

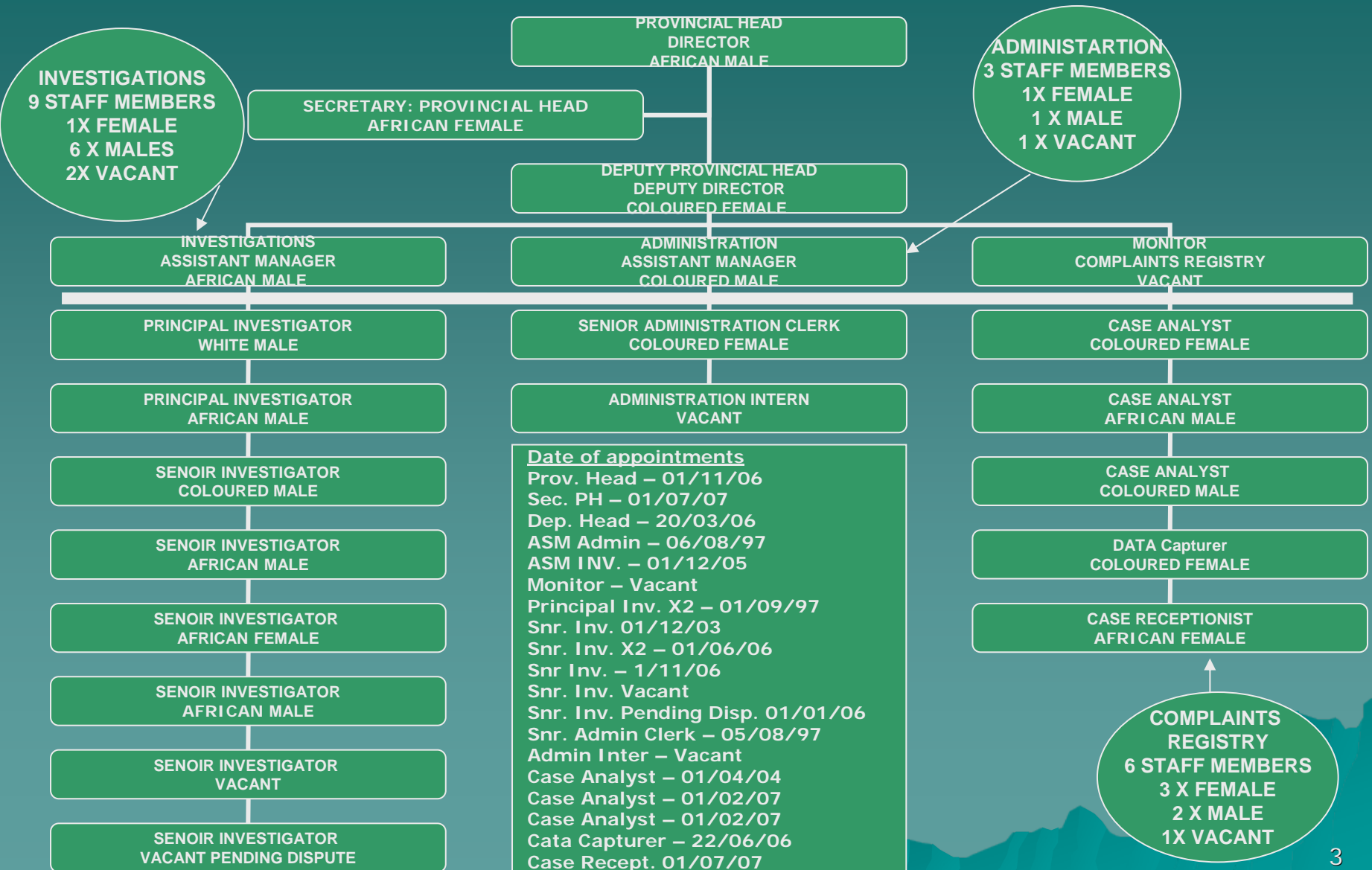
# ICD WESTERN CAPE

*Presentation to the Portfolio  
Committee: Safety & Security  
09 November 2007*

# Content

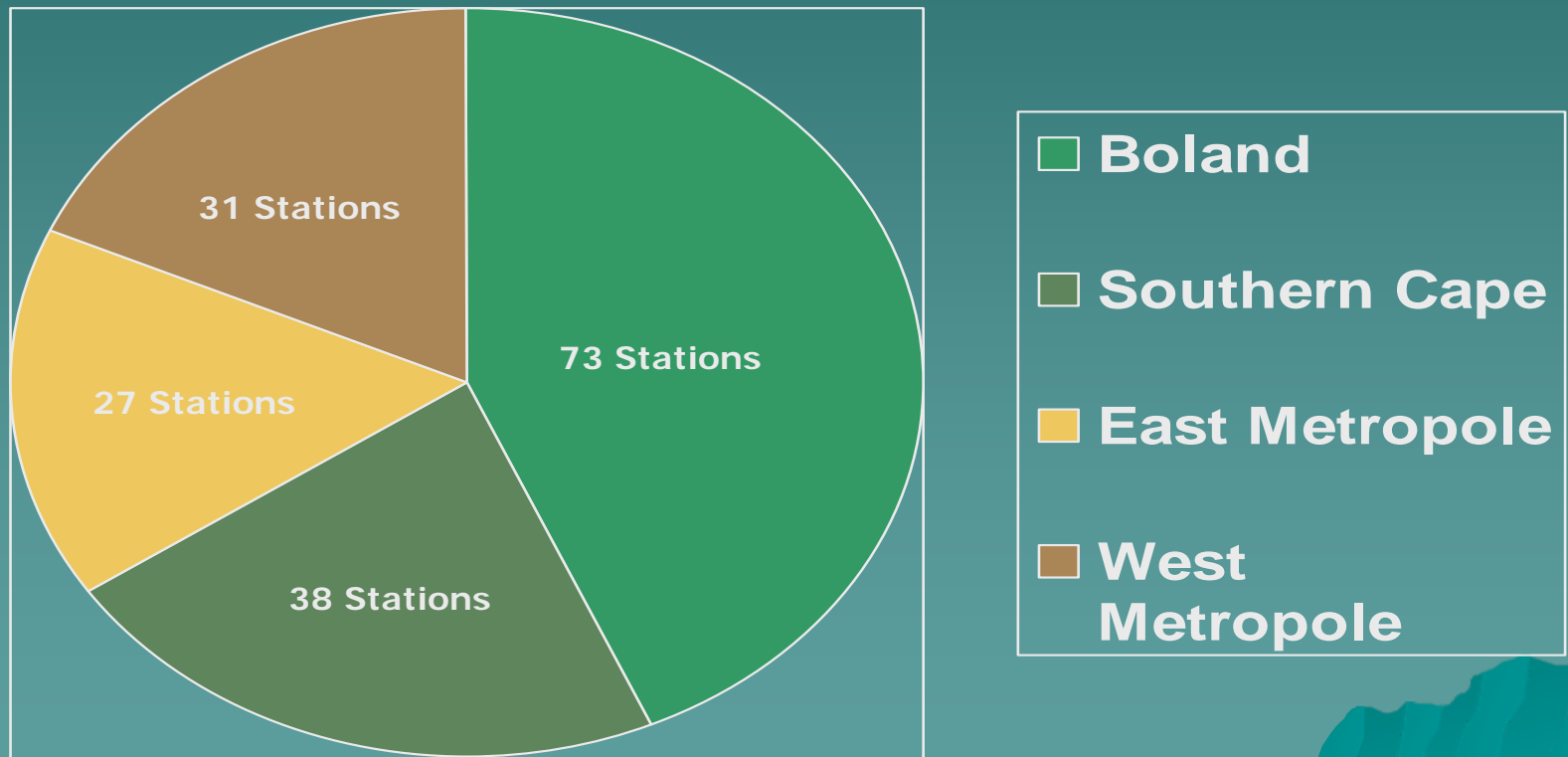
	Pages
<b>1. Organogram</b>	<b>3</b>
<b>2. Police Station Areas</b>	<b>4</b>
<b>3. Proposed Satellite Office</b>	<b>5</b>
<b>4. ICD Western Cape response to the Portfolio Committee 2005 recommendations</b>	<b>6 - 9</b>
<b>5. Provincial Activities</b>	<b>10 - 47</b>
◆ Work output & Statistics (Prog. 2 & 3)	10 -26
◆ Cell Inspections & DVA Audits	27 -30
◆ Community Outreach	31 - 32
◆ Program 1 Challenges & Successes	33 - 39
◆ Program 2 Challenges & Successes	40 – 41
◆ Program 3 Challenges & Successes	42 - 44
◆ Provincial Head Stakeholders Activities	45 - 47
<b>6. Next 6 month Provincial Plan (Focus)</b>	<b>48</b>

# W.Cape Office Structure & Equity Profile



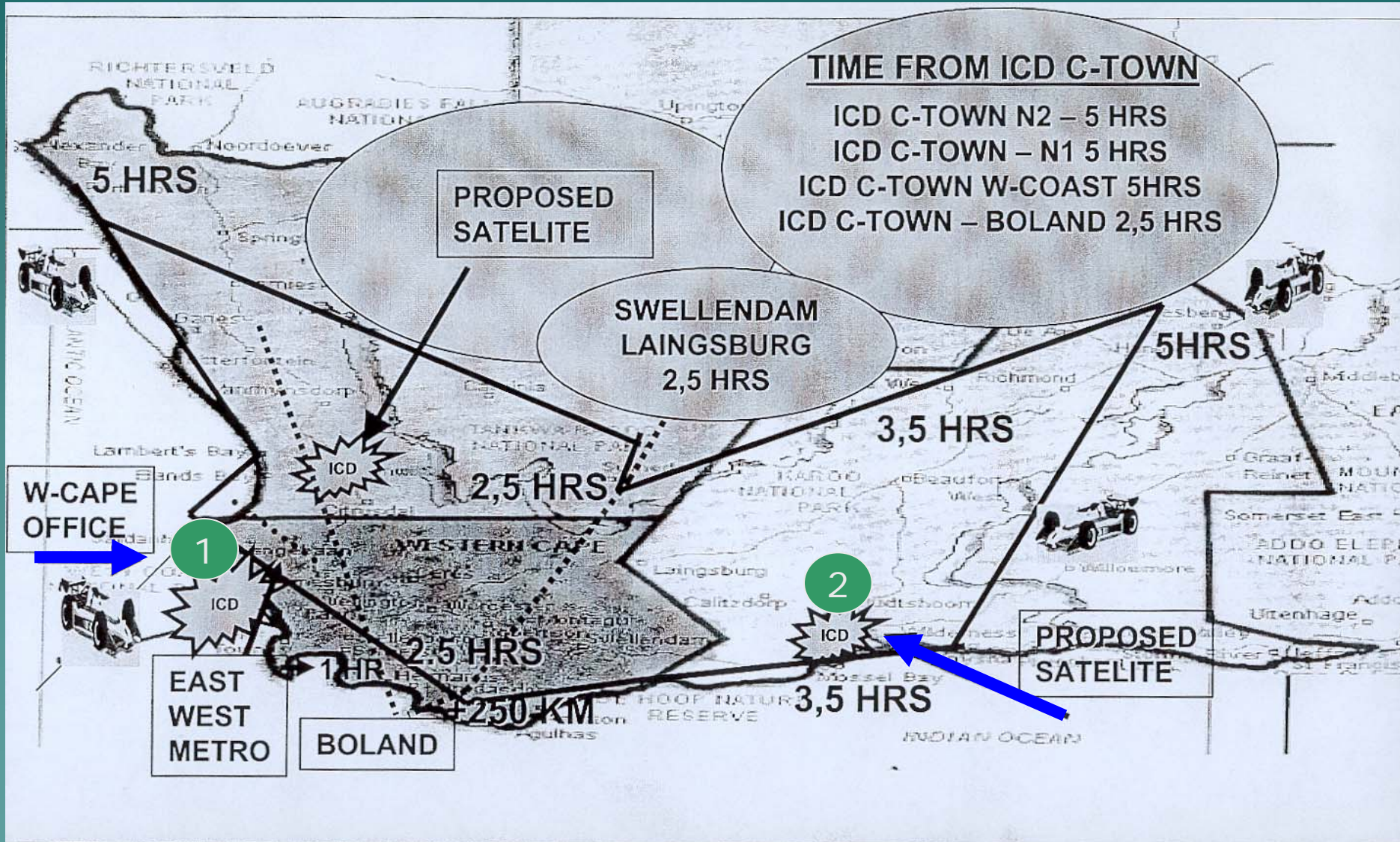
# Provincial Police Stations

## ◆ Western Cape Province – 169



# Office Allocation

- ① Cape Town ICD Office
- ② Proposed ICD Satellite Office: George – Southern Cape



## Decentralization of decision making powers

1. Overtime & travel claims for investigators have been decentralized to Provincial level.
2. Appointment of staff decentralized to Provincial level up to level 8.
3. Signing powers increased to R15 000.
4. Media policy in place which allows Provincial Head to communicate on operational issues in their Provinces, however a common understanding of the ICD media policy needs to be workshopped.

# Policies

Policies are still not frequently reviewed e.g. Standard Operating Procedures (SOPS) for investigators has not been reviewed for sometime.

## Policing Powers & Appointments

No improvement on issue of policing powers for ICD investigators, such delays & impedes on our capacity to investigate

# Training

- ◆ Internal & other training courses are still centralized and frequently conducted in Pretoria.
- ◆ Provinces that are far from Pretoria incur huge traveling and accommodation expenses to attend these training session.
- ◆ Decentralization or localized service providers may be more cost effective.

## Newly Appointed Staff

Induction training is not always conducted within 3 months from the date of appointment.



# Budgetary Concerns

- ◆ No transparency on the criteria used by National Office to allocate Provincial budgets.
- ◆ Provincial Inputs & participation appears not to be seriously considered.

# Cases Received

*01 Apr 07 – 30 Sept 07*

Class	APR	MAY	JUN	JUL	AUG	SEPT	RECEIVED PER CLASS
Class I	3	6	8	8	8	15	48
Class II	0	0	2	8	7	0	17
Class III	18	25	31	29	30	21	154
Class IV	22	68	73	52	53	21	289
<u>TOTAL</u>	<u>43</u>	<u>99</u>	<u>114</u>	<u>97</u>	<u>98</u>	<u>57</u>	<u>508</u>

# Cases Received

*01 Apr 06 – 30 Sept 06*

CLASS	APR	MAY	JUN	JUL	AUG	SEPT	RECEIVED PER CLASS
Class I	4	8	7	7	6	8	40
Class II	1	3	3	3	1	4	15
Class III	13	28	26	30	31	24	152
Class IV	18	15	13	5	6	5	62
<u>TOTAL</u>	<u>36</u>	<u>54</u>	<u>49</u>	<u>45</u>	<u>44</u>	<u>41</u>	<u>269</u>

# Cases Received

*01 Oct 06 – 31 Mar 07*

CLASS	OCT	NOV	DEC	JAN	FEB	MAR	RECEIVED PER CLASS
Class I	8	5	3	7	9	7	39
Class II	2	1	3	5	6	5	22
Class III	21	30	28	37	50	22	188
Class IV	52	60	28	46	60	29	275
<u>TOTAL</u>	<u>83</u>	<u>96</u>	<u>62</u>	<u>95</u>	<u>125</u>	<u>63</u>	<u>524</u>

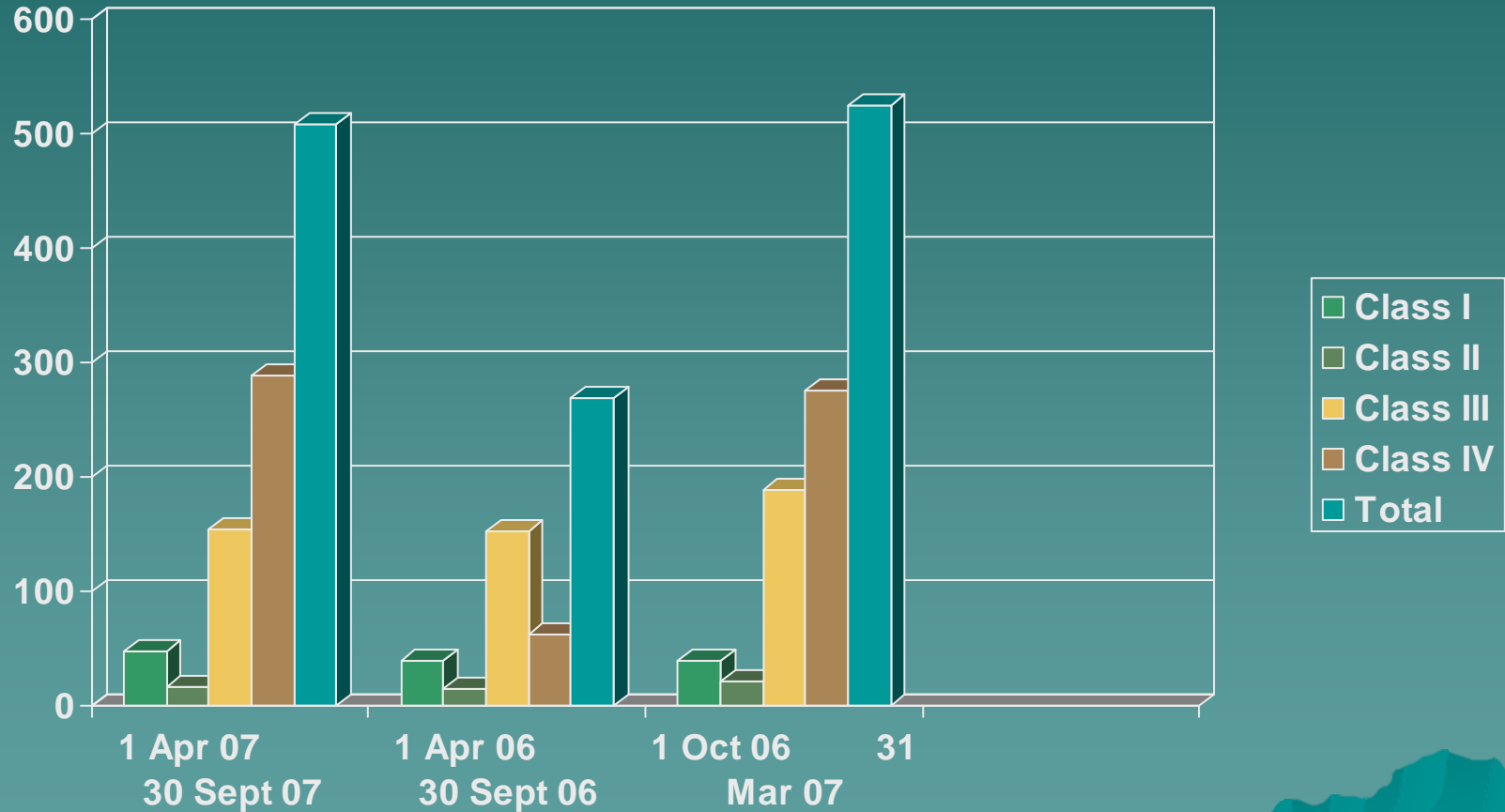
# Cases Received

Comparison of this year to last year and last two quarters

<b>CLASS</b>	<b>1 Apr 07 30 Sept 07</b>	<b>1 Apr 06 30 Sept 06</b>	<b>1 Oct 06 31 Mar 07</b>
<b>Class I</b>	48	40	39
<b>Class II</b>	17	15	22
<b>Class III</b>	154	152	188
<b>Class IV</b>	289	62	275
<b><u>TOTAL</u></b>	<b><u>508</u></b>	<b><u>269</u></b>	<b><u>524</u></b>

# Cases Received

Comparison of this year to last year and the last two quarters of last year.



# Finalization Rate

## Current Financial Year

1 Apr 07 – 30 Sept 07

Class	Within 30 days	Within 90 days	Within 120 days	Within 180 days	After 180 days	Total Cases Finalized	Total Cases Received	% Finalized
Class I	21	9	1	0	0	31	48	65%
Class II	0	1	0	0	0	1	17	6.0%
Class III	0	7	8	6	0	21	154	14%
Class IV	5	12	4	3	0	24	289	8%
<b><u>TOTAL</u></b>	<b><u>26</u></b>	<b><u>29</u></b>	<b><u>13</u></b>	<b><u>9</u></b>	<b><u>0</u></b>	<b><u>77</u></b>	<b><u>508</u></b>	<b><u>15%</u></b>

# Finalization Rate

## Current Financial Year

1 Apr 06 – 30 Sept 06

Class	Within 30 days	Within 90 days	Within 180 days	After 180 days	Total Cases Finalized	Total Cases Received	% Finalized
Class I	23	1	16	0	40	40	100%
Class II	0	0	0	0	0	15	0%
Class III	1	7	8	1	17	152	11%
Class IV	2	4	1	0	7	62	11%
<u>Total</u>	<u>26</u>	<u>12</u>	<u>25</u>	<u>1</u>	<u>64</u>	<u>269</u>	<u>24%</u>



# Finalization Rate

## Current Financial Year

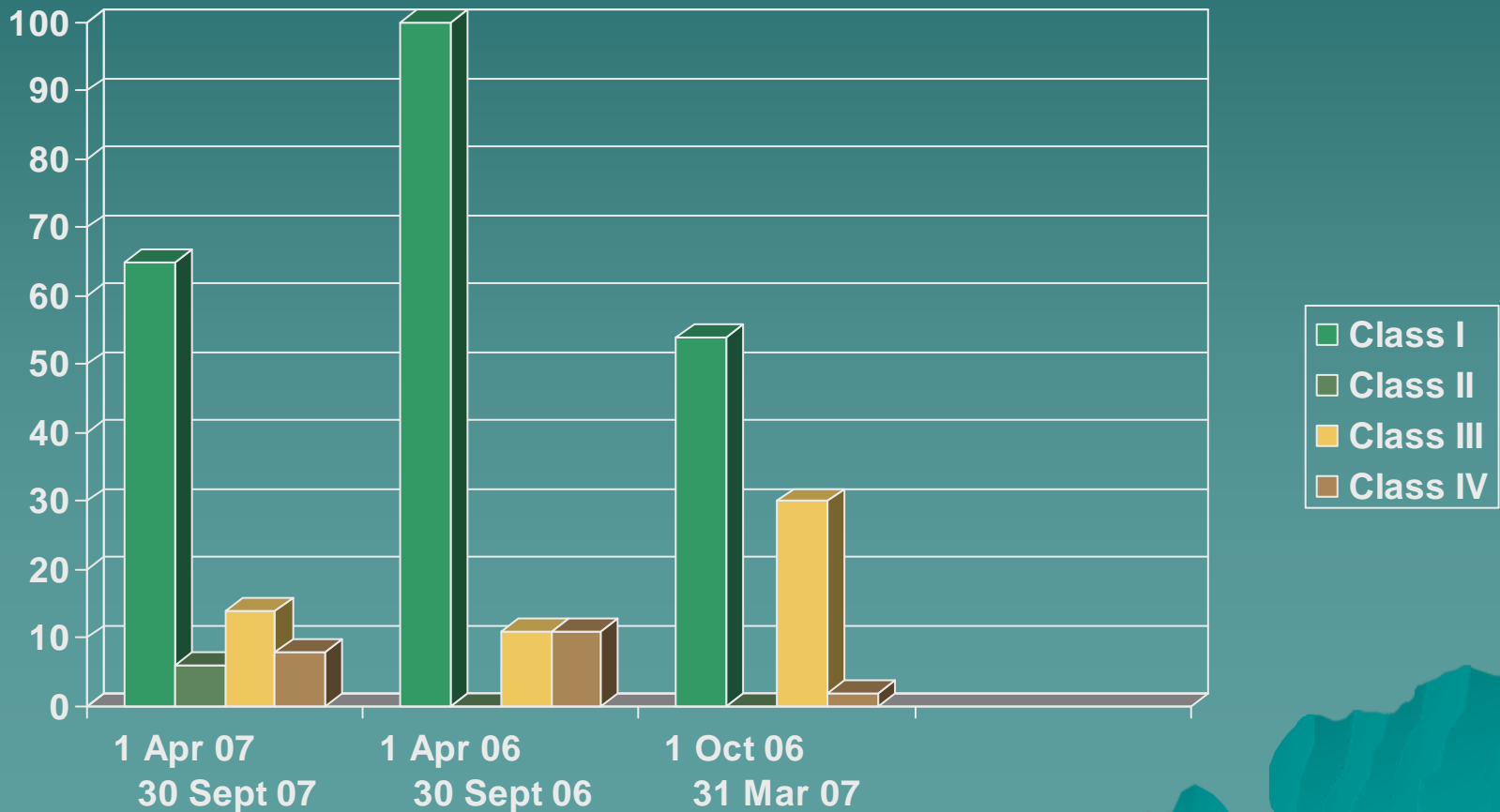
1 Oct 06 – 31 Mar 07

Class	Within 30 days	Within 90 days	Within 180 days	After 180 days	Total Cases Finalized	Total Cases Received	% Finalized
Class I	16	1	3	1	21	39	54%
Class II	0	0	0	0	0	22	0%
Class III	21	3	27	6	57	188	30%
Class IV	2	2	1	1	6	275	2%
<b><u>Total</u></b>	<b><u>39</u></b>	<b><u>6</u></b>	<b><u>31</u></b>	<b><u>8</u></b>	<b><u>84</u></b>	<b><u>524</u></b>	<b><u>16%</u></b>

# Finalization rate

## Current Financial Year

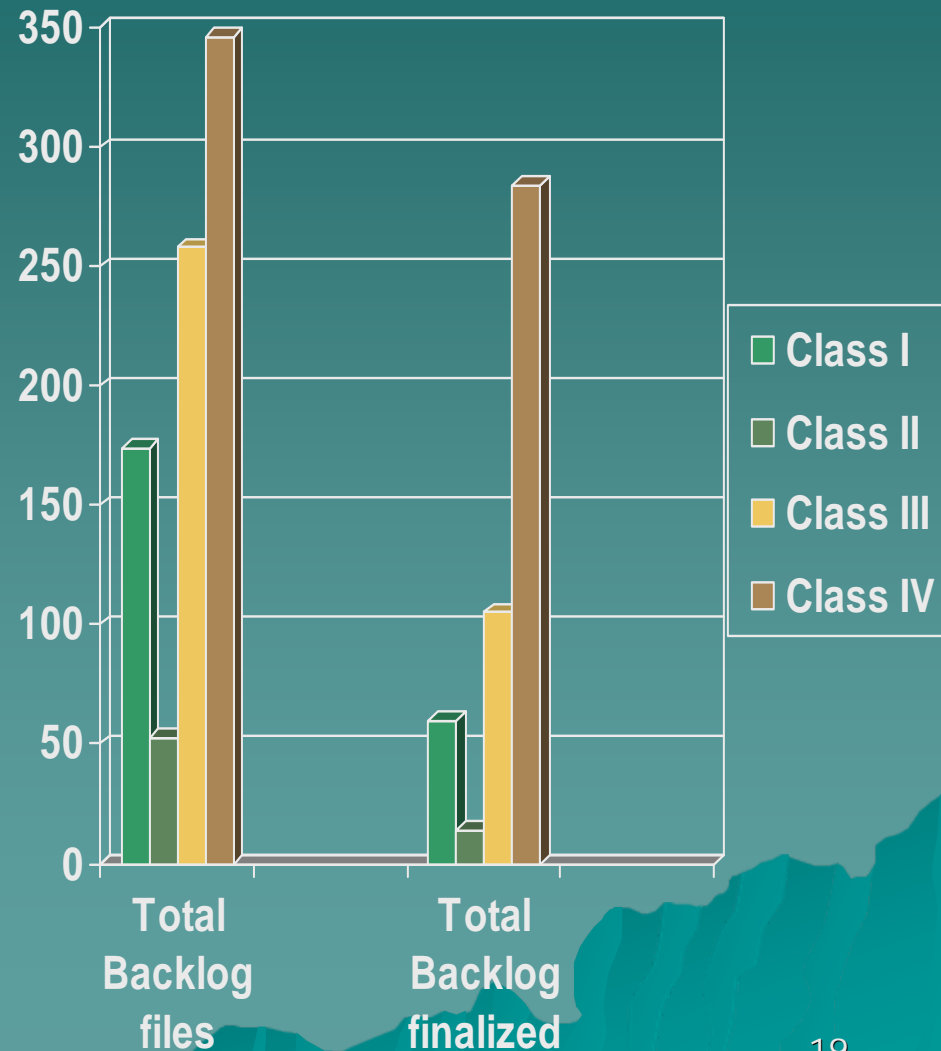
Comparison this year to last year and last two quarters of last year.



# Finalization Rate Backlog

*01 Apr 07 – 30 Sept 07*

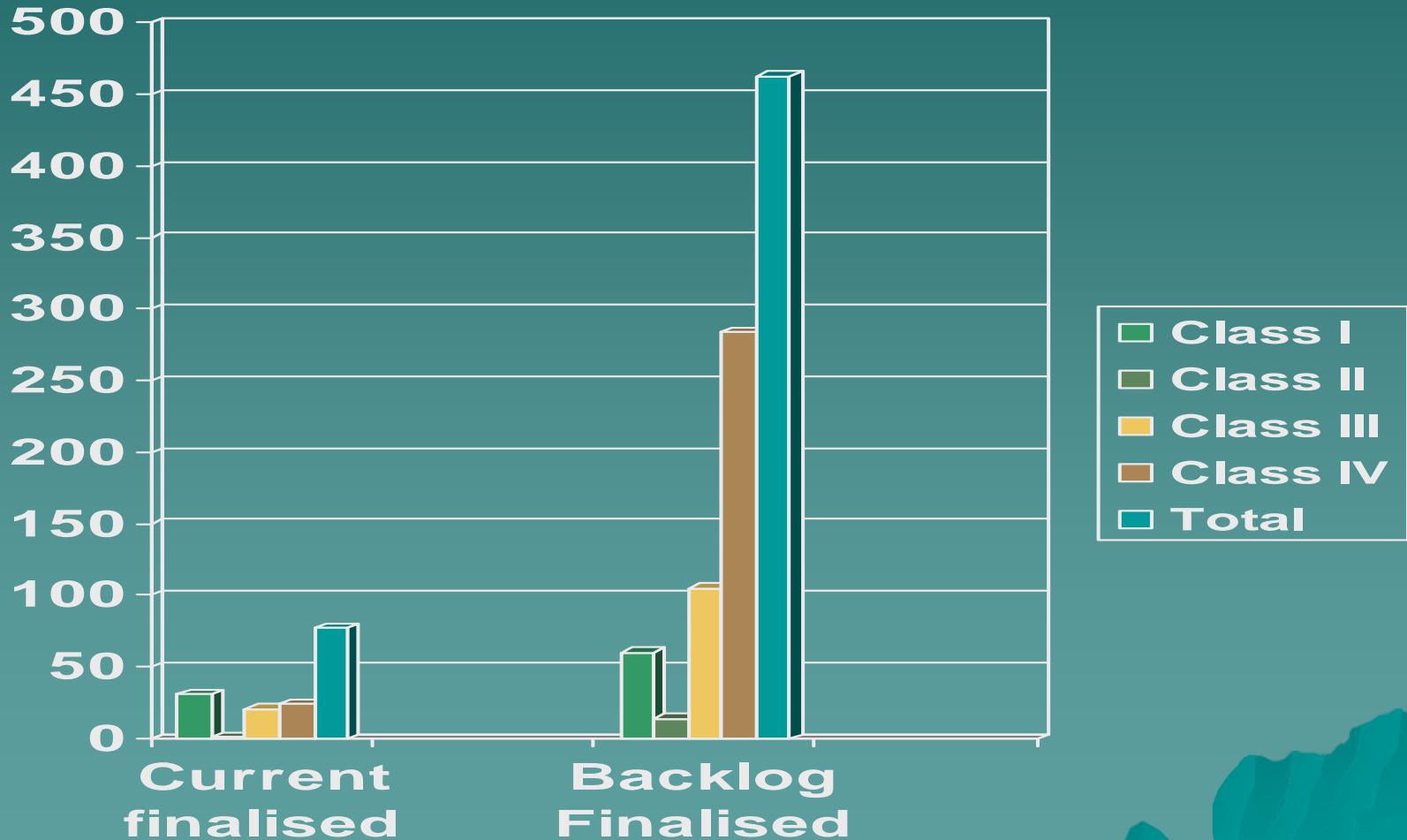
Class	Total cases Finalized	Total Backlog cases @ 1 April 07	% finalized
Class I	60	174	34%
Class II	14	53	26%
Class III	105	258	41%
Class IV	284	346	82%
<b><u>TOTAL</u></b>	<b><u>463</u></b>	<b><u>831</u></b>	<b><u>56%</u></b>



# Finalization Comparison of Current & Backlog Cases

Class	RECEIVED PER CLASS	Total Finalized Cur Fin	% Finalized Cur. Fin.	Total Backlog cases @ 1April 07	Total Finalized Backlog	% finalized Backlog
Class I	48	31	68%	174	60	34%
Class II	17	1	6.0%	53	14	26%
Class III	154	21	14%	258	105	41%
Class IV	289	24	8%	346	284	82%
<u>Total</u>	<u>508</u>	<u>77</u>	<u>16%</u>	<u>831</u>	<u>463</u>	<u>56%</u>

# Finalization Comparison of Current & Backlog Cases



# Recommendations to DPP

*01 April 07 – 30 Sept 07*

Type	Totals	Status
<b>Death</b>	20	Pending Decision
<b>Criminal</b>	5	Pending Decision
<b>Misconduct</b>	1	Charged with 4 charges of Defeating the ends of Justice

# Recommendations to SAPS

*01 April 07 – 30 Sept 07*

Type	Totals	Status
Death	4	Pending Disciplinary
Criminal	4	Pending Disciplinary
Misconduct	2	Pending Disciplinary

# Matters in Court

*1 April 07 – 30 Sept 07*

District Court: 27

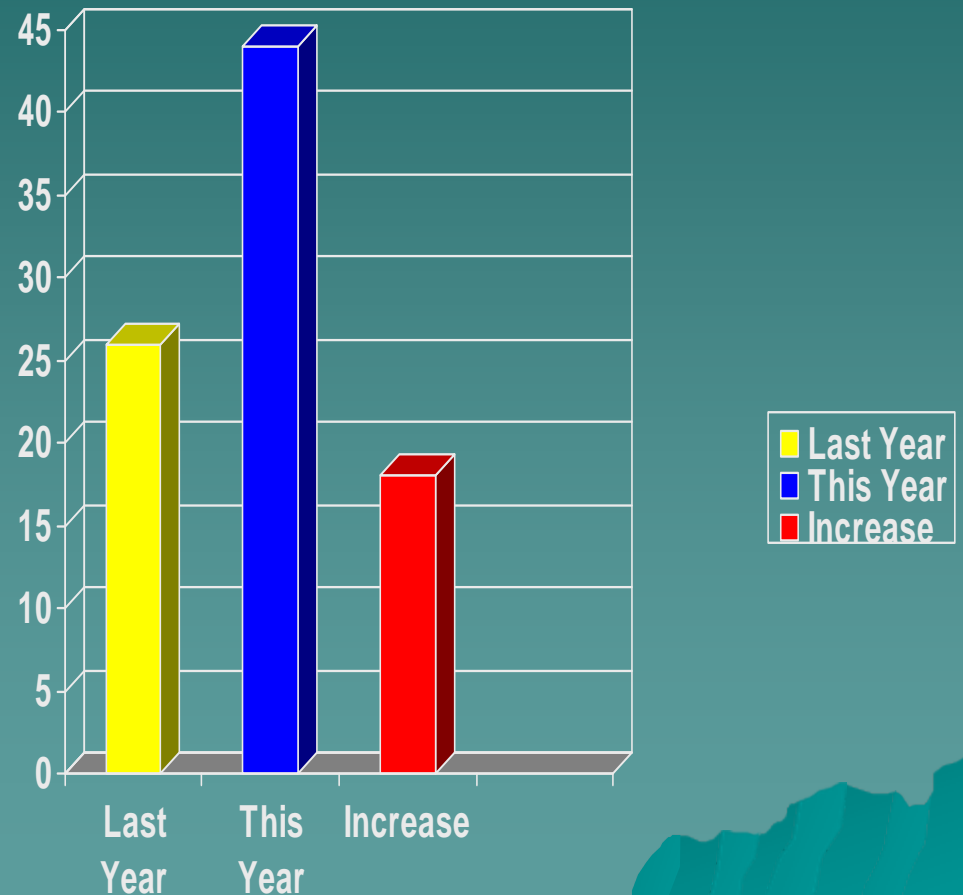
Regional Court: 12

High Court: 05

*CURRENT TOTAL: 44*

*LAST YEAR TOTAL: 26*

*INCREASE TOTAL: (18)*





# Convictions Continue

*01 April 07 – 30 Sept 07*

CCN. NO.	Year	Charge	Sentence	Sentence date
99080051	1999	Culpable Homicide	5 years imprisonment which is suspended for 5 years	17/08/07
20030502 69	2003	Culpable Homicide	3 years imprisonment, suspended for 4 years and 36 months correctional supervision	14/08/07
99030288	1999	Murder	8 years imprisonment with 4 years suspended for 5 years on conditions	03/05/2007

# Crime Scenes & Post Mortems

Crime Scenes	Total	Mid Yr Target %	Yearly Target %	Post Mortems	Total	Mid Yr Target %	Yearly Target %
Attended	<u>28</u>	80%	40%	Attended	<u>24</u>	69%	34%
Not Attended	<u>21</u>	60%	30%	Not Attended	<u>25</u>	71%	36%
<u>TOTAL</u>	<u>49</u>	<u>140%</u>	<u>70%</u>	<u>TOTAL</u>	<u>49</u>	<u>140%</u>	<u>70%</u>

The reason for non attendance is due to distance and late notifications.

# Cell Inspections & DVA Audits

- ◆ Cell Inspection: 30 (150%)
- ◆ DVA Registers Inspected: 30
- ◆ Applications for Exemption: 00
- ◆ Community Outreach Events: 16

# STATION VISITS FOR PERIOD APRIL – SEPTEMBER 2007 – Total 27

In term of the Strategic Plan 2007-2010 Objectives, 5 stations per quarter is required.

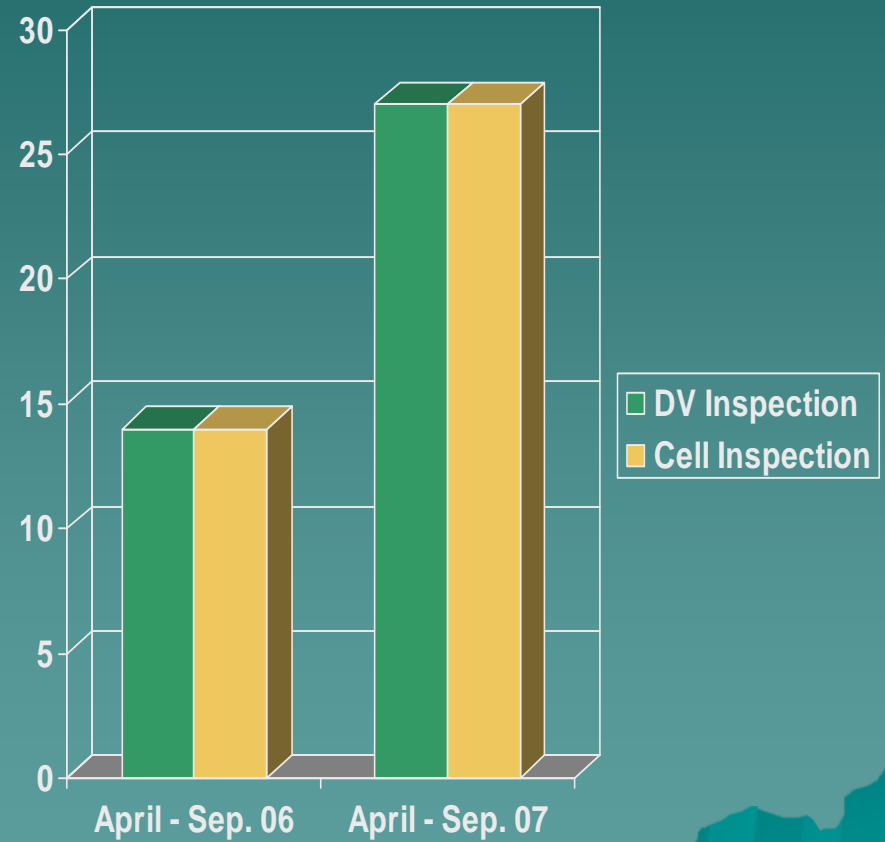
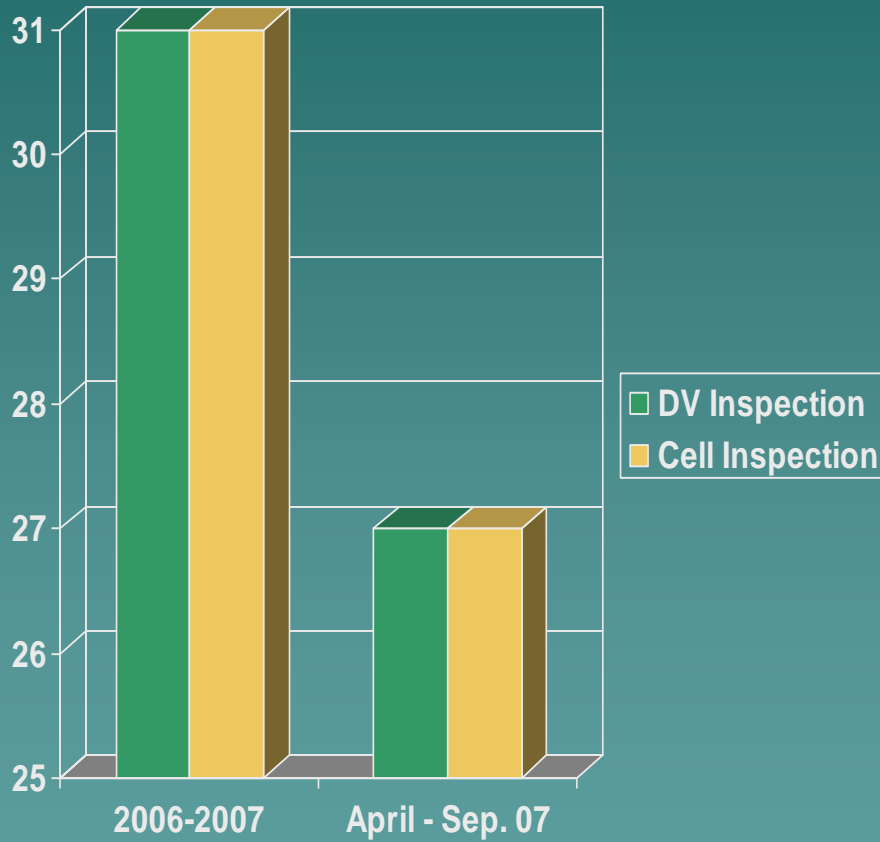
Met the Strategic objective – exceeded by 107 %

<b>Domestic Violence Inspection</b>	<b>Cell Inspection</b>
Ensured that DV Act, National Instruction, Form I & II is in charge office, perused 508(a) & (b), ensured that a list of councilors, Shelters, Medical Services are in the CSC, the complaint register was also perused	Inspected SAP10 Occurrence book, Cell Register, Inspected physical condition of cells, food supply to prisoners, if blankets were cleaned, water supply for inmates, checked if women and juveniles are kept separately
<b>Date</b>	<b>Station visited in respect of DV &amp; Cell Inspection</b>
23/05/07.	Kirstonhof
23/05/07.	Goodwood
31/05/07.	Elsiesriver
31/05/07.	Brackenfell
18/06/07.	Strand
18/06/07.	Gordons Bay
18/06/07.	Macassar
19/06/07.	Muizenberg
21/06/07.	Milnerton
21/06/07.	Table View

## Continuation : STATION VISITS FOR PERIOD APRIL – SEPTEMBER 2007

<b>Date</b>	<b>Station</b>
12/07/07.	Caledon
12/07/07.	Grabouw
12/07/07.	Genadendal
20/07/07.	Manenberg
20/07/07.	Gugulethu
20/07/07.	Nyanga
27/07/07.	Kleinvlei
27/07/07.	Mfuleni
28/07/07.	Mitchell's Plain
28/07/07.	Phillipi-East
28/07/07.	Phillipi
22/08/07.	Durbanville
22/08/07.	Bothasig
29/08/07.	Darling
29/08/07.	Malmesbury
29/08/07.	Philadelphia
29/08/07.	Melkbostrand

# Domestic Violence & Cell Inspection



# Western Cape Community Outreach Program.

## Community Outreach Prog. As from April 07 – September 07

Date	Event
12/04/07	ICD Imbizo at Hout Bay (Imizamo Yethu) presentation on the ICD Mandate and DVA
16/04/07	ICD Imbizo at Grassy Park presentation on the ICD Mandate and DVA
17/04/07	ICD Imbizo at Strand presentation on the ICD Mandate and DVA
28/04/07.	ICD together with other stake holder went to the Grassy Park Community where the different Department made the youth aware of different Government Services. ICD had an exhibition table. <b>"Youth Awareness"</b>
04/05/07.	ICD together with Dep. Justice & SAPS went to the West Coast to empower the community on the Domestic Violence Act and the Mandate of ICD <b>" DVA Workshop"</b>
20/06/07.	ICD went to Mitchell's Plain Court where we handed out pamphlets and had an information table for the public. <b>"Services Delivery week"</b>
21/06/07.	ICD went to Wynberg Court where we handed out pamphlets and had an information table for the public. <b>"Services Delivery week"</b>

## Continuation of Western Cape Community outreach program.

Date	Event
21/06/07.	ICD visited the Wynberg refugee centre where we handed out pamphlets and spoke to the Director on the ICD mandate. <b>"Services Delivery week"</b>
21/06/07.	ICD visited Wynberg child protection unit and handed out pamphlets. <b>"Services Delivery week"</b>
14&15/08/07.	ICD together with other Department were invited by the Western Province Premier's office to go to Bishop Lavis and market their organization, ICD had a table at the Jamboree and we took down complainant's from the public and also gave advise. <b>"Jamboree"</b>
05&06/08/07.	Attended the <b>Jamboree</b> in Paarl and ICD had a table and took down complaint's from the public and also gave out pamphlets and advise to the public.
12&13/08/07.	Attended the <b>Jamboree</b> in Hanover Park and ICD had a table and took down complaint's from the public and also gave out pamphlets and advise to the public.
19&20/08/07.	Attended the <b>Jamboree</b> in Mitchell's Plain and ICD had a table and took down complaint's from the public and also gave out pamphlets and advise to the public.
26&27/08/07.	Attended the <b>Jamboree</b> in Nyanga and ICD had a table and took down complaint's from the public and also gave out pamphlets and advise to the public.



# Program 1

## *Measurable Objectives*

Sub programme	Output	Measure/indicator	Target	Result
Asset Management	Commence implementation of the Government's Strategy on Asset Management in line with the prescripts of the PFMA	Maintain an updated Asset Register	31 January 2008	In progress
		Finalize the appointment of Asset Holders throughout the ICD	31 March 2008	In progress
		Address and implement control measures in respect of at least 10% of the identified priority risk areas		
Auxiliary Services	Installation of Tracker Systems in all GG and subsidized cars	Reduced misuse of vehicles	Quarterly reports	One vehicle successfully recovered
	Implementation of Electronic Log Sheet System	All offices to implement the system after training	August 2007	ELS not implemented in the Western Cape

# Measurable Objectives (continued)

Sub programme	Output	Measure/indicator	Target	Result
Financial Management	Improve Financial Management in line with the prescripts of the PFMA	Full compliance with PFMA	Continuous	Full compliance
Human Resource Management	To comply more with the Employment Equity Act	50% women in Top Management	31 March 2008	National Office responsibility
	Effective implementation of the approved Retention Strategy	2% of people with disabilities	31 March 2008	Not attained
		Maintain vacancy rate at less than 10%	Quarterly	Not attained
Supply Chain Management	Maintain an effective Supply Chain Management System	Complete at least one stock taking of storeroom	28 February 2008	In Progress
		Commence the process to evaluate service providers in order to identify and blacklist poor service providers	30 June 2008	Attained

# 2007/2008 Budget Allocation

PROGRAMMES	BUDGET R'000	ADJUSTED ANNUAL BUDGET	EXPENDITURE TO DATE	AVAILABLE FUNDS
1. Administration	612	612	283	329
2. Investigation of complaints	4,100	4,062	1,465	2,597
3. Information Man & Research	945	937	890	37
Thefts & Losses				
<b><u>TOTAL</u></b>	<b><u>5,657</u></b>	<b><u>5,601</u></b>	<b><u>2,638</u></b>	<b><u>2,963</u></b>
<b>STANDARD ITEMS</b>				
Compensation of employees	3,672	3,616	1,673	1,943
Goods & Services	1,806	1,806	917	889
Prov. & municipalities (Transfer)	-	-	-	-
Depart agencies & acc (Transfer)	-	-	-	-
Machinery & equipment	167	167	34	134
Software & other tangible assets	12	12	14	-2
Thefts & Losses	-	-	-	-
<b><u>TOTAL</u></b>	<b><u>5,657</u></b>	<b><u>5,601</u></b>	<b><u>2,638</u></b>	<b><u>2,963</u></b>

# Challenges

- ◆ Segregation of duties/powers (Finance / SCM / Asset Management)
- ◆ Burn-out and stress related problems due to high work load (leads to low morale and exhaustion)
- ◆ Unique numbering of assets incomplete due to capacity problems
- ◆ Expansion of Programme 2 staff complement as opposed to Programme 1 staff remaining constant and compounded by the systematic devolution of powers and decentralization of activities to provinces
- ◆ Impact of training and re-training of Interns coupled with high turnover and problems in attracting them at the current stipend of R2000.00

# Challenges (continued)

- ◆ Absences of component staff as a result of leave and training adversely impacts on operations within the component and leave is often verbally rescheduled or not considered as a result
- ◆ Much training will still be required before the limited capacity in the ICD would be able to successfully manage the full use of Logis as an electronic Asset Register
- ◆ Ideally four (4) full-time staff members should comprise Programme 1 in provinces and a minimum of three (3) to adequately deal with segregation of duties in respect of SCM (Logis) and Finance with an additional Intern assisting with the rest of the activities within the component
- ◆ Upward mobility within the component is problematic

# Challenges

	<b>Issue</b>	<b>Corrective Measure</b>
1.	Lack of preparation for personnel evaluations	Workshop to clarify determination of scores re performance measurement & output
2.	Excessive demands on expenditure: training	Exploring venues other than Gauteng
3.	Non compliance i.t.o National Archives Act: lack of staff	Staff embarked on overtime
4.	Poor response to intern Posts advertised	Consider matriculants & review stipends

# Achievements/Successes

- ◆ Improvement i.r.o. timeous submission of quarterly reports
- ◆ Personnel Evaluations for previous cycle successfully concluded
- ◆ Introduction of better control measures to address previous problem of non payment of private telephone calls
- ◆ Streamlining of processes with regard to GG vehicle management and maintenance

# Program 2: Challenges

	<u><i>Issue</i></u>	<u><i>Corrective Measure</i></u>
1.	Exhibit room	Internal workshop on SOPS
2.	Basic i/o training for new i/o's	Planned workshop & formal i/o training @ Paarl College
3.	Late notification of Class I	Taken up with Provincial Commissioner Office
4.	Vehicles	N/O intervention
5.	Feedback to Complainants	Designed new Update letters in English, Afrikaans & Xhosa
6.	Photographic course	Work in progress
7.	One i/o without policing powers	N/O intervention
8.	Training IRO.: Safe-keeping of exhibits	Internal Workshop/Training
9.	Staff – Investigators	To employ staff with investigative experience & to retain skilled Investigators



# Achievements & Successes

- ◆ **53%** of Class I notifications from SAPS/MPS finalized within **30 days**
- ◆ **46%** of Class I notifications from SAPS/MPS finalized within **90 days**
- ◆ **1%** of Class I notifications from SAPS/MPS finalized within **120 days**
- ◆ **100%** of 46 backlog cases finalized in the Southern Cape
- ◆ Finalization of Class I investigations in **Beaufort West, Plettenberg Bay, George, Kleinvlei** within three days of investigation

# Program 3

## Consultation and Registration of Complaints

OBJECTIVE	TARGET/INDICATION	OUTPUT
Complainants to be acknowledged.	Within 5 minutes	100 % compliance
Complainants to be consulted on arrival.	Within 30 minutes	100 % compliance
Complaints to be analyzed, classified and registered.	Within 24hrs	80 % compliance
Acknowledgement letters to sent of receipt.	Within 30 days	100 % compliance
Files to be referred for allocation.	Within 48hrs	80 %

# Challenges

	<b>Issue</b>	<b>Corrective Measure</b>
1.	Vacant Monitor's post	Post Advertised
2.	Database training for staff	Prog. 3 Manager to conduct Training in Nov'07
3.	Basic investigations training for Case Analysts	Joint workshop on investigations planned
4.	Backlog of Class IV matters	Embark on Project
5.	80% of complaints registered within 24 hrs	Closer monitoring to ensure compliance
6.	Updating of Archives	Appointment of intern
7.	Under Staffed/Staff Moral	Appointment interns /new staff

# Achievements

- ◆ Vacant Case Analyst post filled
- ◆ Good working relationship with PC RE: Class IV complaints
- ◆ Regular station audits conducted
- ◆ Relations between ICD & Stakeholders strengthened
- ◆ Joint station audit (ICD, DOCS, SAPS)
- ◆ Joint Outreach with Premier's Office & other Provincial Departments
- ◆ Positive media coverage i.e. print media & radio stations

# Provincial Head

## *Stake Holder Activities*

- 23/04/07 DVA meeting with Mosaic (forging relations to deal with DVA matters)
- 08 & 09/05/07 Attended ICD Senior Management Meeting
- 22/05/07 Attended Minister for Safety & Security Budget Vote Speech- Parliament
- 08/06/07 Attended ICD Senior Management Meeting
- 25 & 26/06/07 Assisted National Office with DC hearing in NCape Office
- 23/07/07 Atlantis Community Radio – ICD Mandate
- 26/07/07 Attended Personnel Evaluations – National Office

# Provincial Activities - Cont

- 17/08/07 Meeting with Provincial Commissioner Office Re ICD - SAPS Issues
- 24/08/07 Meeting with SA Human Rights Commission – Discussing issues of mutual concern
- 30/08/07 Meeting with Dr Lawrence, HOD for Community Safety: Western Cape
- 13/09/07 Senior Management Meeting
- Monthly Standing Meetings with SAPS, Department of Community Safety and Metro Police Service

# Communication with Media profiling & marketing ICD

- ◆ Cape Talk
- ◆ Argus
- ◆ Cape Times
- ◆ Son
- ◆ Voice
- ◆ Radio Atlantis

# Next 6 months Provincial Plan (Focus)

- ◆ Finalization of DVA cases and DVA Marketing.
- ◆ Finalization of current class III and IV investigations.
- ◆ Rural areas marketing of ICD.
- ◆ Finalization of Assets Audit and registers.
- ◆ Filling of vacant posts.



**THANK YOU**

**Thabo Leholo**  
**Provincial Head: W.Cape**