



**Western Cape
Government**

Transport and Public Works





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Transport and Public Works

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

Western Cape Government

VOTE 10

ANNUAL REPORT

2013-2014

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PART A: GENERAL INFORMATION

1. DEPARTMENT'S GENERAL INFORMATION

PHYSICAL ADDRESS: HEAD OFFICE

9 Dorp Street

Cape Town

8001

POSTAL ADDRESS: HEAD OFFICE

Private Bag X9185

Cape Town

8000

TELEPHONE NUMBER/S: +27 21 483 9653 (Communications Manager)

FAX NUMBER: +27 21 483 9851 (Communications Manager)

EMAIL ADDRESS: transport.publicworks@westerncape.gov.za

WEBSITE ADDRESS: www.westerncape.gov.za

2. LIST OF ABBREVIATIONS/ACRONYMS

AARTO	Administration and Adjudication of Traffic Offences
AGM	Annual General Meeting
AGSA	Auditor-General of South Africa
ALTC	Abnormal Load Technical Committee
ANPR	Automatic Number Plate Recognition
ASOD	Average Speed Over Distance
BAS	Basic Accounting System
BEE	Black Economic Empowerment
BBBEE	Broad-Based Black Economic Empowerment
C-AMP	Custodian Asset Management Plan
CBD	Central Business District
CD	Chief Director
CIDB	Construction Industry Development Board
CoCT	City of Cape Town
COTO	Committee of Transport Officials
CRDP	Comprehensive Rural Development Programme
CSC	Corporate Service Centre
D	Director
DDG	Deputy Director General
DLTC	Driving Licence Testing Centre
DoH	Department of Health
DORA	Division of Revenue Act
DTPW	Department of Transport and Public Works
ECM	Enterprise Content Management
EDL	Examiners for Driving Licences
EPM	Enterprise Project Management
EEA	Employment Equity Act
EOV	Examiners of Vehicles
EPWP	Expanded Public Works Programme
FCA	Facility Condition Assessment
FET	Further Education and Training
FIFA	Fédération Internationale de Football Association
FTE	Full Time Equivalent
GABS	Golden Arrow Bus Service
GIAMA	Government Immovable Asset Management Act
GIPTN	George Integrated Public Transport Network
GIS	Geographical Information System
GMT	Government Motor Transport
HDI	Historically Disadvantaged Individuals
HDM	Highway Design Manual

HR	Human Resource
HOD	Head of Department
IAR	Immovable Asset Register
IDMS	Infrastructure Delivery Management System
IFM	Integrated Freight System
IPTN	Integrated Public Transport Network
IRFA	Intergovernmental relations Framework Act
IRS	Integrated Reporting System
IRT	Integrated Rapid Transport
ITP	Integrated Transport Plan
Km	Kilometre
LAOS	Law Administrative Operating System
LTPS	Land Transport Permit System
LM	Local municipality
m ²	Square metres
MEC	Member of the Executive Council
MERSETA	Manufacturing, Engineering and Related Services Sector Education and Training Authority
MPAT	Management Performance Assessment Tool
MRE	Municipal Regulatory Entity
MTEF	Medium Term Expenditure Framework
MTSF	Medium Term Strategic Framework
MVLF	Motor Vehicle Licence Fee
NDPW	National Department of Public Works
NEC	New Engineering Contract
NLTA	National Land Transport Act
NMT	Non-motorised Transport
NO	National Outcome
NRTA	National Road Traffic Act
NT	National Treasury
NYDA	National Youth Development Agency
NYS	National Youth Service
OSD	Occupation Specific Dispensation
PAY	Premier's Advancement of Youth project
PAIA	Promotion of Access to Information Act
PAJA	Promotion of Administrative Justice Act
PFMA	Public Finance Management Act
PLWD	People Living with Disabilities
PRE	Provincial Regulatory Entity
PPP	Public Private Partnership
PPPFA	Preferential Procurement Policy Framework Act
PRASA	Passenger Rail Agency of South Africa
PRMG	Provincial Roads Maintenance Grant

PSA	Public Service Act
PDI	Previously Disadvantaged Individuals
PSO	Provincial Strategic Objective
PT	Provincial Treasury
PTI	Provincial Treasury Instruction
PTOG	Public Transport Operations Grant
Q	Quarter
RA	Registering Authority
RAMP	Road Access Management Plan
RCAM	Road Classification and Access Management
RISFSA	Road Infrastructure Strategic Framework of South Africa
RTMC	Road Traffic Management Corporation
SAPS	South African Police Services
SASSETA	Safety and Security Sector Education and Training Authority
SCM	Supply Chain Management
SCOPA	Standing Committee on Public Accounts
SHADOW	Safely Home Anti Drunk Driving Operations War Room
SITS	Supplier Invoice Tracking System
SNP	Special Needs Passenger
SO	Strategic Objective
SPV	Special Purpose Vehicle
TA	Transaction Advisor
TMH	Technical Methods for Highways
TRUP	Two Rivers Urban Park
TT&D	Traffic Training and Development
U-AMP	User Asset Management Plan
VCI	Visual Condition Index
VTS	Vehicle Testing Station
WC	Western Cape
WCG	Western Cape Government
WCED	Western Cape Education Department
WCIF	Western Cape Infrastructure Framework
WCRLF	Western Cape Religious Leaders Forum
WOE	Women-Owned Enterprises
YC	Year Current

3. FOREWORD BY THE PROVINCIAL MINISTER

Henry Ford said *"If everyone is moving forward together, then success takes care of itself"*. Under the leadership of its HOD, Ms Jacqueline Gooch, the DTPW is committed to working better together in order to accomplish its strategic objectives. Our thanks go to her predecessor, Johan Fourie, for his firm leadership and direction during a critical time for this department. This report covers a period prior to my term of office.

During 2013/14 the Department made progress towards its goals outlined in its 2010-2014 Strategic Plan and Annual Performance Plan, while achieving for the second year in a row an unqualified audit opinion. The Department also won Productivity SA's Most Productive Public Entity Award for its *Project Backlog* in which more than 21 000 transport operating licences were cleared in three months, thanks to the dedicated staff of this Department. Congratulations to all concerned.

In order to capacitate the new organisational structure, current staff were matched and placed. The new structure will improve operational efficiency and place the Department in a position to deliver its services more effectively to its customers and clients. In this regard, the Department won three accolades in the category of best performing department with a staff complement of more than 2 000 for being the best performing department out of all 156 national and provincial government departments, being the best performing department in Human Resource Management, inclusive of employment equity practices and being the best performing department in Governance and Accountability. In addition, the Department won a floating trophy for being the overall best performing department for the Monitoring Performance Assessment Tool (MPAT) awards 2013 from the Department of Performance Monitoring and Evaluation in the Presidency. This was a direct result of the positive improvement in the quality of financial management resulting from the implementation of the Departmental Corporate Governance Improvement Plan, the re-engineering supply chain processes and other improvements effected by the components and staff in the Department.

As part of our regional focus on unlocking the potential of the Western Cape through infrastructure investment, a Western Cape Infrastructure Framework was developed. Plans for six inner city Regeneration projects were approved to provide further infrastructure investment and unlock the revenue potential of government owned buildings in the City through delivering on the mandates of the Western Cape Government. The planning of these projects progressed significantly in 2013/14 and key milestones were reached. Furthermore, 16 major road infrastructure projects were also completed, including the R301 Main Road between Paarl and Franschoek. The road is an essential link to tourist spots in the Drakenstein area. Furthermore, the road maintenance backlog was reduced to 16.2 percent.

In order to contribute to the improvement and efficiency of public transport services, the electronic monitoring solution was officially deployed for the subsidised bus service in June 2013. Since its deployment the Department was able to monitor between 90 percent and 94 percent of subsidised bus services operated. On 4 September 2013, the Department unveiled the logo for the George Integrated Public Transport Network (GIPTN) System. *"Go George"* is

South Africa's first non-metro integrated public transport system aimed at enhancing growth and mobility in George and has been adopted as the pilot project for the future roll out of other Integrated Public Transport Networks outside of large cities. During 2013/14 negotiations with the public transport operators in George reached an advanced stage and culminated in the signing of a compensation agreement and operator contract.

In response to the previous year's alarmingly high number of lives lost in the passenger class of fatalities, particularly as a result of passengers in the rear seats not buckling up, the Department launched the *"It Takes a Second to Save a Life"* campaign in November 2013 to increase seatbelt compliance amongst road users. This contributed to a 30 per cent reduction in road deaths in the Province since 2009. In order to contribute further to reducing fatalities for non-motorised modes of road transport, the Safety of Cyclists Regulations, 2013 were published. The main focus of these Regulations is to foster a reciprocal duty and relationship between cyclists and motorists. The inclusion of the Traffic Management function transferred from the Department of Community Safety to this Department as of 1 April 2014 will further enhance our ability to ensure safer provincial roads. In the words of the former President, Nelson Mandela, *"What counts in life is not the mere fact that we have lived, but what difference we have made to the lives of others is what will determine the significance of the life we lead"*. Together we will continue to strive to make a difference in the lives of all people in the Western Cape by providing all with opportunities in a free and open society.



Donald Grant
Provincial Minister Transport and Public Works
28 August 2014

4. REPORT OF THE ACCOUNTING OFFICER

Overview of the operations of the Department:

The Department has over the year under review made progress towards the achievement of its strategic outcome oriented goals as outlined in the 2010-2014 Strategic Plan and targeted in the Annual Performance Plan for the 2013/14 financial year.

The Department's audit outcomes improved from unqualified opinions with findings for the financial years 2009/10 to 2011/12, to an unqualified opinion with no findings in 2012/13. The Departmental Corporate Governance Improvement Plan showed positive results towards improving the quality of financial management since its commencement and will be carried forward into future financial years. The supply chain re-engineering project was completed. Emanating from the project, the updated Accounting Officer's System for Supply Chain Management (SCM), as well as the revised SCM Delegations were approved.

The Department won the following Management Performance Assessment Tool (MPAT) awards for the 2013 reporting period from the Department of Performance Monitoring and Evaluation in the Presidency:

- Best performing department in Governance and Accountability with a staff complement of more than 2000.
- Best performing department in Human Resource Management (including employment equity practices) with a staff complement of more than 2000.
- Best performing department with a staff complement of more than 2000.
- A floating trophy for the overall best performing department for MPAT 2013.

The awards recognise exceptional achievement in government departments across South Africa, both provincially and nationally. The MPAT assesses all 156 National and Provincial Government Departments on their management practices by focusing on four key performance areas i.e. Governance and Accountability, Strategic Management, Human Resource Management, and Financial Management.

The Department, in terms of the Infrastructure Delivery Management System, completed projects in support of the improvement of the efficacy of the education and health delivery system in both urban and rural areas.

With regard to transport infrastructure, 16 major projects were completed, including the construction and opening of the Toll Plaza on Chapman's Peak Drive. Furthermore, planning of three significant transport infrastructure projects commenced to further economic development and increase mobility, namely Borchers Quarry Interchange on the N2, linking the airport and Philippi industrial areas, upgrading the N7 between Potsdam and Melkbosstrand to freeway standards and the addition of a third lane on the N1 through Durban Road interchange.

Extensive flooding during the months of November 2013 and January 2014 in the Cape Winelands, Overberg, Central Karoo and Eden District Municipalities caused damage to the road infrastructure to an estimated-value of R150 million. Repair projects are scheduled in accordance with the infrastructure delivery programme.

The electronic monitoring solution to monitor subsidised bus services was officially deployed in June 2013, enabling the Department to monitor between 90 per cent and 94 per cent of subsidised bus services operated in order to improve the efficiency of the subsidised service. The Department, in conjunction with the City of Cape Town, continued to prepare for the assignment of the subsidised bus service contract to the City. In this regard the formal application for the transfer of the function was completed by the City and forwarded to the Department of Transport and other relevant stakeholders.

With regard to the implementation of the George Integrated Public Transport Network (GIPTN), negotiations with the public transport operators in George reached an advanced stage and culminated in the signing of a compensation agreement and operator contract. The process for procurement of vehicles is currently underway.

In August 2013, the Department's Provincial Regulatory Entity (PRE) was awarded Productivity SA's Most Productive Public Entity Award for its Project Backlog in which more than 21 000 transport operating licences were cleared in three months. The backlog accumulated from 2003 until 2008. It took the PRE team three months in 2008 to clear the backlog. The PRE was also awarded the inaugural Directorate-of-the-Year award from the Western Cape Government for the most successful Red Tape Reduction Business Initiatives within the past three financial years.

A 30 per cent reduction in road deaths was achieved in the Province since 2009. The Department continued to focus on reducing incidences of speeding and driving under the influence of alcohol amongst motorists and launched the "It Takes a Second to Save a Life" campaign in November 2013 to increase seatbelt compliance amongst road users. In order to contribute to reducing fatalities for non-motorised modes of road transport, the Safety of Cyclists Regulations, 2013, were published in the Provincial Gazette Extraordinary 7194 on 20 November 2013. The Regulations focus on a reciprocal duty and relationship that must exist between cyclists and motorists.

With regard to the Expanded Public Works Programme, pilot projects in collaboration with municipalities to test the feasibility of Labour-Based Surfacing as an alternative labour intensive construction technique for low volume roads were successfully executed.

The table below outlines key departmental events held during 2013/14.

Table 1: Key Departmental Events

NO	DATE	EVENT	REPORT
1	11 April 2013	Elim/ Baardkeurdersbos Road Sod Turning	A sod turning event was held in Elim in respect of the project for upgrading a 29km stretch of road between Elim and Uilenskraal. The road is being upgraded from gravel to a full, all-weather road. This is part of the Department's objective to reduce the maintenance backlog on road infrastructure and to improve transport in rural areas.
2	7 May 2013	Paarl/Franschhoek Road Opening	Provincial Minister of Transport and Public Works, and the Executive Mayor of the Drakenstein Municipality, officially opened the R301 Main Road between Paarl and Franschhoek. The road is an essential link to tourist spots in the Drakenstein area.

NO	DATE	EVENT	REPORT
3	28 May 2013	Youth Exhibition	The Youth Exhibition provided an opportunity for young learners to interact with staff members of the Department who provided information to them on the skills and opportunities available in the construction industry. This event was attended by all high schools in the City of Cape Town.
4	14 June 2013	Youth Day Event	Youth in the Department celebrated "Youth Day" with activities involving the Premier's Advancement of Youth (PAY) Interns within the Department. Youth showcased their talents and their understanding of Youth Day. The Department also used the opportunity to provide information to them on the opportunities available in the Department.
5	15,22,27 &28 August 2013	Women's Day Events	2013/14 marked the third year that Women's Day Celebrations were commemorated by the Department. This year the women enjoyed an Inspirational talk by one of the Department's graduates at a High Tea.
6	14 October 2013	WCRLF & DTPW Pledge Signing Event	Clerics of the African Traditional, Hindu, Buddhist, Christian, Jewish, Muslim, Baha'i and Khoisan religions met with the Provincial Minister of Transport and Public Works, at the Zinatul Islam Mosque in District Six, Cape Town, to sign a Road Safety Pledge, in an effort to bring an end to the carnage on the roads. The Pledge is part of the Western Cape Government's Safely Home initiative in collaboration with the Western Cape Religious Leaders Forum (WCRLF). Besides the signing of the Pledge, the clerics prayed for the safety of all road users, passengers and blessed journeys at places where long distance journeys will start and end. The religious leaders spread road safety messages from the pulpits throughout the festive season. They also joined government officials where road safety initiatives were held.
7	20 October 2013	Average Speed Over Distance Launch (R27 West Coast)	The Provincial Minister of Transport and Public Works launched the third phase of the Average Speed Over Distance camera network system to reduce incidences of speeding and improve the road safety environment.
8	24 October 2013	Handover of Scrambler Bikes and High Mast Lighting to Metrorail	The Provincial Minister of Transport and Public Works, together with Chief Executive Officer of PRASA, and MetroRail Regional Manager, launched the rollout of the scrambler motorcycles and high mast lighting project. This initiative is the first of its kind and was implemented at key locations on Metrorail's network to contribute to the Department's objective of providing safe and reliable public transport.
9	24 October 2013	Bicycle Handover in Montagu	Celebrating Transport Month, 40 bicycles were distributed in a ceremony that was held in Montagu. This is in line with the Department's strategic goal to develop and implement an integrated transport system for the Province.
10	January 2013 - Ongoing	Fatigue Awareness Road Blocks	In support of Provincial Strategic Objective 3 (PSO3) indicator 4: "reducing the number of fatalities on the Western Cape Roads by 50 per cent by 2014" the Department initiated an Integrated Fatigue Awareness Campaign. The campaign sought to achieve the following objectives: <ul style="list-style-type: none"> To raise awareness on fatigue by enforcing a compulsory deviation at high risk crash areas

NO	DATE	EVENT	REPORT
			<p>(Laingsburg and Beaufort West).</p> <ul style="list-style-type: none"> To educate the drivers about fatigue as a high crash risk, fatigue indicators as well as strategies for managing fatigue. To encourage the notion of driving for two hours and resting for 15 minutes. <p>The target audience was drivers on long distance journeys with more emphasis on long distance public transport drivers.</p> <p>During the campaign vehicles were stopped by authorised traffic officers and directed to a point where vehicles were inspected. Subsequent to that drivers obtained a bottle of water, promotional item, road safety tips and had voluntary health checks.</p>
11	11,18 February 2014 4 March 2014	Long Service Awards	The Provincial Minister of Transport and Public Works handed staff members their long service certificates. The long service certificates were for 40, 30, 20 and 10 years' service.
12	8 March 2014	Masakh'iSizwe Awards Ceremony	The Masakh'iSizwe training and placement programme to address the skills shortage in the transport and building construction environment continued. Bursaries were awarded to 60 students at a Bursary Awards Ceremony for the 2014 Academic year.
13	31 March 2014	Investor's Conference	The Department presented four projects that were identified as Phase 1 of the Central City's Regeneration Programme at an investor's conference: <ul style="list-style-type: none"> To provide information about the Cape Town – Central City Regeneration Programme; Identify potential investors and potential property developers directly; Disseminate information to interested Property Developers and Potential Investors; and Assess market investment interest in the Projects Solicit concepts and ideas for the proposed developments of sites.

Overview of the financial results of the Department:

Departmental Receipts

The table below provides details on Departmental Receipts:

Table 2: Departmental Receipts

Departmental receipts	Estimate Amount R'000	2013/2014 Actual Amount Collected R'000	(Over)/Under Collection R'000	Estimate Amount R'000	2012/2013 Actual Amount Collected R'000	(Over)/Under Collection R'000
Tax Receipts						
- Motor vehicle licences	1 004 664	1 095 428	(90 764)	943 400	1 007 533	(64 133)
Sale of goods and services other than capital assets	72 600	91 410	(18 810)	68 021	81 901	(13 880)

Departmental receipts	Estimate Amount R'000	2013/2014 Actual Amount Collected R'000	(Over)/Under Collection R'000	Estimate Amount R'000	2012/2013 Actual Amount Collected R'000	(Over)/Under Collection R'000
Interest, dividends and rent on land		415	(415)	0	93	(93)
Sale of capital assets		5 959	(5 959)	0	6 978	(6 978)
Transactions in financial assets and liabilities		21 730	(21 730)	0	6 442	(6 442)
Total	1 077 264	1 214 942	(137 678)	1 011 421	1 102 947	(91 526)

The over collection on receipts in 2013/14 is R137.678 million or 12.7 per cent. In the previous year, the over collection on receipts amounted to R91.526 million or nine per cent. The growth in actual collections compared to the previous year is 10 per cent.

Motor vehicle licences revenue continued to dominate provincial own receipts, with personalised motor vehicle registration numbers, abnormal load licences and rental of office buildings making up the difference.

The vehicle population changed from 1 715 766 as at 31 March 2013 to 1 770 434 as at 31 March 2014, an increase of 54 668 motor vehicles equalling three percent growth.

Special licence plate numbers changed from 6 931 as at 31 March 2013 to 7 592 as at 31 March 2014, an increase of 661 licence numbers equalling nine percent growth.

The abnormal loads licences changed from 6 003 as at 31 March 2013 to 8 015 as at 31 March 2014, an increase of 2 012 permits issued equalling 33.52 percent growth.

The reasons for better than anticipated performance in 2013/14 on receipts are as follows:

- Improved voluntary payment of prescribed motor vehicle licence fees by vehicle owners and an increase in motor vehicle population.
- Increased demand for abnormal load permits and personalised motor vehicle licence numbers.
- Redundant construction and maintenance plant and superfluous immovable assets sold.
- Receipts in relation to previous year expenditure were for:
 - An erroneous refund received from the Western Cape Department of Human Settlements for properties acquired for education purposes.
 - Refund for materials in the previous financial year.

Apart from the Department providing buildings free of charge to certain departments and entities, there were no free services that would have yielded significant revenue had a tariff been charged.

Details on tariffs charged by the Department:

- Motor vehicle license fee (MVLf) tariffs are governed by the National Road Traffic Act, 1996 (Act 93 of 1996). The Western Cape implemented an average increase in MVLf's of 5.3 percent with effect from 1 June 2013, after public consultation and publication in the Provincial Gazette.
- Fees charged for abnormal loads are determined on a consensus basis, amongst the Department of Transport and Public Works the relevant departments in other Provinces and the National Department of Transport. This is achieved through the Abnormal Load Technical Committee making a recommendation to the National Minister of Transport, who then publishes the fees in the Government Gazette. The tariffs remain unchanged.
- The competency to increase special licence fees has been assigned (with effect from November 2010) to the National Minister of Transport who has to review the fees in consultation with all provinces and by publication in the Government Gazette. The tariffs remain unchanged.
- Operating licenses governed by the National Land Transport Act, 2009 (Act 5 of 2009) remained unchanged.
- Leases on buildings are governed in terms of the Western Cape Land Administration Act, 1998 (Act 6 of 1998). Lease agreements are entered into at market-related rentals or as approved otherwise by the Provincial Treasury. State housing is leased at prescribed tariffs.

Programme Expenditure

Table below provides detail on expenditure:

Table 3: Expenditure per Programme

Programme Name	Final Appropriation R'000	2013/2014		Final Appropriation R'000	2012/2013	
		Actual Expenditure R'000	(Over)/Under Expenditure R'000		Actual Expenditure R'000	(Over)/Under Expenditure R'000
Administration	135 051	133 748	1 303	126 183	124 977	1 206
Public Works Infrastructure	1 433 855	1 368 277	65 578	1 279 817	1 257 497	22 320
Transport Infrastructure	2 105 798	2 096 813	8 985	1 997 663	1 994 558	3 105
Transport Operations	858 120	856 825	1 295	801 801	800 607	1 194
Transport Regulation	317 793	315 318	2 475	290 605	288 102	2 503
Community Based Programmes	48 231	43 752	4 479	47 044	45 102	1 942
Total	4 898 848	4 814 733	84 115	4 543 113	4 510 843	32 270

The Department spent 98.3 per cent of the budget compared to 99.3 per cent in the previous year. The growth in actual expenditure is two per cent if compared to the previous year expenditure. The main reasons for variances in expenditure per programme are indicated below.

Programme 1: Administration

Underspending due to vacancies not filled as planned with related underspending on goods and services and machinery and equipment for new appointees, mainly due to the implementation of the new establishment with effect from 1 October 2013 and the subsequent finalisation of the matching and placing process for staff.

Programme 2: Public Works Infrastructure

Underspending mainly on the provision for property rates due to disputes raised relating to the ownership and valuation of buildings, as well as the extent and value of provincial roads within the boundaries of the City of Cape Town. Furthermore, there was slower than planned capital expenditure on the Regeneration Programme.

Programme 3: Transport Infrastructure

Underspending due to vacancies not filled as planned with related underspending on goods and services and machinery and equipment for new appointees, mainly due to the implementation of the new establishment with effect from 1 October 2013 and the subsequent finalisation of the matching and placing process for staff; as well as transfer payments not effected as municipalities were unable to execute infrastructure projects as planned.

Programme 4: Transport Operations

Underspending due to vacancies not filled as planned with related underspending on goods and services and machinery and equipment for new appointees, mainly due to the implementation of the new establishment with effect from 1 October 2013 and the subsequent finalisation of the matching and placing process for staff; as well as a transfer payment to the Breede Valley Municipality not being effected for the operations for the SHADOW centre project due to changes in the leadership at the municipality.

Programme 5: Transport Regulation

Under spending is mainly due to unforeseen delays in the approval of assignments for further design and implementation of a best practice model for the management and operation of vehicle testing stations in the Western Cape, and the development of the debt management system commencing later than planned.

Programme 6: Community Based Programmes

Outstanding claims in respect of the National Youth Service programme (Phase 6) contributed to the under spending in the programme.

Virements and Rollovers

Virements

The table below provides details on virements effected:

Table 4: Virements for 2013/14

Main Division From	To	R'000	Reason
1. Administration	5. Transport Regulation	1 037	Underprovision on Compensation of Employees
		6 595	Increased agency fee payments due to over collection of motor vehicle licence fees
	6. Community Based Programmes	4 002	Underprovision on Compensation of Employees
2. Public Works Infrastructure	3. Transport Infrastructure	25 849	Accelerated roads infrastructure delivery
3. Transport Infrastructure	5. Transport Regulation	1 625	Increased agency fee payments due to over collection of motor vehicle licence fees
6. Community Based Programmes	5. Transport Regulation	3 845	Increased agency fee payments due to over collection of motor vehicle licence fees

Roll overs

The table below provides details on rollover requested from 2012/13 to 2013/14.

Table 5: Rollovers requested from 2012/13 to 2013/14

Programme	R'000	Purpose
Public Works Infrastructure	5 141	National Conditional Grant: Devolution of Property Rate Funds Grant to Provinces for the payment of municipal property rates.
	4 358	National Conditional Grant: Expanded Public Works Programme Integrated Grant for Provinces to expand job creation efforts in specific focus areas where labour intensive delivery methods can be maximised. To be utilised for the cleaning and preventative maintenance of social infrastructure including schools, general building infrastructure, health facilities and vacant erven.
Transport Infrastructure	2 637	National Conditional Grant: Provincial Roads Maintenance Grant to supplement provincial investments for preventative, routine, emergency maintenance and road rehabilitation of provincial road networks; ensure provinces implement and maintain road asset management systems and promote the use of labour-intensive methods in road maintenance. To be utilised to repair roads and bridges damaged by floods and the rehabilitation of Nuwekloof Walseley.
Public Works Infrastructure	4 026	Shifted from Vote 2: Provincial Parliament for the refurbishment of the ground floor, 7 Wale Street, as well as the upgrading and refurbishment to the Western Cape Provincial Parliament accommodation, including bathrooms and auditorium.

Revenue Retention

The table below provides details on revenue retained from 2012/13 to 2013/14 in respect of over-collection in accordance with the Western Cape Medium-Term Budget Policy Statement:

Table 6: Revenue Retained from 2012/13 to 2013/14

Programme	R'000	Purpose
Programme 1: Administration	5 000	From improved collection of motor vehicle licence fees to be utilised for responsive reports and communication on road deaths.
Programme 2: Public Works Infrastructure	11 558	From improved collection of arrear rental fees and sales of capital assets for the settlement of the deposit of the Conradie Hospital sale.
Programme 3: Transport Infrastructure	59 459	From improved collection of motor vehicle licence fees, arrear licence fees and penalties, special licence number plate fees, abnormal load licence fees, operating licence fees and refunds to the Department for roads reseal, rehabilitation and regravell projects.

Unauthorised, Irregular and Fruitless and Wasteful Expenditure

The reasons for Unauthorised, Irregular and Fruitless and Wasteful Expenditure identified in 2013/14, amounts involved, and steps taken to prevent recurrence are set out below.

Unauthorised Expenditure

File number	Reason	Amount	Preventative steps
	Nil		

Fruitless and Wasteful Expenditure

The table below shows the new cases that emerged in 2013/14.

File number	Reason	Amount	Preventative steps
FC 3/6/1/4/78	Interest on late payment	R95.27	Issued Finance Instruction no. 11/2008 Supplementary 1 of 2012. Management and Treatment of invoices in terms of Treasury Regulations 8.2.3. Issued Finance Instruction no.12 of 2013 Introduction of the Supplier Invoice Tracking System to monitor invoices
FC 3/6/1/4/99	Interest on late payment	R513.78	Issued Finance Instruction no. 11/2008 Supplementary 1 of 2012. Management and Treatment of invoices in terms of Treasury Regulations 8.2.3. Issued Finance Instruction no.12 of 2013 Introduction of the Supplier Invoice Tracking System to monitor invoices

Irregular Expenditure

The table below shows the new cases that emerged in 2013/14.

File number	Description	Amount	Corrective steps
FC 3/6/1/4/95	Concluding of contract of employment in contravention of delegations	R 898 378.70	Training on procedures and disciplinary action
FC 3/6/1/4/100	Limited bidding applied without proper delegation	R 32 565.00	Training on procedures and disciplinary action
FC 3/6/1/4/101	Limited bidding applied without proper delegation	R 7 900.00	Training on procedures and disciplinary action
FC 3/6/1/4/102	Limited bidding applied without proper delegation	R 8 125.00	Training on procedures and disciplinary action
FC 3/6/1/4/103	Limited bidding applied without proper delegation	R 9 600.00	Training on procedures and disciplinary action
FC 3/6/1/4/104	Limited bidding applied without proper delegation	R 492 240.00	Training on procedures and disciplinary action
FC 3/6/1/4/105	Limited bidding applied without proper delegation	R 7 752.00	Training in utilising the PPPFA and disciplinary action

Future plans of the Department

Integrated transport planning is a significant process within the development of a public transport system. It is the intention to continue with the development of the Integrated Public Transport Networks and Non-Motorised Transport Master Plans for the Mossel Bay Municipality and Cape Winelands District Municipality respectively.

In support of infrastructure delivery: The Graduate Professional Engineering Programme, supported by mentors to facilitate the proper training and retention of graduates will continue. It is expected that 5 engineering graduates will meet the minimum requirements for registration with the Engineering Council of South Africa, whilst the programme will be extended to 28 graduates. Furthermore 250 bursaries for the development of built environment professionals will be provided; 27 mechanical artisans will be trained through the Apprenticeship Programme and 130 contractors are expected to be further developed through the Contractor Development Programme.

The Professional Development Programme will continue with the development of employees who are incumbents of occupation specific dispensation posts. This includes candidate's engineers/architects/quantity surveyors who require training and development under the supervision of professionally registered mentors as well as the coordination and facilitation of maintenance of registration through continuing professional development.

Furthermore, the Programme is also assisting individuals who require assistance with regards to registration and/or re-registration with their relevant professional bodies.

Construction and maintenance projects relating to provincial accommodation will be undertaken over the medium term. Projects include the completion of the Khayelitsha Shared Service Office Block for the Departments of Health, Education, Social Development

and Agriculture. Construction of the Ottery Office Block and Karl Bremer Office Block for the departments of Education and Health respectively will commence. Refurbishment (modernisation) of office accommodation will continue in the Cape Town CBD.

Refurbishment projects will also be undertaken in George, Mossel Bay, and Beaufort West. It is anticipated that these projects will improve space efficiencies by up to 40 per cent through the conversion of office accommodation to the latest norms and standards.

Provincial traffic services will be improved through construction of a new test track and pit at the Gene Louw Traffic Centre, the Vredenburg Impound Centre and the completion of the George Bus Depot.

36 schools will be completed, whilst the planning and design of 25 new and replacement schools will also be finalised. Planning and design for the 2015/16 Grade R Programme will also commence as soon as the needs of the WCED are confirmed.

Work will continue on the six selected Cape Town Regeneration projects. Urban design and development frameworks will be completed, rezoning undertaken and specific land parcels enabled and released to the market. Long term transactions are forecast to be entered into where-after construction activities are due to be undertaken by contractors and private sector developers. In addition, six additional projects are undergoing high level analysis enabling inclusion in the programme at a later stage.

A leasing rationalisation programme through various pilot projects will be embarked upon. The Immovable Asset Register will be supplemented by further work undertaken on condition assessments and performance through the Building Audit and Property Efficiency projects respectively.

An investigation into the efficiency of the present regional road maintenance model involving District Municipalities will begin.

It is the intention to complete the drafting of the regulations to the Western Cape Transport Infrastructure Act, 2013 (Act 1 of 2013).

In support of public transport and giving effect to the policy priority to effect the shift from the use of private vehicles to public transport, the Department will continue to support: municipalities with developing their integrated transport plans; the City Integrated Public Transport Network; subsidising the bus operator for the interim contract; transferring the contracting authority function to the City of Cape Town and implementing the George Integrated Public Transport Network in support of rural access and mobility. The Department, in partnership with the national Department of Transport and the City of Cape Town, will pursue the establishment of the first Municipal Regulatory Entity in the City of Cape Town. With regard to the shift in contestable freight from road to rail, a study is in progress to identify corridor movements and possible interventions to be implemented.

Although road deaths show a downward trend, further and continued work will be done to: improve the hazardous locations identified on provincial roads; provide infrastructure with

regard to the average speed over distance projects; hold road safety awareness campaigns, and to implement fatigue management interventions. The impact evaluation of the Safely Home Programme on road crash fatalities in the Western Cape will continue in a phased approach as part of a multi-year evaluation programme within the Provincial Evaluation Plan.

Traffic law enforcement services and the implementation of road safety education and awareness initiatives will continue in order to make road users safe on the Province's roads.

Refresher courses for operational staff in the implementation of the Administration and Adjudication of Traffic Offences Act (AARTO), will be implemented.

The Gene Louw Traffic College is an accredited provider with both the Road Traffic Management Corporation (RTMC) and Safety and Security Sector Education and Training Authority (SASSETA) and is responsible for all learning and development of provincial and local traffic officers in the Western Cape. The College will continue to deal with various learning areas, amongst others Examiner of Vehicles (EOV), Examiner of Driving Licences (EDL), refresher training, Field Training Officer and Firearm training. The College will continue to produce on average 40 qualified traffic inspectors each academic year (from June to July), of which 10 are from municipalities.

Public Private Partnerships

Chapman's Peak Drive:

A concession agreement was concluded for the design, financing, operating and maintaining of Chapman's Peak Drive as a toll road for 30 years. At the end of the concession period the road is returned to the Western Cape Government in a clearly defined condition. The agreement, which provides for both renewal and termination options, was signed on 21 May 2003.

The partnership is operational since 21 December 2003. However, the concession agreement between the Parties concerned was reviewed and the outcome of the review resulted in a renegotiated contract with the concessionaire, with a view to mitigate risk to the Department.

Regeneration Programme:

The Programme aims to enable the release of valuable property to the open market with the dual objectives of income generation and urban regeneration. The Regeneration Programme has made progress towards crowding-in strategic private investment in the development of public infrastructure, through Public-Private Partnerships (PPP's). In this regard, the following projects form part of the Programme:

- **Artscape Founders Garden Precinct:** Through the regeneration of the precinct, this project will enable the hosting of major exhibition and cultural events, add business opportunities to medium and small-scale hospitality, cultural creative industries, and

to tourism and marketing business. Discussions relating to a long-term agreement with Artscape are in process and a professional team has been appointed to facilitate the rezoning and master-planning of the precinct.

- **Somerset Precinct:** This property will be released in four stages over the next fifteen years. The first release is the Helen Bowden nurses' home which requires the relocation of the nurses and an agreement has been signed with the Department of Health (DoH) in this regard. Operating parallel to the agreement, transfer, subdivisions, consolidation and rezoning are underway; Transaction Advisors (TAs) have been appointed to provide the technical support for the Helen Bowden release.
- **Government Head Office Precinct:** The primary objective is to develop the Leeuwen/Loop site for accommodation purposes and reduce government's reliance on leased space. The project, registered as a PPP with the National Treasury on 17 February 2011, is progressing as planned and forms part of a much larger initiative to upgrade (modernise) offices in the Wale Street complex. The specific project in this programme focuses on the construction of a 22 000 m² office building through a PPP. During January 2014 the three bidders progressing to Bid Stage were announced and bids closed on 31 March 2014. Activation of the Leeuwen/Loop site is scheduled for 31 July 2014.
- **Prestwich Precinct:** The purpose of the project is to unlock the development potential of this cluster of properties. The first release is the Alfred Street site which consist of three storage buildings and an office block. The project was registered as a PPP with the National Treasury on 24 January 2012. Legal and Financial Transaction Advisors have been appointed and are currently engaged with the Phase II Feasibility Study. In a parallel development, a Soils Laboratory facility on an adjacent site is in the process of being relocated from the CBD to Bellville. The project scope and brief are still in the process of being finalised. An archaeological investigation of the old graveyards in the Precinct is complete and a report on the findings is pending.
- **Government Garage Precinct:** The redevelopment of the cluster of four provincial properties abutting Roeland, Hope and Buitenkant Street, a new pedestrian link to the provincial parliament and administration precinct is underway. The first release is that of the city block utilised for covered parking. These facilities will be relocated to a new site in Maitland. The Department has appointed a professional team to complete a precinct plan and facilitate the rezoning and master-planning of the precinct.
- **Two Rivers Urban Park (TRUP):** The project area encompasses 250 hectares in the area where the Black and Liesbeek Rivers coverage. The Department is in the process of preparing an agreement with the City of Cape Town regarding its land holdings in the area with the view to create a Special Purpose Vehicle (SPV) that will take developments further. Drafting of Terms of Reference is underway for the appointment of a multi-disciplinary team of consultants to undertake the next phase

of work. In conjunction with the above, the refurbishment of a boiler house within the area to serve as a visitor's centre is underway.

Discontinued activities

The telecommunication function was transferred from the Department to the Department of the Premier with effect from 1 July 2013.

The reason for the discontinuation and shift of the function is that the Branch: Centre for e-Innovation at the Corporate Services Centre is responsible for the management of the WCGs transversal information and communication technologies. Following in depth discussions between the two departments, it was concluded that the functional synergies between the two functions are such that a transfer of the telecommunications function to the Centre for e-Innovation was deemed advisable or justified.

Key motivating factors in this regard mainly centre around the following:

- Modern telecommunications technology has become so high tech that it is hardly distinguishable from other information and communication technologies and systems.
- Telecommunications increasingly shares electronic infrastructures and other platforms.
- Significant savings can be generated by optimum shared utilisation of current infrastructure.

The transfer of the function does not have an effect on the current operations of the Department or any service delivery.

The function related to lease agreements in respect of public schools situated on private land was transferred from the Department to the WCED with effect from 1 April 2014 as the competency to conclude lease agreements is vested in the Provincial Minister for Education. This transfer does not have an effect on the current operations of the Department or service delivery.

The BAS payment function in respect of BAS capturing and BAS authorisation for the WCED was transferred from the Department to the WCED with effect from 1 April 2014 as the funding for infrastructure payments is vested in Vote 5: Education. This transfer does not have an effect on the current operations of the Department or service delivery.

New or proposed activities

The Road Traffic Management function was transferred from the Department of Community Safety to the Department of Transport and Public Works from 1 April 2014.

Road traffic management-related responsibilities were divided between the Department of Transport and Public Works and the Department of Community Safety. This dualistic macro organisational approach to the road traffic management function created a number of strategic and operational inefficiencies.

The primary argument that favoured the consolidation of the functions within the Department of Transport and Public Works was the view that road safety is the product of an integrated approach where infrastructure modes of transport and traffic law enforcement complement each other in a seamless manner.

As the Department of Transport and Public Works was already responsible for provincial road infrastructure, public transport, and traffic law administration, and vehicle and driver fitness testing services, the transfer of the traffic law enforcement and traffic safety functions to the Department would therefore organisationally enable the strategic and operational management of the functions in the holistic/integrated manner as envisioned above.

“Provincial/Strategic Objective 3: Increasing Access to Safe and Efficient Transport” and “Provincial Strategic Objective 5: Increasing Safety 2010-2019” provided further impetus to the decision to transfer the function as PSO 3 sets, among others, the halving of road death fatalities as a key objective. Optimising road safety is identified as one of the four primary safety focus areas of PSO 5. One of the key issues highlighted in this regard was how best to bring the resource and skills of the whole of society into the objective in increasing road safety and how best to integrate the Western Cape’s road safety resources into a broad Province-wide road safety strategy.

The transferring of this function would ensure that the “four E’s” of road safety, namely engineering, evaluation, enforcement, and education, be coordinated and organisationally integrated in a single department.

Supply chain management (goods and services)

There were no unsolicited bids concluded for the year under review.

Various processes are in place to mitigate the occurrence of irregular expenditure through the design and implementation of detective, corrective and preventative controls in the Accounting Officer’s Supply Chain Management System and its accompanying delegations which have been reviewed in totality and issued for implementation in the new financial year.

In addition, the Department has embarked on departmental wide awareness initiatives through structured capacity building and training interventions; the design and implementation of standard operating procedures, policies, templates and tools as the Supply Chain System is manually intensive.

Challenges

The main challenges relating to Supply Chain Management are, amongst others:

- The lack of a transversal Integrated Electronic Supply Chain Management system; and
- The lack of a standard Project Management System.

This is of particular concern given the fact that the Department is both supply chain and project intensive. These challenges were resolved in the interim through:

- The design of standardised tools and templates.
- Using electronic application and services.
- The development of an user specific EPM system for project management, based on the requirements of the Infrastructure Delivery Management System.

Gifts and Donations received in kind from non-related parties

No gifts and donations were received from non-related parties.

Exemptions and deviations received from National Treasury

No exemptions or deviations were received.

Events after the reporting date

There are no events after reporting date to be reported.

Acknowledgements

Acknowledgement and gratitude is extended to the previous Provincial Minister, Mr Robin Carlisle and previous Head of Department Mr Johan Fourie for the strong leadership and governance they portrayed during the reporting period.

The Annual Financial Statements set on pages 195 to 282 are hereby approved.



JT Gooch
Accounting Officer
Department of Transport and Public Works
Date: 30 June 2014

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

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

All information and amounts disclosed in the annual report are consistent with the annual financial statements audited by the Auditor-General.

The annual report is complete, accurate and 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 judgements made in this information.

The Accounting Officer is responsible for establishing, and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The external auditors are engaged to express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Department for the financial year ended 31 March 2014.



Accounting Officer

JT Gooch

Date: 30 June 2014

6. STRATEGIC OVERVIEW

6.1. Vision

From a service delivery perspective, the Western Cape Government's vision, and therefore the vision applicable to the Department of Transport and Public Works is:

"To create an open opportunity society for all in the Western Cape so that people can live lives they value."

6.2. Mission

"To protect and promote rights and expand opportunities." (Western Cape Government)

"The Department of Transport and Public Works develops and maintains appropriate infrastructure and related services for sustainable economic development which generates growth in jobs and facilitates empowerment and opportunity." (Department)

6.3. Values

The core values applicable to the Western Cape Government are as follows:



These values are all underpinned by the concept of team work and applied to the Department as well as to all provincial employees. A detailed explanation of what each core value encapsulates is outlined in the table below.

Table 7: Provincial Values and behavioural statements

Value	Behavioural statement
Caring	We endeavour to understand persons' needs and will show interest. We will show respect for each other. We will treat staff as more than just a worker and value staff as people. We will empathise with our staff. We will emphasise positive aspects in the workplace. We will provide honest criticism when needed.
Competence	Our people are able to do the tasks they are appointed to do, live our values and always strive for excellence. We all deliver on our outcomes and targets with quality, on budget and in time. We focus on the best results to serve the people of the Western Cape.

Value	Behavioural statement
	We demonstrate an understanding of and work together to achieve our role in our Constitutional and electoral mandate.
Accountability	<p>We have a clear understanding of our objectives, roles, delegations and responsibilities.</p> <p>We are committed to deliver agreed outputs on time.</p> <p>We hold each other accountable and know we can trust each other to do as we say we will.</p> <p>As individuals we take responsibility and ownership for our outcomes, and accept the consequence of failure to do so.</p>
Integrity	<p>We seek for truth and greater understanding of it in each situation and we do the right things.</p> <p>We are honest, show respect and live out our positive values.</p> <p>We are reliable and trustworthy, doing what we say we will.</p> <p>There are no grey areas, with integrity applying at all levels in all instances ensuring we are corruption free.</p>
Responsiveness	<p>We take the public seriously, listening and hearing their voice (listening a lot and talking less).</p> <p>We respond with action timeously, always asking is this the right response, where could we be potentially wrong and how we can do it better.</p> <p>We engage collaboratively with each other, our stakeholders and the media, providing full information.</p> <p>Our focus is the citizen, and responding as their government for the best results for the people we serve. They tell us how well we respond.</p>

7. LEGISLATIVE AND OTHER MANDATES

In the main, the following national and provincial legislation guided the Department in the discharge of its responsibilities:

Function	Legislation
Public Works	Government Immovable Asset Management Act, 2007 (Act No. 19 of 2007) (GIAMA)
	National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977)
	Western Cape Land Administration Act, 1998 (Act No. 6 of 1998)
Transport	National Land Transport Act, 2009 (Act No. 5 of 2009) (NLTA)
	National Road Traffic Act, 1996 (Act No. 93 of 1996) (NRTA)
	Road Traffic Act, 1989 (Act No. 29 of 1989)
	Western Cape Road Traffic Act, 1998 (Act No. 12 of 1998)
	Road Safety Act, 1972 (Act No. 9 of 1972)
	Road Transportation Act, 1977 (Act No. 74 of 1977)
	Advertising Along Roads and Ribbon Development Act, 1940 (Act No. 21 of 1940)
	Cape Roads Ordinance, 1976 (Ord. No. 19 of 1976)
Western Cape Toll Road Act, 1999 (Act No. 11 of 1999)	
Western Cape Provincial Road Traffic Administration Act, 2012 (Act No 6 of 2012)	
Transversal	Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996)
	Constitution of the Western Cape, 1998 (Act No. 1 of 1998)
	Skills Development Act, 1998 (Act No. 97 of 1998)
	Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)
	Construction Industry Development Board Act, 2000 (Act No. 38 of 2000)
	Labour Relations Act, 1995 (Act No. 66 of 1995)

Function	Legislation
	Western Cape Appropriation Act, 2013 (Act No. 5 of 2013)
	Western Cape Adjustments Appropriation Act, 2013 (Act No. 11 of 2013)
	Public Service Act, 1994 (Act No. 103 of 1994) (PSA)
	Employment Equity Act, 1998 (Act No. 55 of 1998) (EEA)
	Division of Revenue Act (annual Act) (DORA)
	Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA)
	Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) (PPPFA)
	Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000) (PAJA)
	Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) (PAIA)
	Local Government Municipal Systems Act (Act No. 32 of 2000)
	Intergovernmental relations Framework Act, 2005 (Act No. 13 of 2005) (IRFA)
	Consumer Protection Act, 2008 (Act No. 68 of 2008)
	Provincial Archives and Records Service of the Western Cape Act, 2005 (Act No. 3 of 2005)
	Western Cape Land Use Planning Ordinance, Amendment Act, 2009 (Act No. 8 of 2010)
	Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004)

In the main, the Department responded to the following policies:

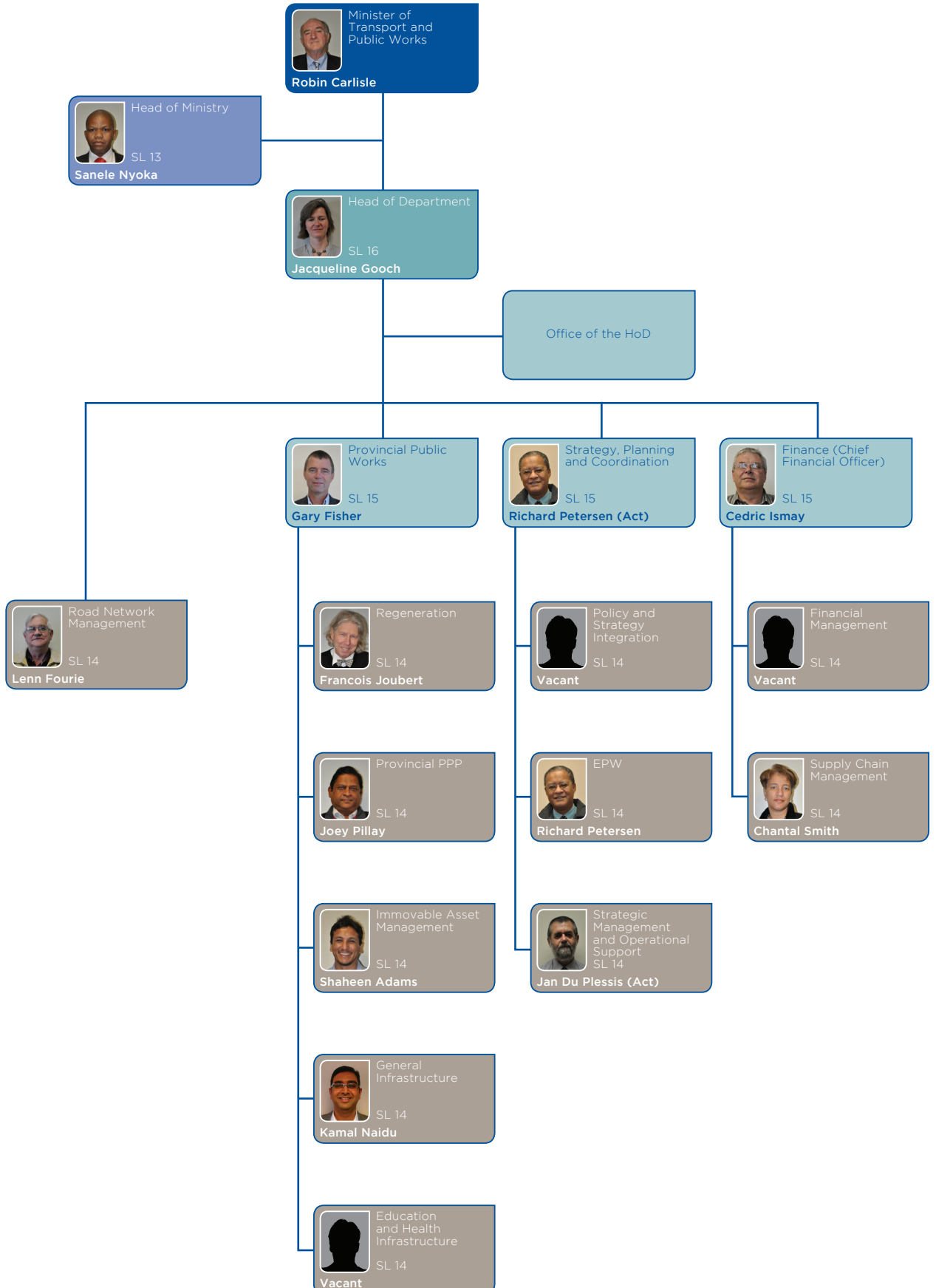
Function	Policies
Public Works and Property Management	Western Cape Provincial Government White Paper on the Management of Provincial Property, 2004
	Western Cape Parking Policy
	Western Cape Provincial Property Disposal Policy
	Western Cape Provincial Acquisition Policy
Transport	National White Paper on Transport, 1996
	Provincial White Paper on Transport, 1997
	National Public Transport Strategy, 2007
	National Rural Transport Strategy, 2007
	National Freight Logistics Strategy, 2005
	Road Infrastructure Strategic Framework for South Africa (RISFSA)
	Western Cape Policy Statement with respect to Transport for Special Needs Passengers (SNP), 2009
	Provincial Land Transport Framework, 2011
	Road access guidelines
	Road Safety Strategy for the Western Cape Province, 2005
National Road Safety Strategy, 2009 – 2015	
Expanded Public Works Programme	Guidelines on the implementation of the National Youth Service
	Guidelines on the implementation of the Expanded Public Works Programme (EPWP)
Transversal	Draft Provincial Strategic Plan, 2011 (inclusive of Western Cape Government Strategic Objectives)
	White Paper on Human Resource Management, 1997
	Western Cape Government Transversal Management System
	Western Cape E-Mobility Policy
	Departmental Records Management Policy
Departmental Monitoring and Evaluation Framework and Manual	

8. ORGANISATIONAL STRUCTURE (as at March 2014)



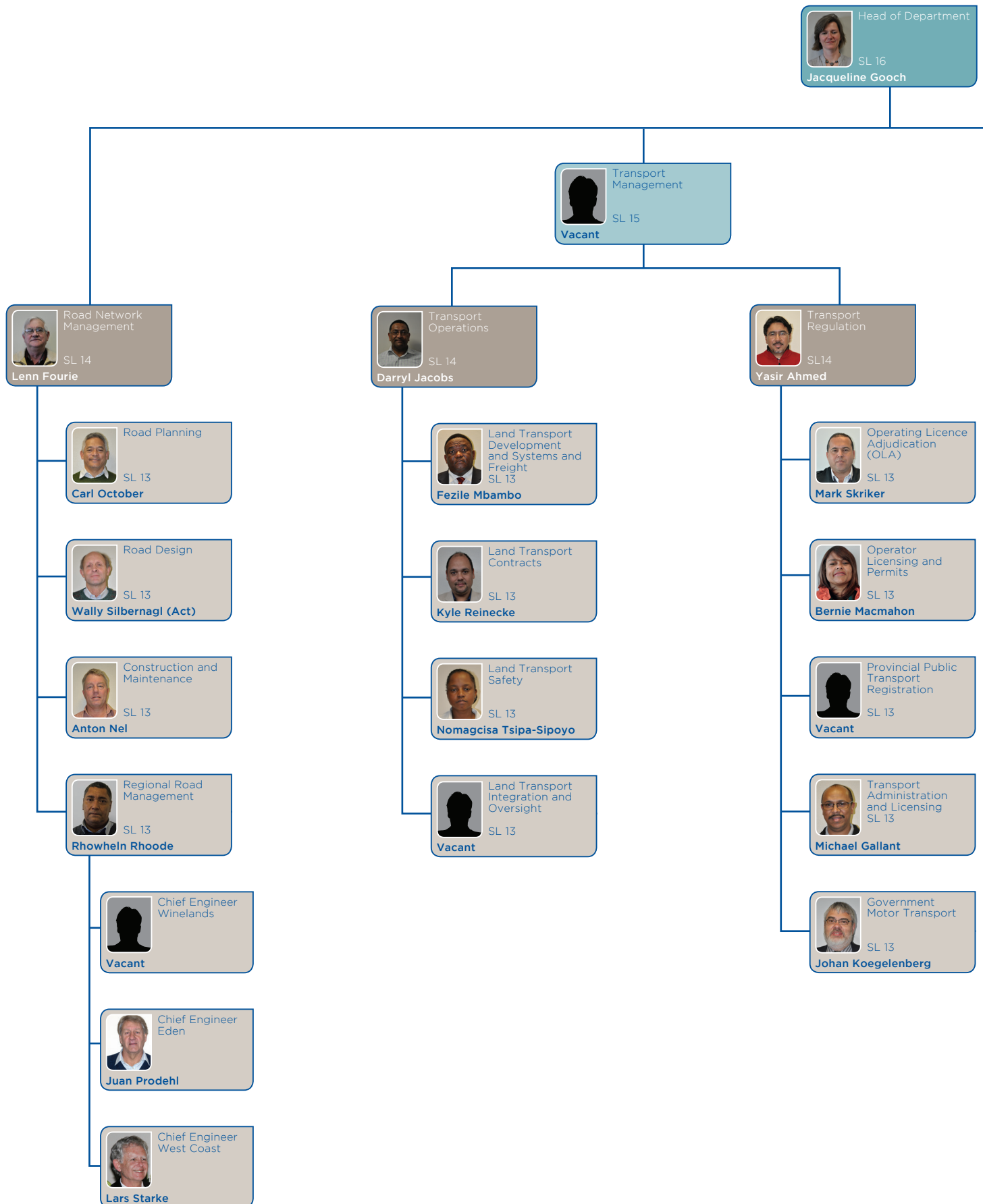
Organisational Organogram


Top Management



Organisational Organogram

Senior Management




 Provincial Public Works
SL 15
Gary Fisher

 Regeneration
SL 14
Francois Joubert

 Provincial PPP
SL 14
Joey Pillay

 Immovable Asset Management
SL 14
Shaheen Adams

 General Infrastructure
SL 14
Kamal Naidu

 Education and Health Infrastructure
SL 14
Vacant

 Project Officer PPP
SL 13
Vacant

 Property Planning and Information
SL 13
Klaas Langenhoven

 Technical Services
SL 13
Vacant

 Infrastructure Policies, Strategies and Systems: Education
SL 13
Vacant

 Project Officer PPP
SL 13
Vacant

 Property Management Region 1
SL 13
Shane Hindley

 Programme/Projects Infrastructure Delivery: General
SL 13
Vacant

 Programme/Projects Infrastructure Delivery: Education
SL 13
Liam Thiel

 Project Officer PPP
SL 13
Vacant

 Property Management Region 2
SL 13
Pakama Mlandu

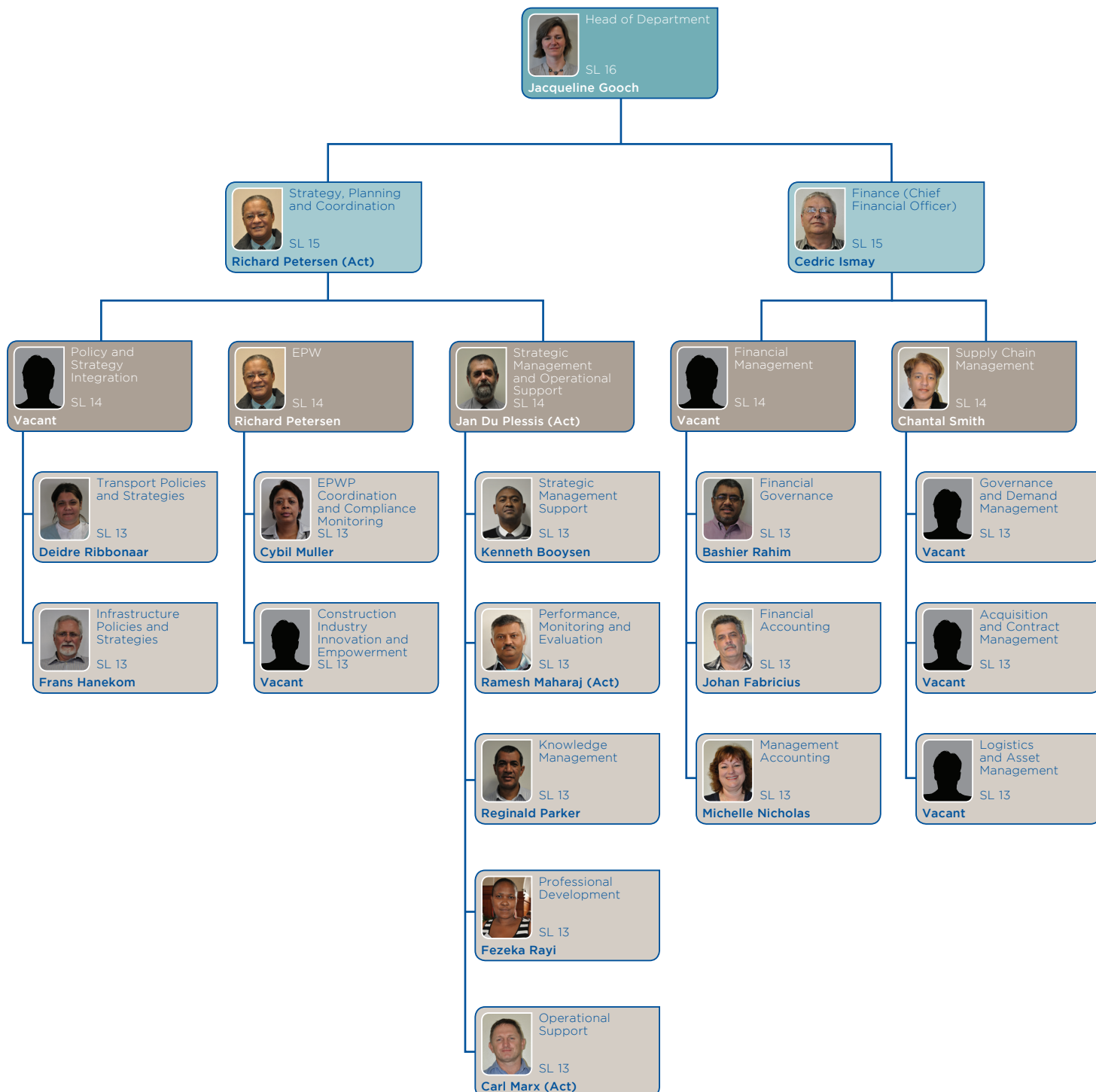
 Infrastructure, Policies, Strategies and Systems: Health
SL 13
Vacant

 Property Acquisition
SL 13
Dean Maytham

 Programme/Project Infrastructure Delivery: Health
SL 13
Winton Gibbs

Organisational Organogram

Senior Management continued



9. ENTITIES REPORTING TO THE PROVINCIAL MINISTER

Although the Department is not responsible for any public entities, it operates the Government Motor Transport Trading Entity within its administration. A separate Annual Report 2013/14 is published for this entity.

Table 8: Entities reporting to the Provincial Minister

<i>Name of Entity</i>	<i>Legislative Mandate</i>	<i>Financial Relationship</i>	<i>Nature of Operations</i>
Government Motor Transport	Chapter 19 of the Treasury Regulations.	GMT operates as a Trading Entity in terms of Chapter 19 of the Treasury Regulations. The Accounting Officer of the Department is also the Accounting Officer of the Trading Entity.	Provision of Government Motor Vehicles to client departments for purposes of service delivery.

PART B: PERFORMANCE INFORMATION

1. AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The Auditor-General of South Africa (AGSA) performed the necessary audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the *Report on other legal and regulatory requirements* section of the auditor's report.

Refer to page 192 of the Report of the Auditor-General, published as Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 Service Delivery Environment

The main services of the Department are:

Main service	Relevant Information
Administrative services	<ul style="list-style-type: none"> • Provide strategic, operational support, financial management and supply chain services to the Department • Assist municipalities to develop Integrated Transport Plans • Facilitate the development of provincial strategies, policies and plans • Manage the Professional Development Programme aimed at developing scarce skills in the transport and engineering fields • Provide bursaries for individuals studying in the engineering and built environment fields
Public Works Infrastructure Services	<ul style="list-style-type: none"> • Acquire and dispose of immovable assets • Ensure optimal utilisation of provincially-owned properties • Lease property • Provide accommodation services to Provincial Departments and entities • Construct and maintain Health, Education and General Building facilities • Create job opportunities and economic empowerment through infrastructure provision
Transport Infrastructure Services	<ul style="list-style-type: none"> • Construct, rehabilitate and maintain the provincial road network • Offer learnerships and graduate training • Offer diesel mechanic apprenticeships • Provide technical support services
Transport Operations Services	<ul style="list-style-type: none"> • Manage and monitor subsidised and specialised public transport services • Coordinate and facilitate land transport safety and compliance programmes • Assess, assist and capacitate municipalities on land transport mobility • Support the implementation of Non-Motorised Transport
Transport Regulatory Services	<ul style="list-style-type: none"> • Provide motor vehicle registration and licensing services • Provide motor vehicle roadworthy testing services • Issue driving licenses to competent drivers • Issue permits for abnormal load vehicles and events on public roads • Provide overload control services on national and provincial roads

Main service	Relevant Information
	<ul style="list-style-type: none"> • Provide licensing services to public transport operators • Register minibus taxi operators and associations • Implement and coordinate road safety programmes (Safely Home programme) • Provide dispute resolution services in the public transport domain
Community Based Programmes	<ul style="list-style-type: none"> • Coordinate the Expanded Public Works Programme • Facilitate programmes to develop emerging contractors • Offer construction-related skills development opportunities, including apprenticeships for artisanal skills

The Department's overall performance and key outputs for 2013/14 in relation to its main services are outlined below:

Programme 1: Administration

Service: Assist municipalities to develop Integrated Transport Plans

The Department assisted municipalities to update their Integrated Transport Plans (ITP). The National Land Transport Act, 2009 (Act No. 5 of 2009) requires that Integrated Transport Plans (ITPs) be updated on a yearly basis and reviewed in their entirety every five years. In terms of Section 9(2)(c) of the NLTA, the Provincial Minister must provide assistance to planning authorities that lack the capacity and resources to carry out the integrated planning function.

Service: Facilitate the development of provincial strategies, policies and plans

The Department developed the Western Cape Infrastructure Framework (WCIF) which was approved by Cabinet during August 2013. The WCIF is a strategic definition of the cross sectoral infrastructure needs for the Western Cape over the long term (2040). In collaboration with the respective District Municipalities, the Department commenced with the tactical translation of the WCIF into District Infrastructure plans.

Service: Manage the Professional Development Programme aimed at developing scarce skills in the transport and engineering fields

The professional development element of the Masakh'iSizwe programme produced significant results which included the establishment of partnerships with the private sector to provide learning opportunities to candidates. In addition, candidates were placed within the private sector to augment training without compromising service delivery. Furthermore, a Candidate in the Architectural discipline was professionally registered and mentors helped to create a conducive learning workplace environment.

Service: Provide bursaries for deserving students through the Masakh'iSizwe Centre of Excellence

For the 2013 academic year, 82 new bursaries were awarded, resulting in a total of 237 bursaries, i.e. 155 bursaries continued from 2012 academic year. These were spread across the following disciplines:

Discipline	Number of bursars	Race				Gender	
		A	C	I	W	F	M
Architecture	8	1	6	0	1	4	4
Civil Engineering	153	25	76	3	49	47	106
Electrical Engineering	18	9	4	0	5	6	12
Mechanical Engineering	16	5	9	0	2	8	8
Geomatics	2	0	2	0	0	0	2
Property Studies	3	2	1	0	0	3	0
Quantity Surveying	29	16	13	0	0	10	19
Town and Regional Planning	7	1	5	0	1	1	6
Transport Studies	1	0	0	1	0	1	0
Total	237	59	116	4	58	80	157

Service: Strategic, operational and financial administrative services delivered:

- An evaluation of the impact of the Safely Home Programme on road crash fatalities in the Western Cape commenced in a phased approach as part of a multi-year evaluation programme.
- The Enterprise Content Management (ECM) programme continued to be optimised to create efficiencies through workflow and business process improvement.
- Improving the quality of financial management through the Departmental Corporate Governance Improvement Plan showed positive results and will be continued.
- The supply chain re-engineering project was completed. Emanating from the project, the updated Accounting Officer's System for Supply Chain Management (SCM), as well as the revised SCM delegations were approved.
- The implementation of the Construction Procurement Standard commenced.
- The Supplier Invoice Tracking System (SITS) is operated within the ECM environment and is a mechanism to proactively monitor payment of invoices within 30 days. It is an interim measure in the absence of an adequate transversal accounting system.

Programme 2: Public Works Infrastructure

Service: Acquire and dispose of immovable assets

The Immovable Asset Register (IAR) project was completed, the results of which will provide a more solid foundation for purposes of asset management, financial accounting, and managerial decision-making.

The submission and quality of User Asset Management Plans (UAMPs) and the Custodian Asset Management Plan (CAMP) improved and a more coordinated approach was followed amongst the Department, Provincial Treasury, and user departments.

To assist in measuring the efficiency of provincial property usage, a pilot project was undertaken to benchmark property usage in the Province. This culminated in a property efficiency report which compared provincial usage to private sector benchmarks.

In support of infrastructure delivery, properties were acquired, predominantly for purposes of education and health service delivery.

Service: Ensure optimal utilisation of provincially-owned properties

Office accommodation at nine locations in the Cape Town CBD (4 Dorp Street: 1st and 3rd floors; 9 Dorp Street 4th floor; Waldorf Building 8th floor; Atterbury House 5th floor – decanting floor) and a portion of the 2nd floor of the York Park building in George were converted through the modernisation programme with the aim to improve space efficiencies by up to 40 per cent in accordance with office accommodation norms and standards.

Planning of the six approved projects in the Regeneration Programme referred to in Section 4: Report of the Accounting Officer progressed and activities included stakeholder engagements, transport studies, heritage scoping and rezoning.

Service: Leased property

The Department leases property in cases where there are no suitable Western Cape Government (WCG) properties available for utilisation. The leased portfolio consists of office accommodation, clinics, ambulance stations and public schools on private property.

A significant number of lease agreements were managed to cater for the current accommodation requirements of Provincial Departments. In accordance with GIAMA, it is a long-term goal to optimise the utilisation of owned and leasehold properties. This will result in reducing the need for leased accommodation in future.

The purchase of the York Park Building in George reduces the leasing requirements. Similarly the planned construction of a new office block in the CBD of Cape Town through a Public Private Partnership will also have a downward impact on the leasing of office space in Cape Town CBD, especially in respect of accommodation for the Department of Education.

In order to ensure optimal utilisation of leased-in properties, Accounting Officers of user departments were required to certify bi-annually the effective and efficient utilisation of office accommodation. Utilisation inspections were also conducted on approximately 50 percent of leased properties. The inspections confirmed the optimal utilisation as per the certificates submitted by the Accounting Officers.

Service: Provide accommodation services to Provincial Departments

General office accommodation infrastructure projects were undertaken, inclusive of exterior, interior, and lift upgrades, mainly in the Cape Town Central Business District (CBD).

The construction of the Khayelitsha Shared Services Offices Building and planning of the Ottery Education District Office – South and the Bellville Regional Offices at the Karl Bremer site for the Departments of Health, Education, Social Development, and Agriculture continued.

Service: Construct and maintain Health, Education and General Buildings

According to buildings condition assessments conducted by the Department, the conditions of Provincial Government buildings as at 31 March 2014 were as follows:

Table 9: Summary of the condition assessments conducted on government buildings at 31 March 2014

Condition assessments of State Owned Buildings Audited during 2013/14 (Number and Percentage of assessments conducted)							
Department	Poor (C1-2)		Average (C3)		Very Good (C4-5)		Total
Health	9	6.6	55	40.1	73	53.3	137
Education*	0	0	0	0	0	0	0
Other Infrastructure	180	37.2	104	21.5	200	41.3	484
Total 2013/14	189	30.4	159	25.6	273	44.0	621

* Condition assessments were undertaken, but no ratings were allocated to the condition.

Note: Excludes the Department of Human Settlements' portfolio.

Note: A facility may comprise one or several buildings, i.e. Groote Schuur Hospital is considered to be one facility but in fact has a number of buildings on the property.

Note: Definitions for condition of buildings are as follows:

Very good	C5	Accommodation has no apparent defects. Appearance is as new. Risk index: No effect on service capability. No risk.
	C4	Accommodation exhibits superficial wear and tear, with minor defects and minor signs of deterioration to surface finishes. Risk index: Intermittent, minor inconvenience to operations. Probability of risk to health and safety or property is slight. Low cost implication.
Average	C3	Accommodation is in average condition, deteriorated surfaces require attention; services are functional, but require attention, backlog maintenance work exists. Risk index: Constant inconvenience to operations. Some risk to health and safety or property. Medium cost implications.
Poor	C2	Accommodation has deteriorated badly, with serious structural problems. General appearance is poor with eroded protective coatings; elements are broken, services are not performing; significant number of major defects exists. Risk index: Major disruption to service capability, high probability of risk to health and safety or property. High cost implication/financial loss.
	C1	Accommodation has failed; is not operational and is unfit for occupancy. Risk index: Accommodation is unusable, immediate high risk to security, health and safety or property. Significant cost impact.

Note that for 2013/14 the totals reflect the number of condition assessments conducted. In order to comply with the requirement of GIAMA the Department initiated a re-evaluation of the methodologies employed to assess buildings within its portfolio. 621 Condition assessments were conducted during 2013/14. Of the total, approximately 30 percent showed a poor condition.

General buildings

In order to protect archived material, planning for the maintenance and upgrading of fire and air-conditioning services at the National Archives in Roeland Street and Caledon Street in Cape Town was completed.

Maintenance projects on General Provincial buildings were undertaken.

Planning was undertaken for the Gene Louw Traffic Centre, the Vredenburg Impound Facility, and construction commenced on the George Bus Depot.

Health facilities

Infrastructure delivery for health facilities is provided under *Vote 6 – Health*, whilst provision is made in *Vote 10 – Transport and Public Works* to perform the function of implementer.

10 Capital health facilities were successfully delivered and a further 85 maintenance projects achieved practical completion thereby contributing to the strategic objective of improving the efficacy of the health delivery system in both urban and rural areas.

The projects included new and upgraded emergency centres, new wards at hospitals across all districts, as well as a new regional laundry in Mitchell's Plain.

Education facilities

Infrastructure delivery for education facilities is provided under *Vote 5 – Education*, whilst provision is made in *Vote 10 – Transport and Public Works* to perform the function of implementer.

21 Schools, 137 scheduled and 26 *ad hoc* maintenance projects achieved practical completion, whilst 180 additional projects resulting from Emergency Programme requests were executed concurrently. The planning and design of a further 19 new and replacement schools and 134 maintenance projects commenced. Improvements in procurement and delivery of the Emergency Programme to increase handling of up to 350 requests per annum were developed. Planning of an additional 51 Grade R classrooms was completed.

The first phase of the rehabilitation of 10 privately owned day-care facilities for children with severe disabilities was undertaken, which relates to health, safety and general compliance to national building regulations. The affected facilities are located in urban and rural areas, namely Nomzamo, Philippi, Blackheath, Gugulethu, Malmesbury, Mitchell's Plain, Mfuleni, Nyanga, Oudtshoorn, Worcester and Du Noon.

Service: Create jobs and economic empowerment through infrastructure provision

Through the construction and maintenance of Provincial Government buildings and facilities, 20 289 jobs and 5 674 EPWP work opportunities were created, i.e. approximately 10 jobs per R1 million spent.

Multi-year modernisation framework contracts were entered into, in order to reduce procurement timeframes, thereby enabling more efficient service delivery. Modernisation framework contracts attract larger contractors, and are designed to cascade work down to the level of smaller contractors, thereby ensuring distribution of work to contractors at various levels and encouraging the transfer of skills from well-established large contractors to smaller emerging contractors. Multi-year maintenance framework contracts were entered into to attract enterprises of various sizes, and cater for varying project sizes.

Programme 3: Transport Infrastructure

Service: Plan, construct, rehabilitate and maintain the provincial road network

A 16.2 percent reduction in the road maintenance backlog was achieved for the five year period from 2009 to 2013 for surfaced roads. Of the total surfaced road network of 6 485.80 km, 5 775.73 km is in fair to very good condition and 91 percent of all vehicle kilometres are travelled on fair to very good roads. Further improvements are expected with current projects underway. There has been a 13.3 percent increase in the road maintenance backlog for gravel roads since 2009. However, only five percent of vehicle kilometres are travelled on the gravel road network. In general, the condition of surfaced roads improved from 2012 to 2013.

The condition of the provincial road network over a ten-year period, differentiated between surfaced and gravel, is shown in Tables x and x.

Table 10: Condition of surfaced roads:

CONDITION OF SURFACED ROADS IN THE WESTERN CAPE PROVINCE						
Road Condition per Percentage of Network						Total Km
Year	Very Poor	Poor	Fair	Good	Very Good	
2004	0.9	9.4	31.0	39.9	18.7	5 791.26
2005	1.8	9.1	30.4	38.2	20.5	5 828.01
2006	1.2	7.9	24.4	38.3	28.1	5 868.11
2007	1.3	9.6	24.8	38.4	26.0	5 911.89
2008	3.6	11.2	24.9	36.6	23.7	6 009.35
2009	2.0	9.0	24.0	37.2	27.8	6 146.58
2010	2.1	8.2	26.5	38.6	24.7	6 355.53
2011	1.9	9.5	30.0	38.2	20.4	6 366.90
2012	2.2	10.3	30.7	36.3	20.4	6 408.88
2013	2.6	8.3	25.7	35.6	27.7	6 485.80

Source: Visual Condition Index/Road Network Information System 2013

Table 11: Condition of gravel roads:

CONDITION OF GRAVEL ROADS IN THE WESTERN CAPE PROVINCE						
Road Condition per Percentage of Network						Total Km
Year	Very Poor	Poor	Fair	Good	Very Good	
2004	6.8	39.3	39.6	13.9	0.4	9 918.91
2005	10.6	40.7	37.3	11.0	0.4	9 919.90
2006	9.5	39.0	36.7	14.2	0.6	10 048.30
2007	14.3	36.9	31.6	15.7	1.5	10 291.55
2008	13.9	41.3	34.2	10.1	0.5	10 393.05
2009	7.9	43.0	36.9	11.5	0.6	10 410.00
2010	10.3	46.2	33.1	9.9	0.4	10 483.58
2011	13.2	40.4	31.8	13.7	1.0	10 483.58
2012	14.8	50.1	27.7	6.9	0.5	10 490.91

CONDITION OF GRAVEL ROADS IN THE WESTERN CAPE PROVINCE

Road Condition per Percentage of Network						Total Km
Year	Very Poor	Poor	Fair	Good	Very Good	
2013	11.0	50.2	32.5	5.9	0.4	10 499.26

Source: Visual Condition Index/Road Network Information System 2013

Planning commenced for two projects that were approved based on their contribution to economic growth and job creation, namely Wingfield Interchange and the Main Road 559 Freight Study as part of the Saldanha Industrial Development Zone. In addition, planning of three significant projects commenced to further economic development and increase mobility, i.e. Borchers Quarry Interchange on the N2, linking Airport and Philippi industrial areas; upgrading the N7 between Potsdam and Melkbos Strand to freeway standards; and the addition of a third lane on the N1 through Durban Road Interchange.

The table below lists the 16 major capital projects completed during 2013/14.

Table 12: Programme 3: Major capital projects completed during 2013/14

No.	Municipality		Project Name	Detailed Description	Commencement Date	Completion Date	Project total (R '000)
	District	Local					
1	Cape Winelands	Breede Valley	C0959: Flood Damage Repairs to Structures in CW: Montagu Area	Area "D" Flood damage repairs to Road Infrastructure on Various Main, Divisional and Minor Roads in Cape Winelands District	2011/05/09	2013/07/05	24 723
2	Cape Winelands	Breede Valley	C0961: Flood Damage Repairs to Structures in CW: Robertson/Bo nnievale Area	Area "C" Flood damage repairs to Road Infrastructure on Various Main, Divisional and Minor Roads in Cape Winelands District, as well as repair of hole created by the November 2012 floods on the R60	2011/07/11	2013/07/05	34 464
3	Cape Winelands	Drakenstein	C0910: Reseal MR189 – Paarl/Klapmuts and MR201 Paarl/ Franschhoek	Reseal and strengthening of sections of MR189 (km16.63-33.11) and MR201 (KM59.0-74.59) in the Paarl area. Upgrade of DR1090 intersection (auxiliary lanes) and MR27 intersection (signalisation and auxiliary lanes)	2010/10/11	2013/04/22	88 473
4	Cape Winelands	Witzenberg	C0634: Rehab TR22/1 & Reconstruct MR305	Reconstruction of TR22/1 (km 5.0 – km 20.6) and MR305 (km0.0 – km 2.4) between Gouda and Wolseley	2011/03/01	2013/05/31	242 821
5	Eden	Bitou	C0816: Rehab/Reseal DR1770,	Rehabilitation & Reseal of DR1775, MR382 and MR390	2011/08/30	2013/09/03	75 967

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Vote 10: Department of Transport and Public Works
Western Cape Government

No.	Municipality		Project Name	Detailed Description	Commencement Date	Completion Date	Project total (R '000)
	District	Local					
			rehabDR1775, MR382 & MR390 – Plettenberg Bay	near Plettenberg Bay			
6	Eden	George	C0909: Reseal TR88/1, MR368 & MR404 – De Rust/N9	Light rehab/reseal of TR88/1 (km22.40-60.22) from De Rust – N9, reseal of MR368 (km59.03-64.86) and MR404 (km0.00-1.00)	2011/10/13	2013/12/17	69 221
7	Eden	George	C0993.01: Slope Failure Remediation TR00101 – Outeniqua Pass	Slope Failure Remediation on TR00101	2012/10/19	2013/06/06	13 830
8	Eden	Kannaland	C0906: Reseal TR31/5 – Ladismith/Calitzdorp	Reseal/Upgrade of TR31/5 from Ladismith to Calitzdorp. Flood damage repair at Vleiland Area	2011/10/05	2013/07/03	125 252
9	Eden	Kannaland	C0983: Reseal TR03106 between Calitzdorp & Oudtshoorn	Reseal of TR03106 between Calitzdorp and Oudtshoorn	2013/06/04	2014/02/10	25 264
10	Eden	Mossel Bay	C0825: Rehabilitation of DR1529 and DR1532 (N2) near Mosselbay - Vleesbaai	Rehabilitation by upgrading of roads DR1529 and DR1532 by widening 1.5m on either side and strengthening of the pavement by stabilising the existing base as a new sub-base and adding a new coucher stone base layer	2011/11/01	2013/05/31	91 399
11	Overberg	Overstrand	C0527.04: Upgrade TR 28/1 – Mount Pleasant/Hermanus	The upgrade of TR28/1 between Mount Pleasant and Hermanus	2011/08/04	2013/10/04	72 874
12	Overberg	Swellendam	C0900: Reseal TR65/1 – N2/Barrydale	Reseal of TR65/1 from the N2 through Suurbrak and Tradouws Pass to Barrydale	2011/10/06	2013/05/06	37 740
13	City of Cape Town	City of Cape Town	C0799: Remediation of road cuttings on Chapman's Peak Drive	Remediation of the instability of road cuttings near Chapman's Peak Drive No 1 and rock-fall protection up to the start of the Toll road concession	2012/09/18	2013/04/23	13 765
14	West Coast	Saldanha Bay	C0985: Reseal TR07701 between Langebaan & Velddrif	Reseal of TR07701 between Langebaan and Velddrif	2013/06/24	2014/03/21	28 202
15	West Coast	Swartland	C0817.01: Reseal & Rehab MR224	Reseal and rehabilitation of MR224 between	2012/01/26	2013/09/05	100 249

No.	Municipality		Project Name	Detailed Description	Commencement Date	Completion Date	Project total (R '000)
	District	Local					
				Malmesbury (km2.35) and Darling (km32.53)			
16	City of Cape Town	City of Cape Town	C656.9: Chapman's Peak Tollgates	Chapman's Peak Tollgates construction	2012/10/10	2013/08/01	26 003

Service: Offer graduate training towards professional registration

The graduate professional development programme, supported by mentors to facilitate proper training enroute to professional registration, is on-going and 28 graduates are presently enrolled. It is expected that at least four of the graduates will be able to obtain professional registration during the next financial year.

Service: Offer diesel mechanic apprenticeships

Training of diesel mechanics began in 2010. The first group of seven apprentices finished their training at the end of the 2013/14 financial year. Four apprentices have successfully completed the Trade Level Test for the designated trade of Diesel Mechanic and were declared competent on the prescribed outcomes. The remaining three are due to undertake the practical assessment by the Manufacturing, Engineering and Related Services Sector Education and Training Authority (MERSETA) during the first quarter of the 2014/15 financial year.

Service: Provide technical support services

To assist in optimising road network efficiencies, the review of the Road Access Guidelines, the ongoing formulation of new access management plans on strategic routes, and the classification of the road network in line with the Committee of Transport Officials' (COTO) Road Classification and Access Management Guidelines (RCAM) and Road Infrastructure Strategic Framework of South Africa (RISFSA) within the Western Cape, continued.

Programme 4: Transport Operations

Service: Manage and monitor subsidised and specialised public transport services

Work regarding the assignment of the subsidised bus service contract to the City of Cape Town continued through regular interaction between the Department and the City of Cape Town. The formal application for the transfer of the function was completed by the City and forwarded to the Department of Transport and other relevant stakeholders.

Chapter 5, Section 40 of the National Land Transport Act, 2009 (NLTA) which regulates "Contracting for Public Transport Services", requires provinces and planning authorities to take steps as soon as possible after the commencement of the Act to "integrate services subject to contracts in their areas into the larger public transport system". The City of Cape Town's (CoCT) Integrated Public Transport Network (IPTN) (still to be completed) is that system. The IPTN forms the basis of the contracting authority management system and facilitates the integration of modes and operations. Due to the complexity of the IPTN and

the negotiations with several different operators with different and competing interests, the potential for conflict was considerable thus the delay in the completion of the IPTN.

The electronic monitoring solution to monitor subsidised bus services was officially deployed in June 2013. The Department is already able to monitor between 90 per cent and 94 per cent of subsidised bus services operated. The system is also contributing to the improvement and efficiency of the services operated.

The partnership with the City of Cape Town, in support of the Dial-a-Ride service, that assists special needs passengers, continued.

Service: Coordinate and facilitate land transport safety and compliance programmes

The development of the impoundment facility in the Cape Winelands District Municipality was allocated to an alternative site, which then warranted the redesign of the facility. The construction thereof is underway.

In support of the Rail Safety intervention, the rollout of the scrambler bikes and high mast lighting project was launched on 24 October 2013. The Department allocated R4 million to the project. To promote rail safety, the Department supported Metrorail to:

- Purchase 25 scrambler bikes to patrol railway reserves in an attempt to reduce vandalism on rail assets and limit train delays due to cable theft, to be deployed at stations in Area Central depending on priority.
- Install 12 high mast lights, to be deployed at three stations in Area Central (Eikenfontein; Van Der Stel; and Elsie Rivier).

Thereafter, an estimated R8 million in operating costs, including maintenance and personnel costs, will be absorbed by Metrorail, as well as electricity costs for the high mast lighting.

The impact of the initiative was demonstrated in the four months of analysis which showed that crime statistics decreased from 151 incidents to 78 (period November 2013 to February 2014).

The Glencairn study was completed with the intention of reducing the accumulation of windblown sand onto the tracks and to mitigate wave overtopping which poses a high safety risk to the commuter trains on the southern line. The study was led by the City of Cape Town, in partnership with Metrorail and the Department.

Information sessions on the NLTA legislative framework were held to inform law enforcement agencies about Public Transport Impoundment Guidelines as well as interpretation of operating licences. The sessions on impoundment guidelines were executed in regions with existing impoundment facilities namely Metro, Eden, Central Karoo and Overberg. There were 603 Law Enforcement officers in attendance.

Service: Assess, assist and capacitate municipalities on land transport mobility

With regard to the implementation of the George Integrated Public Transport Network (GIPTN), negotiations with the public transport operators in George reached an advanced

stage and culminated in the signing of a compensation agreement and operator contract. The process for procurement of vehicles is currently underway.

Service: Support the implementation of Non-Motorised Transport

The Department is implementing Phase 2 of the Provincial Non-Motorised Transport (NMT) Strategy. Funding was transferred to the Cape Winelands District Municipality for the completion of a NMT masterplan. Officials presented the NMT guidelines to all municipalities through the N1, N2, and N7 Corridor Working Groups for further incorporation in the ITPs of municipalities.

Programme 5: Transport Regulation

Service: Provide motor vehicle registration and licensing services

The results of the Debt Management pilot project were evaluated and reviewed for further roll-out to enhance the collection and management of outstanding motor vehicle licence fees. Further analysis of the review is being done in order to derive at the ideal debt management model. The critical task of verifying the actual expenditure by the City of Cape Town for the management of the Registering Authorities (RAs), Driving Licence Testing Centres (DLTCs) and Vehicle Testing Stations (VTSs) functions was completed to inform the remuneration model attached to the Service Level Agreement. The resources required for the remuneration model has been determined and will now be further finalised in collaboration with the Provincial Treasury before the Service Level Agreement can be finalised and signed.

Service: Provide motor vehicle roadworthy testing services

Progress was made in refining a proposed best practice model for vehicle testing and the management and operation of vehicle testing stations.

The investigation was finalised and the recommendations to outsource the vehicle testing function performed by municipalities are being further explored. A total quality management system for vehicle testing has been developed and will be negotiated with and assigned to vehicle testing stations. The process to develop a total quality management system for the Compliance Monitoring Unit of the Department is underway.

Service: Issue driving licences to competent drivers

The Department continued to work closely with its municipal agents to improve the standards of services provided to the public. DLTCs were therefore able to maintain the average waiting periods of two months to obtain a learner's licence, and three months for obtaining a driving licence. These waiting periods are considered reasonable as it allows applicants to thoroughly prepare for examination and may reduce the likelihood of high failure rates that would again create backlogs and increase waiting periods.

Service: Issue permits for abnormal load vehicles and events on public roads

The Department issued 8 003 abnormal load vehicle permits during 2013/14.

Service: Provide overload control services on national and provincial roads

During 2013/14, the number of vehicles weighed (658 256) for overloading exceeded the target, despite disruptive maintenance works to the road pavements at five of the weighbridges, which stopped weighing operations for 180 days. Measuring the number of public transport vehicles weighed was introduced at all weighbridge sites. The percentage of overloading transgressors stayed constant at 2.1 percent, expressed as a percentage of all vehicles weighed.

The Overload Control system in the Province is considered to be the best in the country, even though there are fewer heavy vehicles on Western Cape roads than in a number of other provinces. This effort also played a major role in preserving the Province's road network which results in a large net saving in maintenance costs.

Service: Provide licensing services to public transport operators

Information technology systems for the effective and efficient regulation of public transport operating licences remained a challenge due to the instability of national systems used.

The Department, in partnership with the national Department of Transport and the CoCT, continued to pursue the establishment of the first Municipal Regulatory Entity in the CoCT.

Two tasks teams were established between the CoCT and the Department, namely HR and Technical Task Teams. Assessments and evaluation of processes and personnel capacity were completed and a report submitted to the Minister of Transport with a request to assign the MRE function to the CoCT. It is envisaged that the MRE within CoCT will be established during July 2014 and fully functional in all facets by 1 July 2015.

Service: Register minibus taxi operators and associations

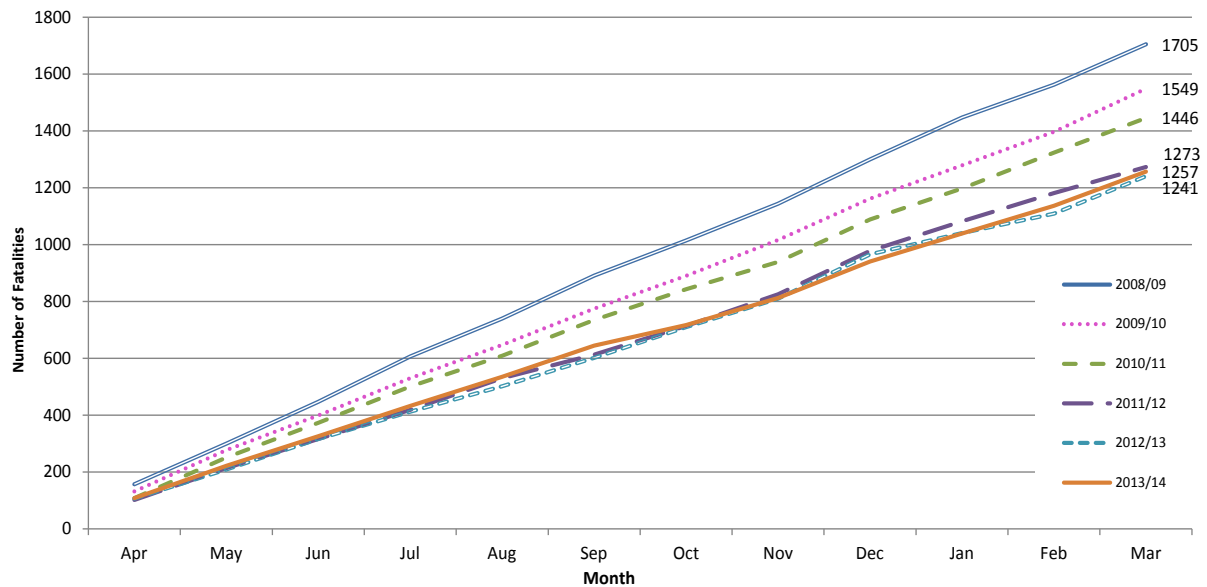
In August 2013, the Department's Provincial Regulatory Entity (PRE) was awarded Productivity SA's Most Productive Public Entity Award for its Project Backlog. Project Backlog saw the clearing of more than 21 000 transport operating licences in three months. The backlog accumulated from 2003 until 2008. It took the PRE team three months in 2008 to clear the backlog.

Service: Implement and coordinate road safety programmes

Average Speed Over Distance (ASOD) and Automatic Number Plate Recognition (ANPR) systems and technology were rolled-out further along key roads throughout the Province to improve safety. The key sites identified were on the N1 from Beaufort West to Touwsrivier, and the R27/West Coast Road.

There were 1 257 road crash fatalities in the Province in 2013/14, representing a 1.1 percent increase from the 2012/13 financial year. However, the reduction of 28 percent in provincial road fatalities within five years is a remarkable achievement, and one not equalled elsewhere in the world.

Figure 1: Western Cape Road Crash Fatalities 2008 – 2014: Financial Year Cumulative Comparison as at 31 March 2014



On 20 February 2014, at a Scholar Transport Operation conducted by the CoCT Traffic Services and the Department at Holy Cross Primary in Zonnebloem, a large number of vehicles transporting children to school were stopped and checked for roadworthiness, appropriate documentation and suitability to operate as scholar transport. This operation formed part of on-going operations targeting schools in the metro area, where scholars are being transported in conditions contrary to the National Land Transport Act, which requires vehicles to be roadworthy and appropriate for the transportation of scholars, as well as for operators to be in possession of the necessary documentation/authority in order to carry out this function.

Although the situation with regard to scholar transport has seen some improvement, there remain too many instances of scholars being transported under dangerous circumstances. The Scholar Transport Operation conducted on 20 February 2014 resulted in:

- Eight impoundments (six vehicles with no operating licence, and two vehicles operating contrary to operating licence).
- One arrest for driving under the influence of alcohol.
- One arrest for outstanding warrants.
- 28 Cases written for various other offences.

The children that had been travelling in suspended vehicles were transferred to minibuses provided by the Department, ensuring that they arrived at school safely.

Service: Provide dispute resolution services in the public transport domain

The Department supervised the successful election of a Regional and a Provincial Minibus-taxi Council.

As a result of an increase in taxi-related violence in the Province during 2013, the Provincial Regulating Entity (PRE) instituted a section 7(a)(20) (of the Western Cape Road Transportation Act, Amendment Law, Act no. 8 of 1996) hearing with representatives from the taxi industry, to address this issue. The hearing held on 25 July 2013 was attended by national and

regional taxi industry representatives as well as representatives from the CoCT, and sought to sign a “non-violence” treaty amongst members and leaders of the industry. Violence in the minibus-taxi industry necessitated close cooperation between the Mediation and Dispute Resolution Unit, the South African Police Services (SAPS), and municipalities to re-establish order in the industry and to ensure the safety of commuters.

The election of the Western Cape Metered Taxi Council was held in October 2013. A code of conduct for metered taxi operators was finalised during workshops between the Department and the Metered Taxi Council with the aim of addressing the relationship between taxi companies and drivers, as well as the behaviour of drivers towards the commuters.

Programme 6: Community Based Programmes

Service: Coordinate the Expanded Public Works Programme

92 775 Work opportunities were created (performance as at 31 March 2014) against the provincial target of 94 425 work opportunities.

Service: Facilitate programmes to develop emerging contractors

Three contractor development interventions were implemented in the Western Cape. As a result of these interventions, 126 emerging contractors were capacitated through skills and business enhancement initiatives in order to compete more effectively in the industry. 22 Contractors were trained under the Comprehensive Rural Development Programme (CRDP), 90 contractors were trained under the Siyenyuka Foundation Phase and 14 emerging contractors were mentored under the Siyenyuka Advanced Training and Mentoring Programme.

30 Empowerment Impact Assessments were concluded on departmental capital projects with a value of more than R 5 million.

Service: Offering construction-related skills development opportunities, including apprenticeships

A total of 125 unemployed young people were offered training in construction trades as part of the National Youth Service Programme.

A total of 30 apprentices commenced artisan training in carpentry and plumbing as part of the Department’s Artisan Development Programme in the construction industry.

A total of 50 FET construction graduate interns were offered experiential training in as part of the FET College Internship Programme which is conducted in partnership with the National Youth Development Agency (NYDA).

A total of 36 infrastructure projects were monitored and evaluated to determine whether the empowerment objectives were achieved.

2.2 Service Delivery Improvement Plan

The Department completed a Service Delivery Improvement Plan. The tables below highlight the Department’s achievements pertaining to its Service Delivery Improvement Plan:

Table 13: Main services provided and standards

Main services	Beneficiaries	Current/actual standard of service	Desired Standard of service	Actual achievement
To minimise road damage through issuing of Abnormal Load exemption Permits.	All road users	a) N/A	a) Awareness sessions conducted (Metro: Cape Town).	a) No awareness sessions were conducted due to capacity constraints and increased demand for permits for the wind farm projects in the Western Cape. One internal workshop was conducted to capacitate traffic officers and weighbridge officials within the Metro.
		b) N/A	b) 4 Provincial industry awareness sessions.	b) No provincial industry awareness sessions were conducted during the 2013/14 financial year. Awareness sessions to officials at weighbridges are now part of the awareness plan.
		c) Law Administration Operating System (LAOS) developed to improve enforcement of permit conditions	c) 20 percent Rollout of LAOS system to improve enforcement of permit conditions.	c) In the process of linking the reports from inspectors before the enforcement of the system will take place. The revised TRH 11 guidelines were implemented.
		d) Standard Operational Procedure Manual developed	d) Standard Operational Procedure Manual incrementally operationalised.	d) Standard Operational Procedure Manual was developed and is being operationalised as planned.

<p>A Citizens and Customer Relations Management Service (Enquiries and Complaints Helpdesk).</p>	<p>Internal and External Clients Media</p>	<p>a) 70 percent of enquiries and complaints received are routed to the relevant business unit within 48 hours of receipt</p> <p>b) Baseline Standard Operational Procedure Manual developed</p> <p>c) Multiple helpdesk services rendered to all clients in an efficient manner</p>	<p>a) 80 percent of enquiries and complaints received are routed to the relevant business unit within 24 hours of receipt.</p> <p>b) Desired Standard Operational Procedure Manual developed.</p> <p>c) Multiple helpdesk services rendered to all clients in an efficient manner.</p>	<p>a) 90 percent of enquiries and complaints received are routed to the relevant business unit within 24 hours of receipt.</p> <p>b) A Standard Operational Procedure Manual was developed and approved.</p> <p>c) The Communication Unit aims to resolve any enquiry or complaint within the shortest amount of time. Negative feedback is virtually none.</p>
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Table 14: Batho Pele arrangements with beneficiaries (Consultation access etc.)

Current/actual arrangements	Desired arrangements	Actual achievements
<p>To minimise road damage through issuing of Abnormal Load exemption Permits</p> <p>Consultation:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Workshops c) Written correspondence d) Telephonically e) E-mail f) Head of Communication g) Transport and Public Works Walk-in Centre h) Department of Transport and Public Works Newsletter i) Abnormal Load Technical Committee (ALTC) <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department 9 Dorp Street, Cape Town, 8001 • National Website: www.abnormalloads.co.za 	<p>Consultation:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Workshops c) Written correspondence d) Telephonically e) E-mail f) Head of Communication g) Walk-in Centre h) Department of Transport and Public Works Newsletter i) Abnormal Load Technical Committee (ALTC) <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department 9 Dorp Street, Cape Town, 8001 • National Website: www.abnormalloads.co.za 	<p>Consultation:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Workshops c) Written correspondence d) Telephonically e) E-mail f) Head of Communication g) Walk-in Centre h) Department of Transport and Public Works Newsletter i) Abnormal Load Technical Committee (ALTC) <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department 9 Dorp Street, Cape Town, 8001 • National Website: www.abnormalloads.co.za
<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Correspondence with <ul style="list-style-type: none"> - Provincial Minister - National Minister - Management - Head of Communication 	<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Correspondence with <ul style="list-style-type: none"> -Provincial Minister -National Minister -Management -Head of Communication 	<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Correspondence with <ul style="list-style-type: none"> -Provincial Minister -National Minister -Management -Head of Communication

Current/actual arrangements	Desired arrangements	Actual achievements
<ul style="list-style-type: none"> b) E-mail c) Telephonically d) Face-to-face e) Law Administration Helpdesk f) Transport and Public Works Walk-in Centre g) Cape Gateway Walk-in Centre h) Abnormal loads Website (www.abnormalloads.co.za) 	<ul style="list-style-type: none"> b) E-mail c) Telephonically d) Face-to-face e) Law Administration Helpdesk f) Transport and Public Works Walk-in Centre g) Cape Gateway Walk-in Centre h) Abnormal loads Website (www.abnormalloads.co.za) 	<ul style="list-style-type: none"> b) E-mail c) Telephonically d) Face-to-face e) Law Administration Helpdesk f) Transport and Public Works Walk-in Centre g) Cape Gateway Walk-in Centre h) Abnormal loads Website (www.abnormalloads.co.za)
<p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Written correspondence c) Telephonically d) Email e) Head of Communication f) Department of Transport and Public Works Newsletter g) Departmental Website h) One-on-one meetings i) Information sessions j) Walk-in Centre k) Abnormal Load Technical Committee meetings 	<p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Written correspondence c) Telephonically d) Email e) Head of Communication f) Department of Transport and Public Works Newsletter g) Departmental Website h) One-on-one meetings i) Information sessions j) Department of Transport and Public Works Walk-in Centre k) Abnormal Load Technical Committee meetings 	<p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Law Administration Helpdesk b) Written correspondence c) Telephonically d) Email e) Head of Communication f) Department of Transport and Public Works Newsletter g) Departmental Website h) One-on-one meetings i) Information sessions j) Department of Transport and Public Works Walk-in Centre k) Abnormal Load Technical Committee meetings
<p>Value for money:</p> <ul style="list-style-type: none"> a) Fees decided upon by members of the National Committee (ALTC), where all 9 provinces and the industry are represented, are levied to compensate for the administrative costs, costs incurred through the use of public roads by which vehicles do not comply with the requirements of the National Road Traffic Act and the National Road Traffic 	<p>Value for money:</p> <ul style="list-style-type: none"> a) Fees decided upon by members of the National Committee (ALTC), where all 9 provinces and the industry are represented, are levied to compensate for the administrative costs, costs incurred through the use of public roads by which vehicles do not comply with the requirements of the National Road Traffic Act 	<p>Value for money:</p> <ul style="list-style-type: none"> a) Fees decided upon by members of the National Committee (ALTC), where all 9 provinces and the industry are represented, are levied to compensate for the administrative costs, costs incurred through the use of public roads by which vehicles do not comply with the requirements of the National Road Traffic Act

Current/actual arrangements	Desired arrangements	Actual achievements
<p>Regulations and for the cost of traffic officer escorts, where required. These fees are annually published in the Government Gazette.</p>	<p>and the National Road Traffic Regulations and for the cost of traffic officer escorts, where required. These fees are annually published in the Government Gazette.</p>	<p>and the National Road Traffic Regulations and for the cost of traffic officer escorts, where required. These fees are annually published in the Government Gazette.</p>
<p>A Citizens and Customer Relations Management Service (Enquiries and Complaints Helpdesk)</p> <p>Consultation:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communication g) Departmental Newsletter h) Departmental Website <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department: a) 9 Dorp Street, Cape Town, 8001 • Departmental Website: b) www.westerncape.gov.za • Telephonically c) 021 483 4391 	<p>Consultation:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communication g) Departmental Newsletter h) Departmental Website <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department: a) 9 Dorp Street, Cape Town, 8001 • Departmental Website: b) www.westerncape.gov.za • Telephonically c) 021 483 4391 	<p>Consultation:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communication g) Departmental Newsletter h) Departmental Website <p>Access:</p> <ul style="list-style-type: none"> • Provincial Department: a) 9 Dorp Street, Cape Town, 8001 • Departmental Website: b) www.westerncape.gov.za • Telephonically c) 021 483 4391

Current/actual arrangements	Desired arrangements	Actual achievements
<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Management b) Head of Communication: 021 483 9653 c) E-mail d) Telephonically e) Walk-in-Centre f) Written correspondence g) Presidential Hotline h) Call Centre through Cape Gateway i) Communications Office General Enquiry Line j) E-mails received via Transport.Publicworks@westerncape.gov.za <p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communications g) Departmental Newsletter h) Media: newspaper articles, radio, interviews, television, etc. <p>Value for money:</p> <ul style="list-style-type: none"> a) Multiple helpdesk services rendered to all clients in an efficient manner 	<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Management b) Head of Communication: 021 483 9653 c) E-mail d) Telephonically e) Walk-in-Centre f) Written correspondence g) Presidential Hotline h) Call Centre through Cape Gateway i) Communications Office General Enquiry Line j) E-mails received via Transport.Publicworks@westerncape.gov.za <p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communications g) Departmental Newsletter h) Media: newspaper articles, radio, interviews, television, etc. <p>Value for money:</p> <ul style="list-style-type: none"> a) Multiple helpdesk services rendered to all clients in an efficient manner 	<p>Courtesy:</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Management b) Head of Communication: 021 483 9653 c) E-mail d) Telephonically e) Walk-in-Centre f) Written correspondence g) Presidential Hotline h) Call Centre through Cape Gateway i) Communications Office General Enquiry Line j) E-mails received via Transport.Publicworks@westerncape.gov.za <p>Openness and transparency:</p> <ul style="list-style-type: none"> a) Communications Unit: Helpdesk b) E-mails c) Telephonically d) Walk-in Centre e) Written correspondence f) Head of Communications g) Departmental Newsletter h) Media: newspaper articles, radio, interviews, television, etc. <p>Value for money:</p> <ul style="list-style-type: none"> a) Multiple helpdesk services rendered to all clients in an efficient manner

Table 15: Service information tool

Current/actual information tools	Desired information tools	Actual achievements
<p>To minimise road damage through issuing of Abnormal Load exemption Permits</p> <p>a) Departmental website b) Annual Report c) One-on-one meetings d) Information sessions e) Department of Transport and Public Works Newsletter f) Walk-in Centre g) Abnormal Load Technical Committee (ALTC) h) ALTC Publications i) Law Administration Helpdesk j) Circulars k) Abnormal Loads website (www.abnormalloads.co.za)</p>	<p>a) Departmental website b) Annual Report c) One-on-one meetings d) Information sessions e) Department of Transport and Public Works Newsletter f) Walk-in Centre g) Abnormal Load Technical Committee (ALTC) h) ALTC Publications i) Law Administration Helpdesk j) Circulars k) Abnormal Loads website (www.abnormalloads.co.za)</p>	<p>a) Departmental website b) Annual Report c) One-on-one meetings d) Information sessions e) Department of Transport and Public Works Newsletter f) Walk-in Centre g) Abnormal Load Technical Committee (ALTC) h) ALTC Publications i) Law Administration Helpdesk j) Circulars k) Abnormal Loads website (www.abnormalloads.co.za)</p> <p>Additional information tool l) Route clearance by professional engineers</p>
<p>A Citizens and Customer Relations Management Service (Enquiries and Complaints Helpdesk)</p> <p>a) Departmental website b) Annual Report c) One-on-one meetings d) Communications Unit: Helpdesk e) E-mails f) Telephonically g) Walk-in Centre h) Written correspondence i) Head of Communications j) Departmental Newsletter k) Media: newspaper articles, radio, interviews, television, etc.</p>	<p>a) Departmental website b) Annual Report c) One-on-one meetings d) Communications Unit: Helpdesk e) E-mails f) Telephonically g) Face-to-face h) Walk-in Centre i) Written correspondence j) Head of Communications k) Departmental Newsletter l) Media: newspaper articles, radio, interviews,</p>	<p>a) Departmental website b) Annual Report c) One-on-one meetings d) Communications Unit: Helpdesk e) E-mails f) Telephonically g) Face-to-face h) Walk-in Centre i) Written correspondence j) Head of Communications k) Departmental Newsletter l) Media: newspaper articles, radio, interviews,</p>

Current/actual information tools	Desired information tools	Actual achievements
l) Customer Service Charter	television, etc. m) Social media n) Customer Service Charter	television, etc. m) Social media n) Customer Service Charter

Table 16: Complaints mechanism

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
<p>To minimise road damage through issuing of Abnormal Load Exemption Permits</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communication regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Face-to-face d) Telephonically e) E-mail f) Walk-in Centre g) Law Administration Helpdesk h) Call Centre through Cape Gateway i) Abnormal loads website (www.abnormalloads.co.za) 	<ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communication regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Face-to-face d) Telephonically e) E-mail f) Walk-in Centre g) Law Administration Helpdesk h) Call Centre through Cape Gateway i) Abnormal loads website (www.abnormalloads.co.za) 	<ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communication regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Face-to-face d) Telephonically e) E-mail f) Walk-in Centre g) Law Administration Helpdesk h) Call Centre through Cape Gateway i) Abnormal loads website (www.abnormalloads.co.za)
<p>A Citizens and Customer Relations Management Service (Enquiries and Complaints Helpdesk)</p> <ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communications regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Presidential Hotline d) Call Centre through Cape Gateway e) Departmental website f) Communication Unit: Helpdesk g) E-mails h) Telephonically i) Walk-in Centre j) Written correspondence 	<ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communications regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Presidential Hotline d) Call Centre through Cape Gateway e) Departmental website f) Communication Unit: Helpdesk g) E-mails h) Telephonically i) Face-to-face j) Walk-in Centre k) Surveys l) Written correspondence 	<ul style="list-style-type: none"> • Through official channels i.e. a) Head of Communications regarding complaints, suggestions and compliments b) Management and Supervisory staff c) Presidential Hotline d) Call Centre through Cape Gateway e) Departmental website f) Communication Unit: Helpdesk g) E-mails h) Telephonically i) Face-to-face j) Walk-in Centre k) Surveys l) Written correspondence

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
	m) Interim tool to record and monitor enquiries and complaints	m) Interim tool to record and monitor enquiries and complaints

Table 17: PAIA applications granted in terms of Section 46 2013/14

NR	DETAIL OF INFORMATION REQUESTED	REQUEST DATE RECEIVED	REQUEST DATE GRANTED	EXTENSION OF PERIOD IN TERMS OF SECTION 26
1/2013-2014	Information relevant to the evaluation and allocation of Tender S006/12.	23.05.2013	29.07.2013	21.06.2013
2/2013-2014	All written, voice recordings and images pertaining to the evaluation and adjudication of tender.	04.09.2013	01.11.2013	27.09.2013
3/2013-2014	List of currently active construction projects in the WC.	16.09.2013	23.11.2013	11.10.2013
4/2013-2014	Valuation report.	01.10.2013	25.10.2013	No
5/2013-2014	Valuation report.	01.10.2013	25.10.2013	No
6/2013-2014	Valuation report.	17.10.2013	12.11.2013	No
7/2013-2014	Valuation report.	28.10.2013	25.11.2013	No
8/2013-2014	Valuation report.	28.10.2013	25.11.2013	No
9/2013-2014	Valuation report.	29.10.2013	25.11.2013	No
10/2013-2014	Valuation report.	31.10.2013	23.11.2013	No
11/2013-2014	Information on 4 Dorp Street, Tower Block Façade Treatment.	09.12.2013	20.03.2014	09.02.2014
12/2013-2014	Information on Tender: Cape Town CBD: Modernisation Framework Agreement 2013 – 2016: S019/13	05.12.2013	01.04.2013	09.02.2014
13/2013-2014	Information pertaining to “developed criteria” purportedly compiled in terms of clause 2.8 of Schedule 3 to the Regulations published in terms of Section 75 of the National Road Traffic Act of 1996 (Act No 93 of 1996).	08.02.2014	01.04.2014	No
14/2013-2014	Legal opinion from the Legal Services Department of the Department of the Premier.	26.02.2014	14.04.2014	26.03.2014
15/2013-2014	Registered owner information of 9 listed vehicles.	11.03.2014	09.05.2014	07.04.2014

2.3 Organisational Environment

Restructuring

The Department's macro- and micro- organisational and subsequent management structure to deliver on its constitutional and legislative mandate was reviewed. The new structure was approved by the Executive Authority effective from 1 October 2013. The implementation of the new structure is effected in a phased manner. Subsequently staff were matched-and-placed in the new establishment with effect from 1 November 2013.

The Department prepared for the transfer of the traffic management related function which was effected from 1 April 2014.

The Chief Directorate: Road Network Management was relocated from the approved Branch: Provincial Roads and Transport Management to report directly to the Head of Department. The Branch: Provincial Roads and Transport Management was renamed Branch: Transport Management and the Chief Directorate: Traffic Management was placed in this Branch.

The function relating to the leasing of schools on private property was transferred to the Western Cape Education Department with effect from 1 April 2014, and the telecommunications function shifted to the Department of the Premier with effect from 1 July 2013.

Organisational challenges

- The filling of vacancies particularly those related to professionals in the built environment.
- The institutionalisation of the new organisational structure.
- Providing effective and efficient accommodation.

Organisational Successes

- The redesigning of the organisational structure to enhance service delivery.
- The reengineering of the system for supply chain management and the revision of the delegated powers in relation thereto.

Resignations/appointments

A total of 27 employees resigned from the Department alluding that better remuneration was the reason for leaving the employ of the Department.

129 New appointments were made; this includes the transfer of employees into the Department from other public service departments.

The Head of Department retired with effect from 1 November 2013.

The Deputy Director-General: Provincial Roads and Transport Management resigned with effect from 15 July 2013.

Strikes

There were no personnel strikes during 2013/14. However, strikes in the construction and transport industries had an impact on the delivery of services.

System failures

Two categories of system failures occurred, namely:

1. System Degraded Performance: This is the state where application systems are not responding and can thus not be utilised or accessed. The service is thus very slow and impacts negatively on productivity. This happened on a few occasions with BAS, LOGIS, ECM and RPM.
2. System Failures: In this state the system processing capabilities failed resulting in system unavailability:
 - a. RPM was down in March 2014. Services were restored to normal after one week.
 - b. ECM system failed in October 2013 and was restored after 19 hours.

Cases of fraud or corruption

In accordance with the Fraud Investigative Unit (FIU) Case Movement Certificate for the year under review there were:

Open cases as at 1 April 2013	30
New cases (2013/14)	21
Closed cases (2013/14)	(28)
Referred cases (2013/14)	(6)
Re-classified cases (2013/14)	(0)
Open cases as at 31 March 2014	17

2.4 Key policy developments and legislative changes

The following Regulations were introduced in 2013:

- Amendments to the National Road Traffic Regulations issued in terms of the National Road Traffic Act, 1996 (Act 93 of 1996). These relate to requirements for registration as a registering authority and as a driving licence testing centre, the expiry period of driving licences, requirements for a level crossing, and standards and procedures applicable to the equipment used in ascertaining concentration of alcohol in breath.
- Regulations on Restrictions on the Use of Lamps Emitting a Blue Light and Use of Sirens, 2013, issued in terms of the Western Cape Provincial Road Traffic Administration Act, 2012 (Act 6 of 2012). The regulations relate to restrictions on the use of lamps emitting a blue light and use of sirens when transporting office bearers, excluding heads of state and deputies.
- The Safety of Cyclists Regulations, 2013, were issued in terms of the Western Cape Provincial Road Traffic Administration Act, 2012 (Act 6 of 2012) to encourage the appropriate spatial relationship between motorists and cyclists. The Regulations require the driver of a motor vehicle to keep a passing gap of at least one metre,

and stipulates requirements for cyclists.

3. STRATEGIC OUTCOME-ORIENTATED GOALS

The Department's Strategic Outcome Orientated Goals, and progress made towards the achievement of the five-year Strategic Plan targets, are outlined below:

Strategic Outcome-Orientated Goal 1: Promote good governance and an effective and efficient department

The achievement of this goal contributes towards National Outcome 12 and Provincial Strategic Objective 12.

Description:

To continually provide policy and strategic leadership, as well as support services to enable the Department to deliver on government priorities and objectives.

Justification:

An efficient and effective department to improve governance has been identified as a strategic thrust for the Department.

The Departmental Corporate Governance Improvement Plan showed positive results towards improving the quality of financial management since its commencement and will be carried forward into future financial years.

The Department's audit outcomes improved from unqualified opinions with findings for the financial years 2009/10 to 2011/12, to an unqualified opinion with no findings in 2012/13.

The Suppliers Invoice Tracking System (SITS) was implemented in the Department and is operated within the ECM environment to proactively monitor payment of invoices within 30 days. The system was introduced on 1 June 2013.

The supply chain re-engineering project was completed. Emanating from the project, the updated Accounting Officer's System for Supply Chain Management (SCM), as well as the revised SCM delegations, were approved.

An evaluation of the impact of the Safely Home Programme on road crash fatalities in the Western Cape commenced in a phased approach as part of a multi-year evaluation programme.

Strategic Outcome-Orientated Goal 2: Lead the implementation and facilitation of EPWP in the Western Cape

The achievement of this goal contributes towards National Outcome 2 and Provincial Strategic Objective 2.

Description:

To lead and facilitate the internalisation of EPWP across all departments and stakeholders in the Western Cape and within this Department by creating 111,859 Full Time Equivalents (FTE) work opportunities (204,770 100-day work opportunities) within the Provincial sphere by 31 March 2014 thereby increasing employment and community empowerment.

Justification:

Strategic intervention identified by the national and provincial government to support the intention to halve unemployment and poverty in terms of the Millennium Development Goals (MDGs).

The EPWP, in the Province was coordinated to ensure that the nationally set work opportunity targets were met.

EPWP, through the construction and maintenance of provincial government buildings and facilities, provided over 20 289 jobs and 5 674 EPWP work opportunities.

A total of 150 young people were trained in construction trades through the NYS programme.

A total of 20 apprentices commenced artisan training in bricklaying and plumbing as part of the department's artisan development programme in the construction industry.

A total of 30 Empowerment Impact Assessments were concluded on departmental capital projects with a value of more than R5 million.

A total of 34 infrastructure projects were subjected to monitoring and evaluation to determine whether the empowerment objectives were achieved.

Pilot projects in collaboration with municipalities to test the feasibility of Labour-Based Surfacing as an alternative labour intensive construction technique for low volume roads were successfully executed.

Strategic Outcome-Orientated Goal 3: Lead the development and implementation of Integrated Transport systems in the Western Cape

The achievement of this goal contributes towards National Outcome 6 and Provincial Strategic Objective 3.

Description:

To lead and promote the development and implementation of an integrated transport system inter-governmentally and transversally within the Western Cape by 31 March 2014.

Justification:

Integrated transport is a strategic transversal intervention identified by the Western Cape Government as being critical to support the vision of an open opportunity society for all. It is a core mandate of the Department, resulting in the need to focus upon improvements in all modes of transport, as well as the infrastructure supporting it.

The electronic monitoring solution to monitor subsidised bus services was deployed in June 2013. This system allowed for the monitoring of between 90 per cent and 94 per cent of all subsidised bus services. The system is contributing to the improvement and efficiency of the bus services operated in the Province.

The George Integrated Public Transport Network (GIPTN) compensation agreement, as well as the operator contract, was signed and the process for procurement of vehicles by the Municipality of George commenced.

The partnership with the City of Cape Town continued in support of the Dial-a-Ride service that assists special needs passengers.

The Department continued to pursue the establishment of the first Municipal Regulatory Entity (MRE) in the City of Cape Town.

The Department supervised the successful election of a Regional and Provincial metered-taxi Council. Regional elections were concluded in May 2013 and Provincial elections in June 2013.

There has been a 30 per cent reduction in road deaths in the Province since 2009. In addition to the Department's continued focus on reducing incidences of speeding and driving under the influence of alcohol amongst motorists, the "It Takes a Second to Save a Life" campaign was launched in November 2013 to increase seatbelt compliance amongst road users. In order to contribute to reducing fatalities for non-motorised modes of road transport, the Safety of Cyclists Regulations, 2013, were published in the Provincial Gazette Extraordinary 7194 on 20 November 2013. The Regulations focus on a reciprocal duty and relationship that must exist between cyclists and motorists.

Strategic Outcome-Orientated Goal 4: Lead the development and implementation of provincial infrastructure and property management in the Western Cape

The achievement of this goal contributes towards National Outcome 1, 2, 4, 5,6,10, and 12.

Description:

To lead the development and implementation of provincial infrastructure and the management of property, inter-governmentally and transversally within the Western Cape by meeting appropriate standards by 31 March 2014.

Justification:

Infrastructure delivery and property management is critical to sustain economic development and to support the achievement of the MDGs by 2014.

A Western Cape Infrastructure Framework was adopted by the Provincial Government and work began on district infrastructure plans.

The Broad-Based Black Economic Empowerment Act was implemented in all procurement and services of contractors and service providers (implementation of BEE scorecard).

Infrastructure Delivery Management System (IDMS) and the Construction Procurement System Standards, as well as associated governance procedures to promote good governance principles in construction planning, procurement, administration, and management were implemented.

Alternative contract documents, such as Framework Contracts and New Engineering Contract (NEC) types to manage the delivery of social infrastructure over the MTEF period were implemented.

Progress was made with regard to the Regeneration Programme.

4. PERFORMANCE INFORMATION BY PROGRAMME

4.1 Programme 1: Administration

Purpose

The purpose of Administration is to provide for the overall management support to the Department.¹

Sub-programmes

- 1.1. Office of the MEC
- 1.2. Management of the Department
- 1.3. Corporate Support
- 1.4. Departmental Strategy

Strategic objectives

- 1.1. Improved quality of financial management.
- 1.2. Facilitated effective utilisation of systems, processes and knowledge within the Department.
- 1.3. Coherent transversal integrated strategic planning, coordination and monitoring and evaluation facilitated and managed across the Department.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 1: *Promote good governance and an effective and efficient department.* The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

¹ Note: the Corporate Service Centre, vested in the Department of the Premier, provides the following support services to the Department: Human Resource Management, Enterprise Risk Management, Internal Audit, Legal Services, Forensic Investigative Services, and Information and Communication Technology Services.

Strategic objectives

Table 18: Programme 1: Administration: Strategic Objectives

No	Strategic objectives / Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2012/2013	Comment on deviations
Sub-programme 1.3: Corporate Support						
1.1	Improved quality of financial management.					
1.1	Financial management capability assessment rating	-	2+	-	-	Provincial Treasury no longer conducts a financial management capability assessment. The audit outcomes are utilised as an alternative by the Department. The audit outcome for 2013/14 is only available on 31 July 2014.
1.2	Facilitated effective utilisation of systems, processes and knowledge within the Department.					
1.2	Number of ECM processes implemented	2	2	2	0	-
Sub-programme 1.4: Departmental Strategy						
1.3	Coherent transversal integrated strategic planning, co-ordination and monitoring and evaluation facilitated and managed across the Department.					
1.3	Number of coherent and integrated strategic/transversal planning processes facilitated/managed	24	30	21	9	This is the last update year of the five-year ITPs of local authorities, and as a result of the previous years' delays there has been a knock-on effect which has led to the local authorities not submitting approved ITPs by 31 March 2014.

Performance indicators

Table 19: Programme 1: Administration: Performance indicators

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
Sub-programme 1.3: Corporate Support							
1.1	Number of financial standard operating procedures compiled	CD: Financial Management	18	18	18	0	-
1.2	Number of ECM workflows developed	D: Knowledge Management	2	2	2	0	-
Sub-programme 1.4: Departmental Strategy							
1.3	Number of integrated plans assessed	D: Strategic Planning	24	30	21	(9) (30%)	In most cases municipalities lack capacity to fulfil their legislative mandate in terms of preparing Integrated Transport Plans (ITPs). The Department assists these municipalities, not only financially, but also with human capacity by appointing service providers and providing project management assistance to ensure timeous completion of the project. The underperformance in terms of the update of the ITPs relates to three of the four local authorities for which funds have been transferred and not where the Department is in direct control of the process - these local authorities are Stellenbosch Local Municipality, George Local Municipality, and Eden District Municipality. These local authorities manage their own processes. The Eden District Municipality and Stellenbosch Local Municipality have severe capacity challenges and protracted supply chain management processes which caused delays in appointing the preferred service providers. The George Local Municipality is rolling out the first non-metro IPTN and was engaged in lengthy negotiations which led to a delay in finalising the contract and subsequently updating the ITP.

Strategy to overcome areas of under performance

The integrated transport planning process has been marred by the capacity constraints faced by local government. The inability of local government to deliver on their mandated transport responsibilities has been acknowledged and as a result the Department is in the process of developing a strategic document (Provincial Institutional Framework) to advance the process of public transport transformation in the Western Cape. The Framework will aim to achieve the following:

- To develop appropriate and incremental public transport responses for the different regions of the Western Cape. Particular care will be taken to ensure these responses are reflective of context and take funding and capacity constraints into account.
- To determine the most appropriate role for provincial and local government in the process of public transport transformation.
- To determine the most effective and efficient institutional structures and relationships required to successfully achieve transformation.
- To understand the cost implications of the above proposals through the completion of a thorough financial analysis.
- Once finalised, the Provincial Institutional Framework will include an institutional implementation plan, a funding strategy and an organisation and capacity development plan.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 20: Programme 1: Administration: Sub-programme expenditure

Sub-Programme		2013/2014			2012/2013		
		Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
1.1.	Office of the MEC	6 183	6 140	43	5 147	5 072	75
1.2.	Management of the Department	4 296	4 271	25	3 727	3 602	125
1.3.	Corporate Support	99 664	99 037	627	91 405	90 921	484
1.4.	Departmental Strategy	24 908	24 300	608	25 904	25 382	522
Total		135 051	133 748	1 303	126 183	124 977	1 206

4.2 Programme 2: Public Works Infrastructure

Purpose

The purpose of Public Works Infrastructure is to provide balanced provincial government building infrastructure that promotes integration, accessibility, sustainability, equity, environmental sensitivity, economic growth and social empowerment.

Sub-programmes

- 2.1. Programme support
- 2.2. Planning
- 2.3. Construction
- 2.4. Maintenance
- 2.5. Immovable Asset Management
- 2.6. Facility Operations

Strategic Objectives

- 2.1. GIAMA implemented and complied with.
- 2.2. Facilitated and delivered sustainable Provincial infrastructure and accommodation.
- 2.3. Developed plans and secured funds for infrastructure delivery in the Western Cape Province.
- 2.4. Promoted socio-economic development through the implementation of Provincial Infrastructure, Provincial Accommodation and Property Management programmes.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 4: *Lead the development and implementation of provincial infrastructure and property management in the Western Cape*. The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

Strategic objectives

Table 21: Programme 2: Public Works Infrastructure: Strategic Objectives

No	Strategic objectives/Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Sub-programme 2.2: Planning						
2.1	GIAMA implemented and complied with.					
2.1.1	Number of GIAMA milestones achieved	2	2	2	0%	-
Sub-programmes 2.3: Design, 2.4: Construction, 2.5: Maintenance						
2.2	Facilitated and delivered sustainable Provincial infrastructure and accommodation.					
2.2.1	Number of projects undertaken for client departments ¹	508	653	392	261 (40%)	The under-performance can be attributed to the delay in the implementation of the NEC 3 Maintenance Framework Contract, which has resulted in the bulk of projects being awarded late in the financial year and hence scheduled for completion in the new financial year.
Sub-programme 2.6: Immovable Asset Management						
2.3	Developed plans and secured funds for Infrastructure delivery in the Western Cape Province.					
2.3.1	Number of plans for smart partnerships to access resources developed	3	2	1	(1) (50%)	The complexity of the plans necessitated further consultation and analysis to be conducted.
Sub-programmes 2.4: Construction, 2.5: Maintenance						
2.4	Promoted socio-economic development through the implementation of Provincial Infrastructure, Provincial Accommodation and Property Management programmes.					
2.4.1	Number of jobs created	17 466	21 000	20 289	(711) (3%)	The under-performance can be attributed to the delay in the implementation of the NEC 3 Maintenance Framework Contract, which has resulted in the bulk of projects being awarded late in the financial year and hence scheduled for completion in the new financial year hence the target of new jobs created was missed by three percent.
2.4.2	Number of EPWP work opportunities created	1 402	3 000	5 674	2 674 89%	More projects could be packaged with lower skills requirements.

Performance indicators

Table 22: Programme 2: Public Works Infrastructure: Performance indicators

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
Sub-programme 2.2: Planning							
2.1.1.1	Compiled and submitted compliant CAMP as per requirement of Provincial Treasury	D: Property Planning	n/a	1	1	0	-
Sub-programme 2.3: Design							
2.2.1.1	Number of detailed designs completed for implementation:	CD: Provincial Facilities Management	n/a	121	171	50 41%	-
	Education Facilities	D: Education Facilities	n/a	81	144	63 78%	Delivered additional projects including Hotspot Mobile classrooms as well as the relocation of existing mobile classrooms for which designs for implementation were completed.
	Health Facilities	D: Health Facilities	n/a	38	11	(27) (71%)	There were delays in the planning process.
	General Buildings	D: General Provincial Buildings	n/a	2	16	14 700%	Improved planning resulted in improved performance. Detailed designs delayed in previous financial year were concluded in year under review.
Sub-programme 2.4: Construction							
2.2.1.2	Number of projects completed within the contract period:	CD: Provincial Facilities Management	62	123	79	(44) (36%)	-
	Education Facilities	D: Education Facilities	39	100	69	(31) (31%)	Completion of Grade R-classrooms was delayed due to their confirmation and project briefs being issued late.
	Health Facilities	D: Health Facilities	7	15	10	(5) (33%)	Slow contractor performance.
	General Buildings	D: General	16	8	0	(8)	Projects delayed due to slow progress on site, change requests

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
		Provincial Buildings				(100%)	from clients departments and the cancellation of YC8 contracts. Further time was lost in the development of NEC3 framework contract documentation.
2.2.1.3	Number of projects completed within agreed budget:	CD: Provincial Facilities Management	55	123	16	(107) (87%)	-
	Education Facilities	D: Education Facilities	38	100	4	(96) (96%)	Completion of Grade R-classrooms was delayed due their confirmation and project briefs being issued late. Projects are still under implementation.
	Health Facilities	D: Health Facilities	5	15	8	(7) (47%)	Delays in the construction process and extended construction period.
	General Buildings	D: General Provincial Buildings	12	8	4	(4) (50%)	Additional requests from client departments impacts on the original scope and budget.
2.4.1.1	Value of contracts awarded to HDI contractors expressed as a percentage of the total value of contracts awarded:	CD: Provincial Facilities Management	n/a	60%	43% [R 777 495 860]	(17%)	-
	Education Facilities	D: Education Facilities	n/a	60%	26% [R 290 929 325]	(34%)	More capital projects than anticipated were awarded to established companies which are non HDI companies.
	Health Facilities	D: Health Facilities	n/a	60%	67% [R 240 864 281]	7%	Framework agreements order packages were placed to the preferred bidders which are mainly HDI and woman-owned companies.
	General Buildings	D: General Provincial Buildings	n/a	60%	71% [R 245 702 254]	11%	Framework agreements order packages were placed to the preferred bidders which are mainly HDI and woman-owned companies.
2.4.1.2	Value of contracts awarded to WOE's expressed as a percentage	CD: Provincial Facilities Management	n/a	30%	19% [R 350 414 450]	(11%)	-

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
	of the total value of contracts awarded:						
	Education Facilities	D: Education Facilities	n/a	30%	11% [R 120 224 172]	(19%)	More capital projects than anticipated were awarded to established companies which are non-HDI companies.
	Health Facilities	D: Health Facilities	n/a	30%	26% [R 92 572 190]	(4%)	
	General Buildings	D: General Provincial Buildings	n/a	30%	40% [R 137 618 088]	10%	Framework agreements order packages were placed to the preferred bidders which are mainly HDI and woman-owned companies.
2.2.1.4	Number of building projects which will carry a Green Star rating:	CD: Provincial Facilities Management	n/a	1	0	(1) (100%)	-
	Education Facilities	D: Education Facilities	n/a	0	0	0	-
	Health Facilities	D: Health Facilities	n/a	0	0	0	-
	General Buildings	D: General Provincial Buildings	n/a	1	0	(1) (100%)	The Green Building Council of South Africa has a two-stage approval process. The Department completed the first stage and is in the process of completing the second stage.
Sub-programme 2.5: Maintenance							
2.2.1.5	The number of maintenance projects completed as a ratio to the number of planned maintenance projects:	CD: Provincial Facilities Management	n/a	560 (100%)	313 (56%)	(247) (44%)	-
	Education Facilities	D: Education Facilities	n/a	160	137	(23) (14%)	Confirmation of projects received later than anticipated from client department.
	Health Facilities	D: Health Facilities	n/a	170	85	(85) 50%	Introduction of Framework Agreements delayed the implementation of some projects.

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
	General Buildings	D: General Provincial Buildings	n/a	230	91	(139) (60%)	The under-performance can be attributed to the delay in the implementation of the NEC 3 Maintenance Framework Contract, which has resulted in the bulk of projects being awarded late in the financial year and hence scheduled for completion in the new financial year.
2.2.1.6	Number of maintenance projects awarded:	CD: Provincial Facilities Management	536	235	483	248 (106%)	-
	Education Facilities	D: Education Facilities	277	80	242	162 203%	Over performance is as a result of the implementation of additional maintenance projects requested from client department.
	Health Facilities	D: Health Facilities	111	75	64	(11) (15%)	Introduction of Framework Agreements delayed the implementation of some projects.
	General Buildings	D: General Provincial Buildings	148	80	177	97 121%	The Framework Contract allows for reduced procurement timeframes; hence more projects could be awarded in a short space of time. The delay in start-up of the NEC 3 Maintenance Framework Contract allowed building inspectors more time to do additional planning work and it was therefore possible to award more projects than initially planned for, when the Framework Contract became operational.
2.2.1.7	Number of scheduled maintenance projects completed within the contract period:	CD: Provincial Facilities Management	321	560	262	(298) (53%)	-
	Education Facilities	D: Education Facilities	200	160	137	(23) (14%)	Confirmation of projects received later than anticipated from client department.
	Health Facilities	D: Health Facilities	79	170	61	(109) (64%)	Introduction of Framework Agreements delayed the implementation and completion of some projects
	General Buildings	D: General Provincial Buildings	42	230	64	(166) (72%)	Although the target was initial set at 230, the delay of the implementation of the Maintenance Framework Contract resulted in only 91 projects being completed in the financial year, of which 64 were completed within contract period. Delays were largely caused by cashflow flow constraints and poor

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
							performance of contractors.
2.2.1.8	Number of scheduled maintenance projects completed within agreed budget:	CD: Provincial Facilities Management	346	560	283	(277) (49%)	-
	Education Facilities	D: Education Facilities	198	160	137	(23) (14%)	Confirmation of projects received later than anticipated from client department.
	Health Facilities	D: Health Facilities	92	170	55	(115) (68%)	115 Projects are still under implementation.
	General Buildings	D: General Provincial Buildings	56	230	91	(139) (60%)	Delayed implementation of the Maintenance Framework Contract resulted in only 91 projects being completed in the financial year, all of which were completed within budget.
2.2.1.9	Number of condition assessments conducted on state-owned buildings:	CD: Provincial Facilities Management	n/a	380	621	241 63%	-
	Education Facilities	D: Education Facilities	n/a	130	0	(130) (100%)	Assessments focused on maintenance requirements and not on an overall building-condition rating.
	Health Facilities	D: Health Facilities	n/a	130	137	7 5%	FCA assessments covered different disciplines e.g. Electrical, Mechanical, Building works.
	General Buildings	D: General Provincial Buildings	n/a	120	484	364 303%	FCA assessments covered different disciplines e.g. Electrical, Mechanical, Building works.
2.4.1.3	Total number of jobs created:	CD: Provincial Facilities Management	17 466	21 000	20 289	(711) (3%)	-
	Education Facilities	D: Education Facilities	8 595	6 000	14 089	8 089 135%	Additional jobs created beyond planned number as result of using of previous year's actual numbers for planning, due to late confirmation of client department, as well as extra numbers contributed by implementation of additional ASIDI accelerated programme also requiring more resources. Over performance is as a result of the implementation of additional projects during the

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
							term as required.
	Health Facilities	D: Health Facilities	5 998	10 000	4 224	(5 776) (58%)	Introduction of Framework Agreements delayed the implementation and completion of some maintenance projects; slow construction on some capital projects also affected jobs created.
	General Buildings	D: General Provincial Buildings	2 873	5 000	1 976	(3 024) (60%)	Introduction of Framework Agreements delayed the implementation and completion of some maintenance projects; slow construction on some capital projects also affected jobs created.
2.4.1.4	Total number of EPWP work opportunities created:	CD: Provincial Facilities Management	1 402	3 000	5 674	2 674 89%	-
	Education Facilities	D: Education Facilities	120	1 200	2 389	1 189 99%	Overperformance is as a result of the implementation of additional projects during the term. More projects could be packaged with lower skills requirements.
	Health Facilities	D: Health Facilities	120	600	1 298	698 116%	
	General Buildings	D: General Provincial Buildings	1 162	1 200	1 987	787 66%	
Sub-programme 2.6: Immovable Assets							
2.1.1.2	% of erf data checked for completeness to the total number of erven in Asset Register	D: Property Planning	n/a	10% (570)	10.8% (616)	0.8% (46)	-
2.2.1.10	% reduction in electricity consumption per square meter in provincially-owned buildings in the CBD	CD: Provincial Facilities Management	n/a	5%	5%	-	-
2.2.1.11	% of commercial signed lease agreements in	D: Operational Property	n/a	100% (199)	34% (68)	(66%) (131)	The property at 13 Dorp Street complex (40 leases), Cape Town, was vacated as property required for WCED Head Office PPP. A number of cases have been referred to the Office of the State

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
	place in respect of leased-out provincial properties	Management					Attorney and no further negotiations for new leases can be considered until the legal process has been concluded. Re-assessment of the properties available for commercial purposes to identify suitable premises for leasing out after the concluding of the legal processes.
2.2.1.12	Number of properties acquired as a percentage of the approved infrastructure list.	CD: Property Asset Management	n/a	28 (100%)	33 (118%)	5 (18%)	-
	Education Facilities	D: Property Acquisitions	n/a	11 (100%)	20 (182%)	9 82%	A number of properties were acquired from Human Settlements which were additional to the planned Acquisitions for year.
	Health Facilities	D: Property Acquisitions	n/a	17 (100%)	12 (71%)	(5) (29%)	Although every effort has been made to conclude property negotiations within the financial year a number of projects could not be finalised as extensive negotiations and feasibility studies had to be conducted.
	General Buildings	D: Property Acquisitions	n/a	-	1 (%)	1 100%	Property was acquired by means of Reversionary Clause enforced by Municipality.
2.3.1.1	Number of transactions concluded by the Regeneration Programme	CD: Public Private Partnerships	n/a	1	1	-	-
Sub-programme 2.6: Facilities operations							
2.2.1.13	Number of properties receiving facilities management services	CD: Provincial Facilities Management	n/a	32	103	71 222%	Planned services being exceeded, due to increased demand for facilities management services.

Notes:

* Indicates National indicator

1 Target includes maintenance projects.

Strategy to overcome areas of under performance

- Packaging of contracts that may be delivered over three years.
- Entering into term contracts for specialised services such as electrical, mechanical, lifts over three year period.
- Entering into framework contracts over a three year period for maintenance projects in certain selected geographical areas and for modernisation of provincial government buildings.
- Early appointment of the professional teams to ensure early start.
- Improved engagement with client departments.
- Negotiations for the concluding of residential leases are underway and there are also 75 cases serving at the Housing Tribunal.
- Estate Managers have been appointed to manage the Estates and to control the occupancy of unauthorised tenants.
- Effective communications with landlords regarding termination of leases.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 23: Programme 2: Public Works Infrastructure: Sub-programme expenditure

Sub-Programme		2013/2014			2012/2013		
		Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
2.1	Programme Support	181 926	181 923	3	172 811	165 770	7 041
2.2	Planning	51 689	33 161	18 528	35 200	29 127	6 073
2.3	Design						
2.4	Construction	222 289	222 287	2	236 618	236 618	0
2.5	Maintenance	132 425	132 424	1	31 664	30 617	1 047
2.6	Immovable Asset Management	805 960	758 918	47 042	766 860	758 703	8 157
2.7	Facility Operations	39 566	39 564	2	36 664	36 662	2
Total		1 433 855	1 368 277	65 578	1 279 817	1 257 497	22 320

4.3 Programme 3: Transport Infrastructure

Purpose

To deliver and maintain transport infrastructure that is sustainable, integrated, environmentally sensitive that supports and facilitates social empowerment and economic growth and promotes accessibility and the safe, affordable movement of people, goods and services.

Sub-programmes

- 3.1. Programme Support infrastructure
 - To manage and support the Programme
- 3.2. Infrastructure Planning
 - To provide policy and legislative framework for transport
 - To provide network planning for proclaimed roads
 - To integrate transport and spatial/development planning
 - To assist local authorities with planning and design of roads that qualify for subsidy
 - To undertake planning and promote implementation of public transport systems and services
 - To promote improvement of safety on transport infrastructure
- 3.3. Infrastructure Design
 - To provide geometric, material, structural and traffic engineering designs of provincial proclaimed roads
 - To provide laboratory, survey, GIS, mapping, proclamation and expropriation services
 - To provide management and information systems for the provincial road network
- 3.4. Construction
 - To construct and rehabilitate provincial proclaimed roads and related transport infrastructure
 - To assist local authorities and the City of Cape Town with subsidies for infrastructure projects
 - To construct roads and related transport infrastructure through community based projects
- 3.5. Maintenance
 - To maintain provincial proclaimed roads and related transport infrastructure
 - To render technical support including radio network services and training
 - To maintain roads and related transport infrastructure through community based projects

Strategic Objectives

- 3.1. An effective road-based transport infrastructure network for accessible, safe and affordable transport.
- 3.2. Economic growth and empowerment through road-based transport Infrastructure investment.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 3: *Lead the development and implementation of Integrated Transport systems in the Western Cape*. The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

Strategic objectives

Table 24: Programme 3: Transport Infrastructure: Strategic Objectives

No	Strategic objectives/Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Sub-programme 3.5: Maintenance						
3.1	An effective road-based transport infrastructure network for accessible, safe and affordable transport.					
3.1.1	Reduction in the number of kilometres of surfaced road network in a poor or very poor condition (expressed as a percentage of the total kilometres of the road network in such a condition)	4.6% 294	6% 50km	7.2% 58km	1.2% 8km	There was a higher focus on reseal. More than 300 000m ² of reseal by the District Municipalities was rolled over from the previous financial year (2012/13). Furthermore, in excess of 400 000 m ² additional reseal was performed by the District Municipalities due to additional funds available in the budget.
Sub-programmes 3.4: Construction and 3.5: Maintenance						
3.2	Economic growth and empowerment through road-based transport Infrastructure investment.					
3.2.1	Number of EPWP work opportunities created	4 800	6 400	6 209	(191)	Significant improvement from 2012/13 as more labour intensive routine road maintenance was performed on contracts since 2012.

Performance indicators

Table 25: Programme 3: Transport Infrastructure: Performance indicators

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
Sub-programme 3.2: Infrastructure Planning							
3.1.1.1	Number of roads-based Infrastructure Planning projects planned for design	D: Road Planning	n/a	3	4	1 33%	An in-house project progress committee was introduced which deals with problems regarding planning, design, and prioritisation aspects. This initiative has led to identifying and solving of bottlenecks in the project planning and implementation phase.
3.1.1.2	Number of land use change applications responded to within statutory time period as a percentage of total applications received	D: Road Planning	n/a	95% 143	96% 1 383	1% 1 240	Demand driven.
3.1.1.3	Number of pilot projects assessed using HDM-4	D: Road Planning	4	9	1	(3) (33%)	Only two pilots in progress in 2013/14 as more time was spent on ratifying the HDM4 system and process. The implementation of this process was however delayed by project formalisation and internal communication processes.
Sub-programme 3.3: Infrastructure Design							
Sub-programme 3.4: Construction							
3.1.1.4	Number of lane-km of new surfaced roads constructed n/a	D: Contracts Coordination	n/a	0	0	0	-
3.1.1.5	Number of kilometres of new gravel roads constructed	D: Contracts Coordination	0	0	0	0	-
3.1.1.6	Number of m ² of surfaced road upgraded*	D: Contracts Coordination	n/a	28 950	28 510	(440) (2%)	The contractor on the Hermanus Road upgrade experienced financial difficulties and the outstanding work had to be completed by other service providers.
3.1.1.7	Number of km of gravel roads upgraded to surfaced roads	D: Contracts Coordination	33	10	13	3 30%	The Cape Winelands District Municipality upgraded the Divisional Road 1095. This project was not originally planned and the work was done in lieu of planned regravelling work. Only limited regravelling was possible due

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
							to the unavailability of approved gravel borrow pits.
3.1.1.8	Number of m ² of non-motorised transport facility constructed	D: Contracts Coordination	n/a	10 000	4 656	(5 344) (53%)	The Hermanus surface road upgrade project only produced half of the planned target for the project as the target for the project incorrectly included an area of the paved median between the two carriageways.
3.1.1.9	Number of bridges constructed/replaced/upgraded	D: Contracts Coordination	6	1	2	1 100%	The road over river structure constructed on the Winery Road upgrade project was redefined as a bridge and not a culvert as initially defined.
3.1.1.10	Number of culverts constructed/replaced/upgraded	D: Contracts Coordination	n/a	8	13	5 63%	A flood damage repair project in the Montagu area was extended towards the end of the 2012/13 financial year which produced an additional 6 culverts during 2013/14 not originally planned for.
3.2.1.1	Value of PDI subcontractor expenditure (expressed as a percentage of total contract expenditure) on larger contracts (CIDB level 6 to 9)**	D: Contracts Coordination	n/a	5% (932 087 542)	10% (93 350 086)	5% (838 737 456)	Much better than expected achievement by our CIDB level 6 to 9 contractors. Due to continuous contractor development within the industry, more capable smaller (PDI) subcontractors are available to larger contractors for appointment as subcontractors.
3.2.1.2	Number of Learnerships registered on contracts	D: Contracts Coordination	4	10	0	(10) (100%)	Due to the very high costs associated with this program it was decided that no Learnerships should be registered during the past year.
Sub-programme 3.5: Maintenance							
3.1.1.11	Number of lane-km of surfaced roads rehabilitated	D: Contracts Coordination	67	80	85	5 6%	An additional 5km in the Hermanus surface road upgrade project had to be rehabilitated, originally planned to be resealed only.
3.1.1.12	Number of m ² of surfaced roads resealed	D: Contracts Coordination	3 609 176	1 794 000	2 324 430	530 430 30%	More than 300 000 m ² of reseat by the District Municipalities was rolled over from the previous financial year (2012/13). Furthermore in excess of 400 000 m ² of reseat was performed by the District Municipalities as additional funds were available in the budget.
3.1.1.13	Number of kilometres of gravel roads re-gravelled	D: Contracts Coordination	268	275	155	(120) (44%)	The main reason, for the variance was the unavailability of approved gravel borrow pits, which limited regraveling by the District Municipalities. Furthermore, the Overberg regravel contract only managed to complete 58 km of the planned 73 km by the end of the 2013/14 financial year due to various contractor and weather delays.
3.1.1.14	Number of m ² of blacktop	D: Contracts	42 284	37 500	60 929	23 429	Performance is subject to demand. A long and

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
	patching (including pothole repairs)	Coordination				62%	abnormally wet winter period once again caused extensive road surface failures (potholes and other deformations) on the surface road network. In excess of 20 000 m ² of blacktop patching was performed on various routine maintenance contracts.
3.1.1.15	Number of kilometres of gravel roads bladed	D: Contracts Coordination	46 099	43 700	49 932	6 232 14%	More blading due to poor condition of gravel road network.
3.1.1.16	Number of kilometres of surfaced roads assessed (VCIs completed as per TMH 12)	D: Contracts Coordination	n/a	6 450	6 480	30 0.47%	With the upgrade of some gravel roads to surfaced roads, the total km of surfaced road increases and the total km of gravel road decreases every year.
3.1.1.17	Number of kilometres of gravel roads assessed (VCIs completed as per TMH9)	D: Contracts Coordination	n/a	10 550	10 499	(51) (0.48%)	
3.1.1.18	Number of weighbridges calibrated to SABS standard	D: Contracts Coordination	9	9	9	0	-
3.1.1.19	Number of kilometres of road infrastructure assessed	D: Contracts Coordination	n/a	936	182	(754) (81%)	An alternative method of safety assessment of road infrastructure was used to ascertain the necessary interventions required. The alternative method of assessment resulted in a lower actual output achievable than originally planned.
3.1.1.20	Number of lane-km of surfaced roads resealed	D: Contracts Coordination	458	460	622	162 35%	See comment in 3.1.1.12.
3.1.1.21	Number of bridges rehabilitated / repaired	D: Contracts Coordination	35	15	11	(4) (27%)	The Gouda contract, which had eight bridges scheduled to be rehabilitated/repared, was not advertised as originally planned. However, an additional four bridges (three in the Montague flood damage repair project and one on the Agter Paarl reseal project) was delivered.
3.1.1.22	Number of culverts rehabilitated / repaired	D: Contracts Coordination	n/a	8	23	15 188%	A flood damage repair project in the Montagu area was extended towards the end of the 2012/13 financial year which produced an additional 19 culverts during 2013/14.
3.2.1.3	Value of tenders awarded to small contractors (CIDB level 1 to 5) (expressed as a percentage of the total	D: Contracts Coordination	n/a	10% (50 098 700)	15% (76 690 659)	5% (26 591 959)	Due to continuous contractor development within the industry, more capable smaller subcontractors are available to larger contractors for appointment as subcontractors.

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
	value of the Provincial Road Maintenance Grant)**						

Notes:

- * Indicates National indicator
- ** IRPTNs are developed by municipalities, not by this Programme
- *** Not constructing new gravel roads

Strategy to overcome areas of under performance

- The maintenance backlog can only be addressed if more maintenance projects are executed. More projects require additional funding allocated towards Programme 3.
- The implementation of the HDM-4 process will include pilots which will be done in an incremental manner to allow for ratification, improvement and testing before large-scale roll out, also the projects that will be economically assessed with HDM-4 will be selected from a planning and conceptual design stage. There will be subjectivity in target-setting and thus the need for clarity in cross-functional responsibilities between project-role-players will be addressed.
- Due to the very high costs associated Learnerships, more cost effective training programs to introduce on road infrastructure contracts are being investigated.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 26: Programme 3: Transport Infrastructure: Sub-programme expenditure

Sub-Programme		2013/2014			2012/2013		
		Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
3.1.	Programme Support Infrastructure	27 087	26 530	557	25 051	25 032	19
3.2.	Infrastructure Planning	97 864	94 641	3 223	76 344	76 342	2
3.3.	Infrastructure Design	163 649	162 147	1 502	130 410	130 145	265
3.4.	Construction	740 067	740 003	64	731 339	729 755	1 584
3.5.	Maintenance	1 077 131	1 073 492	3 639	1 034 519	1 033 284	1 235
Total		2 105 798	2 096 813	8 985	1 997 663	1 994 558	3 105

4.4 Programme 4: Transport Operations

Purpose

The purpose of Transport Operations is to plan, regulate and facilitate the provision of integrated land transport services through coordination and cooperation with national planning authorities, municipalities, community-based and non-governmental organisations and the private sector in order to enhance and facilitate the mobility of all communities.

Sub-programmes

- 4.1. Programme Support Operations
- 4.2. Public Transport Services
- 4.3. Transport Safety and Compliance
- 4.4. Transport Systems
- 4.5. Infrastructure Operations

Strategic Objectives

- 4.1. An improved land transport legislative environment.
- 4.2. Improved land transport safety and compliance.
- 4.3. Improved land transport subsidised services.
- 4.4. Assistance with the development of integrated rural land transport projects.
- 4.5. Facilitated and coordinated rural access through the implementation of mobility strategies.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 3: *Lead the development and implementation of Integrated Transport systems in the Western Cape*. The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

Strategic objectives

Table 27: Programme 4: Transport Operations: Strategic Objectives

No	Strategic objectives / Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Sub-programme 4.2: Public Transport Services						
4.1	Improved land transport safety and compliance.					
4.1.1	Phase of Safety Management System implemented*	2	2	2	0	
Sub-programme 4.3: Transport safety and Compliance						
4.2	Oversight of land transport subsidised services.					
4.2.1	Number of kilometres operated in terms of the approved timetable (expressed as a percentage of the total number of kilometres subsidised (see 4.2.1.2.))**	102% (41 031 508)	98% (35 280 000)	111% (40 804 128)	11% 3 885 801	The difference is due to the signing of a third addendum to the Interim contract on 25 October 2013 which brought about changes to the timetable.
Sub-programme 4.2: Public Transport Services						
4.3	Facilitated and coordinated access in non-metro municipalities by assisting in the development of Integrated Public Transport Networks.					
4.3.1	Number of IPTNs developed for non-metro municipalities	n/a	1	0	(1) (100%)	Due to procurement complications at Municipal level, Province had to procure the service provider. This delayed the project and it will now be completed at the end of June 2014.
Sub-programme 4.4: Transport Systems						
4.4	Facilitated and coordinated access in non-metro municipalities through the implementation of Integrated Public Transport Networks.					
4.4.1	Number of IPTNs implemented in non-metro municipalities	n/a	1	0	(1) (100%)	There were delays in negotiations with the industry as well as delays in the procurement of buses following the intervention of the Department of Transport.

Performance indicators

Table 28: Programme 4: Transport Operations: Performance indicators

Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances	
Sub-programme 4.2: Public Transport Services							
	Number of vehicles subsidised	D: Operator Contract Management	n/a	-	1 028	-	-
4.2.1.1	Number of routes subsidised	D: Operator Contract Management	n/a	2 460	2 492	32 1%	The nationwide bus driver's strike during April and May 2013 interfered with GABS operations and had a direct impact on the number of kilometres operated and claimed for. Despite this, there was a greater number of vehicle kilometres operated and subsidised than planned. This is due to the excessive demand for the service and the increased number of routes. In addition the signing of a third addendum to the interim contract during the third quarter, bringing about changes to the timetable, also contributed towards the over-performance.
4.2.1.2	Number of vehicle kilometres subsidised	D: Operator Contract Management	n/a	36 000 000	36 918 327	918 327 3%	
4.2.1.3	Kilometres operated per vehicle	D: Operator Contract Management	n/a	31 606	35 924	4 318 14%	
4.2.1.4	Passengers per vehicle	D: Operator Contract Management	n/a	47 322	51 108	3 786 8%	The Department capped the number of kilometres operated by GABS to ensure that the department does not subsidise more than 40 000 000 km per annum as per the Interim contract. Thus irrespective of the number of trips operated by GABS not all of it will be subsidised. This is calculated as the total number of passengers (subsidised and unsubsidised) divided by the total number of trips - subsidised and unsubsidised.
4.2.1.5	Passengers per trip operated	D: Operator Contract Management	n/a	35	38	3 9%	
4.2.1.6	Staff per vehicle*	D: Operator Contract Management	n/a	1.3	1.4	0.1 8%	Twelve buses were scrapped during the second quarter and not immediately replaced with new ones. During the replacement period fewer buses operated the scheduled trips. More trips were thus operated per vehicle.
4.2.1.7	Number of subsidised passengers	D: Operator Contract Management	n/a	53 900 000	52 521 606	(1 378 394) (3%)	The nationwide bus driver's strike during April and May 2013 interfered with GABS operations and had a direct impact on the number of kilometres operated and claimed for.
4.2.1.8	Number of unsubsidised passengers	D: Operator Contract Management	n/a	**	**	**	-
4.2.1.9	Number of trips	D: Operator	n/a	1 393 000	1 364 929	(28 071)	The nationwide bus driver's strike during April and May 2013 interfered

Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances	
subsidised	Contract Management				(2%)	with GABS operations and had a direct impact on the number of kilometres operated and claimed for. In addition, the signing of a third addendum to the interim contract brought about changes to the timetable which led to the removal of a large number of trips.	
4.4.1.1	Number of IPTNs implemented in non-metro municipalities	D: Operator Contract Management	n/a	1	0	(1) (100%)	There were delays in negotiations with the industry as well as delays in the procurement of buses.
Sub-programme 4.3: Transport Safety and Compliance							
4.1.1.1	Number of Law Enforcement Officers trained on Legislative Framework	D: Transport Safety and Compliance	54	600	603	3 1%	On occasion the sessions were attended by more delegates than planned. Since these additions were very small in number, they were accommodated in the sessions.
4.1.1.2	Number of public transport impound facilities promulgated	D: Transport Safety and Compliance	1	1	0	(1) (100%)	The scope of the entire project was changed. This included changes to the site location and size as well as the re-design of the facility and led to delays in the appointment of professional team. New service providers had to be appointed contributing to the delay.
4.1.1.3	Number of interventions in support of rail safety	D: Transport Safety and Compliance	0	1	1	0	-
Sub-programme 4.4: Transport Systems							
4.3.1.1	Number of IPTNs developed for non-metro municipalities	D: Systems (IFM & ITS)	n/a	1	0	(1) (100%)	Due to procurement complications at the Municipal level, Province had to procure the service provider rather than the Municipality as originally agreed, resulting in the project plan being changed and thus delaying the project.

Notes:

* Indicates National indicator

Strategy to overcome areas of under performance

Number of IPTNs developed for non-metro municipalities: When it became clear that the Municipality would not be able to procure the service provider, Province stepped in to do the procurement. The project plans were revisited and updated to reflect the new timelines, and progress is regularly reported and monitored at project meetings to ensure that the target is met.

Number of public transport impound facilities promulgated: The delays experienced to date were managed through the procurement process of having (*two in one*) appointment of the technical team that is entrusted with the development of detail designs and the building of the facility on approval of the plans. The implementation of the Cape Winelands impoundment facility will be through a phased approach due to financial limitations.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 29: Programme 4: Transport Operations: Sub-programme expenditure

Sub-Programme		2013/2014			2012/2013		
		Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
4.1.	Programme Support Operations	3 751	3 524	227	4 256	4 234	22
4.2.	Public Transport Services	807 845	807 768	77	738 809	738 746	63
4.3.	Transport Safety and Compliance	24 345	24 041	304	32 863	32 469	394
4.4.	Transport Systems	22 179	21 492	687	25 873	25 158	715
Total		858 120	856 825	1 295	801 801	800 607	1 194

4.5 Programme 5: Transport Regulations

Purpose

The purpose of Transport Regulation is to regulate the transport environment through the registration and licensing of vehicles, associations, operators and drivers; and the operation of weighbridges and vehicle testing stations, to ensure road safety.

Sub-programmes

- 5.1. Programme Support Regulation
- 5.2. Transport Administration and Licensing
- 5.3. Operator Licence and Permits
- 5.4. Law Enforcement²

Strategic Objectives

- 5.1. Effectively controlled environment for traffic law administration.
- 5.2. Minimised road damage through overload control.
- 5.3. Improved transport safety.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 3: *Lead the development and implementation of Integrated Transport systems in the Western Cape*. The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

² Note: Sub-Programme 5.4 is not used by the Department.

Strategic Objectives

Table 30: Programme 5: Transport Regulation: Strategic Objectives

No	Strategic objectives / Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Sub-programme 5.2: Transport Administration and Licensing						
5.1	Effectively controlled environment for traffic law administration					
5.1.1	Number of compliance inspections conducted	394	367	370	1% 3	Additional resources were deployed.
Sub-programme 5.4: law Enforcement						
5.2	Minimised road damage through overload control					
5.2.1	Percentage of vehicles weighed over the grace limit	n/a	2.5% 16 000	2.1% 13 857	(13.4%) (2143)	There were fewer transgressions than anticipated.
5.3	Improved transport safety					
5.3.1	Number of road fatalities	1 241	1 100	1 257	(14%) 157	The beginning of 2014 experienced unusually high number of fatalities over the weekends. This specifically in pedestrian and motor-cyclist fatality increases.
5.3.2	Percentage of public transport vehicles weighed over the legal limit	n/a	3% 120	2% 238	98.3% 118	Positive result. First year that indicator is measured.

Performance indicators

Table 31: Programme 5: Transport Regulation: Performance indicators

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
Sub-programme 5.2: Transport Administration and Licensing							
5.1.1.1	Number of compliance inspections conducted	D: Traffic law Administration	n/a	367	370	3 1%	More resources were deployed.
Sub-programme 5.3: Operating License and Permits							
5.1.1.2	Number of Taxi associations held AGM	D: Institutional Management	120	130	134	4 3%	AGMs, not held in the 2012/13 financial year, were rolled over to and held during the 2013/14 financial year.
Sub-programme 5.4: Traffic Law Enforcement							
5.2.1.1	Number of hours weighbridges operated	D: Road Design (Acting)	57 725	60 000	54 754	(5 256) (9%)	<p>The significant reduction in the number of vehicles weighed can be attributed to the demands placed on the traffic officials having to escort large numbers of abnormal loads to the wind farms, especially in the West Coast area affecting Vredenburg, Mooresburg, and Vissershok weighbridges.</p> <p>Furthermore, maintenance repair work was done on the pavements at the Vissershok, Somerset West and Swellendam weighbridges putting them out of commission for 4-6 weeks each. At Beaufort West weighbridge a trend seems to be developing for trucks to drive past the weighbridge after having been signalled to come in. This is being addressed.</p> <p>When weighbridges pavements are completed conditions will improve. Beaufort West manoeuvres will be monitored and analysed and appropriate measures taken. Provincial Traffic, now part of the</p>

No	Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances
							Department, will allow for improved cooperation.
5.3.1.6	Number of fatalities*	CD: Transport Regulations	1 241	1 100	1 257	157 14%	The beginning of 2014 experienced unusually high number of fatalities over the weekends. This specifically in pedestrian and motorcyclist fatality increases.
5.3.2.1	Number of public transport vehicles weighed	D: Road Design (Acting)	n/a	4 000	11 787	7 787 195%	This is a new indicator. Target was too low and measurements have shown significantly more public transport vehicles were weighed and checked.
5.2.1.2	Number of vehicles weighed	D: Road Design (Acting)	700 015	640 000	658 256	18 256 3%	Refer to comments for 5.2.1.1 above. The final figures show that there is a significant reduction in number of vehicles weighed if compared to last year's figures. However, the trend is upwards every year as can be seen in the significant increase of the annual target for a number of years in succession. As a result of good management practices, the target was again overshoot, but not as much as last year's because of a number of reasons, as stated in 5.2.1.1 above.

Notes:

* Indicates National indicator

Strategy to overcome areas of under performance

On-going road shows with all Minibus Taxi Associations in various districts to train them on relevant legislation.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 32: Programme 5: Transport Regulation: Sub-programme expenditure

Sub-Programme		Final Appropriation R'000	2013/2014 Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	2012/2013 Actual Expenditure R'000	(Over)/Under Expenditure R'000
5.1.	Programme Support Regulations	10 783	9 517	1 266	6 241	6 239	2
5.2.	Transport Administration and Licensing	244 996	244 338	658	220 349	219 955	394
5.3.	Operator Licence and Permits	39 771	39 221	550	43 539	42 494	1 045
5.4.	Law Enforcement	22 243	22 242	1	20 476	19 414	1 062
Total		317 793	315 318	2 475	290 605	288 102	2 503

4.6 Programme 6: Community Based Programmes

Purpose

The purpose of the programme is to manage the implementation of programmes and strategies that lead to the development and empowerment of communities and contractors, including the provincial management and co-ordination of the Expanded Public Works Programme.

Sub-programmes

- 6.1. Programme Support Community Based/EPWP
- 6.2. Community Development³
- 6.3. Innovation and Empowerment
- 6.4. Coordination and Compliance Monitoring

Strategic Objectives

- 1.1. Developed and empowered communities and the construction industry towards sustainable economic and employment growth.
- 1.2. EPWP Provincial Co-ordination and Monitoring.

Strategic objectives, performance indicators, planned targets and actual achievements

This Programme contributes to Strategic Outcome Orientated Goal 2: *Lead the implementation and facilitation of EPWP in the Western Cape*. The Strategic objectives, performance indicators, planned targets and actual achievements are presented in the tables below.

³ Note: Sub-Programmes 5.4 and 6.2 are not used by the Department.

Strategic Objectives

Table 33: Programme 6: Community Based Programmes: Strategic Objectives

No	Strategic objectives / Indicators	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target to Actual Achievement for 2013/2014	Comment on deviations
Sub-programme 6.3: Innovation and empowerment						
6.1	Developed and empowered communities and the construction industry towards sustainable economic and employment growth					
6.1.1	Number of Beneficiary Empowerment Interventions*	n/a	4	4	0	-
Sub-programme 6.4: EPWP Provincial Coordination and Compliance Monitoring						
6.2	EPWP Provincial Co-ordination and Monitoring					
6.2.1	Number of Provincial EPWP Compliance Initiatives implemented	10	15	15	0	-

Performance indicators

Table 34: Programme 6: Community Based Programmes: Performance indicators

Performance Indicator	Responsible official	Actual Achievement 2012/2013	Planned Target 2013/2014	Actual Achievement 2013/2014	Deviation from planned target for 2013/2014	Comment on variances	
Sub-programme 6.3: Innovation and Empowerment							
6.1.1.1	Number of Beneficiary Empowerment Interventions *	D: Construction Industry Innovation and Empowerment	n/a	4	4	0	-
Sub-programme 6.4: EPWP Provincial Coordination and Compliance Monitoring							
6.2.1.1	Number of work opportunities created by the Province*	D: EPWP Coordination	109 482	94 425	92 775	(1 650) (2%)	Targets have been set by NDPW for Provinces, delays in quarterly capturing has resulted in under reporting by Stakeholders, coupled with national system challenges.
6.2.1.2	Number of full time equivalents (FTEs) created by the Province	D: EPWP Coordination	27 369	41 054	19 104	(21 950) (53%)	Under performance is attributed to system challenges that have been experienced from Q1-Q4 as well as short duration projects being implemented by Stakeholders affecting their FTE performance.
6.2.1.3	Number of work opportunities created for youth by the Province (18 – 35)**	D: EPWP Coordination	n/a	37 770	52 882	15 112 40%	Province is exceeding the minimum targets set by NDPW as a Provincial focus has been placed on opportunities for the youth.
6.2.1.4	Number of work opportunities created for women by the Province	D: EPWP Coordination	48 172	51 934	46 388	(5 546) (11%)	Under performance is attributed to system challenges that have been experienced from quarter 1 to 4.
6.2.1.5	Number of work opportunities created for people with disabilities by the Province*	D: EPWP Coordination	n/a	1 889	655	(1 234) (65%)	Targets for PLWD have not been achieved nationally due to low participation by PLWD on EPWP projects. Continued advocacy is needed in this regard.

Notes:

* Indicates National indicator

** It is acknowledged that the National Indicator stipulates the age category for youth to be from 16 to 25, but the EPWP Programme defines and utilises the youth category as 16 to 35.

Strategy to overcome areas of under performance

The duration of projects impacts on the achievement of Full Time Equivalent. Technical support to implementing bodies will be enhanced during 2014/15 to assist with increasing the labour intensity on projects. The expenditure and reporting on the EPWP Conditional Grants allocations (to increase job creation) to municipalities and departments will be monitored on a monthly basis with written reports to the respective management.

Changes to planned targets

There were no changes to planned targets.

Sub-Programme expenditure

Table 35: Programme 6: Community Based Programmes: Sub-programme expenditure

Sub-Programme Name R'000	2013/2014			2012/2013		
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
Programme Support Community	4 209	3 867	342	4 982	4 577	405
Innovation and Empowerment	30 312	26 178	4 134	29 062	28 781	281
EPWP Co-ordination and Compliance Monitoring	13 710	13 707	3	13 000	11 744	1 256
Total	48 231	43 752	4 479	47 044	45 102	1 942

5. TRANSFER PAYMENTS

5.1 Transfer payments to public entities

There are no Public Entities under the control of the Department.

5.2 Transfer payments to all organisations other than public entities

The tables below reflect the transfer payments made for the period 1 April 2013 to 31 March 2014, by Programme.

Programme 1: Administration

Table 36: Programme 1: Transfer payments

Name of transferee	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
Cape Winelands	To review and update municipal Integrated Transport Plans (ITP) in terms of the National Land Transport Act, 2009 (Act No.5 of 2009).	Complied	604	315	This is the last update year of the five-year ITPs of local authorities, and as a result of the previous years' delays there has been a knock-on effect which has led to the local authorities not submitting approved ITPs by 31 March 2014. The tender amount for this project was R498 450.44.
Stellenbosch		Complied	396	0	This is the last update year of the five-year ITPs of local authorities, and as a result of the previous years' delays there has been a knock-on effect which has led to the local authorities not submitting approved ITPs by 31 March 2014. The project commenced within 6 months of transfer, however, the procurement process took longer than anticipated. To date the Municipality has appointed a service provider and work has commenced. The full allocation has been committed.
Eden District		Complied	604	86	This is the last update year of the five-year ITPs of local authorities, and as a result of the previous years' delays there has been a knock-on effect which has led to the local authorities not submitting approved ITPs by 31 March 2014. The project is currently in its inception phase. The tender amount is R489 200.00.
George		Complied	396	59	The George Local Municipality is rolling out the first non-metro Integrated Public Transport Network (IPTN) and was engaged in lengthy and complicated negotiations which led to a delay in finalising the contract and subsequently updating the ITP. A service provider has been appointed and work has commenced to ensure that the IPTN information is captured in the ITP. The full allocation has been committed.
Total			2 000	460	

In terms of monitoring, the unit responsible for the transferring of funds for the update of the Integrated Transport Plans utilises a reporting template that is distributed monthly to the local municipalities. The reporting is also certified by the municipalities that work reported on was completed as per the project programme and that the amounts reported on were spent for the purpose of the project, as per Grant framework. At the departmental level, transfers are monitored through the In-Year Monitoring reporting process.

Programme 2: Public Works Infrastructure

The payments below relate to the payment of property rates to municipalities for provincial owned and deemed to be owned properties.

Table 37: Programme 2: Transfer payments

Name of transferee	Amount transferred (R'000)
Cape Town	286 543
Matzikama	336
Cederberg	828
Bergriver	512
Saldanha Bay	3 187
Swartland	1 633
Witzenberg	3 970
Drakenstein	11 749
Stellenbosch	7 447
Breede Valley	1 399
Langeberg	1 153
Theewaterskloof	2 275
Overstrand	993
Cape Agulhas	235
Swellendam	594
Kannaland	1 337
Hessequa	998
Mossel Bay	229
George	6 250
Oudtshoorn	4 509
Bitou	684
Knysna	1 813
Laingsburg	227
Prince Albert	86
Beaufort West	1 411
Total	340 398

The Devolution of Property Rates Fund Grant was subsumed into the provincial equitable share in Programme 2: Public Works Infrastructure as from 1 April 2013. Spending on property rates were monitored on a monthly basis through the In-Year Monitoring reporting process.

The table below shows transfers to private enterprises in relation to claims against the state.

Type of transferee	Name of transferee	Purpose for which the funds were used	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity / difficulties experienced
Public Corporations and Private Enterprises	Cliffe Dekker Hofmeyer inc (attorneys) Iliza Elitsha Investments Pty Ltd	Refund of deposit for the sale of Conradie Hospital that was not concluded.	13 000	13 000	N/A
	Moosa Waglay Petersen Incorporated	Court settlement Uniting Reform Church/ Department of Transport and Public Works.	5 021	5 021	N/A

Programme 3: Transport Infrastructure

Table 38: Programme 3: Transfer payments

Name of municipality	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
Cape Town	To plan, maintain and improve transport and related systems in the City of Cape Town Transport Authority area consisting of a total network of 292 kilometres of road.	Complied	10 600	56	The municipality placed priority on spending the R 28m roll-over funds from previous years. A major road rehabilitation project estimated at R 5m was delayed due to the contractor defaulting. Furthermore, public transport infrastructure projects progressed slowly whilst the tender for the review of the ITP is only being approved in June 2014 resulting in a low spend to date. The draft MOU was circulated in June 2013 but prolonged delays on attaining approval and final signatures lead to the transfer only taking place in January 2014. There were also delays in spending due to the municipal adjustments budget processes in Jan 2014. Substantial spending is expected in May to June 2014. The municipality has stated its intention in applying for a roll-over into the 2014/15 financial year.
Matzikama	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	1 930	1 930	
Cederberg		Complied	58	58	
Bergriver		Complied	53	53	
Saldanha Bay		Complied	66	66	
Swartland	"To improve pedestrian safety through the development of appropriate public transport infrastructure.	Complied	508	0	Public Transport Infrastructure Transfer: The Memorandum of Agreement with the municipality, which incorporates an approved project plan, was only finalised in the first quarter of the calendar year, resulting in payment in March 2014. The Municipality will spend the balance of the transfer by the municipal financial year end in June 2014.
	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main	Complied	178	178	

Name of municipality	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
	roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.				
Witzenberg	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	71	71	
Drakenstein		Complied	9 044	9 044	
Stellenbosch		Complied	3 048	3 048	
Breede Valley		Complied	87	87	
Langeberg		Complied	172	172	
Theewaterskloof	To assist the Municipality to develop, implement and promulgate impoundment facilities in accordance with the National Land Transport Act, 2009 (Act 5 of 2009)."	Complied	450	294	The Memorandum of Agreement with the municipality, which incorporates an approved project plan, was only finalised in the first quarter of the 2014 calendar year, resulting in payment in March 2014. The Municipality will spend the balance of the transfer till the financial year end in June 2014.
	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	74	74	
Overstrand	To improve pedestrian safety through the development of appropriate public transport infrastructure.	Complied	982	982	
	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main	Complied	2 651	2 651	

Name of municipality	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
	roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.				
Cape Agulhas	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	159	159	
Hessequa		Complied	2 061	2 061	
Mossel Bay		Complied	35	35	
George	To install and maintain CCTV cameras to support the George Integrated Public Transport Network (GIPTN) through the electronic monitoring of operations.	Complied	1 500	0	The George Integrated Public Transport Network-Infrastructure Transfer payment was made in March 2014. The payment was delayed due to a delay in the rollout of the GIPTN service, since the CCTV cameras needed to be located on the core routes of the new service. The contractor is expected to start at the beginning of June 2014.
	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	24 528	24 528	
Oudtshoorn	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	108	108	
Bitou		Complied	1 140	1 140	

Name of municipality	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
Knysna	To improve pedestrian safety in Nekkies, Knysna.	Complied	7 227	0	The Public Transport Infrastructure Transfer (Hazardous Location) payment was made in March 2014. Municipal Supply Chain processes started in April and will continue throughout May and June. The appointment of the professional team and the tenders for construction work will only take place in July. The municipality has requested that the funds be rolled over to their next financial year.
	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	158	158	
Laingsburg	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	Complied	17	17	
Prince Albert		Complied	86	86	
Beaufort West		Complied	27	27	
Total			67 018	47 083	

The transfers are monitored through the In-Year Monitoring and grant framework reporting processes. In general, the Department transfers actual monies under each subsidy to B-municipalities only once they have stated proof of work done via claims of actual expenditure. This is done via a service-level agreement. The challenges however, usually revolve around the technical competencies and scarce skills at municipalities to do the work. Various attempts at industry level and via the support of District Municipality staff are being made to assist municipalities in this regard.

Regarding the transfer to the CoCT, there are quarterly monitoring meetings held and annual financial statements issued. However, the reporting is often done subject to the audited statements and these are usually confined to the municipal financial year period. The CoCT is currently restructuring its financial systems under the provisions of DORA, with 2013/14 having been a transition period, adding to the reporting challenges. These issues will be rectified in the next reporting period.

Programme 4: Transport Operations

The table below reflects the transfer payments made for the period 1 April 2013 to 31 March 2014 for Programme 4: Transport Operations.

Table 39: Programme 4: Transfer payments

Type of transferee	Name of transferee	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity / difficulties experienced
Transfers to local government	Cape Town	To sustain the movement of people in the public transport system with a focus on persons with special needs.	Complied	10 000	8 073	The payment of the transfer for Persons with Special Needs payment was made in February 2014. The Municipality will spend the balance of the transfer by the municipal financial year end in June 2014.
		To assist Passenger Rail Authority of South Africa (PRASA) and the City of Cape Town with interventions in the immediate, short and long term to improve safety on and along the rail corridor.	Complied	2 000	0	The Rail Safety Park 'n Ride transfer payment was effected on the 26 February 2014. The delays were caused by the municipality needing to engage Metrorail around the most optimal sites where Park and Rides facilities could be improved. The following sites were identified and deployment of security took place on the 17th April 2014: <ul style="list-style-type: none"> • Eerste River park, • Meltonrose park, • Kuilsriver park, • Claremont park and • Retreat park. The project's duration is 10 months and full expenditure will be incurred in the 2014/15 financial year.
	Cape Winelands	To develop, implement and promulgate impoundment facilities in accordance with the National Land Transport Act, 2009 (Act 5 of 2009).	Complied	500	0	The Impound Facility transfer payment was made in February. The Municipality will spend the balance of the transfer till the financial year end in June 2014.
		Undertake an in-depth investigation into the identification of sustainable Non-Motorised Transport network linkages.	Complied	500	0	The Non-Motorised (NMT) Master Planning Transfer payment was made in March 2014. Due to lateness of the transfer the funding could not be included in the current year's spending. Expenditure will start from 1 July 2014 when municipality's new financial year starts.
	George	To enable George Municipality	Complied	5 000	0	The George Integrated Public Transport Network

Type of transferee	Name of transferee	Purpose for which the funds were used	Compliance with s 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity / difficulties experienced
		to implement a public transport service as contemplated in the George Integrated Public Transport Network (GIPTN). To provide supplementary funding towards public transport services provided by the George Municipality.				(GIPTN)-Operations Transfer payment of R5.0m and an additional R16.0m which was allocated during the adjustments estimates in November 2013 was transferred in March 2014. The funds allocated were budgeted for the following items: Pre-operational payments to the operating company, operating shortfall and auxiliary contracts which include field monitoring, marketing, call centre, security. As the system has not commenced yet due to extended negotiations and vehicle delivery, payment on these items is not possible yet. Once the system commences these funds will be used. Negotiations have since been concluded and the vehicle procurement process is currently underway.
		To assist with the provision of public transport facilities in the Municipality of George.	Complied	16 000	0	
Total Transfers to local government				34 000	8 073	
Non- profit institutions	George Mobility Trust	The continuation of the George Mobility Strategy Trust to facilitate the transition/ migration from the current unscheduled public transport environment of the GIPTN	Complied	1 000	710	The portion of tax to be deducted from beneficiaries was held back as the Trust is not yet registered as an employer. Less company meetings took place in view of the primary negotiating process. Company was established on 30 January 2014 and hence the objective of the Trust was realised.
Public Corporations and Private Enterprises	Golden Arrow Bus Services (GABS)	Public Transport Operations Grant Subsidy to Golden Arrow Bus Services (Pty) (GABS)	Complied	734 180	734 180	
Total Transfer Payments: Programme 4				769 180	742 963	

The transfers are monitored through the In-Year Monitoring and Grant Framework reporting processes. In general, the Department transfers actual monies under each subsidy to B-municipalities only once they have stated proof of work done via claims of actual expenditure via a service-level agreement. However, the challenge usually relate to the technical competencies and scarce skills at municipalities to do the work. Various attempts at industry level and via the support of District Municipality staff are being made to assist municipalities in this regard.

Regarding the transfer to the CoCT, there are quarterly monitoring meetings held and annual financial statements issued. However, the reporting is often done subject to the audited statements and these are usually confined to the municipal financial year period. The CoCT is currently restructuring its financial systems under the provisions of DORA, with 2013/14 having been a transition period, adding to the reporting challenges. These issues will be rectified in the next reporting period.

Transfer Payments: Budgeted for, but not made:

The table below reflects the transfer payments which were budgeted for in the period 1 April 2013 to 31 March 2014, but where no payments were made.

Programme 3: Transport Infrastructure

Table 40: Programme 3: Transfer payments budgeted

Name of municipality	Purpose for which the funds were to be used	Amount budgeted for (R'000)	Amount transferred (R'000)	Reasons why funds were not transferred
Swellendam	To financially assist/subsidise municipalities with the maintenance/ construction of proclaimed municipal main roads, where the municipality is the Road Authority. Section 50 of Ordinance 19 of 1976.	23	0	No subsidy was claimed by the municipality during 2013/14.
Kannaland		29	0	No subsidy was claimed by the municipality during 2013/14.
Total		52		

Programme 4: Transport Operations

Table 41: Programme 4: Transfer payments budgeted

Name of transferee	Purpose for which the funds were to be used	Amount budgeted for (R'000)	Amount transferred (R'000)	Reasons why funds were not transferred
Breede Valley	To establish and operate a SHADOW Centre (Alcohol Evidence Centre) in the	300	0	Funding for the Shadow Alcohol Evidence Centre was allocated via the Adjustment Estimates process in November 2013. Changes in leadership at the municipality during the financial year delayed the

Name of transferee	Purpose for which the funds were to be used	Amount budgeted for (R'000)	Amount transferred (R'000)	Reasons why funds were not transferred
	Breede Valley Municipality			finalisation of the MOA between the Department and the Municipality. A request for roll over has been submitted.
Total		300		

6. CONDITIONAL GRANTS

6.1 Conditional Grants and earmarked funds paid

There are no conditional grants and earmarked funds paid by the Department.

6.2 Conditional Grants and earmarked funds received

The tables below describe each of the Conditional Grants and earmarked funds received by the Department:

Conditional Grant: Expanded Public Works Programme Integrated Grant for Provinces

Department who transferred the grant	Public Works
Purpose of the grant	To incentivise provincial departments to expand work creation efforts through the use of labour intensive delivery methods in the following identified focus areas, in compliance with the EPWP guidelines: <ul style="list-style-type: none"> • Road maintenance and the maintenance of buildings. • Low traffic volume roads and rural roads. • Other economic and social infrastructure. • Tourism and cultural industries. • Sustainable land based livelihoods.
Expected outputs of the grant	<ul style="list-style-type: none"> • Increased number of people employed and receiving income through the EPWP. • Increased average duration of the work opportunities created.
Actual outputs achieved	1 503 work opportunities created.
Amount per amended DORA (R'000)	19 329
Amount received (R'000)	19 329
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	19 325 plus 2 213 from equitable share for the purposes of the Grant.
Reasons for the funds unspent by the entity	N/A
Monitoring	Monthly report through the In Year Monitoring System and reporting as per

mechanism by the receiving department	grant framework.
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Conditional Grant: Provincial Roads Maintenance Grant

Department who transferred the grant	Transport
Purpose of the grant	<ul style="list-style-type: none"> • To supplement provincial investments for preventative, routine and emergency maintenance and road rehabilitation of provincial road networks; ensure all roads are classified as per RIFSA and the Road Classification and Access Management (RCAM) guidelines by end of 2013/14; and implement and maintain road asset management systems. • To supplement provincial projects for the repairs to roads and bridges damaged by the natural disaster; declared in Government Gazette 33949 and as assessed by the National Disaster Management Centre. • To improve the state of the coal haulage network.
Expected outputs of the grant	<ul style="list-style-type: none"> • Road classification processes 100 per cent completed and geographical information systems (GIS) are updated (spatial maps and records) for all roads in South Africa by all provinces by the end of 2013/14. • Extent of network serviced by Routine Road Maintenance Teams. • Number of lane-kilometres of surfaced roads rehabilitated. • Number of lane kilometres of surfaced roads resealed. • Number of kilometres of gravel roads re-gravelled. • Number of m² of blacktop patching (including pothole repairs). • Number of kilometres of gravel roads bladed. • Number of kilometres of surfaced roads assessed (Visual Condition Index (VCI's) completed as per Technical Methods for Highways (TMH) 12). • Number of kilometres of gravel roads assessed (VCI's completed as per TMH 9). • Number of weighbridges maintained and calibrated to South African Bureau Standards (SABS). • Number of work opportunities (jobs) created. • Number of youths (aged 18 – 35) employed. • Number of women employed. • Number of people living with disabilities employed. • Number of full time equivalents (FTEs) jobs created. • Number of graduates provided with experiential internships. • Number of graduates provided with experiential training and assisted to register with Engineering Council of South Africa (ECSA). • Number of emerging contractor development opportunities created. • Rehabilitation and repair of roads and bridges damaged by floods. • Rehabilitation of coal haulage roads.
Actual outputs achieved	<p>Traffic counts are updated for the entire road network over a four year cycle. Between counts, the historical growth rates are applied to bring all traffic counts to current Annual Average Daily Traffic (AADT) estimates whenever traffic counts are used for analysis.</p> <p>Visual condition assessments were conducted for the entire network (excluding high volume minor roads).</p> <p>The Annual Visual Assessment was concluded in June 2013 and the results captured on the Road Network Information System in November 2013 over the entire network.</p> <p>The whole network Mechanical Surveillance, which includes measuring the riding quality, rutting, transverse profile and macro texture is conducted every 2 years and was last completed in 2012. The next round of surveys will be</p>

conducted in 2014.

Structural measurements are done every 5 years and were last completed in 2010. The next survey is scheduled for 2015.

With regard to Preventative Maintenance, Reseal projects totalled 102 544 square meters for the PRMG and 2 211 682 square meters for the entire network and Re-gravelling totalled 90 kilometres for the network. For Routine Maintenance projects, Blacktop Patching amounted to 26 511 square meters under the PRMG and 67 104 for the entire network, whilst Blading totalled 49 932 kilometres for the entire network.

With respect to Emergency Maintenance, Road repairs to 29 flood-damaged structures were completed for the entire network.

The PRMG contributed to a 1.6 percent improvement in road conditions within the poor and very poor categories during 2013.

Weighbridges remained operational at Vissershok, Joostenberg vlakke, Somerset West, Rawsonville, Swellendam, Beaufort West, Vredenburg, Moorreesburg and Klawer.

Furthermore, Weigh-in-motion screening for overloaded vehicles was implemented at Beaufort West. The Road Transport Quality System was implemented at all the weighbridge sites.

The construction on a new weighbridge at Gouda will commence early in 2015.

Eighty-nine percent (89 percent) of the total Surfaced Road Network were in a fair, good or very good condition during 2013.

The PRMG contributed to 3 348 of the total 6 068 work opportunities created on projects funded in the Roads Programme for 2013.

The Chief Directorate had an intake of 28 Graduate Engineers on a continuing professional development program. These graduates were seconded to various projects, including certain projects funded by the PRMG.

In conclusion, the following expenditures were recorded on the PRMG versus the rest of the programme:

Indicator	Target value	Achieved value
Resealing (m ²)	1 917 300	2 211 682
Re-Gravelling (Km)	550	90
Blacktop Patching (m ²)	45 160	67 104
Road Blading (Km)	46 430	49 932
Work Opportunities (Total)	15 900	6 068
Work Opportunities (Women)	1 141	1 594
Work Opportunities (Youth)	320	4 033
PRMG Expenditure (Millions)	R 520 797	R 520 797

Amount per amended DORA (R'000)

520 797

Amount received (R'000)

520 797

Reasons if amount as per DORA was not received

N/A

Amount spent by the department (R'000)	520 797
Reasons for the funds unspent by the entity	N/A
Monitoring mechanism by the receiving department	Road Network Information System, Basic Accounting System, In Year Monitoring Reporting and Rational Portfolio System.

Conditional Grant: Public Transport Operations Grant

Department who transferred the grant	Transport
Purpose of the grant	<ul style="list-style-type: none"> To provide supplementary funding towards public transport services provided by provincial departments of transport.
Expected outputs of the grant	<ul style="list-style-type: none"> Subsidy per trip operated. Subsidy per kilometre operated. Subsidy per passenger. Subsidy per vehicle. Number of vehicles subsidised. Number of cumulative annual vehicles subsidised. Number of scheduled trips. Number of trips operated. Passengers per kilometre operated. Passengers per trip operated. Employees per vehicle.
Actual outputs achieved	<ul style="list-style-type: none"> Subsidy per trip operated. R537.50 Subsidy per kilometre operated. R19.89 Subsidy per passenger. R14.16 Subsidy per vehicle. R59 655.14 Number of vehicles subsidised. 1 028 Number of cumulative annual vehicles subsidised. 12 332 Number of scheduled trips. 122 683 Number of trips operated. 113 744 (Bus drivers' strike) Passengers per kilometre operated. 1.4 Passengers per trip operated. 38 Employees per vehicle. 1.3
Amount per amended DORA (R'000)	734 180
Amount received (R'000)	734 180
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	734 180
Reasons for the funds unspent by the entity	N/A
Monitoring mechanism by the receiving	The Department used an electronic monitoring solution which yielded between 91 – 92% of verified claims.

department

7. DONOR FUNDS

The Department did not receive donor assistance.

8. CAPITAL INVESTMENT

The capital investment, maintenance and asset management against final allocations is tabulated below.

Infrastructure projects	2013/2014			2012/2013		
	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/under expenditure (R'000)	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/under expenditure (R'000)
New and replacement assets	72 662	43 470	29 192	76 033	52 281	23 752
Existing infrastructure assets	2 283 844	2 288 595	(4 751)	2 106 496	2 121 606	(15 110)
Upgrades and additions	361 129	364 931	(3 802)	243 027	252 626	(9 599)
Rehabilitation, renovations and refurbishments	1 218 883	1 225 740	(6 857)	1 340 099	1 346 593	(6 494)
Maintenance and repairs	703 832	697 924	5 908	523 370	522 387	983
Infrastructure transfer	67 303	67 017	286	45 042	44 596	446
Current capital	2 501	2 309	192	2 500	2 166	334
Total	2 423 809	2 399 082	24 727	2 227 571	2 218 483	9 088

8.1 Provincial Public Works: capital investment, maintenance and asset management

The capital investment, maintenance and asset management for Programme 2: Provincial Public Works against final allocations is tabulated below:

Infrastructure projects	2013/2014			2012/2013		
	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/under expenditure (R'000)	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/under expenditure (R'000)
New and replacement assets	51 689	33 161	18 528	35 200	29 127	6 073
Existing infrastructure assets	394 280	394 275	5	304 887	303 897	990

Infrastructure projects	2013/2014			2012/2013		
	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/ under expenditure (R'000)	Final appropriation (R'000)	Actual Expenditure (R'000)	(over)/under expenditure (R'000)
Upgrades and additions	-	-	-	-	-	-
Rehabilitation, renovations and refurbishments	222 289	222 287	2	236 618	236 618	-
Maintenance and repairs	171 991	171 988	3	68 269	67 279	990
Infrastructure transfer	-	-	-	-	-	-
Current	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Total	445 969	427 436	18 533	340 087	333 024	7 063

The Department fulfils a dual role in terms of the asset management plan. Firstly, that of a user department and as such an annual User Asset Management Plan (U-AMP) with all the accommodation requirements [new (own and lease-in), maintenance, lease-in space etc.] is compiled and submitted to the Custodian. Secondly, the Department is appointed as the Custodian of immovable properties (excluding the Human Settlements properties). As the Custodian the Department receives the budget for the accommodation requirements of all provincial departments and some of the provincial entities and is responsible for the compilation of the Custodian Asset Management Plan (C-AMP). The budgets for education and health facilities are allocated to the Departments of Education and Health respectively. The Department is the preferred implementing department for provincial infrastructure and as such is also responsible for the delivery of education and health facilities, inclusive of maintenance.

The U-AMPs of the User Departments have improved compared to the previous reporting period, especially in the case of Health and Education, allowing the Department to take better informed decisions in terms of acquisitions, disposals and budgets. As a result of improved U-AMPs the Department also compiled an improved C-AMP compared with the previous reporting period.

Infrastructure needs far outweigh available resources and it is envisaged that this will continue for the foreseeable future. This means that difficult choices have to be made when allocating available resources to address the accommodation needs of user departments. One of the aims of this C-AMP is to assist in these choices, and in so doing, assist the departments to achieve their service delivery objectives to the benefit the citizens of the Western Cape.

The Custodian's primary objective in terms of the condition assessments of buildings is to determine their functionality from a technical perspective. If buildings are classified C1 or C2 then their state of disrepair has to be addressed as a first priority.

Departments (particularly Education) have noted that it is likely that the current infrastructure backlog will be largely eliminated in the medium term (five years); however, the requirement for maintenance (routine and preventative) will escalate as the principles of whole life cycle

management are implemented. If the budget allocations remain fairly constant over the next five years the Department should be able to address the bulk of the other users' (excluding the Departments of Health and Education) needs.

It is the preference of the Province to own its required office accommodation, rather than to lease-in office space. To this end, a PPP project was registered to replace certain leased-in head office space. The project is underway and has already received specific National Treasury approvals. The budget to erect and maintain the office block will mainly be provided by the successful bidder, but with a capital contribution from the Province.

A further initiative is to construct own office accommodation. Over the MTEF period the following key office accommodation projects will be attended to; Khayelitsha Shared Service Centre (already in progress), Karl Bremer Regional Office (Health) and Ottery (Education).

As part of the drive to be more efficient and cut costs of office accommodation (both leased-in and owned) the Department implemented the norm of an average of 15 m² (gross) per staff member. This is to reduce the amount of space leased-in from property owners and to increase the density of existing owned accommodation to achieve greater efficiencies.

A major focus over the next three to four years is to continue with modernisation of the CBD office buildings, and where feasible outside the CBD. This will have a considerable impact on the amount of space leased-in. The aim of the modernisation programme is to reduce expenditure on leased-in accommodation/buildings, reduce under-utilisation and inefficient use of owned-buildings, prevent the under-utilisation of buildings, and eradicate buildings which pose health hazards and unpleasant working environments. The emphasis is on the better and more efficient utilisation of existing office space.

A few properties owned by the Province will be used to create public-private partnerships for commercial purposes. The purpose of this initiative is to generate funds which will be used for maintenance of the existing infrastructure, the construction of new public infrastructure closer to those communities who are reliant on Government services.

The following capital projects are currently in progress:

Capital projects in progress				
Region / District	Municipality	Project Name	Project Description	Expected Completion Date
Cape Town	Cape Town	4 Dorp St Façade	Ground floor refurbishment and alterations, façade repairs, modernisation of floors 5 - 9	30/06/2014
Cape Town	Cape Town	4 Dorp St Lifts	Replacement of lifts	30/06/2014
Cape Town	Cape Town	9 Dorp St Lifts	Replacement of lifts	30/06/2014
Various	Various	Retention YC7 Projects	Retention and finalization of final accounts	31/03/2015
Cape Town	Cape Town	Khayelitsha SSOB	New office accommodation for district office	22/08/2014
Cape Town	Cape Town	27 Wale Street Canopy and Façade	New canopy and maintenance of façade	31/03/2016
Central Karoo	Beaufort West	Dan De Villiers SSOB	New office accommodation for district office	31/03/2015
Cape Town	Cape Town	Karl Bremer Offices	New office accommodation for regional office	31/03/2016
Various	Various	Various Social Development Offices	Modernisation of office space	Varies
Cape Town	Cape Town	MOD 4 Leeuwen Street	Upgrade of office accommodation in accordance with national norms and standards	31/03/2015
Cape Town	Cape Town	MOD 4 Dorp Street	Upgrade of office accommodation in accordance with national norms and standards	31/03/2016
Cape Town	Cape Town	MOD Long Street Wing	Upgrade of office accommodation in accordance with national norms and standards	30/06/2014
Various	Various	WDFID Upgrade	Upgrade of facilities for children with severe and profound intellectual disabilities	31/03/2016
Cape Town	Cape Town	MOD Ambition House	Upgrade of office accommodation in accordance with national norms and standards	04/06/2014
Cape Winelands	Stellenbosch	MOD Elsenburg Manor House	Upgrade of office accommodation in accordance with national norms and standards	02/08/2014
Cape Town	Cape Town	MOD Western Cape Archives	Upgrade of office accommodation in accordance with national norms and standards	02/08/2014
Eden	George	George Bus Depot Impound Centre	Construction of new temporal bus depot	30/05/2014
West Coast	Vredenburg	Vredenburg Impound Centre	Construction of new impound centre	31/03/2016
Cape Town	Cape Town	35 Wale Street - Foyer Upgrade	Minor upgrades	31/03/2015
Cape Town	Cape Town	Gene Louw Traffic College	New test track and pit	12/01/2015
Cape Town	Cape Town	9 Dorp Street - Façade Upgrade	Maintenance of façade	31/03/2016
Cape Town	Cape Town	Maitland GMT - 3 Rusper Street	New office accommodation for GMT	26/01/2015
Cape Town	Cape Town	Replacement of 7 Wale Street Bowie Lift	Replacement of lift	31/03/2015

Capital projects in progress				
Region / District	Municipality	Project Name	Project Description	Expected Completion Date
Cape Town	Cape Town	Wale Street Refurbishment Office of Premier	Upgrade of office accommodation in accordance with national norms and standards	01/08/2014
George	George	Modernisation: York Park	Upgrade of office accommodation in accordance with national norms and standards	08/05/2014
Cape Town	Cape Town	Leeuwenhof Heat Pumps	Retro-fitting of heat pumps	30/04/2014

The following capital projects are ongoing:

Ongoing Projects				
Region / District	Municipality	Project Name	Project Description	Expected Completion Date
Various	Various	Access Control	Maintenance and expansion of access control	-
Various	Various	Provincial Minister Residences Security	Security upgrades for Provincial Minister residences	-
Various	Various	Open Plan Furniture	Supply and installation of modernisation furniture	-
Various	Various	Ad Hoc Projects	Various projects which were not planned but had to be prioritised	-

There are no plans to close down or down-grade facilities.

The maintenance backlog is generally referred to as an accumulation over time of maintenance work deemed necessary to bring the condition of an asset up to a standard or acceptable level of risk that will enable the required service delivery function of the asset to continue. GIAMA sets out different targets for levels of service for various facilities depending on their function against which backlog maintenance can be measured across the three portfolios namely Education, Health, and General Buildings.

The current estimated backlog amounts to R3 075 million for all buildings to be upgraded to minimum Condition Grade level of C3. This amount includes professional fees and VAT. This is divided amongst the three directorates as follows:

Education	R2 724 million
Health	R281 million
General	R70 million

These amounts are derived from the building audit as prescribed by GIAMA. The following must be noted when interpreting the above figures:

- The figures are estimated and have been extrapolated to include the entire portfolio since the audit has currently completed approximately 90 percent of the area of the fixed assets within the three portfolios.
- The above estimated figures are based on the assumption that every building component (e.g. floor finish, wall finish, ceiling, door, roof covering, etc.) that has been assessed to be in a condition grade of less than C3 will be replaced. This will result in all components in a facility that has been upgraded being in condition grades C3, C4 or C5.
- There are many houses and small buildings within the General portfolio. These do not form part of the sample on which the above extrapolation has taken place.

The above figures, whilst estimated and extrapolated, are based on reliable information recently acquired; because of this the above figures cannot be directly compared to the previously reported backlog figures.

With regard to Education, the maintenance budget has increased. A new programme to replace old schools buildings with new through the ASIDI programme has commenced, and the construction of additional new schools to reduce pressure on existing schools has commenced, with the total Education budget amounting to approximately R 2.294 billion over the next MTEF period.

Moreover the Health infrastructure budget has also increased and focuses on replacement of old, dilapidated buildings with new built facilities, with most provincial government health facilities receiving attention in terms of upgrades, replacement, rehabilitation and extensive scheduled maintenance, amounting to R 1.561 billion over the next MTEF period.

With regard to General Buildings, all attempts are made to rehabilitate and replace critical components in buildings and modernise provincial government buildings. This will contribute significantly to reduce the maintenance backlog. The budget for provincial government buildings has increased to approximately R 2 billion over the next MTEF cycle, to be spent on general buildings infrastructure for replacement, modernisation, upgrades, and scheduled maintenance.

The budget allowed for maintenance over the MTEF period is reflected in the table below. As can be seen from the budgeted numbers there are some sharp increases in an attempt to reverse the maintenance backlogs. Furthermore, as part of the modernisation programme R 465 million is budgeted over the 2013 MTEF for it. This will also have a huge positive impact on the maintenance backlogs of office buildings.

	2013/14 (R'000)	2014/15 (R'000)	2015/16 (R'000)
Education	166 673	227 484	285 118
Health	190 065	196 770	214 174
General	221 365	313 095	400 870

The size of the immovable asset holding remained relatively constant during the reporting period. However, two properties were disposed i.e. a portion of a vacant erf and one servitude. Furthermore, six buildings were demolished as well as two vacant schools. Properties were acquired during the year.

The following measures were taken to ensure that the Department's immovable asset register (IAR) remained up-to-date during the period under review:

- Housekeeping on the IAR is done throughout the year.
- Towards the end of the year the IAR is updated with all acquisitions and disposals.
- Each financial year the IAR is updated with all new capital investments and demolitions. A Circular is sent out to all Accounting Officers to submit Section 42 documentation in this regard.
- Three years ago a service provider was appointed to assist with the sanitising and updating of the IAR. This was supplemented with a reconciliation exercise between the national Department of Public Works and this Department.

Based on the condition assessments done on the capital assets/buildings used by the Department (excluding leased out space, residential units and the roads camps) the current state of the Department's capital assets is as follows:

- 4 percent in a poor condition
- 8 percent in an average condition
- 88 percent in very good condition

No.	Facility Name	Grading	Replacement Value
1	9 DORP STREET COMPLEX	C4	R 80 663 050.00
2	ALFRED STREET / CHIAPINI STREET COMPLEX	C4	R 84 539 960.00
3	4 LEEUWEN STREET	C4	R 5 811 187.00

No.	Facility Name	Grading	Replacement Value	
4	PROPERTY CENTRE	C4	R	9 197 890.00
5	GOVERNMENT GARAGE HOPE STREET	C4	R	17 212 631.00
6	GOVERNMENT GARAGE ROELAND STREET	C4	R	9 459 997.00
7	GOVERNMENT GARAGE PAARDEN EILAND	C2	R	12 804 927.00
8	ATHLONE SHARED SERVICE CENTRE	C4	R	62 946 678.00
9	SOILS LABORATORY	C3	R	4 112 790.00
10	BELLVILLE WORKSHOP	C3	R	21 467 717.00
Total			R	308 216 827.00

The following major maintenance projects were undertaken:

Major Maintenance Projects	
Project Description	Project Stage
Roeland Street: Fire detection and climate control	Planning and technical Documentation
Roeland Street: New Wing	Planning and technical Documentation
Vaaldraai: Upgrading of services	Planning and technical Documentation
Tygerberg: Disaster Management Centre: Refurbish office space	Construction and 25% complete
DotP: Expansion of registry	Planning and technical Documentation
Cape Town CBD: Replacement of Lifts	Retention

8.2 Transport infrastructure: capital investment, maintenance and asset management

The capital investment, maintenance and asset management for Programme 3: Transport Infrastructure against final allocations is tabulated below:

Infrastructure projects	Final appropriation (R'000)	2013/2014 Actual Expenditure (R'000)	(over)/ under expenditure (R'000)	Final appropriation (R'000)	2012/2013 Actual Expenditure (R'000)	(over)/under expenditure (R'000)
New and replacement assets	20 973	10 309	10 664	40 833	23 154	17 679
Existing infrastructure assets	1 889 564	1 894 320	(4 756)	1 801 609	1 817 709	(16 100)
Upgrades and additions	361 129	364 931	(3 802)	243 027	252 626	(9 599)
Rehabilitation, renovations and refurbishments	996 594	1 003 453	(6 859)	1 103 481	1 109 975	(6 494)
Maintenance and repairs	531 841	525 936	5 905	455 101	455 108	(7)
Infrastructure transfer	67 303	67 017	286	45 042	44 596	446
Current	2 501	2 309	192	2 500	2 166	334
Capital	64 802	64 708	94	42 542	42 430	112
Total	1 977 840	1 971 646	6 194	1 887 484	1 885 459	2 025

The programme to implement the capital, investment and asset management plan was executed according to plan and the allocated budget was spent.

Infrastructure projects that are currently in progress and their expected completion dates are shown in the table below:

Table 42: Programme 3: Infrastructure Projects

District	Local	Project Name	Detailed Description	Commencement Date	Completion Date	Project Cost (R'000)
Cape Winelands	Stellenbosch Local Municipality	C0914.01: Rehabilitation of MR168 - Phase I Capacity and Safety Improvements	Construction of dual carriage way between new Vlaeberg Road and Annandale Road. Construction of new Vlaeberg Road with road over rail bridge. Construction of new access road between Vlaeberg Road and Vlottenburg Road.	24/07/2013	25/03/2015	178 335
Cape Winelands	Drakenstein Local Municipality	C0994: Reseal TR02501 between Paarl and Malmesbury & MR00027 between Klappmuts and Windmeul	Reseal of TR02501 between Paarl and Malmesbury (km 11.00 to km 17.88) and MR00027 between Klappmuts and Windmeul (km 51.90 to km 66.35).	20/05/2013	03/05/2014	49 551
Cape Winelands	Drakenstein Local Municipality	C0819: Rehab DR1126, MR218 and MR25 - Windmeul	The rehabilitation DR1126 km 9,38 - km 18.85, MR218 km 0 - km 5.56 and MR25 km 3.67 - km 3.98. Geometry and character of road maintained. Structural strengthening as well as minor safety improvements along "Slot van die Paarl" road.	07/11/2013	06/07/2015	109 632
Cape Winelands	Langeberg Local Municipality	C0915: Rehab MR282 Stormsvlei - Bonnievale	Rehabilitation of Stormsvlei to Bonnievale on MR282.	12/08/2013	11/11/2014	71 477
Cape Winelands	Stellenbosch Local Municipality	C0919: Rehab MR177 - Blackheath/Stellenbosch	Rehabilitation of sections of MR177 between Blackheath and Stellenbosch.	25/06/2013	15/10/2014	106 597
Eden	George Local Municipality	C0823: Rehab MR347 - Blanco	The rehabilitation and reconstruction of MR347 near George. Reseal and shoulder strengthening of MR347 between TR2/9 and N2. Reseal of MR347 between N2 and Harolds Bay (slip repair included). Upgrade of 2 Traffic Circles on MR00347.	03/02/2014	02/05/2015	102 915
Eden	Mossel Bay Local Municipality	C0822.02: Rehab MR348 and Upgrade DR1611 & DR01599 - Glentana	Rehabilitation of MR348 (km 3,02 - 11.0) at Glentana to Class 3 Cross-section. Upgrade of DR1611 to a surfaced standard. Portions of DR1599 between km 9.5 and km 11.1 to be upgraded to a surfaced standard. Sections on DR1599 between km 9.0 and km 9.4 as well as km 11.1 to km 11.5 to be resealed.	02/10/2013	01/03/2015	96 330
Eden	George Local Municipality	C0957.01: Flood Damage Repairs in the Uniondale Region Phase 1	Repair of June 2011 flood damage to structures in the Uniondale Region.	30/09/2013	31/03/2015	32 579

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District	Local	Project Name	Detailed Description	Commencement Date	Completion Date	Project Cost (R'000)
Eden	Hessequa Local Municipality	C0958.01: Flood Damage Repairs in the Riversdale Region	Repair of June 2011 flood damage to structures in the Riversdale Region.	18/06/2013	06/09/2014	21 253
Eden	Knysna Local Municipality	C0958.02: Flood Damage Repairs in the George Region	Repair of June 2011 flood damage to structures in the George to Knysna Region.	17/02/2014	10/04/2015	21 148
Eden	Oudtshoorn Local Municipality	C0959.01: Flood Damage Repairs Calitzdorp and Oudtshoorn Regions	Repair of June 2011 flood damage to structures in the Calitzdorp and Oudtshoorn Regions.	15/11/2013	21/01/2015	24 088
Eden	Kannaland Local Municipality	C0960.02: Flood Damage Repairs - Ladismith Region	Repair of June 2011 flood damage to structures in the Ladismith Region.	20/01/2014	03/02/2015	15 472
Eden	Mossel Bay Local Municipality	C0961.02: Flood Damage Repairs to Structures in Eden Region: Hartenbos Area	Repair of June 2011 flood damage to structures in the Hartenbos Area of Eden District Municipality.	22/05/2013	11/07/2014	15 681
Eden	Mossel Bay Local Municipality	C0822.04: Flood Damage Repairs on DR1578 near Botlierskop (South) between km 5 - km 7	Flood damage repairs on DR1578 at km 5,3 and km 6.2 near Botlierskop.	07/02/2014	14/07/2014	9 930
Eden	Mossel Bay Local Municipality	C0961.03: Flood Damage Repairs to Structures in the Eden Region: Herbertsdale Area	Repair of June 2011 flood damage to structures in Herbertsdale Area of Eden District Municipality.	02/09/2013	20/03/2015	22 030
Overberg	Swellendam Local Municipality	C0987: Reseal TR03201 between Ashton and Swellendam & MR00283 access road into Swellendam	Reseal of TR03201 between Ashton and Swellendam. The reseal of the access road MR00283 into Swellendam.	16/09/2013	18/07/2014	58 018
Overberg	Overstrand Local Municipality	C0986: Reseal sections of TR02701 from i/s with TR02801 to Rooi Els	Reseal of TR02701 between Botriver/Hermanus and Pringle Bay.	14/10/2013	12/06/2014	43 725
Overberg	DMA	C1054.01: Flood damage repairs and installation of landslide mitigation measures on Franschoek Pass	Permanent flood damage repairs and installation of landslide mitigation structures on Franschoek pass.	04/03/2014	01/07/2014	23 622
Cape Town Metropolitan Area	Oostenberg Administration	C0498.02: Upgrade MR177 - Stellenbosch Arterial Phase II	The upgrade of the Stellenbosch Arterial between Range Road and Polkadraai.	24/10/2013	23/01/2015	129 196

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District	Local	Project Name	Detailed Description	Commencement Date	Completion Date	Project Cost (R'000)
Cape Town Metropolitan Area	Cape Town Administration	C0990: Resurfacing TR08101 (R300) between Vanguard Dr & Swartklip Interchange	Resurfacing of TR8101 (R300), both carriageways, between Vanguard Drive and Swartklip intersection.	17/07/2013	14/04/2014	48 353
Cape Town Metropolitan Area	Cape Town Administration	C1045: Reseal of MR177 from km 9.77 - 16.52 and MR133 from km 8.76 - 10.03	Reseal of MR00177 from km 9.77 to km 16.53 (Stellenbosch Arterial - both carriageways) and MR00133 from km 8.76 to km 10.03 (Robert Sobukwe - both carriageways).	17/01/2014	19/08/2014	70 366
Cape Town Metropolitan Area	Cape Town Administration	C1049.01: Reseal of MR174 km 47.21 - km 58.49	Reseal of MR00174 from km 47.21 to km 58.49.	22/01/2014	06/06/2014	31 495
Cape Town Metropolitan Area	South Peninsula	C0799.02: Flood Damage Repairs and installation of landslide mitigation measures on CPD	Permanent Flood damage repairs and installation of further landslide mitigation structures on Chapman's Peak Drive.	18/02/2014	17/08/2014	25 896
West Coast	Cederberg Local Municipality	C0843.01: Regravel Roads - Graafwater Area	Regravelling of DR2187, DR2193, DR2193 and DR2195 totalling 51km near Graafwater.	26/06/2013	30/07/2014	45 808
West Coast	Bergrivier Local Municipality	C0835.01: Upgrade MR531 & MR534 and Reseal MR531	Upgrade of the MR531 and MR534 (19.8km) and reseal of MR531 (1.8km) near Redelinghuys and construction of New Bridge at km 92.55 on MR531.	15/10/2013	09/03/2015	88 657
West Coast	Matzikama Local Municipality	C0834.03: Upgrade DR2222 km 0-0.9 - Lutzville Area using Labour Intensive Methods	Upgrade DR2222 to surfaced standards in the Lutzville Area using labour enhanced construction methods.	05/11/2013	29/05/2014	9 261
West Coast	Saldanha Bay Local Municipality	C1002: Rehab DR02151 Camp Road in Saldanha Bay	Rehabilitation of DR02151, Camp Road in Saldanha Bay from km 2.37 to km 4.19 and MR559 from km 2.73 to km 3.74.	17/01/2014	22/10/2014	37 603
West Coast	Berg River Local Municipality	C0916: Rehab MR234 - Hopefield/Velddrift km 0.0 - km 17.8	Rehabilitation MR234 from 0,0 to km 17.8.	05/07/2013	10/10/2014	69 012

There are no plans to close down or down-grade any facilities.

The infrastructure maintenance backlog reduction plan is based on a technical needs intervention, which indicates that an additional R500 million per annum (2009 rand value) is needed to ensure that the road network asset value is largely sustained within the next ten years. This budget deficit is derived from the total kilometres of road that needs to be rehabilitated, albeit regavelled, upgraded to surfaced standard, resealed or rehabilitated.

As a direct result of the continuous rise in construction costs the unfunded backlog still remains at over R7 billion (2012/13 calculations). However, the road network is still kept at a stable condition due to the preservation strategy focusing on the above four rehabilitation interventions.

The Department's Road Network Information Systems (RNIS) are continuously updated.

Refer to table 10 (Condition of Surfaced roads) and 11 (Condition of Gravelled roads) above for details on the current state of road conditions.

Refer to Programme 3: Infrastructure Projects, with specific reference to resealing, regaveling and repair damaged structures (bridges) for major maintenance projects that were undertaken during the period under review.

PART C: GOVERNANCE

1. INTRODUCTION

The Department is committed to maintaining the highest standards of governance that are fundamental to the management of public finances and resources. Effective governance structures allow the Department to create value, through innovation, development and exploration, and provide accountability and control systems adequate with the risks involved.

2. RISK MANAGEMENT

The Accounting Officer (AO) for the Department takes responsibility for implementing Enterprise Risk Management (ERM) in accordance with the National Treasury Public Sector Risk Management Framework (PSRMF). The Directorate Enterprise Risk Management (D:ERM) in the Department of the Premier (DotP) provides a centralised strategic support service to the Department.

In compliance with the National Treasury Public Sector Risk Management Framework (PSRMF) and to further embed risk management within the Department, the Western Cape Government (WCG) has adopted an ERM Policy which sets out the WCG's overall intention with regard to ERM.

An Annual ERM Implementation Strategy was developed in order to give effect to the WCG ERM policy and to attain the Annual Enterprise Risk Management Implementation Plan and the risk management priorities of the Department. This enables the Department to deliver on its Departmental goals, objectives and key performance indicators, enhance risk informed decision making and optimise compliance with applicable legislation. It further outlines the roles and responsibilities of managers and staff in embedding risk management in the Department and defines the enabling legislation, standards, mechanisms, tools and resources to be used to realise the ERM plan.

The Enterprise Risk Management Committee (ERMCO) provides governance oversight over the entire system of risk management of the Department and furnishes the Accounting Officer with the requisite reports in respect of performance of risk management. The Audit Committee provides the independent oversight of the Department's system of risk management. The Audit Committee is furnished with Quarterly ERM progress reports and departmental risk profiles and registers to execute their independent oversight role. The Audit Committee's evaluation of the risk management process is in relation to the progress of implementation of the Departments Annual ERM Implementation Plan and significant/strategic risks faced by the Department and their relevant risk response/treatment strategies.

Enterprise Risk Management Committee

The Department has established an Enterprise Risk Management Committee (ERMCO) to assist the Accounting Officer in executing his/her respective responsibilities concerned with risk management. The committee operates under a terms of reference approved by the Accounting Officer. The Committee comprises of select members of the Department's senior

management team. As per its terms of reference the Committee should meet four times a year (Quarterly). The Committee meetings during the financial year under review were attended as follows:

Member	Position	Scheduled Meetings	Attended
Mr. Johan Fourie (Q1 and Q2)	Accounting Officers	4	2
Ms. Jacqui Gooch (Q3 and Q4)			1
Ms. Jacqui Gooch (Q1 and Q2)	Executive Manager (EM): Strategy, Planning and Coordination	2	2
Mr. Cedric Ismay	Chief Financial Officer	4	4
Mr. Hannes Mouton (Resigned)	EM: Provincial Roads and Transport Management	4	1
Mr. Lenn Fourie	Assistant Executive Manager (AEM): Provincial Roads Network management	4	4
Mr. Darryl Jacobs	AEM: Transport Operations	4	4
Mr. Yasir Ahmed	AEM: Transport Regulations	4	4
Mr. Gary Fisher	EM: Provincial Public Works	4	4
Mr. Shaheen Adams	AEM: Provincial Property Management	4	2
Mr. Joey Pillay	AEM: Public-Private Partnerships (PPP)	4	3
Mr. Thando Mguli (Q1 & Q2 only)	AEM: Provincial Facilities Management	4	2
Mr. Richard Petersen	AEM: Expanded Public Works Programme	4	2
Mr. Jan du Plessis	AEM: Strategic Management and Operational Support	4	3
Ms. Chantal Smith	Senior Manager: Supply Chain Management	4	4
Mr. Johann Koegelenberg	Senior Manager: Government Motor Transport	4	3
Mr. Carl Marx	Manager: Operational Support	4	3
Mr. Dirk Needham	Manager: Financial Control	4	4

Risk management process

During the period under review, the Department assessed its risks relative to its strategic and annual performance plan. Risk assessments are conducted on a strategic level on an annual basis and updated quarterly. At a programme level the risk assessments are conducted on a quarterly basis in order to review and update the existing risks and to identify emerging risks. Significant risks relevant to objectives were assessed in terms of its likelihood and impact; risk treatment plans are developed and managed by allocated risk owners. Programme risk registers are approved by the respective programme manager.

The ERMCO ratifies, prioritises and further recommends to the Accounting Officer, which significant risks are mitigated with an appropriate risk response/treatment in order to meet the departmental strategic objectives.

Impact on institutional performance

The enterprise risk management system has a positive effect on the management of risks and translates into improved performance.

3. FRAUD AND CORRUPTION

The Western Cape Government adopted an Anti-Corruption Strategy which confirms the Province's zero tolerance stance towards fraud and corruption. The Department has an approved Fraud Prevention Plan inclusive of a policy and strategy, and a Fraud Prevention Implementation Plan which gives effect to the Fraud Prevention Plan.

Various channels for reporting allegations of fraud and corruption exist and these are described in detail in the Provincial Anti-Corruption Strategy and the Departmental Fraud Prevention Plan. Each allegation received by the Forensic Investigation Unit is recorded in a Case Management System which is used as a management tool to report on progress made with cases relating to the Department and generating statistics for the Province and Department. Employees who blow the whistle on suspicions of fraud, corruption and theft are protected if the disclosure is a protected disclosure (i.e. not malicious). The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption and should they do so in person, their identities are kept confidential by the person to whom they are reporting.

Once fraud or corruption is confirmed after completion of an investigation, the relevant employee who participated in these acts is subjected to a disciplinary hearing. In all such instances, the WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where *prima facie* evidence of criminal conduct is detected, a criminal matter is reported at the South African Police Services.

During this financial year, 28 investigations were completed by the Forensic Investigation Unit whilst six matters were referred to the Department for an internal investigation. Six investigations confirmed fraud or corruption, two investigations confirmed irregularities and/or non-compliance, one investigation indicated that there was no fraud, corruption or irregularity and in 19 instances the preliminary investigation did not confirm the allegation of fraud, theft or corruption. At the end of the financial year, 17 matters remained on the case list of the Department.

The Department undertook a fraud risk assessment. Where risks identified were regarded as unacceptable, mitigation strategies of these risks are monitored by the ERMCO.

4. MINIMISING CONFLICT OF INTEREST

The Department embarked on the following initiatives to minimise conflict of interest in the Supply Chain:

- A draft policy on Conflict of Interest was developed and is in the process of consultation.

- The review of the Accounting Officer's Supply Chain Management System to prescribe in Chapter 1:11 amongst others:
 - The annual disclosure of Financial Interest of all employees in the Department's Supply Chain accompanied by an annual application for Remuneration for Work outside the Public Service (RWOPS);
 - Declaration of Interest by everyone involved in the consideration and/or adjudication of bids;
 - The declaration of the bid form WCBD 4 (disclosure of interest/suppliers performance/declaration of employees and independent bid determination) by all prospective bidders;
 - Compliance with ethical standards by all departmental staff;
 - Provisions on confidentiality;
 - The code of conduct for SCM practitioners;
 - The process for acceptance of gratification, hospitality and gifts in the context of conflict of interest; and
 - In addition, it provides for bidder/employee profile verification processes, that entails a monthly comparison of employee information on PERSAL to Western Cape Supplier Database for information of suppliers. This serves as both a preventative and detective control to identify officials doing business with government.

- The implementation of the requirement of compulsory registration on Western Cape Supplier Database by all companies intending to do business with the Western Cape Government. This entails pre-requisites such as:
 - Verification with Companies and Intellectual Property Commission for company registration and ownership information.
 - A sworn declaration in the form of the Western Cape Bid Document 4, by all prospective bidders.
 - Submission of BBEE – profile which is verified against the DTI database.

- In addition, training and formal workshops on Ethics provided via Supply Chain Management are also annually undertaken.

Where conflict of interest has been identified in the Supply Chain, it is deemed to constitute abuse of the SCM System and the Accounting Officer's Supply Chain Management System in the same chapter accordingly prescribes the process to be followed.

5. CODE OF CONDUCT

The Department adheres to the Public Service Code of Conduct. The highest standards of ethical business conducted are required of public servants employed by the Department in fulfilling their responsibilities. All employees are personally responsible for ensuring that their conduct is ethical and should bring any possible contraventions of the Code to the attention of their superior.

6. HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

The Occupational Health and Safety Act imposes the responsibility on the Department to ensure the physical safeguarding of its infrastructure sites, as well as ensuring the physical health and safety of the contractor and his/her employees. To this end, the minimum requirements relating to how this risk should be managed on infrastructure sites, has been standardised and built into the Construction Tender Document suites prescribed by the CIDB. As it pertains to transport infrastructure particularly, environmental impact assessments are preconditions of the executing projects on sites.

The Department has an operational Safety and Security Committee which includes representatives from the Department of Community Safety, given their responsibility for providing provincial risk services.

In support of emergency evacuation procedures, plans were developed and signed off for eight of the buildings in the CBD occupied by the Department. Eight planned and 10 unplanned evacuation exercises took place during the reporting period. A total of 80 employees were trained as First Aiders, Fire Marshals, Floor Marshals, and 78 employees received training in respect of the Occupational Health and Safety Act, Act 85 of 1993.

7. PORTFOLIO COMMITTEES

The Department met with the Standing Committee on Finance and Economic Development on 13 November 2013 regarding the Department's Annual Report 2012/13. The matters raised by the Committee in its subsequent *Report of the Standing Committee on Finance and Economic Development on the Annual Report of the Department for the year ended 31 March 2013*, dated 15 November 2013, and the Department's responses to these matters, are tabulated below:

No	Papers, reports and information requested by the Committee	Departmental Response
a	A detailed list of all new and current locations that were leased by the Department during the period under review, including the location of lease agreements that were cancelled during this period.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
b	A detailed list of the nine new and replacement schools that were constructed during the period under review, as well as the details of the 35 new and replacement schools currently under construction.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
c	The minimum requirements/criteria to be met by prospective candidates in order to become eligible for the diesel mechanic apprenticeship programme.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
d	The Placement Policy of Masakh'iSizwe Bursars as well as the Policy for the appointment of Masakh'iSizwe graduates.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
e	A map indicating the location of all gravel roads under the responsibility of the Western Cape	The information was provided to the Committee under,

No	Papers, reports and information requested by the Committee	Departmental Response
	Department of Transport and Public Works.	dated 21 February 2014.
f	A table indicating the number of registered public transport vehicles per category at the start and end of the period under review.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
g	A list of all weighbridge stations in the Western Cape, indicating how many heavy vehicles were weighed and, passed without being weighed at each respective station for the duration of the period under review.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.
h	A comprehensive list of all consultant entities used by the Department during the period under review, as well as a description of the services rendered by each entity.	The information was provided to the Committee under reference 4/6/4/1, dated 21 February 2014.

Matters raised by the Committee	Response by the Department
The Department should improve the integration of the medium-term and long term needs of the client departments into the Department's programmes so as to improve the relevance of targets in relation to achievement.	The Department's progress in this regard was provided to the Committee under reference 4/6/4/1 dated 21 February 2014.
The Department should, in collaboration with other provinces, pursue on national level the amendment of constraining laws which impede the access to high quality gravel pits and ultimately delay the maintenance of the road networks underpinning rural economic development.	No progress has been made to-date regarding amendments to legislation. However, the Department requested that the Legal Services component of the Corporate Service Centre (Department of the Premier), the Provincial Disaster Management Centre (Cooperative Governance), and the Department of Environmental Affairs and Development Planning (DEADP) draft Regulations (in terms of the Disaster Management Act) that will empower national and provincial departments and municipalities to gain emergency access to material resources which are not commercially available.
To visit the Department's Walk-in-Centre in Cape Town.	The Department was advised that the Committee's Programme is presently full and that the Chairman of the Committee has not yet indicated a preferred date for the site visit to proceed. The Committee was requested to indicate its readiness to proceed with a site visit to the Department's Walk-in-Centre.
To support the Minister of Transport and Public Works' request to reinstate funding from the National department of Transport and Public Works for the Dial-a-Ride initiative.	Noted.

The Department met with the Standing Committee on Finance and Economic Development on 12 February 2014 to brief the Committee on the following subjects:

- Upgrades to the Western Cape Provincial Parliament precinct:
The Committee requested a thorough overview of this project, detailing its scope, phases/timeframes, associated costs etc.
- George Integrated Public Transport Network:
The Department briefed the Committee on this subject on 5 June 2013. The Committee adopted a resolution, requesting a follow-up briefing, with particular reference to the financial model applied in establishing this project and the applicable implementation timeframes.
- Safely Home Campaign – 2013/14 Festive Season:
The Committee requested a briefing on the Safely Home initiative, with particular reference to its activities, challenges and successes during the 2013/14 festive season.

The Department met with the Standing Committee on Finance and Economic Development on 12 March 2014 to brief the Committee on funds appropriated to Vote 10: Transport and Public Works as detailed in the Western Cape Appropriation Bill 2014. In the *Report of the Standing Committee on Finance and Economic Development on Vote 10: Transport and Public Works*, in the Schedule to the Western Cape Appropriation Bill [B 3-2014], dated 17 March 2014, the Committee reported that it supports the Vote. The Committee also expressed its appreciation to the Provincial Minister of Transport and Public Works for his invaluable and selfless service to the Department throughout his industrious career. The Committee further thanked the officials of the Department of Transport and Public Works and its affiliated entity for their continuous cooperation throughout the current parliamentary term.

8. SCOPA RESOLUTIONS

REPORT OF THE STANDING COMMITTEE ON PUBLIC ACCOUNTS (SCOPA) ON THE 2012/13 ANNUAL REPORT DATED 25 MARCH 2014:

"The Committee noted the Auditor-General's audit opinion regarding the Department's Annual Financial Statements, being financially unqualified with no findings and that this represented an improvement from the 2011/12 unqualified with findings.

The Committee congratulated the Department on the progress it has made in this regard and towards its commitment of achieving a clean audit in 2014 and beyond. To achieve this commitment and to avoid a regression in the audit outcome, the Department should urgently and sustainably address all matters raised by the Auditor-General, the Audit Committee and this Committee.

The Committee took cognizance of the fact that 33 percent of High Risk Areas were covered by Internal Audit, compared to 41 percent last year, and further notes that of the 6 internal audits approved for auditing during the financial year, six were actually completed."

The views and resolutions of the Committee are laid out in the table below:

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes or NO)
5.10.1.1	The Committee thanked the department for publishing its resolutions, and actions taken in this regard, in its Annual Report, but noted that this was not an accurate reflection of the oversight role exercised by the Committee, in the year under review.	The Department should publish the Committee's opening comments specific to this Department, this table of resolutions and the list of information requested by the committee, in all future Annual Reports.	Noted. Finance Instruction 8 of 2014 was issued.	Yes
5.10.1.2	The Committee noted that of the total number of 125 targets planned for the year, 52 were not fully achieved during the year under review. This represented 42 percent of the total planned targets that were not achieved during the year under review. This was as a result of the institution not considering relevant systems and evidential requirements during the annual strategic planning process. The indicators being measured by the department are demand driven, which makes it difficult to determine accurate targets, other than using prior periods' data as a predictive target.	This matter should be referred to the relevant Standing Committee for further monitoring and evaluation, with the Department.	This matter was referred to the Standing Committee under reference 4/6/4/1 dated 16 April 2014.	No
5.10.1.3	The Committee noted that the financial control unit within the Department was in the process of investigating 26 cases as at 31 March 2013. 22 of the cases relating to irregular expenditure consisted of alleged procurement irregularities and four related to fruitless and wasteful expenditure. Furthermore, of the 26 cases under investigation, six have been referred to the FIU and eight to the labour relations unit. The Financial Control Unit concluded forty one investigations during the year under review.	The Department and the FIU should brief the Committee on progress achieved and/or the outcomes of these investigations.	Noted. The FIU was informed under reference 4/6/5/1 dated 16 April 2014.	No

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes or NO)
	<p>Consequently, the Department processed corrections, transferred amounts to receivables and expenditure was condoned by the relevant authority. This resulted in a decrease in the disclosure note balance for fruitless and wasteful expenditure by R7 549 292 and irregular expenditure by R140 817 003.</p> <p>The FIU within the Department of the Premier certified that it was in the process of investigating thirty cases as at 31 March 2013. The investigations in respect of 24 of these cases (ten of which were received in the last two quarters of the year under review) have not yet started. 13 of the 30 cases still in progress related to alleged procurement irregularities; 10 related to alleged corruption and the balance related to other alleged misconduct, irregularities and non-compliance issues.</p> <p>The FIU concluded twelve investigations during the year under review.</p> <p>Four of these concluded cases had an impact on the financial statements, which resulted in an increase in irregular expenditure amounting to R38 838 682.</p>			
5.10.1.4	The Committee noted that the Department, in conjunction with the Departments of Health and Education, needs to address the ongoing challenges relating to the Infrastructure Demand Management System (IDMS) and the Service Level Agreement between the three departments.	It will convene a joint-Standing Committee meeting with relevant Committees where the Departments of Health, Transport and Public Works will brief them on the measures implemented to address the ongoing challenges relating to the Infrastructure Demand Management System (IDMS) and	Noted. The Department of Health was informed under reference 4/6/4/1 dated 16 April 2014.	No

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes or NO)
		the Service Level Agreement between the two Departments.		
5.10.1.5		The Construction Industry Development Board should brief the Committee relating to the alleged collusion within the industry, the role its grading mechanism is playing in this regard and how these challenges are being addressed.	Noted. The CIDB was informed under reference 4/6/4/1 dated 16 April 2014.	No
5.10.1.6		That the City of Cape Town should brief the Committee on the alleged price collusion between contractors in the building of various stadia reported in preparation of the 2010 FIFA Soccer World Cup (as alluded in the Business report as reported by Ms Z Nicholzen dated, 28 November 2013).	Noted. The CoCT was informed under reference 4/6/4/1 dated 16 April 2014.	No

8.1 LIST OF INFORMATION REQUIRED

That the Department of Transport and Public Works provides the Committee with the following:

- 8.1.1 A detailed report of all investigations within the Department as indicated between notes 21-24 on page 204 of the Annual Report of the Department;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.2 A report on the projects that have been undertaken by the contracted consultants as indicated on pages 157-162 of the Annual Report of the Department;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.3 A detailed report of all S&T claims relating to foreign travel as indicated in note 4.7 on page 244 of the Annual Report of the Department;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.4 A report on the awarding of gifts as indicated on page 244 of the Annual Report of the Department;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.5 A detailed report on the under-utilisation of leased buildings as indicated in note 24.3 on page 257 of the Annual Report of the Department;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.6 A detailed report on the matter of irregular expenditure which is awaiting condonation (including the indication of which programmes are affected) as indicated on page 256 of the Annual Report of the Department; and
(The information was already provided to the Committee Co-ordinator on 13 December 2013)
- 8.1.7 A report relating to the disciplinary steps that were taken against officials as indicated on page 256 of the Annual Report of the Department. 10.2.15
- A detailed report of the issues highlighted under sections 17 and 18 under the procurement and contract management as per page 3-47 of the Annual Report;
(The information was already provided to the Committee Co-ordinator on 13 December 2013)

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes or No)
2009/2010	Claims against contractors/guarantor	The matter relates to two construction projects which had to be cancelled due to poor performance of the contractors, Peverett Construction CC (Valkenberg High Care Nurses Admissions Unit) and Zacon Building Construction (Western Cape College of Nursing).	Legal Services (R Collins) confirmed on 13 February that the matter is receiving attention; once the preparatory work is completed, he will be in a position to commit to providing the opinion and recommendation to the Department in respect of writing off the debts.	

9. PRIOR MODIFICATION TO AUDIT REPORTS

For the last three financial years there were no modifications to Audit Reports.

10. INTERNAL CONTROL UNIT

Work perform by Internal Control unit (Financial Governance)

Issues	Work performed
Financial delegations	Review 354 items (delegation lines)
Supply Chain Management	Review 354 items (delegations lines)
The development, review, and amendment of standing operating procedures and policies to enhance financial governance,	<ul style="list-style-type: none"> • Travel and Subsistence Finance Instruction 14 of 2009 (Supplimentary 1 of 2014) effective 1 April 2014 • Catering expenditure Finance Instruction 4 of 2014 effective April 2014 • Entertainment expenditure Finance Instruction 3 of 2014 effective 1 April 2014 • Submissions to higher authorities Finance Instruction 16 of 2013 effective 1 November 2013 • Audit process Finance Instruction 2 of 2007 (Supplementary 1/2014) • Irregular Fruitless and Wasteful expenditure Finance Instruction 2 of 2010 (Supplementary 1 2014) (Draft) • Management and Treatment of Internal Audit reports (Draft) • Policy on acceptance of gifts (Draft) • Policy on granting of gifts (Draft) • Payroll Control (Draft) • Loss Control Management and reporting (Draft)
Forensic Investigation reports.	28 reports treated
External audit process internal audit process.	<p>Prior to the commencement of the new audit cycle in December 2013 essential preparation work were conducted to ensure continuity with the audit outcome. Eg. Prior year issues adequately been addressed.</p> <p>Availibility of information.</p> <p>Control measure implemented to prevent any deviations.</p> <p>Weekly Auditor –Audit Steercom meetings.</p>
Internal audit process.	7 reports treated and conduct monthly Steercom meetings.
Supplier Invoice Tracking (To monitor payments within 30 days).	Monitor report and update the system.

Retention of financial information	Verification of 2013-2014 expenditure 32 672 vouchers are verified against the monthly document control reports to ensure completeness and safeguarded.
Payrolls control	Distribution, monitoring, verification of 2731 payrolls and safeguarding.
Reporting	
<ul style="list-style-type: none"> • SCOPA resolutions • Financial Misconduct (PSC) • Corruption and Fraud (DPSA) • Departmental Corporate Governance Improvement Plan • Audit Committee • Top Management • ERMCO • IYM 	<ul style="list-style-type: none"> Annually Quarterly Annually Quarterly/Monthly Monthly Quarterly Monthly Quarterly Monthly Monthly Monthly
Departmental Corporate Governance Improvement Plan	Update the (DCGIP) with Management report, Inter Audit reports and SCOPA resolutions. Monthly monitoring of 55 projects.
Financial Manual on the Electronic Content Management system	Maintenance of the system and 192 documents uploaded.
Financial Inspections	57 financial inspections. Post auditing of 3119 expenditure voucher above R100 000.
Loss Control programme 1- Investigations and finalisation of case files specifically for programme 1	Opening balance for 2013 13 cases New cases reported 13 Cases closed 12 Closing balance 31 March 2014 14
Programme 2,3,4,5,6 Loss Control system	
Irregular, fruitless and wasteful case files.	50 cases treated.

The Department maintains systems of internal control to safeguard its assets against unauthorised acquisition, use or disposition, and to ensure that proper accounting records are maintained.

These systems, *inter alia*, include documented organisational structures; a clear delineation of responsibilities, including the devolution of authority, as appropriate; established policies and procedures. Such systems are designed to provide reasonable assurance to all in particular, to the Audit Committee and the Auditor-General regarding the integrity and reliability of financial information, the protection of the department 's assets, and the efficient and effective use of its resources.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Internal Audit provides management with independent, objective assurance and consulting services designed to add value and to continuously improve the operations of the Department. It assists the Department to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of Governance, Risk Management and Control processes. The following key activities are performed in this regard:

- Assess and make appropriate recommendations for the improving the governance processes in achieving the department's objectives;
- Evaluate the adequacy and effectiveness and contribute to the improvement of the risk management process; and
- Assist the Accounting Officer in maintaining efficient and effective controls by evaluating those controls to determine their effectiveness and efficiency, and by developing recommendations for enhancement or improvement.

Internal Audit work completed during the year under review for the Department included 10 assurance engagements. The details of these engagements are included in the Audit Committee report.

The Audit Committee is established as an oversight body, providing independent oversight over governance, risk management and control processes in the Department, which include oversight and responsibilities relating to:

- Internal Audit function;
- External Audit function (Auditor General of South Africa - AGSA);
- Departmental Accounting and reporting;
- Departmental Accounting Policies;
- Review of AGSA management and audit report;
- Review of Departmental In-year Monitoring;
- Departmental Risk Management;
- Internal Control;
- Pre-determined objectives; and
- Ethics and Forensic Investigations.

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

Name	Qualifications	Internal or external	If internal, position in the Department	Date appointed	Date Resigned	No. of Meetings attended
Mr Ameen Amod	MBA (Cum Laude); Master of Arts (MA); BComm; CIA	External	N/a	01 January 2010	N/a	8

Name	Qualifications	Internal or external	If internal, position in the Department	Date appointed	Date Resigned	No. of Meetings attended
Mr Wessel Pieters	M Comm (ACC)(Pret); CA (SA) (Retired)	External	N/a	01 January 2010	N/a	8
Mr Christiaan Snyman	BComm Accounting; BComm Accounting Honours; CA(SA)	External	N/a	01 January 2013	N/a	8
Mr Sedick Steenkamp	Higher Diploma Accounting; CA (SA)	External	N/a	01 January 2013	N/a	8
Mr Francois Barnard	MComm (Tax); CA(SA); Postgrad Diploma in Auditing; CTA BCompt (Honours); BProc	External	N/a	01 January 2013	N/a	8

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2014.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from **Section 38 (1) (a) (ii)** of the **Public Finance Management Act (PFMA) and National Treasury Regulation 3.1**. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all of its responsibilities as contained therein.

The Effectiveness of Internal Control

In line with the PFMA and the King III Report on Corporate Governance requirements, Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by a risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit work was completed during the year under review:

- Public Transport Services: (Golden Arrow Bus Services – GABS)
- Operator Licence Administration and Permits
- In Year Monitoring (IYM)
- Infrastructure Reporting Model
- Special Licence Number Plates

- Leave Management
- Interim Financial Statements
- Performance Information Management
- Transfer Payments

The areas of concern by the Audit Committee are:

- Transfer Payments
- Leave Management

The Forensics Investigative Unit (FIU) presented us with statistics that indicate that, for the year under review, 34 cases were closed, whilst 21 new cases were opened. 17 cases were in progress as at 31 March 2014.

From our review of the reports of the Internal Auditors, the Audit Report on the Annual Financial Statements and the Management Report of the Auditor-General of South Africa (AGSA), the Committee notes the continued progress applied by the Department in improving the effectiveness of the system of internal control.

Corrective actions have been agreed upon by Management and are being monitored by the Audit Committee.

In-Year Management and Monthly/Quarterly Report

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Department in terms of the National Treasury Regulations and the Division of Revenue Act.

Evaluation of Financial Statements

The Audit Committee has:

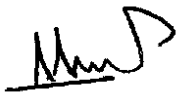
- reviewed and discussed the Audited Annual Financial Statements to be included in the Annual Report, with the AGSA and the Accounting Officer;
- reviewed the AGSA's Management Report and Management's response thereto;
- reviewed changes to accounting policies as reported in the Annual Financial Statements;
- reviewed the Department's processes for compliance with legal and regulatory provisions;
- reviewed the information on predetermined objectives as reported in the Annual Report;
- reviewed material adjustments resulting from the audit of the Department; and
- reviewed, and where appropriate, recommended changes to the interim financial statements as presented by the Department for the six months ending 30 September 2013.

Report of the Auditor-General South Africa

We have on a quarterly basis reviewed the Department's implementation plan for audit issues raised in the prior year. The Audit Committee has met with the AGSA to ensure that there are no unresolved issues that emanated from the regulatory audit. Corrective actions on the detailed findings raised by the AGSA will continue to be monitored by the Audit Committee on a quarterly basis.

The Audit Committee concurs and accepts the Auditor-General of South Africa's opinion regarding the Annual Financial Statements, and proposes that these Audited Annual Financial Statements be accepted and read together with their report.

The Audit Committee commends the Department on maintaining a Clean Audit Status.



Mr Ameen Amod
Chairperson of the Audit Committee
Department of Transport and Public Works
08 August 2014

PART D: HUMAN RESOURCE MANAGEMENT

1. LEGISLATION THAT GOVERN HR MANAGEMENT

The information provided in this part is prescribed by the Public Service Regulations (Chapter 1, Part III J.3 and J.4).

In addition to the Public Service Regulations, 2001 (as amended on 30 July 2012), the following prescripts direct Human Resource Management within the Public Service:

- **Public Service Act 1994, as amended by Act 30 of 2007,**

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.

- **Public Finance Management Act 1 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 responsibilities of persons entrusted with financial management in those governments; and to provide for matters connected therewith.

- **Occupational Health and Safety Act 85 of 1993,**

To provide for the health and safety of persons at work and for the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work; to establish an advisory council for occupational health and safety; and to provide for matters connected therewith.

- **Labour Relations Act 66 of 1995,**

To regulate and guide the employer in recognising and fulfilling its role in effecting labour peace and the democratisation of the workplace.

- **Basic Conditions of Employment Act 75 of 1997,**

To give effect to the right to fair labour practices referred to in section 23(1) of the Constitution by establishing and making provision for the regulation of basic conditions of employment; and thereby to comply with the obligations of the Republic as a member state of the International Labour Organisation; and to provide for matters connected therewith.

- **Skills Development Act 97 of 1998,**

To provide an institutional framework to devise and implement national, sector and workplace strategies to develop and improve the skills of the South African workforce; to integrate those strategies within the National Qualifications Framework contemplated in the South African Qualifications Authority Act, 1995; to provide for learnerships that lead to recognised occupational qualifications; to provide for the financing of skills development by means of a levy-grant scheme and a National Skills Fund; to provide for and regulate employment services; and to provide for matters connected therewith.

- **Employment Equity Act 55 of 1998,**

To promote equality, eliminate unfair discrimination in employment and to ensure the implementation of employment equity measures to redress the effects of discrimination; to achieve a diverse and efficient workforce broadly representative of the demographics of the province.

- **Skills Development Levy Act 9 of 1999,**

To provide any public service employer in the national or provincial sphere of Government with exemption from paying a skills development levy; and for exemption from matters connected therewith.

- **Promotion of Access to Information Act 2 of 2000,**

To give effect to the constitutional right of access to any information held by the State and any information that is held by another person and that is required for the exercise or protection of any rights; and to provide for matters connected therewith.

- **Promotion of Administrative Justice Act (PAJA) of 2000,**

To give effect to the right 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.

2. OVERVIEW OF HUMAN RESOURCES MATTERS AT THE DEPARTMENT

People are a key element in achieving the strategic objectives of the Department. Therefore human resource planning aims to ensure that the department has the right people, with the right skills, at the right place at the right time, all the time.

It is within this context that the Department's Strategic HR Plan was developed and implemented for the period 1 April 2010 to 31 March 2014. The HR Plan was reviewed to determine whether the human resource strategic objectives were still valid and whether it addressed the HR priorities in the Department. Bi-annual progress reports monitored the

implementation of the key activities contained within the HR Plan and were submitted to DPSA as directed.

By means of workforce planning the Department identified the current and future human resource needs and flagged the potential challenges that could impact on the achievement of the Department's strategic objectives.

2.1 Set HR Priorities for the Year under Review and the Impact of These Priorities

After analysing the current workforce profile and the future demand, the following HR priorities were identified:

- A new functional Organisational Design/Structure that would result in the Department meeting its strategic objectives;
- The continuous development of employees, which would provide the department with a pool of highly skilled employees; and
- Attracting and retaining staff with scarce and critical skills which will enhance the requirements of the Built Environment.

2.2 Workforce Planning Framework and Key Strategies to Attract and Recruit a Skilled and Capable Workforce

The following key strategies have been implemented in order to address the priorities as identified:

- The Masakh'iSizwe Programme is a mentorship programme that was introduced to attract graduates in line with the Department's critical skills needs, in the engineering and related fields.
- Targeted recruitment to fill vacancies in critical posts.
- to maintain and improve their skills and support staff retention.
- In instances where highly mobile staff members with critical and key skills are offered alternative employment opportunities, the Department provided counter-offers in line with the Public Service Regulations.

2.3 Employee Performance Management Framework

Employees who are nominated for performance bonuses are assessed by moderation panels, who then examine the evidence of superior performance. Under-performing staff members, on the other hand, are required to complete the actions stipulated in a Performance Improvement Plan. These are closely monitored to ensure absolute compliance with acceptable performance standards.

2.4 Employee Wellness

The WCG's transversal Employee Health and Wellness Programme (EHW) follows a holistic approach to employee wellbeing and is largely preventative in nature, offering both primary and secondary services. The EHW Programme is monitored in the Department through monthly utilisation reports for primary services (24/7/365 telephonic counselling service, online e-Care service and reporting) and secondary services (face-to-face counselling, trauma and critical incidents, training and targeted intervention, executive coaching, advocacy). A quarterly report is prepared by the Directorate: Organisational Behaviour within the Corporate Service Centre that provides a trend analysis of utilisation, risk identification and its

impact on productivity. Furthermore, on-going reporting to the Department of Public Service and Administration (DPSA) is a requirement and such reporting focuses on four areas namely, HIV/ AIDS, Health and Productivity, Wellness Management and SHEQ (Safety Health Environment, Risk and Quality Management).

3. HUMAN RESOURCE OVERSIGHT STATISTICS

3.1 Personnel related expenditure

The following tables summarise final audited expenditure by programme (Table 3.1.1) and by salary bands (Table 3.1.2). In particular, it provides an indication of the amount spent on personnel in terms of each of the programmes or salary bands within the Department.

The figures in Table 3.1.1 are drawn from the Basic Accounting System and the figures in Table 3.1.2 are drawn from the PERSAL [Personnel Salary] system. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in total expenditure reflected on these systems.

The key in the table below is a description of the Programme's within the Department. Programmes will be referred to by their number from here onwards.

Programme	Programme Designation
Programme 1	Administration
Programme 2	Public Works Infrastructure
Programme 3	Transport Infrastructure
Programme 4	Transport Operations
Programme 5	Transport Regulation
Programme 6	Community Based Programmes

Table 3.1.1: Personnel expenditure by programme, 2013/14

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Goods & Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees
Programme 1	131 952	70 222	11 902	47 960	53.2	227	309
Programme 2	1 368 277	134 524	61	534 601	9.8	303	444
Programme 3	2096813	146 796	218	453 220	7.0	179	820
Programme 4	856 825	15 369	309	71 910	1.8	357	43
Programme 5	315 318	51 147	4	262 746	16.2	219	234
Programme 6	43 752	23 459	5 071	19 226	53.6	186	126
Total	4 812 937	441 517	17 565	1 389 663	9.2	223	1 976

Note: The number of employees refers to all individuals remunerated during the reporting period, excluding the Minister.

Table 3.1.2: Personnel expenditure by salary bands, 2013/14

Salary bands	Personnel Expenditure (R'000)	% of total personnel expenditure	Average personnel expenditure per employee (R'000)	Number of Employees
Lower skilled (Levels 1-2)	37 843	8.5	76	497
Skilled (Levels 3-5)	90 131	20.2	143	631
Highly skilled production (Levels 6-8)	121 133	27.1	265	458
Highly skilled supervision (Levels 9-12)	160 568	35.9	459	350
Senior management (Levels 13-16)	37 256	8.3	931	40
Total	446 931	100.0	226	1 976

Note: The number of employees refers to all individuals remunerated during the reporting period, excluding the Minister.

The following tables provide a summary per programme (Table 3.1.3) and salary bands (Table 3.1.4), of expenditure incurred as a result of salaries, overtime, housing 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 3.1.3: Salaries, Overtime, Housing Allowance and Medical Assistance by programme, 2013/14

Programme	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Programme 1	53 686	12.0	1 223	0.3	1 804	0.4	2 813	0.6
Programme 2	91 755	20.5	1 278	0.3	2 427	0.5	4 545	1.0
Programme 3	97 503	21.8	1 097	0.2	6 750	1.5	9 553	2.1
Programme 4	7 015	1.6	33	0.007	142	0.0	278	0.1
Programme 5	39 830	8.9	66	0.01	1 317	0.3	2 646	0.6
Programme 6	15 976	3.6	33	0.007	548	0.1	974	0.2
Total	305 765	68.4	3 730	0.8	12 988	2.9	20 809	4.7

Note: Salaries, overtime, housing allowance and medical assistance are calculated as a % of the total personnel expenditure which appears in Table 3.1.2 above. Furthermore, the table does not make provision for other expenditure such as Pensions, Bonus and other allowances which make up the total personnel expenditure. Therefore, Salaries, Overtime, Housing Allowance and Medical Assistance amount to 76.8% of the total personnel expenditure.

The totals of table 3.1.3 and 3.1.4 do balance, however, due to the fact that the data is grouped by either programme or salary band and that it is rounded off to thousands they reflect differently.

Table 3.1.4: Salaries, Overtime, Housing Allowance and Medical Assistance by salary bands, 2013/14

Salary Bands	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Lower skilled (Levels 1-2)	25 369	5.7	323	0.1	2 885	0.6	3 636	0.8
Skilled (Levels 3-5)	60 664	13.6	1 023	0.2	5 057	1.1	7 464	1.7
Highly skilled production (Levels 6-8)	86 270	19.3	1 671	0.4	3 453	0.8	5 917	1.3
Highly skilled supervision (Levels 9-12)	110 251	24.7	715	0.2	1 441	0.3	3 369	0.8
Senior management (Levels 13-16)	23 211	5.2	0	0.0	151	0.0	424	0.1
Total	305 765	68.4	3 732	0.8	12 987	2.9	20 810	4.7

Note: The totals of table 3.1.3 and 3.1.4 do balance, however, due to the fact that the data is grouped by either programme or salary band and that it is rounded off to thousands they reflect differently.

3.2 EMPLOYMENT AND VACANCIES

The following tables summarise the number of funded posts on the establishment, the number of employees, the percentage of funded vacant posts, and whether there are any staff that are additional to the establishment. This information is presented in terms of three key variables: programme (Table 3.2.1), salary band (Table 3.2.2) and critical occupations (Table 3.2.3). Departments have identified critical occupations that need to be monitored. Table 3.2.3 provides establishment and vacancy information for the key critical occupations of the department.

Table 3.2.1: Employment and vacancies by programme, as at 31 March 2014

Programme	Number of funded posts	Number of posts filled	Vacancy rate %	Number of persons additional to the establishment	Vacancy Rate taking additional staff into account
Programme 1	238	215	9.7	27	0.0
Programme 2	296	278	6.1	103	0.0
Programme 3	682	661	3.1	100	0.0
Programme 4	21	21	0.0	5	0.0
Programme 5	180	171	5.0	22	0.0
Programme 6	62	62	0.0	7	0.0
Total	1 479	1 408	4.8	264	0.0

Table 3.2.2: Employment and vacancies by salary bands, as at 31 March 2014

Salary Band	Number of funded posts	Number of posts filled	Vacancy rate %	Number of persons additional to the establishment	Vacancy Rate taking additional staff into account
Lower skilled (Levels 1-2)	460	446	3.0	25	0.0
Skilled (Levels 3-5)	364	346	4.9	78	0.0
Highly skilled production (Levels 6-8)	419	395	5.7	68	0.0
Highly skilled supervision (Levels 9-12)	198	185	6.6	92	0.0
Senior management (Levels 13-16)	38	36	5.3	1	2.6
Total	1 479	1 408	4.8	264	0.0

Note: 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 3.4 of this report.

Table 3.2.3: Employment and vacancies by critical occupation, as at 31 March 2014

Critical Occupations	Number of funded posts	Number of posts filled	Vacancy rate %	Number of persons additional to the establishment	Vacancy Rate taking additional staff into account
Surveyor Technician	5	4	20.0	1	0.0
Quantity Surveyor	14	14	0.0	2	0.0
Engineer	18	17	5.6	12	0.0
Architect	19	19	0.0	4	0.0
Senior Managers	38	36	5.3	1	2.6
Total	94	90	4.3	20	0.0

3.3 JOB EVALUATION

The Public Service Regulations, 2001 as amended, introduced post 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 post in his or her organisation.

Table 3.3.1 summarises the number of posts that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

Table 3.3.1: Job evaluation, 1 April 2013 to 31 March 2014

Salary Band	Total number of funded posts	Number of posts evaluated	% of posts evaluated	Posts Upgraded		Posts Downgraded	
				Number	% of number of posts	Number	% of number of posts

Lower skilled (Levels 1-2)	460	0	0.0	0	0.0	0	0.0
Skilled (Levels 3-5)	364	9	0.6	0	0.0	0	0.0
Highly skilled production (Levels 6-8)	419	180	12.2	0	0.0	0	0.0
Highly skilled supervision (Levels 9-12)	198	186	12.6	8	0.5	0	0.0
Senior Management Service Band A (Level 13)	26	26	1.8	1	0.1	0	0.0
Senior Management Service Band B (Level 14)	8	10	0.7	1	0.1	0	0.0
Senior Management Service Band C (Level 15)	3	2	0.1	0	0.0	0	0.0
Senior Management Service Band D (Level 16)	1	1	0.1	0	0.0	0	0.0
Total	1 479	414	28.0	10	0.7	0	0.0

Note: Existing Public Service policy requires departments to subject specifically identified posts (excluding Educator and OSD [occupation-specific dispensation] posts) to a formal job evaluation process. These include newly created posts, as well as posts where the job content has changed significantly. This job evaluation process determines the grading and salary level of a post.

The majority of posts on the approved establishment were evaluated during previous reporting years, and the job evaluation results are thus still applicable.

Table 3.3.2: Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2013 to 31 March 2014

Beneficiaries	African	Indian	Coloured	White	Total
Female	1	0	2	0	3
Male	2	0	3	2	7
Total	3	0	5	2	10
Employees with a disability					0

Table 3.3.3 summarises the number of cases where salary levels exceeded the grade determined by job evaluation (including higher notches awarded). Reasons for the deviation are provided in each case.

Table 3.3.3: Employees who have been granted higher salaries than those determined by job evaluation per race group, 1 April 2013 to 31 March 2014

Major Occupation	Number of employees	Job evaluation level	Remuneration on a higher salary level	Remuneration on a higher notch of the same salary level	Reason for deviation
Director	1	13	0	11 notch increment	Retention
Total number of employees whose salaries exceed the level determined by job evaluation (including awarding of higher notches) in 2013/2014			1		
Percentage of total employment			0.1		

Table 3.3.4: Employees who have been granted higher salaries than those determined by job evaluation per race group, 1 April 2013 to 31 March 2014

Beneficiaries	African	Indian	Coloured	White	Total
Female	0	0	1	0	1
Male	0	0	0	0	0
Total	0	0	1	0	1
Employees with a disability					0

3.4. EMPLOYMENT CHANGES

Turnover rates provide an indication of trends in the employment profile of the department during the year under review. The following tables provide a summary of turnover rates by salary band (Table 3.4.1) and by critical occupations (Table 3.4.2).

Table 3.4.1: Annual turnover rates by salary band, 1 April 2013 to 31 March 2014

Salary Band	Number of employees as at 31 March 2013	Turnover rate 2012/13	Appointments into the department	Transfers into the department	Terminations out of the department	Transfers out of the department	Turnover rate 2013/14
Lower skilled (Levels 1-2)	290	4.6	23	0	6	1	2.4
Skilled (Levels 3-5)	584	8.3	47	5	38	8	7.9
Highly skilled production (Levels 6-8)	445	8.0	18	0	29	8	8.3
Highly skilled supervision (Levels 9-12)	307	8.7	31	3	25	3	9.1
Senior Management Service Band A (Level 13)	19	9.5	1	1	0	0	0.0
Senior Management Service Band B (Level 14)	14	0.0	0	0	1	1	14.3
Senior Management Service Band C (Level 15)	4	0.0	0	0	1	0	25.0
Senior Management Service Band D (Level 16)	1	0.0	0	0	0	0	0.0
Total	1 664	7.4	120	9	100	21	7.3
			129		121		

Note: A transfer is when a Public Service official moves from one department to another, on the same salary level.

Table 3.4.2: Annual turnover rates by critical occupation, 1 April 2013 to 31 March 2014

Critical Occupation	Number of employees as at 31 March	Turnover rate 2012/13	Appointments into the department	Transfers into the department	Terminations out of the department	Transfers out of the department	Turnover rate 2013/14
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2013							
Surveyor Technician	6	0.0	0	0	0	0	0.0
Quantity Surveyor	15	16.7	1	1	1	0	6.7
Engineer	31	20.5	5	0	6	0	19.4
Architect	18	0.0	5	0	1	0	5.6
SMS	38	13.6	1	1	2	1	7.9
Total	108	4.0	12	2	10	1	10.2
				14		11	

Table 3.4.3: Staff leaving the employ of the department, 1 April 2013 to 31 March 2014

Exit Category	Number	% of total exits	Number of exits as a % of total number of employees as at 31 March 2013
Death	3	2.5	0.2
Resignation *	27	22.3	1.6
Expiry of contract	34	28.1	2.0
Dismissal – misconduct	9	7.4	0.5
Dismissal – inefficiency	0	0.0	0.0
Discharged due to ill-health	4	3.3	0.2
Retirement	23	19.0	1.4
Transfers to other Public Service departments	21	17.4	1.3
Total	121	100.0	7.3

Note: Table 3.4.3 identifies the various exit categories for those staff members who have left the employ of the Department.

* Resignations are further discussed in tables 3.4.4 and 3.4.5.

Table 3.4.4: Reasons why staff resigned, 1 April 2013 to 31 March 2014

Resignation Reasons	Number	% of total resignations
Better remuneration	24	88.9
Other occupation	1	3.7
No reason	2	7.4
Total	27	100.0

Table 3.4.5: Different age groups of staff who resigned, 1 April 2013 to 31 March 2014

Age group	Number	% of total resignations
Ages <19	0	0.0
Ages 20 to 24	0	0.0
Ages 25 to 29	7	25.9

Ages 30 to 34	4	14.8
Ages 35 to 39	4	14.8
Ages 40 to 44	6	22.2
Ages 45 to 49	2	7.4
Ages 50 to 54	2	7.4
Ages 55 to 59	0	0.0
Ages 60 to 64	0	0.0
Ages 65 >	2	7.4
Total	27	100.0

Table 3.4.6 Employee initiated severance packages.

Total number of employee initiated severance packages in 2013/ 2014	None
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Table 3.4.7: Promotions by salary band, 1 April 2013 to 31 March 2014

Salary Band	Employees as at 31 March 2013	Promotions to another salary level	Promotions as a % of employees	Progressions to another notch within a salary level	Notch progressions as a % of employees
Lower skilled (Levels 1-2)	290	0	0.0	237	69.9
Skilled (Levels 3-5)	584	10	1.8	504	89.2
Highly skilled production (Levels 6-8)	445	10	2.2	327	72.3
Highly skilled supervision (Levels 9-12)	307	7	2.6	157	58.1
Senior management (Levels 13-16)	38	1	2.6	22	57.9
Total	1 664	28	1.7	1247	74.9

Table 3.4.8: Promotions by critical occupation, 1 April 2013 to 31 March 2014

Critical Occupation	Employees as at 31 March 2013	Promotions to another salary level	Promotions as a % of employees	Progressions to another notch within a salary level	Notch progressions as a % of employees
Surveyor Technician	6	0	0.0	1	16.7
Quantity Surveyor	15	0	0.0	13	86.7
Engineer	31	0	0.0	10	32.3
Architect	18	0	0.0	12	66.7
SMS	38	1	2.6	21	55.3
Total	108	1	0.9	57	52.8

3.5. EMPLOYMENT EQUITY

The information provided in this section depicts the Department's demographic composition by race, gender and disability, as required by the Employment Equity Act and the Department of Public Service and Administration. Positions in our post establishment require various academic qualifications such as a Senior Certificate, technical qualification or graduate and post-graduate degrees, as well as certain competency levels. The Employment Equity Act states that in determining whether designated groups are equitably represented within an occupational category and level in an employer's workforce a number of factors must be taken into account including, the pool of suitably qualified people from designated groups from which the employer may reasonably be expected to promote or appoint employees. The figures presented in this section do not take these factors into account and do not reflect the fact that the population statistics provided by the 2011 Census reveal that a very small percentage of the Western Cape population have Matric and tertiary qualifications, which constitute the pool of "suitably qualified people" from which the Western Cape Government can employ staff (as specified by the Employment Equity Act and Public Service Regulations). The Department is continuing to invest in measures to broaden the pool of suitably qualified people who can compete for its employment opportunities to broaden its equitable representation in all occupational categories and levels in the workforce.

Table 3.5.1: Total number of employees (including employees with disabilities) in each of the following occupational levels, as at 31 March 2014

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	1	0	2	0	0	0	1	0	0	4
Senior management (Levels 13-14)	2	12	2	9	3	4	0	1	0	0	33
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	27	109	6	94	17	38	2	25	1	1	320
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	40	106	1	50	45	113	5	70	0	0	430
Semi-skilled and discretionary decision making (Levels 3-5)	165	213	1	10	62	122	2	11	0	0	586
Unskilled and defined decision making (Levels 1-2)	74	103	0	2	47	71	0	2	0	0	299
Total	308	544	10	167	174	348	9	110	1	1	1 672
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	308	544	10	167	174	348	9	110	1	1	1 672

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational levels include all permanent, part-time and contract employees. Furthermore the information is presented by salary level and not post level.

For the number of employees with disabilities, refer to Table 3.5.2.

Table 3.5.2: Total number of employees (with disabilities only) in each of the following occupational levels, as at 31 March 2014

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	2	0	1	0	0	0	0	0	0	3
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	0	2	0	2	0	0	0	0	0	0	4
Semi-skilled and discretionary decision making (Levels 3-5)	1	2	0	1	0	0	0	0	0	0	4
Unskilled and defined decision making (Levels 1-2)	0	1	0	0	0	0	0	0	0	0	1
Total	1	7	0	4	0	0	0	0	0	0	12
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	1	7	0	4	0	0	0	0	0	0	12

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational level include all permanent, part-time and contract employees. Furthermore the information is presented by salary level and not post level.

Table 3.5.3: Recruitment, 1 April 2013 to 31 March 2014

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	1	0	0	1	0	0	0	0	0	2
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	4	11	0	10	1	4	0	2	1	1	34
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	1	5	1	1	2	4	1	3	0	0	18
Semi-skilled and discretionary decision making (Levels 3-5)	8	19	1	0	4	19	0	1	0	0	52
Unskilled and defined decision making (Levels 1-2)	4	13	0	0	3	3	0	0	0	0	23
Total	17	49	2	11	11	30	1	6	1	1	129
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	17	49	2	11	11	30	1	6	1	1	129

A = African; C = Coloured; I = Indian; W = White.

Note: Recruitment refers to new employees, including transfers into the Department, as per Table 3.4.1.

Table 3.5.4: Promotions, 1 April 2013 to 31 March 2014

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	1	0	0	1
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	1	2	1	0	0	3	0	0	0	0	7
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	1	2	0	1	0	4	0	2	0	0	10
Semi-skilled and discretionary decision making (Levels 3-5)	1	7	0	0	1	1	0	0	0	0	10
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	3	11	1	1	1	8	0	3	0	0	28
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	3	11	1	1	1	8	0	3	0	0	28

A = African; C = Coloured; I = Indian; W = White.

Note: Promotions refer to the total number of employees promoted within the Department, as per Table 3.4.7.

Table 3.5.5: Terminations, 1 April 2013 to 31 March 2014

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	1	0	1	0	0	0	0	0	0	2
Senior management (Levels 13-14)	1	0	0	0	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	2	10	0	10	2	2	0	2	0	0	28
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	2	10	0	4	7	9	2	3	0	0	37
Semi-skilled and discretionary decision making (Levels 3-5)	13	10	0	1	9	13	0	0	0	0	46
Unskilled and defined decision making (Levels 1-2)	2	0	0	0	1	4	0	0	0	0	7
Total	20	31	0	16	19	28	2	5	0	0	121
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	20	31	0	16	19	28	2	5	0	0	121

A = African; C = Coloured; I = Indian; W = White.

Note: Terminations refer to those employees who have left the employ of the Department, including transfers to other departments, as per Table 3.4.1.

Table 3.5.6: Disciplinary actions, 1 April 2013 to 31 March 2014

Disciplinary actions	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Final written warning	0	0	0	0	0	1	0	1	0	0	2
Suspension without pay	0	0	0	0	0	1	0	0	0	0	1
Dismissal/ desertion	1	5	0	3	0	1	0	0	0	0	10
Total	1	5	0	3	0	3	0	1	0	0	13

A = African; C = Coloured; I = Indian; W = White.

Note: The disciplinary actions total refers to formal outcomes only and not headcount. For further information on the outcomes of the disciplinary hearings and types of misconduct addressed at disciplinary hearings, please refer to Tables 3.12.2 and Table 3.12.3.

Table 3.5.7: Skills development, 1 April 2013 to 31 March 2014

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	1	6	1	5	1	0	0	1	15
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	15	51	2	24	7	19	0	6	124
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	17	40	0	11	15	50	0	21	154
Semi-skilled and discretionary decision making (Levels 3-5)	21	50	0	7	21	50	0	2	151
Unskilled and defined decision making (Levels 1-2)	28	60	1	5	23	44	1	2	164
Total	82	207	4	52	67	163	1	32	608
Temporary employees	0	0	0	0	0	0	0	0	0
Grand total	82	207	4	52	67	163	1	32	608

A = African; C = Coloured; I = Indian; W = White.

Note: The above table refers to the total number of personnel who received training, and not the number of training courses attended by individuals. For further information on the actual training provided, please refer to Table 3.13.2.

3.6. SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

Table 3.6.1: Signing of Performance Agreements by SMS Members, as at 31 May 2013

SMS Level	Number of funded SMS posts per level	Number of SMS members per level	Number of signed Performance Agreements per level	Signed Performance Agreements as % of SMS members per level
Director-General/ Head of Department	1	1	1	100.0
Salary level 16, but not HOD	0	0	0	0.0
Salary Level 15	3	3	3	100.0
Salary Level 14	8	8	8	100.0
Salary Level 13	32	25	25	100.0
Total	44	37	37	100.0

Note: The allocation of performance-related rewards (cash bonus) for Senior Management Service members is dealt with later in the report. Please refer to Table 3.8.5.

Table 3.6.2: Reasons for not having concluded Performance Agreements with all SMS on 31 May 2013

Reasons for not concluding Performance Agreements with all SMS
N/A

Table 3.6.3: Disciplinary steps taken against SMS Members for not having concluded Performance Agreements on 31 May 2013

Disciplinary steps taken against SMS Members for not having concluded Performance Agreements
N/A

3.7. FILLING OF SMS POSTS

Table 3.7.1: SMS posts information, as at 30 September 2013

SMS Level	Number of funded SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ Head of Department	1	1	100.00	0	0.00
Salary level 16, but not HOD	0	0	0.00	0	0.00
Salary Level 15	3	1	33.33	2	66.67
Salary Level 14	8	7	87.50	1	12.50
Salary Level 13	32	25	78.13	7	21.88
Total	44	34	77.27	10	22.73

Table 3.7.2: SMS posts information, as at 31 March 2014

SMS Level	Number of funded SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ Head of Department	1	1	100.00	0	0.00
Salary level 16, but not HOD	0	0	0.00	0	0.00
Salary Level 15	3	2	66.67	1	33.33
Salary Level 14	8	7	87.50	1	12.50
Salary Level 13	26	26	100.00	0	0.00
Total	38	36	94.74	2	5.26

Table 3.7.3: Advertising and Filling of SMS posts, as at 31 March 2014

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 after 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, but not HOD	0	0	0
Salary Level 15	0	0	0
Salary Level 14	0	0	0
Salary Level 13	0	0	0
Total	0	0	0

Table 3.7.4: Reasons for not having complied with the filling of funded vacant SMS posts – Advertised within 6 months and filled within 12 months after becoming vacant

SMS Level	Reasons for non-compliance
Director-General/ Head of Department	0
Salary level 16, but not HOD	0
Salary Level 15	0
Salary Level 14	0
Salary Level 13	0

Table 3.7.5: Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months

Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months
None Required

3.8. EMPLOYEE PERFORMANCE

Table 3.8.1: Notch progressions by salary band, 1 April 2013 to 31 March 2014

Salary Band	Employees as at 31 March 2013	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2)	290	237	69.9
Skilled (Levels 3-5)	584	504	89.2
Highly skilled production (Levels 6-8)	445	327	72.3
Highly skilled supervision (Levels 9-12)	307	157	58.1
Senior management (Levels 13-16)	38	22	57.9
Total	1 664	1 247	74.9

Table 3.8.2: Notch progressions by critical occupation, 1 April 2013 to 31 March 2014

Critical Occupations	Employees as at 31 March 2013	Progressions to another notch within a salary level	Notch progressions as a % of employees by critical occupation
Surveyor Technician	6	1	16.7
Quantity Surveyor	15	13	86.7
Engineer	31	10	32.3
Architect	18	12	66.7
SMS	38	21	55.3
Total	108	57	52.8

To encourage good performance, the Department has granted the following performance rewards allocated to personnel for the performance period 2012/13, but paid in the financial year 2013/14. The information is presented in terms of race, gender, and disability (Table 3.8.3), salary bands (Table 3.8.4 and Table 3.8.5) and critical occupations (Table 3.8.6).

Table 3.8.3: Performance rewards by race, gender, and disability, 1 April 2013 to 31 March 2014

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group as at 31 March 2013	% of total within group	Cost (R'000)	Average cost per beneficiary (R)
African	118	488	24.2	737	6 251
Male	66	309	21.4	391	5 931
Female	52	179	29.1	346	6 657
Coloured	330	868	38.0	2 773	8 402
Male	190	520	36.5	1 491	7 845
Female	140	348	40.2	1 282	9 159
Indian	10	17	58.8	157	15 740
Male	4	8	50.0	108	27 096
Female	6	9	66.7	49	8 169
White	129	276	46.7	2 299	17 825
Male	83	169	49.1	1 702	20 510
Female	46	107	43.0	597	12 980
Employees with a disability	3	15	20.0	38	12 574
Total	590	1 664	35.5	6 004	10 178

Note: The above table relates to performance rewards for the performance year 2012/13 and payment effected in the 2013/14 reporting period.

Table 3.8.4: Performance rewards by salary bands for personnel below Senior Management Service level, 1 April 2013 to 31 March 2014

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2013	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	51	290	17.6	176	3 445	0.0
Skilled (Levels 3-5)	187	584	32.0	900	4 810	0.2
Highly skilled production (Levels 6-8)	173	445	38.9	1 612	9 317	0.4
Highly skilled supervision (Levels 9-12)	158	307	51.5	2 601	16 463	0.6
Total	569	1 626	35.0	5 289	9 294	1.3

Note: The cost is calculated as a percentage of the total personnel expenditure for salary levels 1-12, reflected in Table 3.1.2.

Table 3.8.5: Performance rewards (cash bonus), by salary band, for Senior Management Service level, 01 April 2013 to 31 March 2014

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2013	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Senior Management Service Band A (Level 13)	14	19	73.7	427	30 478	1.1
Senior Management Service Band B (Level 14)	3	14	21.4	117	39 023	0.3
Senior Management Service Band C (Level 15)	2	4	50.0	68	34 069	0.2
Senior Management Service Band D (Level 16)	2	1	200.0	105	52 335	0.3
Total	21	38	55.3	717	34 122	1.9

Note: The cost is calculated as a percentage of the total personnel expenditure for salary levels 13-16, reflected in Table 3.1.2.

Table 3.8.6: Performance rewards by critical occupations, 1 April 2013 to 31 March 2014

Critical Occupation	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2013	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of total personnel expenditure
Surveyor Technician	3	6	50.0	34	11 201	0.0
Quantity Surveyor	11	15	73.3	154	13 960	0.0
Engineer	12	31	38.7	470	39 196	0.1
Architect	11	18	61.1	182	16 532	0.0
SMS	21	38	55.3	717	34 122	0.2
Total	58	108	53.7	1 557	26 826	0.4

3.9 FOREIGN WORKERS

The tables below summarise the employment of foreign nationals in the Department in terms of salary bands and by major occupation. The tables also summarise changes in the total number of foreign workers in each salary band and by each major occupation.

Table 3.9.1: Foreign Workers by salary band, 1 April 2013 to 31 March 2014

Salary Band	1 April 2013		31 March 2014		Change	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	0	0.0	0	0.0	0	0.0
Skilled (Levels 3-5)	0	0.0	0	0.0	0	0.0
Highly skilled production (Levels 6-8)	0	0.0	0	0.0	0	0.0
Highly skilled supervision (Levels 9-12)	0	0.0	2	100.0	2	100.0
Senior management (Levels 13-16)	0	0.0	0	0.0	0	0.0
Total	0	0.0	2	100.0	2	100.0

Note: The table above excludes non-citizens with permanent residence in the Republic of South Africa.

Table 3.9.2: Foreign Workers by major occupation, 1 April 2013 to 31 March 2014

Major Occupation	1 April 2013		31 March 2014		Change	
	Number	% of total	Number	% of total	Number	% change
Architect	0	0.0	2	100.0	2	100.0
Total	0	0.0	2	100.0	2	100.0

Note: The table above excludes non-citizens with permanent residence in the Republic of South Africa.

3.10. LEAVE UTILISATION FOR THE PERIOD 1 JANUARY 2013 TO 31 DECEMBER 2013

The Public Service Commission identified the need for careful monitoring of sick leave within the public service. The following tables provide an indication of the use of sick leave (Table 3.10.1)

and incapacity leave (Table 3.10.2). In both cases, the estimated cost of the leave is also provided.

Table 3.10.1: Sick leave, 1 January 2013 to 31 December 2013

Salary Band	Total days	% days with medical certification	Number of Employees using sick leave	Total number of employees	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Lower skilled (Levels 1-2)	3 416	84.8	273	308	88.6	13	983
Skilled (Levels 3-5)	5 626	84.2	537	631	85.1	10	2 237
Highly skilled production (Levels 6-8)	4 083	80.6	401	458	87.6	10	3 069
Highly skilled supervision (Levels 9-12)	1 686	76.9	242	350	69.1	7	2 125
Senior management (Levels 13-16)	139	77.7	27	40	67.5	5	303
Total	14 950	82.5	1 480	1 787	82.8	10	8 717

Note: The three-year sick leave cycle started in January 2010. The information in each case reflects the totals excluding incapacity leave taken by employees. For an indication of incapacity leave taken, please refer to Table 3.10.2.

Table 3.10.2: Incapacity leave, 1 January 2013 to 31 December 2013

Salary Band	Total days	% days with medical certification	Number of Employees using incapacity leave	Total number of employees	% of total employees using incapacity leave	Average days per employee	Estimated Cost (R'000)
Lower skilled (Levels 1-2)	454	100.0	9	308	2.9	50	134
Skilled (Levels 3-5)	70	100.0	9	631	1.4	8	25
Highly skilled production (Levels 6-8)	67	100.0	4	458	0.9	17	55
Highly skilled supervision (Levels 9-12)	26	100.0	2	350	0.6	13	26
Senior management (Levels 13-16)	0	0.0	0	40	0.0	0	0
Total	617	100.0	24	1 787	1.3	26	240

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. If an employee has exhausted his or her normal sick leave, the employer must conduct an investigation into the nature and extent of the employee's incapacity. Such investigations must be carried out in accordance with item 10(1) of Schedule 8 of the Labour Relations Act (LRA).

Incapacity leave is not an unlimited amount of additional sick leave days at an employee's disposal. Incapacity leave is additional sick leave granted conditionally at the employer's discretion, as provided for in the Leave Determination and Policy on Incapacity Leave and Ill-Health Retirement (PILIR).

Table 3.10.3 summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the Public Service Commission Bargaining Chamber (PSCBC) in 2000 requires

management of annual leave to prevent high levels of accrued leave having to be paid at the time of termination of service.

Table 3.10.3: Annual Leave, 1 January 2013 to 31 December 2013

Salary Band	Total days taken	Total number employees using annual leave	Average days per employee
Lower skilled (Levels 1-2)	6 353	298	21
Skilled (Levels 3-5)	14 610	617	24
Highly skilled production (Levels 6-8)	10 836	454	24
Highly skilled supervision (Levels 9-12)	7 365	332	22
Senior management (Levels 13-16)	957	39	25
Total	40 121	1 740	23

Table 3.10.4: Capped leave, 1 January 2013 to 31 December 2013

Salary Band	Total capped leave available as at 31 Dec 2012	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Number of employees with capped leave as at 31 Dec 2013	Total capped leave available as at 31 Dec 2013
Lower skilled (Levels 1-2)	364	0	0	0	33	227
Skilled (Levels 3-5)	8 302	105	17	6	246	7 663
Highly skilled production (Levels 6-8)	6 945	63	7	9	150	6 640
Highly skilled supervision (Levels 9-12)	8 185	45	7	6	109	7 354
Senior management (Levels 13-16)	1 881	0	0	0	18	1 670
Total	25 677	213	31	7	556	23 554

Note: It is possible for the total number of capped leave days to increase as employees who were promoted or transferred into the Department, retain their capped leave credits, which form part of that specific salary band and ultimately the departmental total.

Table 3.10.5 summarises payments made to employees as a result of leave that was not taken.

Table 3.10.5: Leave pay-outs, 1 April 2013 to 31 March 2014

Reason	Total Amount (R'000)	Average payment per incident	Number of incidents	Cost
Leave pay-outs for 2013/14 due to non-utilisation of leave for the previous cycle	0	0	0	0.00
Capped leave pay-outs on termination of service for 2013/14	1 630	108 679	15	1 630 190.43
Current leave pay-outs on termination of service for 2013/14	464	17 834	26	463 672.52
TOTAL	2 094	51 070	41	2 093 862.95
Total number of employees who received payments				28

3.11. HIV AND AIDS & HEALTH PROMOTION PROGRAMMES

Table 3.11.1: Steps taken to reduce the risk of occupational exposure, 1 April 2013 to 31 March 2014

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
<p>The nature of the Department's work does not expose employees to increased risk of contracting HIV/AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.</p>	<p>HIV/AIDS Counselling and Testing [HCT] and Wellness screenings sessions were conducted in general. The outsourced Health and Wellness contract (Employee Health and Wellness Programme [EHWP]) provides employees with their immediate family members [it means the spouse or partner of an employee or children living with an employee] are provided with a range of services. These services include the following:</p> <ul style="list-style-type: none"> ▪ 24/7/365 Telephone counselling; ▪ Face to face counselling (6 + 2 session model); ▪ Trauma and critical incident counseling; ▪ Advocacy on HIV&AIDS awareness, including online E-Care services and ▪ Training, coaching and targeted Interventions where these were required.

Table 3.11.2: Details of Health Promotion and HIV and AIDS Programmes, 1 April 2013 to 31 March 2014

Question	Yes	No	Details, if yes
<p>1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2001? If so, provide her/his name and position.</p>	√		<p>Ms Reygana Shade is the Director: Organisational Behaviour, (Department of the Premier). She fulfilled this role due to the corporatisation of the Employee Health and Wellness function,</p>
<p>1. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.</p>	√		<p>The Corporate Services Centre (CSC) within the Department of the Premier provides a transversal service to eleven (11) participating departments, including the Department of the Premier.</p> <p>A designated Employee Health and Wellness unit within the Directorate Organisational Behaviour and the Chief Directorate Organisation Development serves to promote the health and wellbeing of employees in the eleven (11) departments.</p> <p>The unit consists of a Deputy Director, three (3) Assistant Directors and four (4) Wellness Practitioners.</p> <p>Budget : R2 m</p>
<p>2.Has the department introduced an Employee Assistance or Health Promotion Programme for employees? If so, indicate the key elements/services of this Programme.</p>	√		<p>The Department has entered into a service level agreement with ICAS [Service Provider] to render an Employee Health and Wellness Service to the eleven client departments of the Corporate Services Centre [CSC].</p> <p>The Department conducted interventions namely, Management Consultancy, Employee Induction, Stress Management, Abuse and Sexual Health Awareness, Work Life Balance, Employee Advocacy Awareness, Personal Finance, Managerial Referral, Substance Abuse, Financial Wellbeing, Juicy Parenting, Re-Strung and Coaching for employees. These interventions were</p>

Question	Yes	No	Details, if yes
			<p>planned based on the trends reported quarterly through the Employee Health and Wellness Programme [EHWP] reports provided by the service provider, ICAS, for the period 2013/14. The reports were based on the utilisation of the EHW services and management information in order to target appropriate interventions to address these trends.</p> <p>The targeted interventions were aimed at improving employee engagement through awareness and educational interventions that promote healthy lifestyles and coping skills. This involves presentations to create awareness and encourage employees to have a pro-active approach to limit the impact of these problems in the workplace. The above-mentioned interventions were conducted for the targeted departments, managers and supervisors as well as executive coaching for SMS members.</p> <p>The Department also provided information sessions, as requested by various departments in the Western Cape Government [WCG] to inform employees of the EHW service, how to access the Employee Health and Wellness Programme [EHWP]. Promotional material such as pamphlets, posters and brochures were distributed.</p>
3. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	√		<p>A new Health and Wellness Steering Committee has been established with members nominated by each department.</p> <p>Committee members are:</p> <ul style="list-style-type: none"> ▪ Agriculture: M Ferreira and H Jordaan (DJ); ▪ Community Safety: A Brink; S Sekwadi & C Coetzee; ▪ Cultural Affairs: S Julies & D Flandorp; ▪ Economic Development & Tourism: C Julies & P Martin; ▪ Environmental Affairs & Development Planning: Kroese & P Cloete; ▪ Health: S Newman & C Van Willing; ▪ Human Settlements: J Roberts & LL Groenewald; ▪ Local Government: F Matthee & K Adams; ▪ Department of the Premier: R Shade & N Norushe; ▪ Provincial Treasury: D Sass & S Sixubane; ▪ Social Development: T Mtheku; & M Robinson; ▪ Transport & Public Works: C Marx & Z De Monk; and ▪ Western Cape Education: M Cronje and C le Roux.
4. 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	√		<p>The Transversal Management Framework for Employee Health and Wellness Programmes in the Western Cape Government is in effect and was adopted by the Co-ordinating Chamber of the PSCBC for the Western</p>

Question	Yes	No	Details, if yes
reviewed.			<p>Cape Province on 10 August 2005.</p> <p>DPSA has developed several national policy documents in 2007/8 that govern Employee Health and Wellness [EHW] in the Public Service and that coordinate the programmes and services in a uniform manner.</p> <p>In this regard, all employment policies make provision for fair practices, regardless of the HIV status of staff or applicants.</p> <p>During the period under review, the Department of the Premier has developed a Transversal Employee Health and Wellness policy. The draft document is being consulted for ratification.</p> <p>Further to this, the Department of Health has currently approved the Transversal HIV and AIDS/STI Workplace Policy and Programme that will be applicable to all departments of the Western Government. The document is in line with the four pillars of the EHW Strategic Framework 2008.</p>
<p>5. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.</p>	√		<p>The Department implemented the Provincial Strategic Plan on HIV/AIDS, STIs and TB 2012 - 2016 to mainstream HIV and TB and its gender and rights-based dimensions into the core mandates to reduce HIV-related stigma.</p> <p>The overarching aim of the said Provincial Strategic Plan is to protect HIV-positive employees by advocating the implementation of the Three Zeros in line with the Joint United Nations Programme on HIV & AIDS (UNAIDS). These are Educational programmes and information sessions developed to eradicate stigma and discrimination and to raise awareness through:</p> <ul style="list-style-type: none"> ▪ Zero new HIV, STI and TB infections ▪ Zero deaths associated with HIV and TB ▪ Zero discrimination <p>Also, the department is conducting the HCT and Wellness screening sessions to ensure that every employee in the CSC Departments of the Western Cape Government is tested for HIV and screened for TB, at least annually,</p> <p>The aim was to:</p> <ul style="list-style-type: none"> ▪ Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees. ▪ Reduce unfair discrimination in access to services. This included ensuring that Employee Relations Directorate addresses complaints or grievances and provides training to employees. ▪ Other key elements that addressed anti HIV/AIDS discrimination issues were: Wellness Screenings and TB Testing Sessions with specific requests from departments were conducted, posters and

Question	Yes	No	Details, if yes
			pamphlets were distributed, HIV/AIDS counselling [HCT] and TB Testing were conducted, condom programme and spot talks, including [HIV/AIDS speak out programme] were conducted as well.
6. Does the department encourage its employees to undergo voluntary counselling and testing (VCT)? If so, list the results that you have achieved.	√		<p>HCT SESSIONS:</p> <p>The following screening sessions were conducted:</p> <p>Blood pressure, Glucose, Cholesterol, TB, BMI [body mass index] and spot talks.</p> <p>The Department of Transport and Public Works participated in 21 HCT and Wellness screening sessions.</p> <p>620 Employees were tested and counselled for HIV, Tuberculosis and Sexually Transmitted Infections (STI's). There were 10 clinical referrals for TB, HIV or any other STIs.</p>
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	√		<p>The impact of health promotion programmes is indicated through information provided through the Employee Health and Wellness Contract (external EAP service provider).</p> <p>The Employee Health and Wellness Programme (EHWP) is monitored through Quarterly and Annual reporting. This reporting is provided by the External Service Provider. The most recent annual health review period was 1 April 2013 – 2014.</p> <p>The quarterly and annual review provides a breakdown of the EHWP Human Capital Demographic i.e. age, gender, length of service, dependent utilisation, language utilisation, employee vs. manager utilisation, no. of cases.</p> <p>The review further provides amongst others service utilisation, problem profiling and trending, assessment of employee and organisational risk and the impact thereof on the individual functioning in the work place.</p>

3.12. LABOUR RELATIONS

The following collective agreements were entered into with trade unions within the Department.

Table 3.12.1: Collective agreements, 1 April 2013 to 31 March 2014

Total collective agreements	None
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Table 3.12.2 summarises the outcome of disciplinary hearings conducted within the department for the year under review.

Table 3.12.2: Misconduct and disciplinary hearings finalised, 1 April 2013 to 31 March 2014

Outcomes of disciplinary hearings	Number	% of total
Final written warning	2	15.4
Suspension without pay	1	7.7
Dismissal/ desertion	10	76.9
Total	13	100.0
Percentage of total employment		0.7

Note: Outcomes of disciplinary hearings refer to formal cases only.
1 employee absconded during the period under review and was automatically classified as a case of desertion. A formal disciplinary hearing was not required.

Table 3.12.3: Types of misconduct addressed at disciplinary hearings, 1 April 2013 to 31 March 2014

Type of misconduct	Number	% of total
Financial Irregularities	1	8.3
Bringing the Department in disrepute	1	8.3
Unauthorised Absence	1	8.3
Tender Irregularities	1	8.3
Dishonesty	1	8.3
Falsification of a Medical Certificate	1	8.3
Contravening the IT end User Policy	1	8.3
Misuse of GG Vehicle	3	25.0
Abscondment	2	16.7
Total	12	100.0

Table 3.12.4: Grievances lodged, 1 April 2013 to 31 March 2014

Grievances lodged	Number	% of total
Number of grievances resolved	42	72.4
Number of grievances not resolved	16	27.6
Total number of grievances lodged	58	100.0

Note: Grievances lodged refers to cases that were finalised within the reporting period. Grievances not resolved refers to cases finalised, but where the outcome was not in favour of the aggrieved and found to be unsubstantiated.

Table 3.12.5: Disputes lodged with Councils, 1 April 2013 to 31 March 2014

Disputes lodged with Councils	Number	% of total
Number of disputes upheld	2	50.0
Number of disputes dismissed	2	50.0
Total number of disputes lodged	4	100.0

Note: Councils refer to the Public Service Coordinating Bargaining Council (PSCBC) and General Public Service Sector Bargaining Council (GPSSBC).

Table 3.12.6: Strike actions, 1 April 2013 to 31 March 2014

Strike actions	Number
Total number of person working days lost	0
Total cost (R'000) of working days lost	0
Amount (R'000) recovered as a result of no work no pay	0

Table 3.12.7: Precautionary suspensions, 1 April 2013 to 31 March 2014

Precautionary suspensions	Number
Number of people suspended	0
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	0
Cost (R'000) of suspensions	0

Note: Precautionary suspensions refer to staff being suspended with pay whilst the case is being investigated.

3.13. SKILLS DEVELOPMENT

This section highlights the efforts of the Department with regard to skills development. Table 3.13.1 reflect the training needs as at the beginning of the period under review, and Table 3.13.2 the actual training provided.

Table 3.13.1: Training needs identified, 1 April 2013 to 31 March 2014

Occupational Categories	Gender	Number of employees as at 1 April 2013	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	9	0	23	0	23
	Male	30	0	20	0	20
Professionals	Female	46	0	131	0	131
	Male	98	0	190	0	190
Technicians and associate professionals	Female	172	0	390	0	390
	Male	176	0	386	0	386
Clerks	Female	272	0	589	0	589
	Male	129	0	263	0	263
Service and sales workers	Female	4	0	16	0	16
	Male	9	0	16	0	16
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	4	0	0	0	0
	Male	187	0	56	0	56

Occupational Categories	Gender	Number of employees as at 1 April 2013	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Plant and machine operators and assemblers	Female	2	0	7	0	7
	Male	31	0	12	0	12
Elementary occupations	Female	143	0	218	0	218
	Male	355	0	100	0	100
Sub Total	Female	653	0	1 374	0	1 374
	Male	1 028	0	1 043	0	1 043
Total		1 681	0	2 417	0	2 417
Employees with disabilities	Female	1	0	0	0	0
	Male	13	0	0	0	0

Note: The above table identifies the training needs at the start of the reporting period as per the Department's Work Place Skills Plan.

Table 3.13.2: Training provided, 1 April 2013 to 31 March 2014

Occupational Categories	Gender	Number of employees as at 31 March 2014	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	62	0	3	0	3
	Male	107	0	20	0	20
Professionals	Female	47	0	30	0	30
	Male	111	0	67	0	67
Technicians and associate professionals	Female	223	0	125	0	125
	Male	161	0	128	0	128
Clerks	Female	158	0	309	0	309
	Male	72	0	236	0	236
Service and sales workers	Female	4	0	0	0	0
	Male	9	0	16	0	16
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	9	0	7	0	7
	Male	187	0	77	0	77
Plant and machine operators and assemblers	Female	1	0	0	0	0
	Male	16	0	9	0	9
Elementary	Female	138	0	75	0	75

Occupational Categories	Gender	Number of employees as at 31 March 2014	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
occupations	Male	355	0	191	0	191
Sub Total	Female	642	0	549	0	549
	Male	1030	0	744	0	744
Total		1 672	0	1 293	0	1 293
Employees with disabilities	Female	0	0	0	0	0
	Male	12	0	0	0	0

Note: The above table identifies the number of training courses attended by individuals during the period under review.

3.14. INJURY ON DUTY

Table 4.14.1 provides basic information on injury on duty.

Table 3.14.1: Injury on duty, 1 April 2013 to 31 March 2014

Nature of injury on duty	Number	% of total
Required basic medical attention only	1	1.9
Temporary disablement	52	98.1
Permanent disablement	0	0.0
Fatal	0	0.0
Total	53	100.0
Percentage of total employment		2.7

3.15. UTILISATION OF CONSULTANTS

Table 3.15.1: Utilisation of consultants

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION WORK DAYS/HOURS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	% OWNERSHIP BY BBBEE GROUPS	% MANAGEMENT BY BBBEE GROUPS	NUMBER OF CONSULTANTS FROM BBBEE GROUP THAT WORK ON THE PROJECT	BBBEE VALUE IN RAND
Programme 1: Administration	Pegasys Strategy and Development (Pty) Ltd	Associated work for substance of an Assitional Regulation Encompassing Institutional Model	1	87 days	R 2 280 000.00	1	10	0%	38%	3	R 2 280 000.00
	Turner Legal Consulting	Complete the drafting of the WC PT Framework Bill and Regulations	1	87 days	R 2 570 700.00	1	11	100%	100%	10	R 2 570 700.00
	Bureau for Economic Research	Strategic Outlook: Macro-economic and sectoral research	1	260 days	R 199 215.00	1	1	0%	0%	0	R 199 215.00
	ITS Engineers (Pty) Ltd	Safely Home Implementation Evaluation	5	61 days	R 495 000.00	1	5	65%	0%	1	R 321 750.00
	Datacentrix	GMT ECM Project	4	227 days	R 2 239 601.00	1	4	33%	0%	1	R 739 068.33
	Datacentrix	Enhancements and functionality changes to the Business Process Management workflow of at the PRE	14	97 days	R 4 258 459.00	1	14	33%	0%	10	R 1 405 291.47
	Datacentrix	DTPW ECM Programme	8	227 days	R 7 022 443.00	2	8	33%	0%	4	R 2 317 406.19
	DNA2 Squared Management Services	RPM and Project Support Services	1	260 days	R 1 500 000.00	1	1	51%	27%	0	R 765 000.00
Programme 2: Provincial Public Works	Ellete Consulting	Western Cape ASIDI: Procurement of Specialist Professional Services for Community Social Facilitator	1	325 days	R 668 000.00	14	3	100%	100%	3	R 668 000.00
	Mr Gavin VM Kode	Appointment of an acquisition and disposal advisor: Branch Public Works	1	260 days	R 1 170 000.00	18	1	0%	0%	0	R 1 170 000.00

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	Transport & Economic Support Services (TESS)	Interim manual monitoring & transport advisory services (with no conditions to extend till 31/03/2014)	1	260 days	R 5 000 000.00	1	1	50%	0%	6	R 2 500 000.00
	Comsel Eighteen (Pty) Ltd	Cape Town: 9 Dorp Street: Project Administration Services for RPM	2	520 days	R 1 714 268.16	1	2	76%	0%	1	R 1 302 843.80
	City Think Space	Provision of Professional Services to prepare a development framework for the Tygerberg Hospital Site, Bellville	19	390 days	R 1 972 609.00	1	19	51%	51%	3	R 1 006 030.59
	Michael Bester Architects	Appointment of mediator: Nalikamva Primary School	1	22 days	R 11 556.00	1	1	0%	0%	0	R 11 556.00
	Messrs GAPP Architects and Urban Designers (Pty) Ltd	Appointment of Messrs GAPP Architects and Designers (Pty) Ltd as service providers to undertake condition audits to the Provincial Building Portfolio of the Western Cape Government	3	520 days	R 13 720 258.00	1	12	14%	25%	7	R 1 920 836.12
		Provincial Immoveable Asset Planning Project (SLA)	3	65 days	R 2 063 540.00	1	10	14%	25%	6	R 288 895.60
	Grant Thornton	Prestwich Public Private Partnership	1	25 days	R 315,450.61	1	1	47%	53%	0	R 148 261.78
Programme 4: Transport Operations	Dave Lydell	Capacity (Mentoring) Services	1	780 days	R 795 369.00	1	1	0%	0%	0	R 795 369.00
	Aurecon SA	Non Metro Mobility Projects: Mosselbay IPTN	3	152 days	R 660 270.90	1	3	66,07%	9%	0	R 436 240.98
	University of Stellenbosch	Freight Research	5	87 days	R 312 700.00 (excl VAT)	1	5	0%	0%	5	R 312 700.00
	Turner Legal	Provincial Land Transport Law & Regulations	3	780 days	R 2 230 000.00 (excl VAT)	1	3	100%	100%	3	R 2 230 000.00 (excl VAT)
	Transport & Economic Support Services	Admin Project Management for PTOG	6	260 days	R 5 000 000.00	1	6	55%	25%	5	R 2 750 000.00

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	Ideas Factory	Business Development for Minibus Taxi Industry	1	66 days	R 210 000.00	1	1	0%	0%	1	R 210 000.00
	Rosewood Business Consultants	Business Development for Minibus Taxi Industry	1	198	R 279 900.00	1	3	0%	0%	1	R 279 900.00
	Casey J Multi Trading	To provide administrative services over a 6 month period	1	132 days	R 68 951.28	1	1	100%	100%	1	R 68 951.28
	Mind Magic Consultancy	Provide professional services in respect of Project Management and Administrative support to the office of the Metered Taxi Industry in preparation and during the Metered Taxi Elections	1	132 days	R 139 380.00	1	4	100%	100%	4	R 139 380.00
	Q4 Trading Solutions	To provide facilitation services and implementation plan in respect of a workshop for the Metered Taxi Industry	1	3 days	R 35 000.00	1	1	100%	100%	1	R 35 000.00
	CA Consulting Pty Ltd	Facilitate Metered Taxi Elections in 2013	1	3 days	R 24 800.00	2	2	100%	100%	2	R 24 800.00
	EISA (Electoral Institute of SA)	Facilitate Minibus Taxi Elections in 2013	1	66 days	R 135 821.00	1	3	100%	100%	3	R 135 821.00
	Q4 Trading Solutions	To provide facilitation services and an implementation plan in respect of a workshop for the SMME Bus Operators in the Western Cape	1	2 days	R 39 500.00	1	1	100%	100%	1	R 39 500.00

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Programme 5: Transport Regulations	Price WaterHouse Coopers Incorporated (PWC)	Assistance with the further development and implementation of a leading practice model for the management of debt related to outstanding motor vehicle licence fees (OLF's) for the Western Cape	3	520 days	R 3 000 000.00	1	3	28%	0%	2	R 840 000.00
	Price WaterHouse Coopers Incorporated (PWC)	Assistance with the further development and implementation of a best practice model for the management and operation of vehicle testing stations in the Western Cape	3	792 days	R 4 500 000.00	1	3	16%	10%	3	R 720 000.00
	Nexia SAB&T	Provision of consulting services relating to the Agency remuneration structure for Transport Administration and Licensing services for the Western Cape	3	792 days	R 4 500 000.00	1	3	67%	80%	3	R 3 015 000.00
	Bergstan	Investigate and report on the Ideal Number Plate system for the Province of the Western Cape	2	792 days	R 4 500 000.00	1	3	51%	51%	2	R 2 295 000.00
	Datacentrix (DCX)	Enhancements and functionality changes to the Business Process Management workflow at the PRE	6	260 days	R 4 258 459.00	2	6	51%	0%	2	R 2 171 814.09
Programme 6: Community Based Programmes	Ebrahim Engineering Consultants	Service provider to conduct an Empowerment Impact Assessment	1	33 days	R 65 000.00		1	100%	100%	1	R 65 000.00
		Service provider to conduct an Empowerment Targets Implementation	1	33 days	R 75 000.00		1	100%	100%	1	R 75 000.00

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		Report									
		Service provider to conduct an Empowerment Impact Assessment	1	25 days	R 62 700.00		1	100%	100%	1	R 62 700.00
		Service provider to conduct an Empowerment Impact Assessment	1	25 days	R 79 800.00		1	100%	100%	1	R 79 800.00
		Service provider to conduct an Empowerment Impact Assessment	1	25 days	R 62 700.00		1	100%	100%	1	R 62 700.00
		Service provider to conduct an Empowerment Impact Assessment	1	25 days	R 62 700.00		1	100%	100%	1	R 62 700.00
	Neil Sebotker and Associates Consulting Services CC	Project Management Mentoring Services	1	6 days	R 38 760.00	2	1	100%	100%	1	R 38 760.00
		Project Management Mentoring Services	1	6 days	R 44 460.00		1	100%	100%	1	R 44 460.00
	Miradi Architects	Project Management Mentoring Services	1	6 days	R 28 750.00	1	1	100%	100%	1	R 28 750.00
	IDPS	Project Management Mentoring Services	2	3 days	R 29 215.00	12	2	0%	0%	2	R 29 215.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 72 500.00		2	0%	0%	2	R 72 500.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 72 500.00		2	0%	0%	2	R 72 500.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 69 778.00		2	0%	0%	2	R 69 778.00
		Service provider to conduct an Empowerment Implementation Report	2	40 days	R 79 785.00		2	0%	0%	2	R 79 785.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 66 725.00		2	0%	0%	2	R 66 725.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 66 725.00		2	0%	0%	2	R 66 725.00

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		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 63 830.00		2	0%	0%	2	R 63 830.00
		Service provider to conduct an Empowerment Impact Assessment	2	33 days	R 81 423.00		2	0%	0%	2	R 81 423.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 63 830.00		2	0%	0%	2	R 63 830.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 69 950.00		2	0%	0%	2	R 69 950.00
	Amaza Civils CC	Project Management Mentoring Services	1	6 days	R 39 500.00	1	1	0%	0%	1	R 39 500.00
	SAMFA Research Solutions CC	Service provider to develop standard operating procedures	1	31 days	R 75 000.00	1	1	100%	100%	1	R 75 000.00
	Daveng Consulting Engineers	Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 67 000.00	1	2	90%	90%	1	R 60 300.00
	C2C Consulting Engineers	Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 75 000.00	17	2	100%	100%	2	R 75 000.00
		Service provider to conduct an Empowerment Implementation Report	2	31 days	R 75 000.00		2	100%	100%	2	R 75 000.00
		Service provider to conduct an Empowerment Implementation Report	2	33 days	R 65 000.00		2	100%	100%	2	R 65 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 64 000.00		2	100%	100%	2	R 64 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	44 days	R 99 750.00		2	100%	100%	2	R 99 750.00

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		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 54 720.00		2	100%	100%	2	R 54 720.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 82 080.00		2	100%	100%	2	R 82 080.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 88 920.00		2	100%	100%	2	R 88 920.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 85 500.00		2	100%	100%	2	R 85 500.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 85 500.00		2	100%	100%	2	R 85 500.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 99 000.00		2	100%	100%	2	R 99 000.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 65 000.00		2	100%	100%	2	R 65 000.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 62 400.00		2	100%	100%	2	R 62 400.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 62 400.00		2	100%	100%	2	R 62 400.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 62 400.00		2	100%	100%	2	R 62 400.00
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 67 600.00		2	100%	100%	2	R 67 600.00

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		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 62 400.00		2	100%	100%	2	R 62 400.00
	Consulteam (Pty) Ltd.	Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 59 000.00	18	2	100%	100%	2	R 59 000.00
		Service provider to conduct an Empowerment Implementation Report	2	23 days	R 56 000.00		2	100%	100%	2	R 56 000.00
		Service provider to conduct an Empowerment Implementation Report	2	19 days	R 45 000.00		2	100%	100%	2	R 45 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 54 000.00		2	100%	100%	2	R 54 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 56 000.00		2	100%	100%	2	R 56 000.00
		Service provider to conduct an Empowerment Implementation Report	2	31 days	R 69 000.00		2	100%	100%	2	R 69 000.00
		Service provider to conduct an Empowerment Implementation Report	2	31 days	R 69 000.00		2	100%	100%	2	R 69 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 69 000.00		2	100%	100%	2	R 69 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 87 000.00		2	100%	100%	2	R 87 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 56 000.00		2	100%	100%	2	R 56 000.00
		Service provider to conduct an Empowerment Implementation Report	2	35 days	R 73 000.00		2	100%	100%	2	R 73 000.00

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		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 59 000.00		2	100%	100%	2	R 59 000.00	
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 59 000.00		2	100%	100%	2	R 59 000.00	
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 89 000.00		2	100%	100%	2	R 89 000.00	
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 68 000.00		2	100%	100%	2	R 68 000.00	
		Service provider to conduct an Empowerment Targets Implementation Report	2	19 days	R 45 000.00		2	100%	100%	2	R 45 000.00	
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 84 000.00		2	100%	100%	2	R 84 000.00	
		Service provider to conduct an Empowerment Targets Implementation Report	2	33 days	R 68 000.00		2	100%	100%	2	R 68 000.00	
		Service provider to conduct an Empowerment Implementation Report	1	31 days	R 67 000.00		3	1	53%	53%	1	R 35 510.00
		Service provider to conduct an Empowerment Implementation Report	1	31 days	R 63 840.00			1	53%	53%	1	R 33 835.20
		Service provider to conduct an Empowerment Implementation Report	1	31 days	R 80 000.00			1	53%	53%	1	R 42 400.00
Virtual Consulting Engineers		Service provider to conduct an Empowerment Implementation Report	2	21 days	R 65 000.00	9	2	0%	0%	2	R 65 000.00	

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		Service provider to conduct an Empowerment Implementation Report	2	21 days	R 65 000.00		2	0%	0%	2	R 65 000.00		
		Service provider to conduct an Empowerment Impact Assessment	2	38 days	R 85 786.00		2	0%	0%	2	R 85 786.00		
		Service provider to conduct an Empowerment Implementation Report	2	31 days	R 85 000.00		2	0%	0%	2	R 85 000.00		
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 66 120.00		2	0%	0%	2	R 66 120.00		
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 71 136.00		2	0%	0%	2	R 71 136.00		
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 71 136.00		2	0%	0%	2	R 71 136.00		
		Project Management Mentoring Services	1	3 days	R 19 950.00		1	0%	0%	1	R 19 950.00		
		Project Management Mentoring Services	1	3 days	R 21 375.00		1	0%	0%	1	R 21 375.00		
		Mindshift Research Services	Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days		R 71 210.00	10	2	0%	0%	2	R 71 210.00
			Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	20 days		R 78 500.00		2	0%	0%	2	R 78 500.00

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		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	20 days	R 80 500.00		2	0%	0%	2	R 80 500.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	20 days	R 82 500.00		2	0%	0%	2	R 82 500.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 77 500.00		2	0%	0%	2	R 77 500.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 74 500.00		2	0%	0%	2	R 74 500.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 71 210.00		2	0%	0%	2	R 71 210.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 71 210.00		2	0%	0%	2	R 71 210.00

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		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 71 210.00		2	0%	0%	2	R 71 210.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 91 200.00		2	0%	0%	2	R 91 200.00
	Orrie, Welby-Solomon and Associates	Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 60 000.00	4	2	100%	100%	2	R 60 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 60 000.00		2	100%	100%	2	R 60 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 60 000.00		2	100%	100%	2	R 60 000.00
		Service provider to conduct an Empowerment Impact Assessment	2	25 days	R 60 000.00		2	100%	100%	2	R 60 000.00
	BEE Empowered	Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	20 days	R 60 945.00	2	2	0%	0%	1	R 60 945.00
		Service provider to investigate, gather and collate information on the operation and BBBEE status of sub-contractors, contractors and suppliers	2	38 days	R 63 000.00		2	0%	0%	1	R 63 000.00
	Grand Total		258		R 80 720 504.34						R 39 465 940.43

PART E: FINANCIAL INFORMATION

1. REPORT OF THE AUDITOR-GENERAL

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the financial statements of the Western Cape Department of Transport and Public Works set out on pages 196 to 267, which comprise the appropriation statement, the statement of financial position as at 31 March 2014, the statement of financial performance, statement of changes in net assets and the cash flow statement for the year then ended, and 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 the Modified Cash Standard (MCS) prescribed by the National Treasury and in the manner required by the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and the Division of Revenue Act, 2013 (Act No. 2 of 2013) (DoRA), 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 audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Department of Transport and Public Works as at

1 March 2014 and its financial performance and cash flows for the year then ended in accordance with the MCS prescribed by the National Treasury and the requirements of the PFMA and DoRA.

Emphasis of matter

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

Restatement of corresponding figures

8. As disclosed in note 35 to the financial statements, the corresponding figures for 31 March 2013 have been restated as a result of errors discovered during the 2013-14 financial year in the financial statements of the Western Cape Department of Transport and Public Works at, and for the year ended, 31 March 2013.

Additional matter

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

Unaudited supplementary schedules

10. The supplementary information set out on pages 268 to 282 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

11. 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

12. 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 2014:
 - Programme 2: Public works infrastructure on pages 65 to 74
 - Programme 3: Transport infrastructure on pages 75 to 82
13. I evaluated the reported performance information against the overall criteria of usefulness and reliability.
14. 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*.

15. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
16. I did not raise any material findings on the usefulness and reliability of the reported performance information for the selected programmes.

Additional matters

17. Although I raised no material findings on the usefulness and reliability of the reported performance information for the selected programmes, I draw attention to the following matter:

Achievement of planned targets

18. Refer to the annual performance report on pages 65 to 73 and 75 to 81 for information on the achievement of planned targets for the year.

Compliance with legislation

19. I performed procedures to obtain evidence that the department had complied with applicable legislation regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA.

Internal control

20. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with legislation. I did not identify any significant deficiencies in internal control.

OTHER REPORTS

Performance audits

Use of consultants

21. The Report of the Auditor-General of South Africa on a performance audit of the use of consultants at selected departments of the Western Cape provincial government was tabled during the 2013-14 financial year. The Department of Transport and Public Works was one of the departments audited. The department was selected for audit based on our assessment of possible weaknesses in the use of consultants as well as spending trends. The audit covered consultancy payments up to 31 December 2011. The report can be accessed on the website of the Auditor-General of South Africa at <http://www.agsa.co.za/Documents/Specialauditreports/Performanceauditreports.aspx>.

Performance audit of the readiness of government to report on its performance

22. The Report of the Auditor-General of South Africa on the readiness of government to report on its performance will be tabled during 2014. The Western Cape Department of Transport and Public Works was one of the 61 institutions/departments audited during this audit. The performance audit focused on the following:
- The systems and processes that government departments have put in place to report on their performance
 - The performance reporting guidance and oversight government departments received.

Investigations

23. The financial control unit within the department was in the process of investigating 25 cases as at 31 March 2014. All of these cases related to alleged procurement irregularities. Of the 25 cases under investigation, three have been referred to the forensic investigation unit, three to the labour relations unit, one to legal services and one to the South African Police Service.
24. The financial control unit concluded four investigations during the year under review. Two of these cases resulted in employees receiving written warnings, one case resulted in recovery from an employee and one case will be referred by the forensic investigation unit to City of Cape Town to investigate any possible contravention of their policies.
25. The forensic investigation unit certified that it is in the process of investigating 17 cases as at 31 March 2014. Thirteen of the cases still in progress related to alleged irregularities, three related to alleged corruption and the balance related to various allegations.
26. The forensic investigation unit concluded 34 investigations during the year under review. Four of these concluded cases were referred to labour relations, two cases were referred to the South African Police Service, one case referred back to the Public Protector, one case resulted in non-compliance, one case related to fraud and corruption and four cases were referred back to the department for finalisation of the cases.

Auditor-General

Cape Town

30 July 2014



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

2. ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014

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**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Appropriation per programme									
2013/14							2012/13		
	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
1. Administration									
Current payment	133,440	(613)	(11,634)	121,193	119,978	1,215	99.0%	111,829	111,333
Transfers and subsidies	10,959	61	-	11,020	11,003	17	99.8%	11,760	11,757
Payment for capital assets	2,196	473	-	2,669	2,598	71	97.3%	2,198	1,491
Payment for financial assets	90	79	-	169	169	-	100.0%	396	396
	146,685	-	(11,634)	135,051	133,748	1,303		126,183	124,977
2. Public Works Infrastructure									
Current payment	646,292	22,837	-	669,129	669,125	4	100.0%	558,027	544,574
Transfers and subsidies	404,659	1,025	-	405,684	359,443	46,241	88.6%	364,190	359,048
Payment for capital assets	408,753	(23,896)	(25,849)	359,008	339,676	19,332	94.6%	357,440	353,716
Payment for financial assets	-	34	-	34	33	1	97.1%	160	159
	1,459,704	-	(25,849)	1,433,855	1,368,277	65,578		1,279,817	1,257,497
3. Transport Infrastructure									
Current payment	627,343	(18,332)	(1,625)	607,386	600,016	7,370	98.8%	525,090	525,086
Transfers and subsidies	70,968	2,530	-	73,498	72,523	975	98.7%	48,751	47,501
Payment for capital assets	1,383,072	15,561	25,849	1,424,482	1,423,843	639	100.0%	1,423,322	1,421,472
Payment for financial assets	191	241	-	432	431	1	99.8%	500	499
	2,081,574	-	24,224	2,105,798	2,096,813	8,985		1,997,663	1,994,558
4. Transport Operations									
Current payment	88,055	(4)	-	88,051	87,279	772	99.1%	76,253	76,133
Transfers and subsidies	769,482	3	-	769,485	769,182	303	100.0%	724,237	723,936
Payment for capital assets	575	-	-	575	356	219	61.9%	1,311	538
Payment for financial assets	8	1	-	9	8	1	88.9%	-	-
	858,120	-	-	858,120	856,825	1,295		801,801	800,607

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

5. Transport Regulation									
Current payment	302,452	(65)	13,102	315,489	313,898	1,591	99.5%	289,025	286,528
Transfers and subsidies	29	64	-	93	90	3	96.8%	58	56
Payment for capital assets	2,210	-	-	2,210	1,329	881	60.1%	1,510	1,507
Payment for financial assets	-	1	-	1	1	-	100.0%	12	11
	304,691	-	13,102	317,793	315,318	2,475		290,605	288,102
6. Community Based Programmes									
Current payment	47,740	(738)	157	47,159	42,685	4,474	90.5%	46,096	44,289
Transfers and subsidies	-	39	-	39	35	4	89.7%	-	-
Payment for capital assets	334	699	-	1,033	1,032	1	99.9%	946	812
Payment for financial assets	-	-	-	-	-	-	-	2	1
	48,074	-	157	48,231	43,752	4,479		47,044	45,102
TOTAL	4,898,848	-	-	4,898,848	4,814,733	84,115	98.3%	4,543,113	4,510,843

	2013/14		2012/13	
	Final Appropriation	Actual Expenditure	Final Appropriation	Actual Expenditure
TOTAL (brought forward)	4,898,848	4,814,733	4,543,113	4,510,843
Reconciliation with statement of financial performance				
ADD				
Departmental receipts	137,678		91,526	
Actual amounts per statement of financial performance (total revenue)	5,036,526		4,634,639	
Actual amounts per statement of financial performance (total expenditure)		4,814,733		4,510,843

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Appropriation per economic classification									
2013/14								2012/13	
	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									
Compensation of employees	453,463	(5,368)	-	448,095	443,169	4,926	98.9%	414,794	406,208
Goods and services	1,391,859	8,444	-	1,400,303	1,389,807	10,496	99.3%	1,191,522	1,181,732
Interest and rent on land	-	9	-	9	5	4	55.6%	4	3
Transfers and subsidies									
Provinces and municipalities	511,102	(18,021)	-	493,081	445,924	47,157	90.4%	436,045	429,372
Departmental agencies and accounts	80	16	-	96	83	13	86.5%	121	117
Public corporations and private enterprises	734,180	18,021	-	752,201	752,201	-	100.0%	700,237	700,237
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0%	500	500
Households	9,735	3,706	-	13,441	13,068	373	97.2%	12,093	12,072
Payments for capital assets									
Buildings and other fixed structures	1,695,732	(8,012)	-	1,687,720	1,669,181	18,539	98.9%	1,709,840	1,705,651
Machinery and equipment	32,273	13,301	-	45,574	44,770	804	98.2%	36,841	34,992
Land and subsoil assets	59,135	(14,063)	-	45,072	44,280	792	98.2%	30,466	30,084
Intangible assets	10,000	1,611	-	11,611	10,603	1,008	91.3%	9,580	8,809
Payments for financial assets	289	356	-	645	642	3	99.5%	1,070	1,066
Total	4,898,848	-	-	4,898,848	4,814,733	84,115	98.3%	4,543,113	4,510,843

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 1: Administration	2013/14							2012/13	
	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
1.1 Office of the MEC									
Current payment	5,772	354	-	6,126	6,125	1	100.0%	5,015	4,941
Transfers and subsidies	-	1	-	1	1	-	100.0%	-	-
Payment for capital assets	57	(1)	-	56	14	42	25.0%	132	131
1.2 Management of the Department									
Current payment	3,367	-	-	3,367	3,357	10	99.7%	3,701	3,588
Transfers and subsidies	928	-	-	928	914	14	98.5%	-	-
Payment for capital assets	-	1	-	1	-	1	-	26	14
1.3 Corporate Support									
Current payment	99,970	(612)	(10,439)	88,919	88,294	625	99.3%	79,158	79,157
Transfers and subsidies	8,022	60	-	8,082	8,081	1	100.0%	10,253	10,250
Payment for capital assets	2,021	473	-	2,494	2,493	1	100.0%	1,598	1,118
Payment for financial assets	90	79	-	169	169	-	100.0%	396	396
1.4 Departmental Strategy									
Current payment	24,331	(355)	(1,195)	22,781	22,202	579	97.5%	23,955	23,647
Transfers and subsidies	2,009	-	-	2,009	2,007	2	99.9%	1,507	1,507
Payment for capital assets	118	-	-	118	91	27	77.1%	442	228
Total	146,685	-	(11,634)	135,051	133,748	1,303	99.0%	126,183	124,977

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

APPROPRIATION STATEMENT
for the year ended 31 March 2014

Programme 1 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	77,760	272	(5,039)	72,993	71,874	1,119	98.5%	59,086	58,704
Goods and services	55,680	(885)	(6,595)	48,200	48,104	96	99.8%	52,743	52,629
Transfers and subsidies									
Provinces and municipalities	2,000	-	-	2,000	2,000	-	100.0%	1,507	1,507
Departmental agencies and accounts	-	3	-	3	2	1	66.7%	9	8
Households	8,959	58	-	9,017	9,001	16	99.8%	10,244	10,242
Payment for capital assets									
Machinery and equipment	2,196	153	-	2,349	2,279	70	97.0%	1,677	1,491
Intangible assets	-	320	-	320	319	1	99.7%	521	-
Payments for financial assets	90	79	-	169	169	-	100.0%	396	396
Total	146,685	-	(11,634)	135,051	133,748	1,303	99.0%	126,183	124,977

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 2: Public Works Infrastructure	2013/14							2012/13	
	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
2.1 Programme Support									
Current payment	181,760	(6,511)	-	175,249	175,248	1	100.0%	167,991	161,691
Transfers and subsidies	-	1,021	-	1,021	1,021	-	100.0%	160	159
Payment for capital assets	3,592	2,030	-	5,622	5,621	1	100.0%	4,500	3,761
Payment for financial assets	-	34	-	34	33	1	97.1%	160	159
2.2 Planning									
Current payment	7,000	14,937	-	21,937	21,937	-	100.0%	35,200	29,127
Payment for capital assets	30,710	(958)	-	29,752	11,224	18,528	37.7%	-	-
2.3 Construction									
Current payment	-	229	-	229	228	1	99.6%	-	-
Payment for capital assets	221,105	955	-	222,060	222,059	1	100.0%	236,618	236,618
2.4 Maintenance									
Current payment	160,723	(28,298)	-	132,425	132,424	1	100.0%	31,664	30,617
2.5 Immovable Asset Management									
Current payment	245,875	53,855	-	299,730	299,729	1	100.0%	286,567	286,535
Transfers and subsidies	404,659	-	-	404,659	358,419	46,240	88.6%	364,030	358,889
Payment for capital assets	153,346	(25,926)	(25,849)	101,571	100,770	801	99.2%	116,263	113,279
2.6 Facility Operations									
Current payment	50,934	(11,375)	-	39,559	39,559	-	100.0%	36,605	36,604
Transfers and subsidies	-	4	-	4	3	1	75.0%	-	-
Payment for capital assets	-	3	-	3	2	1	66.7%	59	58
Total	1,459,704	-	(25,849)	1,433,855	1,368,277	65,578	95.4%	1,279,817	1,257,497

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

APPROPRIATION STATEMENT
for the year ended 31 March 2014

Programme 2 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	136,625	(2,100)	-	134,525	134,524	1	100.0%	131,207	125,118
Goods and services	509,667	24,937	-	534,604	534,601	3	100.0%	426,819	419,455
Interest and rent on land	-	-	-	-	-	-	-	1	1
Transfers and subsidies									
Provinces and municipalities	404,659	(18,021)	-	386,638	340,398	46,240	88.0%	364,030	358,889
Departmental agencies and accounts	-	4	-	4	4	-	100.0%	-	-
Public corporations and private enterprises	-	18,021	-	18,021	18,021	-	100.0%	-	-
Households	-	1,021	-	1,021	1,020	1	99.9%	160	159
Payment for capital assets									
Buildings and other fixed structures	351,126	(16,253)	(25,849)	309,024	290,487	18,537	94.0%	322,499	319,896
Machinery and equipment	3,592	1,320	-	4,912	4,909	3	99.9%	4,475	3,736
Land and subsoil assets	54,035	(8,963)	-	45,072	44,280	792	98.2%	30,466	30,084
Payments for financial assets	-	34	-	34	33	1	97.1%	160	159
Total	1,459,704	-	(25,849)	1,433,855	1,368,277	65,578	95.4%	1,279,817	1,257,497

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 3: Transport Infrastructure	2013/14							2012/13	
	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
3.1 Programme Support Infrastructure									
Current payment	24,858	(2,310)	-	22,548	22,076	472	97.9%	23,292	23,292
Transfers and subsidies	95	1,543	-	1,638	1,634	4	99.8%	118	102
Payment for capital assets	1,110	1,788	-	2,898	2,818	80	97.2%	1,640	1,638
Payment for financial assets	-	3	-	3	2	1	66.7%	1	-
3.2 Infrastructure Planning									
Current payment	21,220	764	(1,625)	20,359	17,578	2,781	86.3%	15,715	15,714
Transfers and subsidies	3,448	-	-	3,448	3,100	348	89.9%	3,004	3,004
Payment for capital assets	49,472	-	24,585	74,057	73,963	94	99.9%	57,625	57,624
3.3 Infrastructure Design									
Current payment	39,208	(3,141)	-	36,067	35,034	1,033	97.1%	30,973	30,971
Transfers and subsidies	5	-	-	5	1	4	20.0%	29	28
Payment for capital assets	111,102	16,475	-	127,577	127,112	465	99.6%	99,408	99,146
3.4 Construction									
Transfers and subsidies	51,506	-	-	51,506	51,442	64	99.9%	33,586	33,586
Payment for capital assets	706,995	(18,434)	-	688,561	688,561	-	100.0%	697,753	696,169
3.5 Maintenance									
Current payment	542,057	(13,645)	-	528,412	525,328	3,084	99.4%	455,110	455,109
Transfers and subsidies	15,914	987	-	16,901	16,346	555	96.7%	12,014	10,781
Payment for capital assets	514,393	15,732	1,264	531,389	531,389	-	100.0%	566,896	566,895
Payment for financial assets	191	238	-	429	429	-	100.0%	499	499
Total	2,081,574	-	24,224	2,105,798	2,096,813	8,985	99.6%	1,997,663	1,994,558

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 3 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	150,963	(1,440)	-	149,523	146,796	2,727	98.2%	137,796	137,794
Goods and services	476,380	(16,892)	(1,625)	457,863	453,220	4,643	99.0%	387,292	387,291
Interest and rent on land	-	-	-	-	-	-	-	2	1
Transfers and subsidies									
Provinces and municipalities	70,143	-	-	70,143	69,526	617	99.1%	47,856	46,624
Departmental agencies and accounts	80	1	-	81	76	5	93.8%	70	68
Households	745	2,529	-	3,274	2,921	353	89.2%	825	809
Payment for capital assets									
Buildings and other fixed structures	1,344,606	8,241	25,849	1,378,696	1,378,694	2	100.0%	1,387,341	1,385,755
Machinery and equipment	25,366	10,632	-	35,998	35,488	510	98.6%	27,415	27,400
Land and subsoil assets	5,100	(5,100)	-	-	-	-	-	-	-
Intangible assets	8,000	1,788	-	9,788	9,661	127	98.7%	8,566	8,317
Payments for financial assets	191	241	-	432	431	1	99.8%	500	499
Total	2,081,574	-	24,224	2,105,798	2,096,813	8,985	99.6%	1,997,663	1,994,558

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 4: Transport Operations	2013/14							2012/13	
	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
4.1 Programme Support Operations									
Current payment	3,974	(309)	-	3,665	3,494	171	95.3%	4,159	4,138
Payment for capital assets	86	-	-	86	30	56	34.9%	97	96
4.2 Public Transport Services									
Current payment	38,748	3,826	-	42,574	42,574	-	100.0%	22,472	22,468
Transfers and subsidies	765,180	1	-	765,181	765,180	1	100.0%	716,237	716,237
Payment for capital assets	90	-	-	90	14	76	15.6%	100	41
4.3 Transport Safety & Compliance									
Current payment	21,673	(1,428)	-	20,245	20,243	2	100.0%	24,468	24,375
Transfers and subsidies	3,802	1	-	3,803	3,502	301	92.1%	8,000	7,699
Payment for capital assets	199	98	-	297	296	1	99.7%	395	395
4.4 Transport Systems									
Current payment	23,660	(2,093)	-	21,567	20,968	599	97.2%	25,154	25,152
Transfers and subsidies	500	1	-	501	500	1	99.8%	-	-
Payment for capital assets	200	(98)	-	102	16	86	15.7%	719	6
Payment for financial assets	8	1	-	9	8	1	88.9%	-	-
Total	858,120	-	-	858,120	856,825	1,295	99.8%	801,801	800,607

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

APPROPRIATION STATEMENT
for the year ended 31 March 2014

Programme 4 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	17,753	(1,633)	-	16,120	15,369	751	95.3%	17,763	17,762
Goods and services	70,302	1,628	-	71,930	71,910	20	100.0%	58,490	58,371
Interest and rent on land	-	1	-	1	-	1	-	-	-
Transfers and subsidies									
Provinces and municipalities	34,300	-	-	34,300	34,000	300	99.1%	22,652	22,352
Departmental agencies and accounts	-	2	-	2	-	2	-	42	41
Public corporations and private enterprises	734,180	-	-	734,180	734,180	-	100.0%	700,237	700,237
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0%	500	500
Households	2	1	-	3	2	1	66.7%	806	806
Payment for capital assets									
Machinery and equipment	575	-	-	575	356	219	61.9%	1,311	538
Payments for financial assets									
	8	1	-	9	8	1	88.9%	-	-
Total	858,120	-	-	858,120	856,825	1,295	99.8%	801,801	800,607

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 5: Transport Regulations	2013/14							2012/13	
	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
5.1 Programme Support Regulation									
Current payment	12,010	(1,764)	42	10,288	9,024	1,264	87.7%	5,987	5,986
Transfers and subsidies	-	1	-	1	-	1	-	22	21
Payment for capital assets	5	489	-	494	493	1	99.8%	232	232
5.2 Transport Administration & Licensing									
Current payment	230,728	1,760	11,435	243,923	243,922	1	100.0%	219,677	219,285
Transfers and subsidies	-	2	-	2	1	1	50.0%	33	33
Payment for capital assets	1,070	-	-	1,070	414	656	38.7%	639	637
Payment for financial assets	-	1	-	1	1	-	100.0%	-	-
5.3 Operating Licensing & Permits									
Current payment	39,096	(61)	-	39,035	38,710	325	99.2%	42,885	41,843
Transfers and subsidies	29	61	-	90	89	1	98.9%	3	2
Payment for capital assets	1,135	(489)	-	646	422	224	65.3%	639	638
Payment for financial assets	-	-	-	-	-	-	-	12	11
5.4 Law Enforcement									
Current payment	20,618	-	1,625	22,243	22,242	1	100.0%	20,476	19,414
Total	304,691	-	13,102	317,793	315,318	2,475	99.2%	290,605	288,102

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 5 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	50,903	(467)	1,037	51,473	51,147	326	99.4%	46,176	44,831
Goods and services	251,549	396	12,065	264,010	262,746	1,264	99.5%	242,849	241,697
Interest and rent on land	-	6	-	6	5	1	83.3%	-	-
Transfers and subsidies									
Departmental agencies and accounts	-	3	-	3	1	2	33.3%	-	-
Households	29	61	-	90	89	1	98.9%	58	56
Payment for capital assets									
Machinery and equipment	210	497	-	707	706	1	99.9%	1,017	1,015
Intangible assets	2,000	(497)	-	1,503	623	880	41.5%	493	492
Payments for financial assets									
Payments for financial assets	-	1	-	1	1	-	100.0%	12	11
Total	304,691	-	13,102	317,793	315,318	2,475	99.2%	290,605	288,102

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
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**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 6: Community Based Programmes	2013/14							2012/13	
	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
6.1 Programme Support Community Based									
Current payment	5,435	(1,282)	-	4,153	3,812	341	91.8%	4,792	4,522
Transfers and subsidies	-	1	-	1	-	1	-	-	-
Payment for capital assets	204	(149)	-	55	55	-	100.0%	188	54
Payment for financial assets	-	-	-	-	-	-	-	2	1
6.2 Innovation and Empowerment									
Current payment	26,784	2,859	157	29,800	25,668	4,132	86.1%	28,719	28,438
Transfers and subsidies	-	9	-	9	7	2	77.8%	-	-
Payment for capital assets	115	388	-	503	503	-	100.0%	343	343
6.3 EPWP Co-ordination and Compliance Monitoring									
Current payment	15,521	(2,315)	-	13,206	13,205	1	100.0%	12,585	11,329
Transfers and subsidies	-	29	-	29	28	1	96.6%	-	-
Payment for capital assets	15	460	-	475	474	1	99.8%	415	415
Total	48,074	-	157	48,231	43,752	4,479	90.7%	47,044	45,102

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
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**APPROPRIATION STATEMENT
for the year ended 31 March 2014**

Programme 6 per Economic classification	2013/14							2012/13	
	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									
Compensation of employees	19,459	-	4,002	23,461	23,459	2	100.0%	22,766	21,999
Goods and services	28,281	(740)	(3,845)	23,696	19,226	4,470	81.1%	23,329	22,289
Interest and rent on land	-	2	-	2	-	2	-	1	1
Transfers and subsidies									
Departmental agencies and accounts	-	3	-	3	-	3	-	-	-
Households	-	36	-	36	35	1	97.2%	-	-
Payment for capital assets									
Machinery and equipment	334	699	-	1,033	1,032	1	99.9%	946	812
Payments for financial assets									
Payments for financial assets	-	-	-	-	-	-	-	2	1
Total	48,074	-	157	48,231	43,752	4,479	90.7%	47,044	45,102

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2014**

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-F) to the Annual Financial Statements.

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

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

3. Detail on payments for financial assets

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

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

4.1 Per programme	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Public Works Infrastructure	1,433,855	1,368,277	65,578	4.6%

Explanation of variance:

Under spending mainly on the payment of property rates due to disputes raised relating to the ownership and valuation of buildings, as well as the extent and value of provincial roads within the boundaries of the City of Cape Town. Slower than planned capital expenditure on the Regeneration programme.

Community Based Programmes	48,231	43,752	4,479	9.3%
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Explanation of variance:

Outstanding claims in respect of the National Youth Service programme (Phase 6) contributed to the under spending in the programme.

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2014**

4.2 Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Current payments				
Compensation of employees	448,095	443,169	4,926	1.1%
Goods and services	1,400,303	1,389,807	10,496	0.7%
Interest and rent on land	9	5	4	44.4%
Transfers and subsidies				
Provinces and municipalities	493,081	445,924	47,157	9.6%
Departmental agencies and accounts	96	83	13	13.5%
Public corporations and private enterprises	752,201	752,201	-	-
Non-profit institutions	1,000	1,000	-	-
Households	13,441	13,068	373	2.8%
Payments for capital assets				
Buildings and other fixed structures	1,687,720	1,669,181	18,539	1.1%
Machinery and equipment	45,574	44,770	804	1.8%
Land and subsoil assets	45,072	44,280	792	1.8%
Intangible assets	11,611	10,603	1,008	8.7%
Payments for financial assets	645	642	3	0.5%

Explanation of variance

Intangible Assets: Development of the debt management system commencing later than planned.

4.3 Per conditional grant	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Public Works				
Expanded Public Works Programme	19,329	21,542	(2,213)	(11.4%)
Integrated Grant for Province				
Transport				
Provincial Roads Maintenance Grant	520,797	520,797	-	-
Public Transport Operations Grant	734,180	734,180	-	-

Explanation of variance

Over expenditure funded from equitable share.

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
REVENUE			
Annual appropriation	<u>1</u>	4,898,848	4,543,113
Departmental revenue	<u>2</u>	137,678	91,526
TOTAL REVENUE		5,036,526	4,634,639
EXPENDITURE			
Current expenditure			
Compensation of employees	<u>3</u>	443,169	406,208
Goods and services	<u>4</u>	1,389,807	1,181,732
Interest and rent on land	<u>5</u>	5	3
Total current expenditure		1,832,981	1,587,943
Transfers and subsidies			
Transfers and subsidies	<u>7</u>	1,212,276	1,142,298
Total transfers and subsidies		1,212,276	1,142,298
Expenditure for capital assets			
Tangible assets	<u>8</u>	1,758,231	1,770,727
Intangible assets	<u>8</u>	10,603	8,809
Total expenditure for capital assets		1,768,834	1,779,536
Payments for financial assets	<u>6</u>	642	1,066
TOTAL EXPENDITURE		4,814,733	4,510,843
SURPLUS FOR THE YEAR		221,793	123,796
Reconciliation of Net Surplus for the year			
Voted funds		84,115	32,270
Annual appropriation		84,115	20,129
Conditional grants		-	12,141
Departmental revenue	<u>14</u>	137,678	91,526
SURPLUS FOR THE YEAR		221,793	123,796

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**STATEMENT OF FINANCIAL POSITION
as at 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
ASSETS			
Current assets		127,184	94,127
Cash and cash equivalents	<u>9</u>	114,716	75,964
Prepayments and advances	<u>11</u>	5,321	7,366
Receivables	<u>12</u>	7,147	10,797
Non-current assets		143	-
Other financial assets	<u>10</u>	143	-
TOTAL ASSETS		127,327	94,127
LIABILITIES			
Current liabilities		126,608	93,298
Voted funds to be surrendered to the Revenue Fund	<u>13</u>	84,115	32,270
Departmental revenue to be surrendered to the Revenue Fund	<u>14</u>	27,945	44,437
Bank overdraft	<u>15</u>	2,932	-
Payables	<u>16</u>	11,616	16,591
TOTAL LIABILITIES		126,608	93,298
NET ASSETS		719	829
Represented by:			
Recoverable revenue		719	829
TOTAL		719	829

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**STATEMENT OF CHANGES IN NET ASSETS
for the year ended 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
Recoverable revenue			
Opening balance		829	812
Transfers:		(110)	17
Irrecoverable amounts written off	<u>6.2</u>	(309)	(93)
Debts revised		157	(53)
Debts recovered (included in departmental receipts)		(52)	(5)
Debts raised		94	168
Closing balance		<u>719</u>	<u>829</u>
TOTAL		<u>719</u>	<u>829</u>

**DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10**

**CASH FLOW STATEMENT
for the year ended 31 March 2014**

	Note	2013/14 R'000	2012/13 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		6,107,831	5,639,082
Annual appropriated funds received	<u>1.1</u>	4,898,848	4,543,113
Departmental revenue received	<u>2</u>	1,208,568	1,095,876
*Interest received	<u>2.2</u>	415	93
Net (increase)/decrease in working capital		720	(6,415)
Surrendered to Revenue Fund		(1,263,704)	(1,153,147)
Current payments		(1,832,976)	(1,587,940)
*Interest paid	<u>5</u>	(5)	(3)
Payments for financial assets		(642)	(1,066)
Transfers and subsidies paid		(1,212,276)	(1,142,298)
Net cash flow available from operating activities	<u>17</u>	1,798,948	1,748,213
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	<u>8</u>	(1,768,834)	(1,779,536)
Proceeds from sale of capital assets	<u>2.3</u>	5,959	6,978
(Increase)/decrease in other financial assets		(143)	-
Net cash flows from investing activities		(1,763,018)	(1,772,558)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/(decrease) in net assets		(110)	17
Net cash flows from financing activities		(110)	17
Net increase/(decrease) in cash and cash equivalents		35,820	(24,328)
Cash and cash equivalents at beginning of period		75,964	100,292
Cash and cash equivalents at end of period	<u>18</u>	111,784	75,964

* Reclassification of prior year to show the split between interest received and interest paid. This split was required on the current financial statement template.

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

ACCOUNTING POLICIES
for the year ended 31 March 2014

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 Foreign currency translation

Cash flows arising from foreign currency transactions are translated into South African Rands using the exchange rates prevailing at the date of payment / receipt.

6 Current year comparison with budget

A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.

7 Revenue

7.1 Appropriated funds

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.

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

ACCOUNTING POLICIES
for the year ended 31 March 2014

7.2 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.

7.3 Accrued departmental revenue

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

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

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

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

8 Expenditure

8.1 Compensation of employees

8.1.1 Salaries and wages

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

8.1.2 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.

8.2 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.

8.3 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.

8.4 Leases

8.4.1 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.

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

ACCOUNTING POLICIES
for the year ended 31 March 2014

8.4.2 Finance leases

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

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

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

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

9 Aid Assistance

9.1 Aid assistance received

Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value.

Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.

9.2 Aid assistance paid

Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.

10 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.

11 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.

12 Loans and receivables

Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.

13 Investments

Investments are recognised in the statement of financial position at cost.

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
VOTE 10

ACCOUNTING POLICIES
for the year ended 31 March 2014

14 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.

15 Payables

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

16 Capital Assets

16.1 Immovable capital assets

Immovable capital assets are initially recorded in the notes to the financial statements at cost. Immovable capital assets acquired through a non-exchange transaction 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) are 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.

16.2 Movable capital assets

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

Where the cost of movable capital assets cannot be determined 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) are 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.

16.3 Intangible assets

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

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

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS
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ACCOUNTING POLICIES
for the year ended 31 March 2014

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) are 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.

17 Provisions and Contingents

17.1 Provisions

Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.

17.2 Contingent liabilities

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

17.3 Contingent assets

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

17.4 Commitments

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

18 Unauthorised expenditure

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

- approved by Parliament or the Provincial Legislature with funding and the related funds are received; or
- approved by Parliament or the Provincial Legislature without funding and is written off

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against the appropriation in the statement of financial performance; or

- transferred to receivables for recovery.

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

19 Fruitless and wasteful expenditure

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

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

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

20 Irregular expenditure

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

Irregular expenditure is removed from the note when it is either condoned by the relevant authority or transferred to receivables for recovery.

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.

21 Prior period errors

Prior period errors are omissions from, and misstatements in, the department's financial statements for one or more prior periods arising from a failure to use, or misuse of, reliable information that was available when financial statements for those periods were authorised for issue.

22 Non-adjusting events after the reporting date

A department shall adjust the amounts recognised and recorded in its financial statements to reflect adjusting events after the reporting date.

23 Non-adjusting events after the reporting date

Events after the reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue.

24 Agent-Principal arrangements

The department is acting as a principal when it has the power to exercise beneficial control over an activity. The department has beneficial control when it has both the power to direct the activity, and the ability to benefit from that power. In the public sector,

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“benefits” can consist of economic benefits, service potential or both. Activities, in this context, would consist of events, tasks or processes that give rise to a flow of economic benefits or service potential between the department and other parties.

Where the department acts as a principal it discloses as part of the primary financial information, the following in the notes to the financial statements, the total payments made to its agents (where applicable) during the period; and an explanation about the nature, circumstances and terms relating to the arrangements.

Where a department is acting as an agent for another department or public sector entity it shall disclose as part of the primary financial information, the following in the notes to the financial statements; a reconciliation between total agency funds received and disbursements made in executing the agency services; an explanation of differences between amounts spent on behalf of the other party, and any reimbursements received in the reporting period; any revenue earned from rendering the agency service, and the amount of revenue recognised based on cash receipts during the reporting period; a narrative description and explanation of assets belonging to other entities that are held in the custody of the department; and an explanation about the nature, circumstances and terms relating to the arrangements.

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1. Annual Appropriation

1.1 Annual Appropriation

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

	Final Appropriation	Actual Funds Received	2013/14 Funds not requested/ not received	2012/13 Appropriation received
	R'000	R'000	R'000	R'000
Administration	135,051	135,051	-	126,183
Public Works	1,433,855	1,433,855	-	1,279,817
Infrastructure				
Transport	2,105,798	2,105,798	-	1,997,663
Infrastructure				
Transport	858,120	858,120	-	801,801
Operations				
Transport	317,793	317,793	-	290,605
Regulations				
Community	48,231	48,231	-	47,044
Based				
Programmes				
Total	<u>4,898,848</u>	<u>4,898,848</u>	<u>-</u>	<u>4,543,113</u>

1.2 Conditional grants

	Note	2013/14 R'000	2012/13 R'000
Total grants received	37	<u>1,279,447</u>	<u>1,548,261</u>

2. Departmental revenue

	Note	2013/14 R'000	2012/13 R'000
Tax revenue		1,095,428	1,007,533
Sales of goods and services other than capital assets	2.1	91,410	81,901
Interest, dividends and rent on land	2.2	415	93
Sales of capital assets	2.3	5,959	6,978
Transactions in financial assets and liabilities	2.4	21,730	6,442
Total revenue collected		<u>1,214,942</u>	<u>1,102,947</u>
Less: Own revenue included in appropriation	14	1,077,264	1,011,421
Departmental revenue collected		<u>137,678</u>	<u>91,526</u>

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2.1 Sales of goods and services other than capital assets

	<i>Note</i>	2013/14	2012/13
	2	R'000	R'000
Sales of goods and services produced by the department		91,274	80,802
*Sales by market establishment		58,888	57,274
Administrative fees		30,737	22,976
Other sales		1,649	552
Sales of scrap, waste and other used current goods		136	1,099
Total		91,410	81,901

*Reclassification of prior year amounts from Sales by Market Establishments to Other Sales, as per Accounting Manual for Departments.

2.2 Interest, dividends and rent on land

	<i>Note</i>	2013/14	2012/13
	2	R'000	R'000
Interest		415	93
Total		415	93

2.3 Sale of capital assets

	<i>Note</i>	2013/14	2012/13
	2	R'000	R'000
Tangible assets		5,959	6,978
Machinery and equipment	31.2	2,475	1,422
Land and subsoil assets	33.2	-	5,556
Buildings and other fixed structures	33.2	3,484	-
Total		5,959	6,978

2.4 Transactions in financial assets and liabilities

	<i>Note</i>	2013/14	2012/13
	2	R'000	R'000
Receivables		385	176
Other Receipts including Recoverable Revenue		21,345	6,266
Total		21,730	6,442

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3. Compensation of employees

3.1 Salaries and Wages

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Basic salary		307,425	277,679
Performance award		6,111	5,585
Service Based		718	455
*Compensative/circumstantial		6,545	8,363
Periodic payments		507	1,061
Other non-pensionable allowances		67,898	62,356
Total		<u>389,204</u>	<u>355,499</u>

*Reclassification of prior year amounts, as Learnerships to be included in compensation of employees R2, 035m. Transferred from goods and services (operating expenditure) , due to a change in reporting requirements.

3.2 Social contributions

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Employer contributions			
Pension		33,129	30,610
Medical		20,727	20,000
Bargaining council		107	94
Insurance		2	5
Total		<u>53,965</u>	<u>50,709</u>
Total compensation of employees		<u>443,169</u>	<u>406,208</u>
Average number of employees		<u>1,733</u>	<u>1,655</u>

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4. Goods and services

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Administrative fees		215,777	194,369
Advertising		6,328	1,806
Minor Assets	4.1	1,556	3,052
Bursaries (employees)		615	725
Catering		1,316	1,647
Communication		6,705	7,494
Computer services	4.2	33,172	37,161
Consultants, contractors and agency/outsourced services	4.3	527,604	480,915
Entertainment		87	86
Audit cost – external	4.4	10,172	8,555
Inventory	4.5	46,955	44,076
Operating leases		195,274	176,781
Property payments	4.6	296,134	171,263
Rental and hiring		23	50
*Travel and subsistence	4.7	24,778	25,109
*Venues and facilities		2,149	1,386
*Training and development		8,895	14,610
*Other operating expenditure	4.8	12,267	12,647
Total		<u>1,389,807</u>	<u>1,181,732</u>

*Reclassification of prior year amounts, as learner ships to be included in compensation of employees R2, 035m. The balance to be split between goods and services items R8, 272m. These amounts have been removed from other operating expenditure, due to a change in reporting requirements.

4.1 Minor Assets

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Tangible assets			
Machinery and equipment	4	1,556	3,052
Total		<u>1,556</u>	<u>3,052</u>

4.2 Computer services

	<i>Note</i>	2013/14 R'000	2012/13 R'000
SITA computer services	4	1,626	1,135
External computer service providers		31,546	36,026
Total		<u>33,172</u>	<u>37,161</u>

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4.3	Consultants, contractors and agency/outsourced services			
		<i>Note</i>	2013/14	2012/13
		4	R'000	R'000
	Business and advisory services		119,464	126,919
	Infrastructure and planning		29,142	32,797
	Laboratory services		19	9
	Legal costs		5,929	9,287
	Contractors		346,068	290,701
	Agency and support/outsourced services		26,982	21,202
	Total		<u>527,604</u>	<u>480,915</u>
4.4	Audit cost – External			
		<i>Note</i>	2013/14	2012/13
		4	R'000	R'000
	Regularity audits		10,172	8,555
	Total		<u>10,172</u>	<u>8,555</u>
4.5	Inventory			
		<i>Note</i>	2013/14	2012/13
		4	R'000	R'000
	Food and food supplies		341	515
	Fuel, oil and gas		11,884	10,143
	Other consumables		15,566	11,582
	Materials and supplies		8,438	6,606
	Stationery and printing		10,708	15,112
	Medical supplies		18	118
	Total		<u>46,955</u>	<u>44,076</u>
4.6	Property payments			
		<i>Note</i>	2013/14	2012/13
		4	R'000	R'000
	Municipal services		92,292	83,290
	Property maintenance and repairs		157,661	55,392
	Other		46,181	32,581
	Total		<u>296,134</u>	<u>171,263</u>
4.7	Travel and subsistence			
		<i>Note</i>	2013/14	2012/13
		4	R'000	R'000
	Local		24,630	24,089
	Foreign		148	1,020
	Total		<u>24,778</u>	<u>25,109</u>

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4.8 Other operating expenditure

	<i>Note</i>	2013/14	2012/13
	4	R'000	R'000
Professional bodies, membership and subscription fees		96	-
Resettlement costs		60	249
Gifts		31	34
Other		12,080	12,364
Total		12,267	12,647

5. Interest and rent on land

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Interest paid		5	3
Total		5	3

6. Payments for financial assets

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Material losses through criminal conduct		9	14
Theft	6.3	9	14
Other material losses written off	6.1	602	432
Debts written off	6.2	31	620
Total		642	1,066

6.1 Other material losses written off

	<i>Note</i>	2013/14	2012/13
	6	R'000	R'000
Nature of losses			
Accidents Government Motor Transport vehicles (23 cases)		256	74
Damages and losses to Road Construction and Maintenance Plant (48 cases)		342	356
Other Losses (6 cases)		1	1
Damages and Losses to hired vehicles (1 case)		3	1
Total		602	432

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6.2 Debts written off

	<i>Note</i> 6	2013/14 R'000	2012/13 R'000
Nature of debts written off			
Recoverable revenue written off			
Debts		-	93
As per National Treasury Instruction 02A of 2013/14 dated 6 December 2013, grace period given to write-off irrecoverable debts against Revenue (and not against thefts and losses)		(309)	-
Debts: Ex-employees/bursaries (5 cases)		309	-
Total		<u>-</u>	<u>93</u>
Other debt written off			
Other Debts (7 cases)		31	226
Dishonoured cheques (2 cases)		-	2
Debts: Ex-employees/bursaries		-	299
As per National Treasury Instruction 02A of 2013/14 dated 6 December 2013, grace period given to write-off irrecoverable debts against Revenue (and not against thefts and losses)		(3,225)	-
Debts: Ex-employees/bursaries (41 cases)		490	-
Suppliers Debtors (5 cases)		2,735	-
Total		<u>31</u>	<u>527</u>
Total debt written off		<u>31</u>	<u>620</u>

6.3 Details of theft

	<i>Note</i> 6	2013/14 R'000	2012/13 R'000
Nature of theft			
Thefts (11 cases)		9	14
Total		<u>9</u>	<u>14</u>

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7. Transfers and subsidies

	<i>Note</i>	2013/14 R'000	2012/13 R'000
*Provinces and municipalities	<i>Annex 1A</i>	445,924	429,372
Departmental agencies and accounts	<i>Annex 1B</i>	83	117
Public corporations and private enterprises	<i>Annex 1C</i>	752,201	700,237
Non-profit institutions	<i>Annex 1D</i>	1,000	500
Households	<i>Annex 1E</i>	13,068	12,072
Total		<u>1,212,276</u>	<u>1,142,298</u>
*Unspent transferred funds by the above beneficiaries		47,402	36,478

8. Expenditure for capital assets

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Tangible assets		1,758,231	1,770,727
Buildings and other fixed structures	33.1	1,669,181	1,735,695
Machinery and equipment	31.1	44,770	34,992
Land and subsoil assets	33.1	44,280	40
Intangible assets		10,603	8,809
Software	32	10,603	8,809
Total		<u>1,768,834</u>	<u>1,779,536</u>

8.1 Analysis of funds utilised to acquire capital assets – 2013/14

	Voted funds R'000	Aid assistance R'000	Total R'000
Tangible assets	1,758,231	-	1,758,231
Buildings and other fixed structures	1,669,181	-	1,669,181
Machinery and equipment	44,770	-	44,770
Land and subsoil assets	44,280	-	44,280
Intangible assets	10,603	-	10,603
Software	10,603	-	10,603
Total	<u>1,768,834</u>	-	<u>1,768,834</u>

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8.2 Analysis of funds utilised to acquire capital assets – 2012/13

	Voted funds	Aid assistance	Total
	R'000	R'000	R'000
Tangible assets	1,770,727	-	1,770,727
Buildings and other fixed structures	1,735,695	-	1,735,695
Machinery and equipment	34,992	-	34,992
Land and subsoil assets	40	-	40
Intangible assets	8,809	-	8,809
Software	8,809	-	8,809
Total	1,779,536	-	1,779,536

8.3 Finance lease expenditure included in Expenditure for capital assets

	Note	2013/14 R'000
Tangible assets		
*Machinery and equipment		4,996
Total		4,996

*Prior year amount R4, 090m which was included in expenditure for capital assets.

9. Cash and cash equivalents

	Note	2013/14 R'000	2012/13 R'000
Consolidated Paymaster General Account		-	88,331
Disbursements		-	(12,371)
Cash on hand		4	4
*Investments (Domestic)		114,712	-
Total		114,716	75,964

*Investments held by Provincial Treasury with Commercial Banks, which forms part of the Provincial Revenue Fund.

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10. Other financial assets

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Non-current			
Local			
*Debtors (repayments not to be realised in 12 months)		143	-
Total Non-current other financial assets		143	-

*Reclassification of debtors to conform with the change in reporting requirements. Debtors were split into current and non current assets.

11. Prepayments and advances

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Travel and subsistence		152	38
Prepayments		5,169	7,328
Total		5,321	7,366

12. Receivables

	<i>Note</i>	R'000 Less than one year	R'000 One to three years	R'000 Older than three years	2013/14 R'000 Total	2012/13 R'000 Total
Claims recoverable	12.1	3,301	1,274	599	5,174	5,559
Recoverable expenditure	12.2	180	91	231	502	604
*Staff debt	12.3	818	209	265	1,292	1,587
*Fruitless and wasteful expenditure	12.5	-	1	-	1	2,853
*Other debtors	12.4	49	129	-	178	194
Total		4,348	1,704	1,095	7,147	10,797

*Reclassification of prior year amounts, to separate the Fruitless and Wasteful from the accounts above to conform to change in reporting requirements.

Claims to the amount of R0, 222m was received on 23 May 2014 to be claimed back from departments which relates to current year. The monies will be claimed during the 2014/15 financial year from the relevant department.

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12.1 Claims recoverable	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
National departments	<i>Annex</i>	75	28
	3		
Provincial departments	<i>Annex</i>	684	486
	3		
Public entities	<i>Annex</i>	136	1,990
	3		
Households and non-profit institutions		819	1,018
Local governments		3,460	2,037
Total		5,174	5,559
12.2 Recoverable expenditure (disallowance accounts)	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
Disallowance: Miscellaneous		68	86
Disallowance: Damages and Losses		374	426
Disallowance: Dishonoured Cheques		60	92
Total		502	604
12.3 Staff debt	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
Staff Debt/Ex-employees/Bursary Debt		1,245	1,585
Salary Tax Debt		4	2
Salary Med Aid Debt		35	-
Salary Pension Fund		8	-
Total		1,292	1,587
12.4 Other debtors	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
Salary Income Tax		49	137
Contractual Debtors		129	57
Total		178	194

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12.5 Fruitless and wasteful expenditure

	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
Opening balance		2,853	710
Less amounts recovered		(119)	-
Less amounts written off		(2,733)	-
Transfers from note 26 Fruitless and Wasteful Expenditure		-	2,143
Total		<u>1</u>	<u>2,853</u>

12.6 Impairment of receivables

	<i>Note</i>	2013/14	2012/13
	12	R'000	R'000
*Estimate of impairment of receivables		644	3,526
Total		<u>644</u>	<u>3,526</u>

*Reclassification of impairment from impairment other to conform to change in reporting requirements. The impairment is based on debtors that were handed over to the State Attorney and Legal Services for recovery.

13. Voted funds to be surrendered to the Revenue Fund

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Opening balance		32,270	45,451
Transfer from statement of financial performance		84,115	32,270
Paid during the year		(32,270)	(45,451)
Closing balance		<u>84,115</u>	<u>32,270</u>

14. Departmental revenue to be surrendered to the Revenue Fund

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Opening balance		44,437	49,186
Transfer from Statement of Financial Performance		137,678	91,526
Own revenue included in appropriation		1,077,264	1,011,421
Paid during the year		(1,231,434)	(1,107,696)
Closing balance		<u>27,945</u>	<u>44,437</u>

15. Bank Overdraft

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Consolidated Paymaster General Account		2,932	-
Total		<u>2,932</u>	<u>-</u>

This relates to payments processed on BAS that have not been debited by the bank.

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16. Payables – current

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Other payables	16.1	11,616	16,591
Total		<u>11,616</u>	<u>16,591</u>

16.1 Other payables

	<i>Note</i>	2013/14 R'000	2012/13 R'000
National Skills Fund	16	4,455	5,747
Guarantees for rehabilitation		4,816	6,098
Disallowance Miscellaneous		-	784
E-Natis (Administrative fees)		2,345	3,962
Total		<u>11,616</u>	<u>16,591</u>

17. Net cash flow available from operating activities

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Net surplus/(deficit) as per Statement of Financial Performance		221,793	123,796
Add back non cash/cash movements not deemed operating activities		1,577,155	1,624,417
(Increase)/decrease in receivables – current		3,650	(2,061)
(Increase)/decrease in prepayments and advances		2,045	(5,701)
Increase/(decrease) in payables – current		(4,975)	1,347
Proceeds from sale of capital assets		(5,959)	(6,978)
Expenditure on capital assets		1,768,834	1,779,536
Surrenders to Revenue Fund		(1,263,704)	(1,153,147)
Own revenue included in appropriation		1,077,264	1,011,421
Net cash flow generated by operating activities		<u>1,798,948</u>	<u>1,748,213</u>

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

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Consolidated Paymaster General account Disbursements		(2,932)	88,331
Cash on hand		-	(12,371)
Cash with commercial banks (Local)		4	4
		114,712	-
Total		<u>111,784</u>	<u>75,964</u>

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19. Contingent liabilities and contingent assets

19.1 Contingent liabilities

Liable to	Nature	<i>Note</i>	2013/14 R'000	2012/13 R'000
Other guarantees		<i>Annex 2A</i>	744	-
Claims against the department		<i>Annex 2B</i>	15,546	21,050
Intergovernmental payables (unconfirmed balances)		<i>Annex 4</i>	1,437	1,517
Total			<u>17,727</u>	<u>22,567</u>

Other guarantees represents the guarantees provided by the department for the rehabilitation of the borrow pits only if the department defaults on the contract.

All cases which were submitted to Legal Services and State Attorney have been included as a contingent liability as the outcome of all the open cases is uncertain.

All unconfirmed intergovernmental payable balances have been included in the account as the department is not in agreement with outstanding balances at year end.

20. Commitments

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Current expenditure			
Approved and contracted		276,038	314,822
Approved but not yet contracted		<u>11,374</u>	<u>100,339</u>
		287,412	415,161
Capital expenditure			
Approved and contracted		1,529,320	876,553
Approved but not yet contracted		<u>-</u>	<u>268,489</u>
		1,529,320	1,145,042
Total Commitments		<u>1,816,732</u>	<u>1,560,203</u>

Current expenditure: Included in commitments are 3 maintenance and 22 cleaning contracts which is longer than a year.

Capital expenditure: Included in commitments are 36 capital projects.

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21. Accruals and payables not recognised

	2013/14			2012/13
	R'000			R'000
Listed by economic classification				
	30 Days	30+ Days	Total	Total
Goods and services	51,640	136	51,776	49,658
Transfers and subsidies	568	4	572	623
Capital assets	197,788	231	198,019	69,493
Total	249,996	371	250,367	119,774

	<i>Note</i>	2013/14		2012/13
		R'000		R'000
Listed by programme level				
Programme 1: Administration		2,811		1,534
Programme 2: Public Works Infrastructure		24,483		40,442
Programme 3: Transport Infrastructure		213,864		70,945
Programme 4: Transport Operations		494		1,119
Programme 5: Transport Regulation		8,111		3,257
Programme 6: Community Based Programmes		604		2,477
Total		250,367		119,774

	<i>Note</i>	2013/14		2012/13
		R'000		R'000
Confirmed balances with other departments	<i>Annex 4</i>	674		869
Total		674		869

The material accruals represent the continuation of capital projects during February 2014 and March 2014 which resulted in payments made after year end.

22. Employee benefits

	<i>Note</i>	2013/14		2012/13
		R'000		R'000
*Leave entitlement		14,643		12,079
Service bonus (Thirteenth cheque)		10,451		9,924
Performance awards		5,536		5,912
Capped leave commitments		22,577		23,213
Other		360		445
Total		53,567		51,573

*Negative leave amount of R1, 713m not included in leave entitlement provision.

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23. Lease commitments

23.1 Operating leases expenditure

2013/14	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
Not later than 1 year	123,156	2,813	125,969
Later than 1 year and not later than 5 years	111,801	1,933	113,734
Later than five years	2,787	-	2,787
Total lease commitments	237,744	4,746	242,490

2012/13	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
*Not later than 1 year	128,133	2,061	130,194
*Later than 1 year and not later than 5 years	269,405	1,631	271,036
Later than five years	50,655	-	50,655
Total lease commitments	448,193	3,692	451,885

The lease commitments are calculated based on a contractual obligation between the department and the lessors. The leases have an annual escalation of between 6% and 12%. The department currently leases 215 facilities.

*Prior period error was discovered in current year, which resulted in adjustment to the commitments for Government Motor Transport, net adjustment increase of R0, 302m (Refer to note 35).

Receivable listings of R3, 089m to be recovered in 2014/15.

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23.2 Finance leases commitment

2013/14	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	5,132	5,132
Later than 1 year and not later than 5 years	18,477	18,477
Later than five years	2,496	2,496
Total lease commitments	26,105	26,105

2012/13	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	5,222	5,222
Later than 1 year and not later than 5 years	18,596	18,596
Later than five years	3,719	3,719
Total lease commitments	27,537	27,537

The leasing of motor vehicles between the Department of Transport and Public Works and Government Motor Transport (GMT) constitutes finance leases. The obligation in respect of the finance leases are presented above.

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23.3 Operating lease revenue

	Buildings and other fixed structures	Total
2013/14	R'000	R'000
Not later than 1 year	10,184	10,184
Later than 1 year and not later than 5 years	20,269	20,269
Later than five years	9,074	9,074
Total operating lease revenue receivable	39,527	39,527

	Buildings and other fixed structures	Total
2012/13	R'000	R'000
Not later than 1 year	17,964	17,964
Later than 1 year and not later than 5 years	12,578	12,578
Later than five years	17,458	17,458
Total operating lease revenue receivable	48,000	48,000

Leases have an escalation of between 9% and 10%. The Department currently has 49 leases that are included in the above amount.

24. Accrued departmental revenue

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
**Tax revenue		29,066	-
*Sales of goods and services other than capital assets		71,494	50,996
Total		100,560	50,996

**Reclassification is due to a change in accounting policy. The department is exempt from disclosing the Tax Revenue Receivable (R 294,769m), thus the related analysis and impairment is also adjusted.

*It should further be noted that the not signing of lease agreements of un-lawful occupants of government properties could result that the department is at risk of losing R2, 538m rental income per year. Credit balances to the value of R 3,645m were excluded when calculating the outstanding debt.

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24.1 Analysis of accrued departmental revenue

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Opening balance		50,996	34,785
Less: amounts received		(59,024)	(62,973)
Add: amounts recognised		108,588	79,184
Less: amounts written-off/reversed as irrecoverable		-	-
Closing balance		<u>100,560</u>	<u>50,996</u>

Prior year amounts restated to disclose only the effect of sales of goods and services other than capital assets as the tax revenue is exempted. Amount recognised i.r.o. tax revenue, is the amount collected by the Agents in March 2014 and to be paid in April 2014.

24.2 Impairment of accrued departmental revenue

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Estimate of impairment of accrued departmental revenue		24,952	23,049
Total		<u>24,952</u>	<u>23,049</u>

The impairment was based on all debtors that were handed over to the state attorney for recovery.

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25. Irregular expenditure

Reconciliation of irregular expenditure

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
*Opening balance		27,236	105,056
Add: Irregular expenditure – relating to prior year		5,736	25,167
Add: Irregular expenditure – relating to current year		1,591	37,784
Less: Prior year amounts condoned**		(15,214)	(103,660)
Less: Current year amounts condoned**		(1,591)	(37,108)
Less: Amounts recoverable (not condoned)	12	(30)	(3)
Irregular expenditure awaiting condonation		<u>17,728</u>	<u>27,236</u>

Analysis of awaiting condonation per age classification

	2013/14	2012/13
	R'000	R'000
Current year	-	676
Prior years	17,728	26,560
Total	<u>17,728</u>	<u>27,236</u>

*Prior period error was discovered in current year, which resulted in adjustment to the opening balance (Refer to note 35).

**Includes cases condoned up to 31 May 2014 relating to amounts as at 31 March 2013.

One case of possible irregular expenditure relating to extension of leasing in property is under investigation.

25.1 Details of irregular expenditure – current year

Incident	Disciplinary steps taken/criminal proceedings	2013/14
		R'000
Leasing in of Property	Verbal warning	214
Leasing in of Property	No negligence of officials	65
SCM Contract Management	Referred to Labour Relations	1,302
SCM Contract Management	Written warning	10
Total		<u>1,591</u>

25.2 Details of irregular expenditure condoned

Incident	Condoned by (condoning authority)	2013/14
		R'000
Leasing in of Property	Relevant authority	2,296
SCM Contract Management	Relevant authority	14,228
Appointment of contract worker	Relevant authority	281
Total		<u>16,805</u>

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25.3 Details of irregular expenditure recoverable (not condoned)

Incident	2013/14 R'000
Application of Bursary Policy	30
Total	30

25.4 Details of irregular expenditures under investigation

Incident	2013/14 R'000
SCM Contract Management	17,398
Lease in of Property	330
Total	17,728

26. Fruitless and wasteful expenditure

26.1 Reconciliation of fruitless and wasteful expenditure

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Opening balance		160	7,701
Fruitless and wasteful expenditure – relating to prior year		9	5
Fruitless and wasteful expenditure – relating to current year		5	3
Less: Amounts resolved		(174)	(5,406)
Less: Amounts transferred to receivables for recovery	12.6	-	(2,143)
Fruitless and wasteful expenditure awaiting resolution		-	160

26.2 Analysis of awaiting resolution per economic classification

	2013/14 R'000	2012/13 R'000
Current	-	160
Total	-	160

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26.3 Analysis of Current year's fruitless and wasteful expenditure

Incident	Disciplinary steps taken/criminal proceedings	2013/14 R'000
Interest on Late Payments	No official can be held 'liable in law'	<u>5</u>
Total		<u>5</u>

*Prior period error was discovered in current year, which resulted in adjustment to the opening balance (Refer to note 35).

27. Related party transactions

The Department provided buildings free of charge to the following departments as well as entities reporting to these department:

- 1) Department of the Premier
- 2) Provincial Parliament
- 3) Provincial Treasury
- 4) Community Safety
- 5) Education
- 6) Health
- 7) Social Development
- 8) Local Government and Housing
- 9) Environmental Affairs and Development Planning
- 10) Agriculture
- 11) Economic Development and Tourism
- 12) Culture Affairs and Sport
- 13) Provincial Operating Licence Board (POLB) / Provincial Regulating Entity (PRE)
- 14) Provincial Transport Registrar
- 15) Government Motor Transport
- 16) Western Cape Gambling and Racing Board
- 17) Construction Industrial Development Board
- 18) Western Cape Nature Conservation Board
- 19) University of the Western Cape

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- 20) Groote Schuur Hospital Facility Board
- 21) Cape Medical Depot

The Department provided parking spaces for government officials at approved fees that are not market related.

The Department received corporate services from the Corporate Service Centre of the Department of the Premier in the Western Cape with effect from 1 November 2010 in respect of the following service areas:

- a) Information and Communication Technology
- b) Organisation Development
- c) Provincial Training (transversal)
- d) Human Resource Management
- e) Enterprise Risk Management
- f) Internal Audit
- g) Forensic Investigations
- h) Legal Services
- i) Corporate Communication

A related party relationship exists between the Department and Government Motor Transport (GMT) with regard to the management of government motor vehicles of the departments. This relationship is based on an arm's length transaction in terms of tariffs approved by the Provincial Treasury.

The Department occupied buildings, where Security Services were provided by the Department of Community Safety.

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28. Key management personnel

	No. of Individuals	2013/14 R'000	2012/13 R'000
Political office bearer	1	1,652	1,652
Officials:			
Level 15 to 16	6	6,796	6,423
Level 14	10	8,964	8,653
Total		17,412	16,728

29. Public Private Partnership

	<i>Note</i>	2013/14 R'000	2012/13 R'000
Capital		1,580	20,571
Property		1,580	20,571
Other		14,864	12,544
Other obligations		14,864	12,544
Total		16,444	33,115

A concession agreement was concluded for the design, construction, financing, operating and maintaining of Chapman's Peak Drive as a toll road for 30 years. At the end of the concession period the road is returned to the Provincial Government of the Western Cape in a clearly defined condition. The agreement, which provided for both renewal and termination options, was signed on 21 May 2003. The partnership between the department and Entilini Concessionary has been operational since 21 December 2003.

During the course of 2009/10 the Executive Authority for Transport and Public Works and Finance, Economic Development and Tourism was mandated by the Premier to, with assistance of a task team, re-negotiate the contract with the Concessionaire with a view to mitigate the risk to the Department. The re-negotiations were concluded and some of the matters that were addressed were:

- Improve Provincial Contract Management and Internal Control systems.
- Re-negotiate certain conditions in the existing contract.
- Review an alternative toll plaza solution.

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- Agree on pre-emptive closure regime.
- Review methodology of Province Future Support.
- Review of upgrades and maintenance reserve fund.

In the new re-negotiated contract, a provision was made for unseen maintenance; operating and managing expenses were reviewed and pegged at an acceptable level, to be increases with CPI. Revenue projections were also scrutinised.

Any shortfall between the actual revenue and expenses, would be made good by the Province, which will be re-imbursed once the Concessionaire has paid up its long time debt (2023) and there is a surplus available after expenses have been paid out of revenue.

The Province will have the first right of call to this surplus for the revenue support provided during the concession period and thereafter, any available surplus will be distributed on a 50:50 basis.

30. Provisions

	<i>Note</i>	2013/14	2012/13
		R'000	R'000
Claims Payable (previous contingent liability)		45	88
Total		45	88

30.1 Reconciliation of movement in provisions – 2013/14

	Provision 1	Provision 2	Provision 3	Total provisions
	R'000	R'000	R'000	R'000
Opening balance	88	-	-	88
Provisions raised	45	-	-	45
Unused amounts reversed	(8)	-	-	(8)
Amounts used	(80)	-	-	(80)
Closing balance	45	-	-	45

The provision above relates to legal cases where claims have been recommended for settlement from legal services but have not yet been approved. These amounts will only be settled once approval has been obtained.

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31. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Opening balance	Curr Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
HERITAGE ASSETS	4,894	-	-	-	4,894
Heritage assets	4,894	-	-	-	4,894
MACHINERY AND EQUIPMENT	491,891	(3,171)	41,751	(16,044)	514,427
Transport assets	197,129	(2,669)	18,691	(5,740)	207,411
Computer equipment	31,909	(95)	4,520	(4,416)	31,918
Furniture and office equipment	4,384	(106)	862	(177)	4,963
Other machinery and equipment	258,469	(301)	17,678	(5,711)	270,135
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	496,785	(3,171)	41,751	(16,044)	519,321

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31.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	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	44,770	3,154	(4,996)	(1,177)	41,751
Transport assets	21,354	3,154	(4,996)	(821)	18,691
Computer equipment	4,601	-	-	(81)	4,520
Furniture and office equipment	862	-	-	-	862
Other machinery and equipment	17,953	-	-	(275)	17,678
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	44,770	3,154	(4,996)	(1,177)	41,751

Finance lease payments represent all payments made to Government Motor Transport for the usage of their vehicles.

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31.2 Disposals

**DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR
THE YEAR ENDED 31 MARCH 2014**

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	4,750	11,294	16,044	2,475
Transport assets	1,412	4,328	5,740	701
Computer equipment	-	4,416	4,416	-
Furniture and office equipment	-	177	177	-
Other machinery and equipment	3,338	2,373	5,711	1,774
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	4,750	11,294	16,044	2,475

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31.3 Movement for 2012/13

	Opening balance	Curr Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
HERITAGE ASSETS	4,901	-	-	(7)	4,894
Heritage assets	4,901	-	-	(7)	4,894
MACHINERY AND EQUIPMENT	458,456	13,059	40,103	(19,727)	491,891
Transport assets	167,760	13,345	21,511	(5,487)	197,129
Computer equipment	35,889	7	4,225	(8,212)	31,909
Furniture and office equipment	5,142	(57)	333	(1,034)	4,384
Other machinery and equipment	249,665	(236)	14,034	(4,994)	258,469
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	463,357	13,059	40,103	(19,734)	496,785

31.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2014

	Intangible assets	Heritage assets	Machinery and equipment	Total
	R'000	R'000	R'000	R'000
Opening balance	7	550	24,570	25,127
Curr Year Adjustments to Prior Year balances	(7)	(5)	(3,498)	(3,510)
Additions	-	-	1,489	1,489
Disposals	-	-	(1,703)	(1,703)
TOTAL MINOR ASSETS	-	545	20,858	21,403
	Intangible assets	Heritage assets	Machinery and equipment	Total
	-	125	1,304	1,429
Number of R1 minor assets	-	351	14,605	14,956
Number of minor assets at cost	-	476	15,909	16,385
TOTAL NUMBER OF MINOR ASSETS	-	476	15,909	16,385

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MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2013

	Intangible assets	Heritage assets	Machinery and equipment	Total
	R'000	R'000	R'000	R'000
Opening balance	7	610	28,516	29,133
Curr Year Adjustments to Prior Year balances	-	(8)	(2,655)	(2,663)
Additions	-	-	3,137	3,137
Disposals	-	(52)	(4,428)	(4,480)
TOTAL MINOR ASSETS	7	550	24,570	25,127

	Intangible assets	Heritage assets	Machinery and equipment	Total
Number of R1 minor assets	-	253	1,379	1,632
Number of minor assets at cost	-	620	21,746	22,366
TOTAL NUMBER OF MINOR ASSETS	-	873	23,125	23,998

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32. Intangible Capital Assets

**MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2014**

	Opening balance	Current Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	100,100	-	10,603	-	110,703
TOTAL INTANGIBLE CAPITAL ASSETS	100,100	-	10,603	-	110,703

32.1 Additions

**ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2014**

	Cash	Non-Cash	(Develop- ment work in progress – current costs)	Received current year, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	10,603	-	-	-	10,603
TOTAL ADDITIONS TO INTANGIBLE CAPITAL ASSETS	10,603	-	-	-	10,603

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32.2 Movement for 2012/13

**MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED
31 MARCH 2013**

	Opening balance	Current Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
SOFTWARE	91,291	-	8,809	-	100,100
TOTAL INTANGIBLE CAPITAL ASSETS	91,291	-	8,809	-	100,100

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33. Immovable Tangible Capital Assets

**MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE
YEAR ENDED 31 MARCH 2014**

	Opening balance	Curr Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	50,021,766	(596,797)	2,277,002	(138,325)	51,563,646
Non-residential buildings	24,155,743	(596,797)	1,072,403	(138,325)	24,493,024
Other fixed structures	25,866,023	-	1,204,599	-	27,070,622
HERITAGE ASSETS	240,980	(190)	-	-	240,790
Heritage assets	240,980	(190)	-	-	240,790
LAND AND SUBSOIL ASSETS	87,167	-	44,280	-	131,447
Land	87,167	-	44,280	-	131,447
INVESTMENT PROPERTY	762,067	(25,298)	30,553	(3,783)	763,539
Investments	762,067	(25,298)	30,553	(3,783)	763,539
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	51,111,980	(622,285)	2,351,835	(142,108)	52,699,422

Current year adjustments to prior year balances relates to a prior period error. The error related to duplicated properties on the asset register and properties that were previously deemed to be the departments' but have obtained evidence contrary to it. Where properties were discovered which actually belongs to National Department of Public Works, the department informed them to include it on their register (Refer to note 35).

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33.1 Additions

ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	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
BUILDING AND OTHER FIXED STRUCTURES	1,669,181	1,932,421	(1,324,600)	-	2,277,002
Non-residential buildings	290,487	1,015,201	(233,285)	-	1,072,403
Other fixed structures	1,378,694	917,220	(1,091,315)	-	1,204,599
LAND AND SUBSOIL ASSETS	44,280	-	-	-	44,280
Land	44,280	-	-	-	44,280
INVESTMENT PROPERTY	-	30,553	-	-	30,553
Investment Property	-	30,553	-	-	30,553
TOTAL ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS	1,713,461	1,962,974	(1,324,600)	-	2,351,835

Non cash additions for non-residential buildings and investment property relates to section 42 transfers from Department of Health, Department of Agriculture and Department of Education.

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33.2 Disposals

**DISPOSALS OF IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE
YEAR ENDED 31 MARCH 2014**

	Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES				
Non-residential buildings	142,108	-	142,108	3,484
TOTAL DISPOSALS OF IMMOVABLE TANGIBLE CAPITAL ASSETS	142,108	-	142,108	3,484

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33.3 Movement for 2012/13

**MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE
YEAR ENDED 31 MARCH 2013**

	Opening balance	Curr Year Adjust- ments to prior year balances	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	73,079,320	(25,081,481)	2,026,409	(2,482)	50,021,766
Non-residential buildings	24,697,166	(1,416,141)	877,200	(2,482)	24,155,743
Other fixed structures	48,382,154	(23,665,340)	1,149,209	-	25,866,023
HERITAGE ASSETS	241,159	(179)	-	-	240,980
Heritage assets	241,159	(179)	-	-	240,980
LAND AND SUBSOIL ASSETS	96,747	(9,620)	40	-	87,167
Land	96,747	(9,620)	40	-	87,167
INVESTMENT PROPERTY	763,861	(2,494)	1,430	(730)	762,067
Investment Property	763,861	(2,494)	1,430	(730)	762,067
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	74,181,087	(25,093,774)	2,027,879	(3,212)	51,111,980

33.4 Immovable assets valued at R1

IMMOVABLE ASSETS VALUED AT R1 IN THE ASSET REGISTER AS AT 31 MARCH 2014

	Buildings and other fixed structures	Heritage assets	Land and subsoil assets	Total
	R	R	R	R
R1 Immovable assets	3,064	90	135	3,289
TOTAL	3,064	90	135	3,289

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IMMOVABLE ASSETS VALUED AT R1 IN THE ASSET REGISTER AS AT 31 MARCH 2013

	Buildings and other fixed structures R	Heritage assets R	Land and subsoil assets R	Total R
R1 Immovable assets	2,902	102	154	3,158
TOTAL	2,902	102	154	3,158

33.5 S42 Immovable assets

	Number of assets	Value of assets R'000
2013/14		
BUILDINGS AND OTHER FIXED STRUCTURES		
Non-residential buildings	54	1,045,754
TOTAL	54	1,045,754

	Number of assets	Value of assets R'000
2012/13		
BUILDINGS AND OTHER FIXED STRUCTURES		
Non-residential buildings	38	765,366
TOTAL	38	765,366

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34. Agent-principal arrangements

34.1 Department acting as the principal

	2013/14 R'000
Berg Rivier Municipality	1,831
Cederberg Municipality	1,406
Matzikama Municipality	2,185
Saldanha Bay Municipality	3,769
Swartland Municipality	4,121
Breede Valley Municipality	5,541
Drakenstein Municipality	9,617
Langeberg Municipality	2,672
Stellenbosch Municipality	5,232
Witzenberg Municipality	2,533
Cape Agulhas Municipality	1,422
Overstrand Municipality	3,135
Swellendam Municipality	1,225
Theewaterskloof Municipality	3,094
Bitou Municipality	1,300
George Municipality	7,471
Hessequa Municipality	1,855
Kannaland Municipality	683
Knysna Municipality	2,578
Mossel Bay Municipality	4,260
Oudtshoorn Municipality	2,591
Beaufort West Municipality	701
Laingsburg Municipality	139
Prince Albert Municipality	179
City Of Cape Town	145,623
Total	215,163

- Municipalities within the province collect motor vehicle license renewal and renewal fees on behalf of the department as circular 12/94. The municipality charges the department agency fees for the collection of these fees. The amounts disclosed above are the fees paid for collection, which is disclosed as administration fees in the statement of financial performance.
- The department set the standards and norms which the municipalities use to test prospective drivers. The department monitors drivers testing performed by the municipalities and ensures they are kept at a high standard. The department does not receive any reimbursement nor does it pay any municipality to perform these tests. All revenue collected by the municipalities' remains revenue in their account.

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- The department set the standards and norms which the municipalities use to test motor vehicles. The department monitors the testing stations and ensures they are kept at a high standard. The department does not receive any reimbursement nor does it pay any municipality to perform these tests. All revenue collected by the municipalities' remains revenue in their account.
- The department set the standards and norms which the private companies use to test motor vehicles. There are 54 such approved companies which perform the testing on behalf of the department. The department monitors the testing stations and ensures they are kept at a high standard. The department does not receive any reimbursement nor does it pay any company to perform these tests. All revenue collected by the company's remains revenue in their account.
- The District Municipality perform work on the department's roads assets and invoices the department for work performed by them. This is regarded as normal course of business, they however use the department's assets to perform this work as per agreement and do not reimburses the department for the usage of the assets. The department remains the owner of the assets as no risk and rewards has passed to the district municipalities.

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34.2 Department acting as the agent

34.2.1 Reconciliation of agency funds and disbursements – 2013/14

Name of principal entity	Total agency funds received	Amount remitted to the principal	Variance between amounts received and amounts remitted	Explanation of variance
	R'000	R'000	R'000	
Road Traffic Management Corporation	68,697	(66,352)	2,345	Payments received late in March 2014, to be reconciled and paid in April 2014
Total	68,697	(66,352)	2,345	

- The department is obligated (as per Practice Note 10 of 2007/08) to collect and pay over to the Road Traffic Management Corporation (RTMC) fees which is included in the motor vehicle license and renewal fees. The department does not receive any reimbursement for this service it performs. The above amounts constitutes the revenue collected on behalf of RTMC, the department does not include this revenue in its revenue as it does not belong to the department at any point in time.
- The department is an implementing agent for the Department Health. The department publishes and awards tenders and monitor the construction of infrastructure as required by the department. The department does not receive any reimbursement for this function.
- The department is an implementing agent for the Department Education. The department publishes and awards tenders and monitor the construction of infrastructure as required by the department. The department does not receive any reimbursement for this function.

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35. Prior period errors

35.1 Correction of prior period error for secondary information

	2012/13 R'000
The comparative amounts in <i>Notes</i> were restated as follows:	
Irregular expenditure (Note 25)	(48,837)
Fruitless and Wasteful (Note 26)	(883)
Immovable Assets (Note 33)	(622,285)
Operating Leases (Note 23)	302
Accrued Departmental Revenue (Note 24)	(10,305)
Net effect on the notes	<u>(682,008)</u>

Irregular and Fruitless and Wasteful Expenditure Note 25 and 26:

The above error is a direct result of unresolved cases that were incorrectly included as irregular, fruitless and wasteful expenditure in prior year balances. As a result of the above restatements in note 25 the "Analysis of awaiting condonation per age classification: Prior year" had to be restated as well. The comparative changed from R63, 774m to R26, 560m.

Immovable Assets 33:

The correction of the error was discovered in the current year, which resulted in a prior period error in immovable assets. The error related to duplicated properties on the asset register and properties that were previously incorrectly deemed to be the departments'.

Operating Leases Note 23:

Prior period error was discovered in current year, which resulted in adjustment to the commitments, being Government Motor Transport operating leases not included. As a result the future lease commitments increased by R0, 302m.

Accrued Departmental Revenue Note 24:

The correction of the error was discovered in the current year, which resulted in a prior period error in accrued revenue. The error related to the system calculating compound interest instead of simple interest and credit balances were not taken into account.

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36. Transfer of functions

The Telecommunication function, for the rendering of a transversal telecommunications (or telephony) service to the departments of the Western Cape Government and the general public, was transferred to the Department of the Premier, with effect from 1 July 2013.

This function was previously executed by the Division telecommunication, Branch Public Works, being an establishment of 10 posts.

Department of Premier acknowledged receipt of tangible assets to the value of R0.129m in a letter format. Section 42 certificate still outstanding, it has been signed by the transferring department.

The transfer of function was approved by Cabinet Resolution 36/2013, dated 20 February 2013.

The agreement between the Department of the Premier and the Department of Transport and Public Works stated there was no direct financial implications as current resources will be transferred with the function (including budget and other resources). The agreement was signed by both parties during June 2013.

The Department of the Premier as the receiving institutions has assumed responsibility for the actual implementation action. The concomitant implementation plan provided for the completion of the various main preparatory administrative processes by the end of June 2013 and allowed for actual implementation with effect from 1 July 2013.

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37. STATEMENT OF CONDITIONAL GRANTS RECEIVED

NAME OF DEPARTMENT	GRANT ALLOCATION					Amount received by department	SPENT			2012/13	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjustments	Other Adjustments	Total Available		Amount spent by department	Under / (Overspending)	% of available funds spent by department	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000	R'000		R'000	R'000	%	R'000	R'000
Provincial Roads Maintenance Grant	573,237	2,637	(55,077)	-	520,797	520,797	520,797	-	100%	478,895	476,258
Public Works: Devolution of Property Rates Fund Grant	-	5,141	-	-	5,141	5,141	5,141	-	100%	364,030	358,889
Expanded Public Works Programme Integrated Grant for Province	14,971	4,358	-	-	19,329	19,329	21,542	(2,213)	111%	9,099	4,736
Public Transport Operations Grant	734,180	-	-	-	734,180	734,180	734,180	-	100%	696,237	696,237
Total	1,322,388	12,136	(55,077)	-	1,279,447	1,279,447	1,281,660	(2,213)		1,548,261	1,536,120

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All transfers in terms of this Act were deposited into the primary bank account of the Province. Over expenditure funded from equitable share.

38. NON ADJUSTING SUBSEQUENT EVENTS

- Transfer of Roads Traffic Management related functions to the Department of Transport and Public Works from 1 April 2014.
- Refer to note 25 for details on non-validated irregular expenditure.
- Education leases (schools) previously administrated by this Department transferred to the Department of Education from 1 April 2014.

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**ANNEXURE 1A (Note 7)
STATEMENT OF TRANSFERS TO MUNICIPALITIES**

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		SPENT			2012/13
	Amount	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Amount received by municipality	Amount spent by municipality	% of available funds spent by municipality	Total Available
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	%	R'000
Municipalities Western Cape	92,353	-	11,250	103,603	103,018	99%	103,018	55,616	54%	69,201
Municipal Rates and Accounts	392,046	5,141	(10,549)	386,638	340,398	88%	340,398	340,398	100%	364,030
Provincial Department Licences	2,836	-	-	2,836	2,508	88%	2,508	2,508	100%	2,810
Provincial Department fines and penalties	4	-	-	4	-	-	-	-	-	4
Total	487,239	5,141	701	493,081	445,924		445,924	398,522		436,045

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**ANNEXURE 1B (Note 7)
STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS**

DEPARTMENT/ AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2012/13
	Adjusted Appropriation	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Government Motor Transport	-	-	-	-	-	-	42
Com Licences (Radio & TV)	80	-	16	96	83	86%	79
Total	80	-	16	96	83		121

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ANNEXURE 1C (Note 7)

STATEMENT OF TRANSFERS/SUBSIDIES TO PUBLIC CORPORATIONS AND PRIVATE ENTERPRISES

NAME OF PUBLIC CORPORATION/PRIVATE ENTERPRISE	TRANSFER ALLOCATION				EXPENDITURE				2012/13
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Capital	Current	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	R'000
Public Corporations									
Transfers									
Bus Operator Services	734,180	-	-	734,180	734,180	100%	-	734,180	696,237
Passenger Rail Agency of SA	-	-	-	-	-	-	-	-	4,000
Total	734,180	-	-	734,180	734,180			734,180	700,237
Private Enterprises									
Transfers									
Claims against the State	-	-	18,021	18,021	18,021	100%	-	18,021	-
Total	-	-	18,021	18,021	18,021			18,021	-
Total	734,180	-	18,021	752,201	752,201			752,201	700,237

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**ANNEXURE 1D (Note 7)
STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS**

	TRANSFER ALLOCATION				EXPENDITURE		2012/13
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
NON-PROFIT INSTITUTIONS							
Transfers							
George Mobility Strategy Trust	1,000	-	-	1,000	1,000	100%	500
Total	1,000	-	-	1,000	1,000		500

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**ANNEXURE 1E (Note 7)
STATEMENT OF TRANSFERS TO HOUSEHOLDS**

	TRANSFER ALLOCATION				EXPENDITURE		2012/13
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
HOUSEHOLDS							
Transfers							
*Social Benefits	1,671	-	1,039	2,710	2,704	100%	1,027
Bursaries (non-employees)	8,000	-	69	8,069	8,055	100%	10,201
Claims against the State	62	-	2,584	2,646	2,293	87%	65
Donations and gifts	2	-	(2)	-	-	-	800
Payments/Refunds as an act of grace	-	-	16	16	16	100%	-
Total	9,735	-	3,706	13,441	13,068		12,093
*Injury on duty	101	-	156	257	256		248
*Leave Gratuity	1,570	-	883	2,453	2,448		779
	1,671	-	1,039	2,710	2,704		1,027

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ANNEXURE 1F

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND PAYMENTS MADE AS AN ACT OF GRACE

NATURE OF GIFT, DONATION OR SPONSORSHIP	2013/14	2012/13
	R'000	R'000
Paid in cash		
Breede Valley Municipality – Safely Home Anti-Drunk Driving Operations War room	-	800
Subtotal	-	800
Remissions, refunds, and payments made as an act of grace		
Funeral Services: M Mabuto	16	-
Subtotal	16	-
Total	16	800

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**ANNEXURE 2A
STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2014 – LOCAL**

Guarantor institution	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2013	Guarantees draw downs during the year	Guarantees repayments/ cancelled/ reduced/ released during the year	Revaluations	Closing balance 31 March 2014	Guaranteed interest for year ended 31 March 2014	Realised losses not recoverable i.e. claims paid out
		R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
	Other								
Transport and Public Works	Rehabilitation of Land	744	-	744	-	-	744	-	-
Total		744	-	744	-	-	744	-	-

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**ANNEXURE 2B
STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2014**

Nature of Liability	Opening Balance 1 April 2013 R'000	Liabilities incurred during the year R'000	Liabilities paid/cancell ed/reduced during the year R'000	Liabilities recoverabl e (Provide details hereunder) R'000	Closing Balance 31 March 2014 R'000
Claims against the department					
Property and Roads Claims	21,050	30,283	(35,787)	-	15,546
Total	21,050	30,283	(35,787)	-	15,546

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ANNEXURE 3
CLAIMES RECOVERABLE

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2014	31/03/2013	31/03/2014	31/03/2013	31/03/2014	31/03/2013
	R'000	R'000	R'000	R'000	R'000	R'000
Department						
Provincial Government Western Cape						
Premier	550	293	-	-	550	293
Human Settlements	127	193	-	-	127	193
Environmental Affairs & Development Planning	7	-	-	-	7	-
National Departments						
Police Services	1	1	-	1	1	2
Correctional Services	-	-	-	12	-	12
Defence	-	-	-	14	-	14
Environmental Affairs	19	-	-	-	19	-
Public Works	-	-	55	-	55	-
	704	487	55	27	759	514
Other Government Entities						
Cape Nature	3	-	-	-	3	-
Government Motor Transport	133	-	-	-	133	-
	136	-	-	-	136	-
Total	840	487	55	27	895	514

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ANNEXURE 4
INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL	
	31/03/2014	31/03/2013	31/03/2014	31/03/2013	31/03/2014	31/03/2013
	R'000	R'000	R'000	R'000	R'000	R'000
DEPARTMENTS						
Current						
Provincial Government						
Western Cape						
Premier	67	152	-	-	67	152
Human Settlement	-	-	-	899	-	899
Social Development	-	227	-	-	-	227
Health	607	-	-	200	607	200
Community Safety	-	-	41	-	41	-
National Departments						
Justice & Constitutional Development	-	490	1,396	418	1,396	908
Total	674	869	1,437	1,517	2,111	2,386

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ANNEXURE 5
INVENTORY

Inventory	2013/14		2012/13	
	Quantity	R'000	Quantity	R'000
Opening balance	240,581	5,387	262,569	4,856
Add: Additions/Purchases – Cash	1,516,948	44,750	1,578,450	38,917
(Less): Disposals	(34)	-	(5)	(1)
(Less): Issues	(1,522,180)	(45,365)	(1,600,433)	(38,767)
Add/(Less): Adjustments	(7,201)	(550)	-	382
Closing balance	228,114	4,222	240,581	5,387

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ANNEXURE 6
MOVEMENT IN CAPITAL WORK IN PROGRESS

MOVEMENT IN CAPITAL WORK IN PROGRESS FOR THE YEAR ENDED 31 MARCH 2014

	Opening balance	Current Year Capital WIP	Completed Assets	Closing balance
	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	1,635,320	1,381,802	(1,261,801)	1,755,321
Non-residential buildings	455,575	290,487	(57,202)	688,860
Other fixed structures	1,179,745	1,091,315	(1,204,599)	1,066,461
TOTAL	1,635,320	1,381,802	(1,261,801)	1,755,321

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ANNEXURE 7
IMMOVABLE ASSETS ADDITIONAL DISCLOSURE

1. Un-surveyed land

Province	Estimated completion date
Western Cape	2017/18

2. Deemed vested (4 d)

Land parcels 671

Facilities per function/department/institution	Number
CapeNature	252
Crèche	3
Department of Agriculture	5
Department of Community Safety	1
Department of Environmental Affairs and Development planning	1
Department of Health	34
Department of Human Settlements	1
Department of Social Development	1
Department of Transport and Public Works	126
Department of Education	244
To investigated	3

3. Facilities on land not surveyed (4 g)

Facilities 37

Facilities per function/department/institution	Number
CapeNature	22

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Department of Agriculture	2
Department of Health	3
Department of Transport and Public Works	1
Department of Education	9

4. Agreement of custodianship reached (4 i)

Status on Section 28 (1) certificates is as follows:

- ± 400 applications for vesting still to be submitted
- 85 Section 28 (1) certificates received during the year
- From applications submitted during 2013/15 26 certificates must still be issued

5. Surveyed but unregistered land (4 f)

The following properties have been surveyed but not yet registered in the Deeds Registry.

Surveyed but unregistered land parcels				
Description of property (including extend)	Extent m²	Diagram reference	Date submitted for registration	Estimated date for submission for registration
2840 - Hottentots Holland Nature Reserve	1 963 720	1169/1996	N/A	2014/15
2840 - Hottentots Holland Nature Reserve	707 500	1151/1996	N/A	2014/15
2840 - Hottentots Holland Nature Reserve	3 251 280	1170/1996	N/A	2014/15
13532 - Erf 3290, Epping Garden Village	395	2171/1983	N/A	2014/15
2573- Webner Street Primary School	496	4115/1948	N/A	2014/15

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2707 - Intshayelelo Primary School	17 804	L162/1989	N/A	2014/15
2217 - St. Augustine's Primêre Skool (Paternoster)	2 380	11067/1991	N/A	2014/15
5752 - Gamkaberg Nature Reserve	3 228 801	1605/1976	N/A	2014/15
3293 - Hawequas Forestry Station	578 695	3422/1999	N/A	2014/15
2762 - Noorder-Paarl Sekondêre Skool	32 833	54/1961	N/A	2014/15

N/A – Not applicable

Western Cape Transport and Public Works
9 Dorp Street, Cape Town, 8000
Private Bag X9185, Cape Town, 8001
Tel: +27 21 483 4391 **Fax:** +27 21 483 9851
Email: Internal.Communication@westerncape.gov.za

www.westerncape.gov.za

The Department develops and maintains appropriate infrastructure and related services for sustainable economic development which generates growth in jobs and facilitates empowerment and opportunity.

Afrikaans and isiXhosa versions of this publication are available on request.



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Transport and Public Works

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