperson of the Audit Committee

2004-08-11

MANAGEMENT REPORT

1. GENERAL REVIEW OF THE STATE OF FINANCIAL AFFAIRS

The Department of Safety and Security through its programme for Social Crime Prevention has managed to reach out to a large number of communities throughout the Province in its endeavour to promote the prevention of crime.

The MEC for Safety and Security has also through these programmes of Anti-Crime Road Shows, managed to meet with members of the various communities and addressed them on the priorities of the department in the fight against crime.

In line with Resolution 7 of the Public Service Bargaining Council, the process of transferring security guards to other departments was finalised.

In addition, a capacity building programme for members of Community Policing Forums, was provided so that they will be able to develop community safety plans and assist the local SAPS in its efforts to reduce crime.

The departmental budget was reduced from R41.189m to R30.858m, as a result of the transfer of security guards who were "supernumerary" employees to other departments.

Overall, the department managed to utilise 96% of its appropriated budget.

To a greater extent under spending was as a result of the non-filling and delay in the filling of vacant funded posts which was also due to the constraints emanating from Resolution 7 of the Public Service Bargaining Council.

The impact on programmes was minimal as of officials worked tirelessly in ensuring that service delivery was not compromised.

Plans are in place to fill all critical vacant funded posts in the new financial year.

2. SERVICES RENDERED BY THE DEPARTMENT

The Department is responsible for the Monitoring and Evaluation of the South African Police Services (SAPS), as mandated by the Constitution and the SAPS Act.

It is also responsible for co-ordinating the implementation of the National Crime Prevention Strategy (NCPS) at community level.

3. CAPACITY CONSTRAINTS

The department identified capacity constraints with regard to project management, monitoring, evaluation and report writing which were addressed through a training programme with the University of the North in the previous financial year. In addition the department provided a capacity building programme for CPF members by initiating training through a contracted service provider.

4. CORPORATE GOVERNANCE APPROACHES

4.1 RISK MANAGEMENT APPROACHES

A Risk Management Plan was conducted by the management of the department with the assistance of the Internal Auditors in improving processes and reducing risk.

4.2 FRAUD PREVENTION POLICIES

The Fraud Prevention Policy is an effective tool in creating a crime free environment within the Department as it outlines a fraud prevention plan, adhoc auditor's visits and also the anti-corruption hotline number that assist in improving control and preventing fraud.

4.3 EFFECTIVENESS OF INTERNAL AUDIT AND AUDIT COMMITTEE

The Department and the Internal Audit Unit developed a Risk Assessment Report, which assisted in constantly monitoring the identified risk areas.

4.4 OTHER GOVERNANCE STRUCTURES

As part of good governance, the following committees were established:

1. Departmental Co-ordinating Committee / Departmental Tender Committee which co-ordinates and monitors all procurement; and
2. Transport Committee responsible for all the transport matters within the Department.

5. DISCONTINUED ACTIVITIES / ACTIVITIES TO BE DISCONTINUED

The Department successfully transferred all security guards who were providing services in the previous KwaNdebele Government for other provincial governments as general assistants, clerks, etc.

6. PROGRESS WITH FINANCIAL MANAGEMENT IMPROVEMENTS

The PFMA has been successfully implemented, especially in the areas of Expenditure Monitoring, Reporting, Bookkeeping, Management of the Basic Accounting System, Procurement and Administration of Salaries, thereby ensuring that the department adheres to the financial prescripts as required in terms of the PFMA.

A training program in budgeting was developed by the Provincial Treasury and all managers were given the necessary training in addressing this area of weakness.

7. PERFORMANCE INFORMATION

A comprehensive summary of achievements in line with the objectives and key performance indicators is available. A performance appraisal of key areas has been conducted by the HOD, based on the operational plans with emphasis on outputs and outcomes.

A schedule on the implementation of the PFMA was developed based on strategic issues and the appointment of competent support staff for the Office of the CFO.

The Head of Department has signed a performance agreement with the Honourable Premier and subsequently all SMS Managers have entered into a performance agreement with the HOD.

8. APPROVAL

The annual financial statements as set out on pages 23 to 37, have been approved by the Accounting Officer.

DR GH Karim
Head of Department
24 May 2004

REPORT OF THE AUDIT-GENERAL

REPORT OF THE AUDITOR-GENERAL TO THE MPUMALANGA PROVINCIAL
LEGISLATURE ON THE FINANCIAL STATEMENTS OF VOTE 9 – DEPARTMENT OF
SAFETY AND SECURITY FOR THE YEAR ENDED 31 MARCH 2004

AUDIT ASSIGNMENT

The financial statements as set out on pages 23 to 37, for the year ended 31 March 2004, have been audited in terms of section 188 of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), read with sections 3 and 5 of the Auditor-General Act, 1995 (Act No. 12 of 1995) and section 40 of the Public Finance Management Act, 1999 (Act No. 1 of 1999). These financial statements, the maintenance of effective control measures and compliance with relevant laws and

regulations are the responsibility of the accounting officer. My responsibility is to express an opinion on these financial statements, based on the audit.

NATURE AND SCOPE

The audit was conducted in accordance with Statements of South African Auditing Standards. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation.
- Furthermore, an audit includes an examination, on a test basis, of evidence supporting compliance in all material respects with the relevant laws and regulations which came to my attention and are applicable to financial matters.

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

AUDIT OPINION

In my opinion, the financial statements fairly present, in all material respects, the financial position of the Department of Safety and Security at 31 March 2004 and the results of its operations and cash flows for the year then ended, in accordance with prescribed accounting practice.

EMPHASIS OF MATTER Without qualifying the audit opinion expressed above, attention is drawn to the following matter:

Staff promotions

The promotion of an employee within the department constituted non-compliance with part VII, F1(b) of the Public Service Regulations of 2001, since the vacancy was not advertised and the employee was not selected in accordance with regulation VII C and D.

APPRECIATION

The assistance rendered by the staff of the department during the audit is sincerely appreciated.

ND Maphiri
for Auditor-General

Nelspruit
30/07/2004

STATEMENT OF ACCOUNTING POLICIES AND RELATED MATTERS

REPORT OF THE AUDITOR-GENERAL TO THE MPUMALANGA PROVINCIAL
LEGISLATURE ON THE FINANCIAL STATEMENTS OF VOTE 9 – DEPARTMENT OF
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ND Maphiri
for Auditor-General

Nelspruit
30/07/2004

NOTES OF APPROPRIATION STATEMENT

1. Detail of special functions (theft and losses) Detail of these transactions per programme can be viewed in note 10.

2. Explanations of material variances from amounts voted (after virement):

2.1 Per programme:

Programme 1: Administration

The department has managed to spend within its allocated budget for the year under review with the total savings of R15 000 in this programme.

Programme 2: Operations and support

The over expenditure incurred was as a result of the department exceeding its intended anti-crime road shows. Although the budget adjustments were already finalised. Mayflower and Daantjie were identified at the latter part of the financial year as priority areas for the anti-crime campaigns.

Programme 3: Security Services

The total savings in this programme was as a result of the number of security personnel who were transferred to funded vacant posts in the Department of Local Government, Traffic Control and Traffic Safety, Department of Social Services and the Department of Health.

Programme 4: Policy, Planning and Research

The under spending in this programme was due to the delay in the appointments of the personnel, partially as a result of the implementation of resolution 7 of the PSCPC.

2.2 Per standard item:

Personnel:

The huge savings reflected under personnel resulted from security officials who were transferred to other departments. The said officials were transferred and absorbed into funded posts.

Administrative: Over expenditure on administration expenses resulted from operations and support activities, which were planned for, and the budget was under estimated.

Inventories: Over expenditure on inventories resulted from the store items that were purchased for regional offices, which were introduced by the department during the year 2003/4. As a result there was a need for an increase in inventories.

Equipment:

The under spending on equipment was as a result of the number of computers that were budgeted for, for the additional personnel but could not be purchased because of Resolution 7 that was placed on all the appointments.

Land and buildings:

The total amount incurred was for partitioning of offices in order to meet the departmental structural changes.