



LEAP Deployments Phase 2

Notes

Date: **Thursday, 6 January 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. WELCOMING/APOLOGIES

All available members attended the meeting at 07h30.

Mr Wingrove welcomed all to the meeting and wished everyone well for the new year.

Attendees

Mr T Wingrove (Chair)

Chief Hamilton

Chief Coleman

Reginal Insp Miessner

Mr S Titus

Mr L Willemse

Ms A Daniels

Ms T Steyn-Dowie

Apologies

Mr J Brand

2. Discussion

2.1 Feedback / Process on Business Plan and TPA

Mr Wingrove indicated that both the Business Plan and TPA has been signed off by both the CoCT and the Department. He added that the first transfer payment has been approved and finance indicated that it will reflect in the CoCT' s account either today or latest next Wednesday (12 Jan 2022).

2.2 Appointment of additional trainers

Ms Schoeman was not in the meeting to provide any further feedback.

Mr Wingrove proposed this item then stands over until the next meeting.

2.3 Update on External Service Provider re: 26 external members not yet competent

Chief Hamilton

- Indicated that he has engaged with Ms Gale Kruger and the Metro Police college superintendent, Mr John Leonard and are preparing with the service provider who is from Johannesburg.
- Added that it is anticipated to have these members trained within this month of January, but a date has not yet been confirmed but they are busy with the logistics and creation of the purchase order.

Mr Wingrove requested an update be provided at the next meeting.

2.4 LEAP Operations

i. Update on Deployed vs not Deployed

Chief Hamilton

- Indicated that deployment remains stable with slight changes made in Hanover Park.
- Mentioned that two additional principal inspectors have been appointed but that it will only reflect in next weeks report.
- To note - Kraaifontein: 1x S/Insp moved to Armoury duties (Admin)
Nyanga: 1x LLEO moved from Hanover Park to Nyanga
1x Insp returned to operational duties from Armoury duties.
Hanover Park: 1x Insp moved from Hanover Park to Mitchells Plain.
Khayelitsha: 1x LLEO re-instated (was dismissed on disciplinary)
Mitchells Plain: 1x LLEO resigned on 31/12/2021 (took position at CoCT Fire) and HR has been informed to recruit to replace that member.
1x LLEO returned from Maternity
- Added that all members without appointment cards have been deployed to the malls within the LEAP areas.
- Breakdown of LEAP Mall Deployment: (266)
 - 31x Existing not deployed LLEO's
 - 26x EPWP appointments
 - 209x LLEO's Phase 3 (decreased by 1x LLEO)

ii. *Update on armed vs unarmed members*

- Indicated that operational staff, including the supervisory staff, which makes up 717, only 69 are unarmed.
- Of the 69 unarmed officers, their firearm management component in Kraaifontein has submitted applications and added that he will forward an updated during the course of today (7 Jan) of how many applications was sent to Metro police.
- Added that Metro police could not assist with issuing of firearms over the last week as they had a positive Covid case.

Reason for 69 unarmed members:

- 24x Operational Area staff to be rescheduled for Basic Firearm Training (Adjustment budget)
- 7x Incapacities
- 6x No appointment cards (Supervisors: newly appointed)
- 1x loss of Statement of Results – MPD request made
- 31x Other

- Mentioned that the number of unarmed will drastically be reduced over next week or two but will be specifically from the 31 other.

iii. *Appointment Cards Outstanding*

- Indicated that of the 76 submitted, 43 clearances were for LEAP that has been received from SAPS last week and has been sent to the ED for signature.
- Added that once the 43 appointment cards are received, it will be issued to the members.
- Mentioned that the total outstanding from all 3phases, was 251 and if subtract the 43 then the new total is 208. (breakdown can be seen in the excel spreadsheet that was submitted 31 Dec. 2021)

Mr Willemse indicated that there were no changes as per 31 Dec. and mentioned that they are liaising with the PC's office every 2nd day to follow up on the outstanding clearance certificates and if there are any updates, he will provide that information to Chief Hamilton.

2.5 College Training Status Report

Mr Wingrove mentioned that it was indicated in the last meeting that this is on track.

2.6 Update on the Business Plan – Resources

Messers Lagkar and Albertyn were not available to provide feedback on this item.

Mr Wingrove indicated that that the changes, such as the resignation and additional members must be noted so that Mr Lagkar can update the allocations in the resource report.

2.7 LEAP Dashboard

Chief Hamilton

- Indicated that he has received the first phase and that it has been agreed that they will start with capturing of the fines on the dashboard.
- Added that his office has not received any new capturers as yet and mentioned that Ms Manual is on leave but that it was indicated at their last engagement that sourcing of captures was in process to assist with this task and in the meantime, he has identified staff who is currently assisting with the capturing of the fines on the dashboard for the month of December and once completed he would forward it to the Department.

3. AOB – LEAP “launch” date

Chief Hamilton questioned if a date for the event has been confirmed for logistical purposes as well as to get the member ready with drilling etc. so as to present a flawless and dignified presentation on the day.

Mr Wingrove mentioned that he was not aware of any confirmed date for this event and that he would follow up with Ms Cayla Murray and revert back to Chief Hamilton and his team.

4. **Closure**

Mr Wingrove indicated that it is important to keep track of the outstanding appointment cards and proposed that Chief Hamilton provides feedback on any progress in this regard as Mr Willemse did mention that he will be following up with the PC's office every 2nd day.

Mr Wingrove added that this meeting will revert back to a Wednesday morning and be scheduled bi-weekly starting 19 January 2022.

He thanked everybody for attending the meeting.

Meeting closed at 07h55.

Chairperson



LEAP Deployments Phase 2

Notes

Date: **Thursday, 19 January 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. **WELCOMING/APOLOGIES**

All available members attended the meeting at 07h30.

Mr Brand welcomed everyone as well as Ms Dreyer who assisted with the notes in the absence of Ms Steyn-Dowie.

2. **ATTENDEES**

Mr J Brand (Chair)
Trevor Wingrove
Chief Hamilton
Chief Smit
Regional Insp Miessner
Mr Albertyn
Mr L Willemse
Mr L Renge
Ms R Schoeman
Ms L Dreyer

3. **APOLOGIES**

None

4. **DISCUSSION**

4.1 Feedback / Process on Business Plan and TPA

Mr Wingrove - first payment was made to the City of Cape Town

4.2 Appointment of additional trainers

Ms Schoeman – 16 Additional trainers were needed:

3 Categories: Snr Tactical Instructor; Tactical Instructors; Training Facilitators

Current situation

- 1 Snr Tactical Instructor: Vacant – Re-advertised

- 7 Tactical Instructors: 1 Commenced duties
1 About to sign the contract
5 re-advertised

- 8 Facilitators: 4 positions filled
2 Pending
2 Vacant

Mr Lagkar requested that this breakdown be included in Dir. Lakay's report and Ms Schoeman agreed to provide the details to Dir Lakay.

4.3 Update on External Service Provider re: 26 external members not yet competent

Chief Hamilton – Training is envisaged to commence in February as soon as the purchase order is released. The paperwork was sent off today for signatures.

4.4 Appointment Cards

Mr Brand – 200 Appointment cards were issued by SAPS, 3 of these have been processed. Mr Willemse was requested to add an additional date column on the e-mail of Mr Brand's reply to Chief Hamilton and to add the dates of when the applications were submitted to SAPS.

4.5 Update on the Business Plan

Mr Lagkar – Not yet been able to meet to clarify filled positions.

Feedback will be given in the next meeting.

Mr Brand requested that the breakdown be made available to him by latest Friday as there is a meeting on the 24th with Provincial Treasury on spending and reasons for underspent, vehicles and personnel.

Mr Albertyn – 28 Vehicles have been ordered last year and delivery of 8 were received. 20 Vehicles are expected in March and a detailed report will be provided by Friday.

4.6 LEAP Dashboard

Mr Lagkar – forwarded dashboard sheets to AC Hamilton and Insp Cruizer and they started capturing on fines and operations and completed fines up to January and this was forwarded to Amanda for review. Once these are uploaded a presentation will be done to Mr Brand and then to this meeting.

5. AOB – LEAP “launch” date

Confirmation has been received for 27 February.

Chief Hamilton – Internal stakeholders had a meeting and the 27th was provisionally made but need to postpone due to challenges i.t.o operational employment. The Mayor's office will make contact with Kayla to explain the situation.

There are vehicle and fire-arm permit challenges, and service providers gave a delivery date of the uniforms for the 25th of February.

Chief Smit – An allocation for this even in the budget was not catered for and it is currently being looked as to ascertain whether there would be funds left over or available. Mr Brand indicated that this is not an operational event and would not have been included in the Business plan and that he would speak to Kayla for clarity on the budget for this event.

6. **CHIEF HAMILTON – REPORT**

Report tabled and attached to notes for circulation.

Items of concern – Members without Firearms
Appointment Cards for circulation

Closure

Mr Wingrove ended the meeting as Mr Brand had to leave for another engagement earlier.

He thanked everyone for attending and indicated that the next meeting date of 2 February 2022.

Meeting closed at 08h15am


Chairperson



LEAP Deployments Phase 2

Notes

Date: **Wednesday, 2 February 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. **WELCOMING/APOLOGIES**

All available members attended the meeting at 07h30.

Mr Brand welcomed everyone and indicated that Mr Trevor Wingrove has gone on retirement and that Mr Wayne Butler has taken on his position as Director in the interim.

ATTENDEES

Mr J Brand (Chair)
Mr W Butler
Mr R Lagkar
Chief Hamilton
Chief Coleman
Regional Insp Miessner
Regional Insp Renqe
Mr B Lackay
Mr L Willemse
Ms R Schoeman
Ms M Manuel
Mr S Titus
Mrs T Steyn-Dowie

APOLOGIES

Mr A Albertyn and Chief Smith

The previous minutes was proposed by Mr Lagkar and seconded by Chief Hamilton.

2. DISCUSSION

2.1 Appointment of additional trainers

Dir Lackay

- Of the 7 prospective facilitator candidates, 3 opted to take positions outside in the City, 4 are currently buys with induction and the additional members are being selected from the short list and will be writing assessments next week.
- Of the 7 positions for advance tactical instructors, 1 was appointed, awaiting on the criminal checks of 2 prospective candidates and vacant positions have been readvertised.
- 3 prospective candidates have been identified from the secondary advertisement for the position of 1 senior tactical advanced instructor and that short list is currently being signed off.

- Regarding the LLEO training, 30 members have started training 24th January, will complete 14th March and the additional 60 members will start training 14th March to be completed 22nd April which should complete the 1000 boots on the ground.

Mr Lagkar indicated that these 90 members will be used to fill the 55 consequential vacancies and the additional is for any top up that may occur should members take up permanent positions as in the past.

Ms Manual concurred with this adding that the top up will not be a once off and hence planning for any future top up that may occur in this financial year, also noting that there are 134 vacant permanent positions in the City which will most likely be filled by the LEAP members.

Mr Brand requested that between Chief Hamilton, Mr Lagkar, Dir Lackay and Ms Manuel to provide him with the final numbers to in regard to the new trainees, trainers etc. by Friday (4 February) in order for him to add to the LEAP presentation that he needs to present to the acting MEC for Safety, on Monday.

2.2 Update on External Service Provider re: 26 external members not yet competent

Chief Hamilton mentioned that the adjustment budget was finalise and that he would follow up with finance as they indicated they would be ready in February. He will provide feedback via email to everyone later today (2 February).

2.3 Appointment Cards

Mr Willemse

- Indicated that the PC's office sent back 72 candidates paperwork because it was expired in terms of the six-month clearance for the SAP 69.

- After Chief Hamilton went through the forms, it seems that only 24 was non-compliant which was re-printed on Monday morning (31 Jan) and will be submitted today after the meeting.
- No feedback in terms of collections of appointment cards was yet received from the PCs office.

Chief Hamilton added that currently there is 198 appointment cards outstanding of which 49 is with the ED's office and once that 49 is issued, there will be a total of 149 appointment cards outstanding.

Mr Brand mentioned that yesterday Brig Matumbu indicated that the remaining ones were processed by legal services and with the deputy PC for signature so it should hopefully be ready by Friday (4 Feb).

Mr Brand also questioned if fingerprints have been received back yet from LCRC.

Mr Willemse indicated that Cpt Burger informed him last Friday that they are having issues with system which they are busy trying to sort out.

Mr Brand added that there was a national issue with AFIS system but that it is up and running again and indicated that if there are issues in obtaining LEAP members fingerprints to please inform him so that he can take it forward.

2.4 Update on the Business Plan

Mr Brand requested that stand over in the absence of Mr Albertyn but asked that Mr Lagkar meets with Mr Albertyn outside this meeting to discuss the resources, particularly the physical resources.

Mr Brand indicated that there are funds available for overtime and that the City colleagues speak to Gail to obtain the correct amount available and do proper planning around spending the overtime funds.

2.5 LEAP Dashboard

Mr Lagkar indicated that he had not had a chance to meet with Chief Hamilton as yet due to the budgetary consolidation and will need to get feedback around what they have gotten to date with the capturing before providing further updates.

Mr Brand requested that Mr Lagkar and Chief Hamilton meet in this regard and provide feedback at the next meeting.

2.6 LEAP - launch date

Chief Hamilton indicated that the new proposed date is 27 March at Greenpoint track and that the only challenge currently is the funding for the event.

Mr Brand indicated that he had not received any communication on the new date and that he would follow up with Cayla in this regard in order to secure the date in the diary of the acting MEC.

2.7 LEAP Operations

i. Update on Deployed vs not Deployed

Chief Hamilton

- Indicated that the members deployed in the shopping malls in the ABT areas has decreased as of these members who have now received their appointment cards and are in possession of uniform, have been redeployed into the ABT areas. (266 to 237)
- Hence there was an increase in most of the areas.
- Once rollout takes place to the additional areas, reshuffling of the deployments will also occur.

ii. Update on armed vs unarmed members

- It was indicated that the number of armed members has increased from 718 to 747 and
- The number of unarmed members has also increased from 60 to 88 and this is due to the members (shopping malls) that has now been issued with appointment cards and deployed into the areas. These members are awaiting firearm permits of which the applications have been submitted.

iii. Appointment Cards Outstanding Discussed above at 2.3

3. AOB

Mr Brand questioned when the rollout to the additional areas would take place and the possibility of having permanent deployment to Gugulethu and having the reaction unit freed up to do what they were intended to and possible redeploy then to Elsie's River.

Chief Hamilton

- Indicated that the challenge in terms of the rollout is resources in terms of vehicles which they are still waiting on and was informed that it should be received in February or March.
- Added that once the vehicles are received, deployment to the additional areas can take place.
- Mentioned that he met with the sub council manager of Atlantis on Monday morning to start preparation in terms of facilities and the safe for deployment into the area which can take place once resources are available.
- Regarding the reaction unit, will start looking into how to pull resources to permanently deploy to Gugulethu.

Mr Brand indicated that it could be a possibility to do this when the 44 appointment cards are received, and it would be great if this was done before SOPA on 17 February so that Premier can report on this as well.

Mr Lagkar

- Wanted clarity regarding resources, specifically vehicles as 153 vehicles have already been issued to LEAP and wanted to know exactly what the amount was requested for operational requirements and if this was different from what was accommodated in terms of the current plan, unless there are discrepancies in the plan.
- Added that 8 vehicles were delivered in December 2021 and another 20 will be delivered in February/March.
- Proposed that Ms Manuals updates on vacancies that are being filled be added into Chief Hamilton's report so that it can also be covered in the operational report for audit compliance as well.

Chief Hamilton

- Indicated that there were vehicles procured for this financial year but because the MP300 (as per the business plan) was discontinued they had to procure Isuzu D max which is more expensive and hence will only be receiving 23 or 26 double cabs.
- Added that this number of vehicles is not even enough for the 266 members working at the shopping malls if you consider 4 per vehicle.
- Mentioned that vehicles get involved in accidents, vehicles being written off and never replaced, high mileages etc. should all be considered as well.

Mr Brand indicated that this is the exact reason why the business plan should indicate clearly what was ordered, what's outstanding so that the operational usage of the resources can be correctly interrogated.

Chief Hamilton

- Mentioned that Chief Smith has sanctioned the fleet staff to do an audit of all vehicles in LEAP and in Law Enforcement to determine the status of the LEAP vehicles.
- There are current talks regarding 'hot-seating' vehicles, but this could also result in shifts being without vehicles should something happen to those vehicles.
- Has spoken to the fleet manager to possibly withdraw vehicles from the armoury environment and those in possession by the senior inspectors so that those vehicles can be operationally deployed.

Chief Coleman also added that some vehicles are used to transport members and hence not always available operationally and that is also a challenge they face.

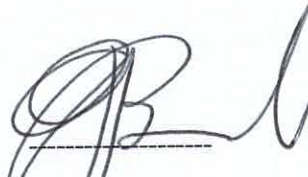
Mr Brand comment that the funding provided is only for LEAP and not for the City's Law Enforcement and is concerned if this is not so.

Proposed that Chief Hamilton, Mr Lagkar and Mr Albertyn meet to discuss this as a matter of urgency and to provide him with a full breakdown of how and where the vehicles are being utilized and reason why they are not being operationally utilized.

4. Closure

Mr Brand thanked everyone for attending and indicated that the next meeting is on 15 February 2022.

Meeting closed at 08h25am


Chairperson
16/02/2022



LEAP Deployments Phase 2

Notes

Date: **Wednesday, 16 February 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. **WELCOMING/APOLOGIES**

All available members attended the meeting at 07h30.
Mr Brand welcomed everyone to the meeting.

ATTENDEES

Mr J Brand (Chair)
Mr W Butler
Mr R Lagkar
Chief Hamilton
Chief Coleman
Chief Smith
Regional Insp Miessner
Regional Insp Renqe
Mr B Lackay
Mr L Willemse
Ms R Schoeman
Ms M Manuel
Mr A Albertyn
Ms A Daniels
Anton
Mrs T Steyn-Dowie

APOLOGIES

None

The previous minutes was approved.

2. DISCUSSION

2.1 Appointment of additional members

Mr Brand

- indicated that the requested information was received from Dir Lackay, which indicated the 30 members that started training and will be completed on 14 March and another 60 members that will be recruited.
- Questioned if the LEAP support staff has been factored in through the recruitment.

Mr Albertyn (in terms of the additional pool)

- Indicated that 30 members are currently being trained and another 60 will be trained to form part of the pool.
- The problem faced (as always mentioned) is members moving onto better prospects/permanent post and hence consequential vacancies remains a huge challenge in trying to get the 1000 boots on the ground.
- Added there is no fast track in the replacement of the consequential vacancies which is dealt with on a week to week and month to month basis.
- Since inception of the program, there are 948 boots on the ground but if you look at the consequential vacancies more than 1000 members have already gone through the program.
- Added that this issue needs to be addressed as it will be a recurring problem unless there is enough EPWP worker available that can be recruited from.
- Mentioned if the 30 members are ready middle March, then there is still a shortfall of 12 and not sure if the additional 60 that will be trained is going to fill the pool to make up the remaining shortfall for the business plan to be compliant with the 1000 boots on the ground.

Mr Lagkar

- indicated that the challenge came in when doing the audit on operational support staff on who needs to be in the armouries and who should be deployed in the actual areas.
- Mentioned that boots on the ground are the actual number of members deployed in the priority areas vs some of the members being used as operational support which is already separately budgeted for.
- Progress on when this audit can be completed should be discussed.

Dir Lackay

- Added that the current 30 members on training will go directly to LEAP.
- Mentioned that they have increased the seating capacity for the next group that starts training on the 14 March, so it won't be 60 but 90 members coming through which means an additional 120 members will be available to fill the balance of 1000.

Mr Brand

- Indicated that last it was reported that there were 53 vacancies to be filled and about 5 months back the deficit in relation to the operational support staff was already identified which means we need more members to fill these gaps identified.
- Mentioned that if we continue to work in the same manner and don't do proper planning, then the issue of the LEAP vacancies will always be a problem and the 1000 LLEO's on the ground never obtained.

Mr Lagkar agreed and added that there are over 70+ members in support roles and not being deployed into the areas which means that an additional 70+ separate to the consequential vacancies must be filled. Hence an additional amount of 50+ members should be trained to accommodate the shortfall that arises.

Chief Hamilton indicated that there is currently 947 LLEO's and as of this morning (16 Feb) 26 members have been appointed within the LEAP environment.

Ms Manual

- Mentioned that when speaking of and reporting on the shortfall it refers only to the 1000 LLEO's and the operational support is tracked separately.
- Indicated that a reconciliation can be done to prevent any further confusion.
- Added that their focus has been to maintain the 1000 and to bring the number up as Dir Lackay alluded to.
- Hence their planning has been around making sure that should consequential vacancies arise, that there are members available to almost immediately fill the gaps.
- Indicated that the 26 members Chief Hamilton spoke about has been factored in.

Chief Hamilton mentioned that the officers deployed in the control rooms (16) and armouries (40) was not catered for and they are part of the 947 boots on the ground.

Chief Smith indicated that the CSC (charge office staff) which they don't work with, was supposed to go the armouries but the challenge is that the business plan at the time only catered for 2 armouries and there is currently 3 with a 4th being opened in Atlantis. Added that deployment to the armouries is 24/7 with a shift of 3 at a time which is problematic which needs to be sorted out soon.

Mr Brand

- Indicated that Premier, in his SOPA speech spoke of 1056 LEAP members as if they were all operational staff and this is not the case and hence, we need to ensure that whatever is in the business plan is done.
- Added that a reconciliation of the numbers, updating the business plan etc. needs to be done with urgency and propose to have a physical meeting with all relevant members.

All agreed, and it was decided to have this engagement on Friday 18 February.

2.2 Appointment of additional trainers

Dir Lackay

- Indicated that two people wrote their assessment 15 Feb for the senior technical post.
- Two positions for the tactical facilitator have already been filled. One started 1 January, the other to start 1 March and another member will start as his court case is done/withdrawn (as notified today 16 Feb) and projection is to start 1 April.
- The balance of 4 tactical facilitator positions is advertised and closes on 25 February.
- 4 facilitators have been appointed and busy drafting a motivation for one recommended candidate.
- The additional candidates wrote yesterday as well (15 Feb), five for the remaining 3 positions.
- Overall, everything is on track and still within the proposed schedule.

2.3 Update on External Service Provider re: 26 external members not yet competent

Chief Hamilton indicated that he is in the process of finalising a date with the service providers.

2.4 Appointment Cards

Mr Willemse indicated that he has collected 36 from the PC which is now with Verencia and whoever requires or wants updates on appointment cards can contact her.

Chief Hamilton

- Added that 42 appointment cards were received from Verencia and has been issued to the 42 members (15 Feb) of which 26 members are operationally ready in terms of training and uniform.
- 16 members will be issued with uniform as soon as it is available.
- This now allows for deployment of the reaction unit to the Elsie's River area as previously requested.
- Currently there is 115 appointment cards outstanding (all indicated on excel spreadsheet) and an additional batch of appointment cards is with the office of the ED to be signed off.

Mr Willemse mentioned that Cpt Burger informed him that 24 appointment cards are ready for collection and that will be submitted by end of today (16 Feb) to Brig Matumbu's office. Hence 91 is still outstanding from SAPS. Added that 43 certificates will be collected from the PC office and take to Verencia today (16 Feb).

Mr Brand proposed that he will arrange a meeting with Brig Matumbu's office and the Chiefs to discuss this matter further.

2.5 Update on the Business Plan

Mr Brand indicated that point will also be discussed at Friday's meeting.

2.6 LEAP Dashboard

Mr Lagkar

- Indicated that they met yesterday and followed up with Amanda and team who is coordinating the dashboard.
- Mentioned that Chief Hamilton indicated they are done capturing the fines for Dec/Jan and will do so on a week-to-week basis.
- The capturing of arrest sheets will be started to be captured.
- Will have an engagement with Chief Hamilton (17 Feb) to discuss any challenges.

2.7 LEAP - launch date

Mr Brand indicated Cayla confirmed the date is 27 March at Greenpoint track and that any further arrangements/funding issues should be directed to the Mayor's office and take it further from there.

Chief Hamilton indicated that training (marching & drilling) will commence from tomorrow (17 Feb) at Blue Downs Stadium and hence day shift members will be engaged in training for a maximum of 2hrs in preparation for the event.

2.8 LEAP Deployment

Chief Hamilton mentioned that the service provider of the uniform confirmed that delivery will be on 25 February.

Mr Brand proposed that deployment/allocations also be discussed at Friday's meeting.

Feedback in relation to the vehicles:

Mr Albertyn indicated that 28 vehicles have been ordered of which 8 has been received and an additional 22 has been order the beginning of the month so a total of 50 should have been received by end of this financial year.

Chief Hamilton indicated that he would follow up with the fleet manger in obtaining the report on the status of the vehicles.

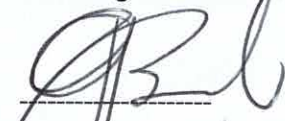
Mr Brand proposed that this information is available for Friday's meeting as well.

Re. Firearms, Mr Brand indicated that he is engaging the NPA to what's happening with the cases of confiscated firearms and will provide feedback.

3. Closure

Mr Brand thanked everyone for attending.

Meeting closed at 08h33am



Chairperson
02/03/2022



LEAP Deployments Phase 2

Notes

Date: **Wednesday, 2 March 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. **WELCOMING/APOLOGIES**

All available members attended the meeting at 07h30.
Mr Brand welcomed everyone to the meeting.

ATTENDEES

Mr J Brand (Chair)
Mr W Butler
Chief Hamilton
Chief Smith
Regional Insp Miessner
Mr B Lackay
Ms R Schoeman
Ms M Manuel
Mr A Albertyn
Ms T Wilson
Mrs T Steyn-Dowie

APOLOGIES

Mr R Lagkar & Mr L Willemse
The previous minutes was approved.

2. **DISCUSSION**

2.1 Appointment of additional members

Dir. Lackay

- Indicated that training is all on track (30 to finish on 14 March and the 90 to start on same day)

Chief Hamilton indicated that it won't be possible to deploy the 30 members soon after 14 March as they need their clearance certificates in order to obtain their appointment cards which is needed to apply for the firearm permit.

Dir Lackay indicated that to fast track the process, he would be signing off the certificates himself instead of sending them to the Mayor to do so. (sign once course completed)

Mr Brand requested if possible that fingerprints of those on training be taken in the interim to assist in speeding up the process.

Update on additional support staff – Mr Brand indicated that he had not yet seen the final audit report.

Mr Albertyn

- Mentioned that he still needs to interrogate the information received from Ms Manual and meet with her again before sending the information to Chief Smith for confirmation and will then forward it to Mr Brand.
- Indicated that he will have to check and verify whether they are able to appoint additional staff to the armouries as well as check on saving in the budget if they can accommodate some or all members or move over to the new financial year (2022/23).

Mr Brand mentioned that it was agreed that the cut off for this information was 25 February as the transfer payments still needs to be done.

Mr Albertyn

- Indicated that they are on track in terms of what is still required (what expenditure is going to be) but unfortunately the reconciling exercise took longer than anticipated.
- Mentioned that he has received some information from Ms Manual last week and still needs to interrogate the newly sent information and then also meet with Ms Manual to confirm.

*Ms Manual and Mr Albertyn agreed to meet Thursday (3 March) to finalise the reconciliation.

Mr Brand requested Chief Smith to relook at his report against Ms Manuals information as he briefly noted that not all focus areas are included and the figures (e.g., LLEO's) differ or does not correspond.

2.2 Appointment of additional trainers

Dir Lackay

- Indicated that there is an additional member to the already four new facilitator appointees and waiting on criminal check feedback on the additional 3 members.

- Recruited 2 tactical trainer of which one has already assumed duty and waiting on another candidate to sign the contract.
- Regarding 5 additional senior tactical trainers, they have started reviewing the long list and awaiting feedback on the substance check on one candidate that was offered the opportunity.
- Progress is taking place weekly.

2.3 Update on External Service Provider re: 26 external members not yet competent

Chief Hamilton indicated that their basic firearm training is scheduled for 7 – 11 March.

2.4 Appointment Cards

Ms Wilson indicated that a batch was taken to legal on Monday (28 Feb) and that she had received the 24 retaken prints back and will be dropping them off at the PC's office today (2 March).

Suggested that she would go around to the training colleagues to take members fingerprints which will also ensure that they are not expired and by the time the Dir Lackay signs off the certificates, the clearances would also be done, and appointment cards can be issued.

Dir Lackay indicated that this can be accommodated if it is not when members are busy with examinations.

Chief Hamilton mentioned that SAPS needs to be engaged so that when fingerprints are submitted for clearance, that it is processed as quick as possibly as previously it became expired between the time SAPS received them and when they actually started processing them.

Ms Wilson also indicated that she spoke to Col. Burger who indicated that their system is now up and running and the screening process should not take longer than a month as currently.

Mr Brand indicated that he be informed if any assistance is needed in this regard.

Chief Hamilton indicated that he would follow up with the 34 appointment cards that is still with office of the ED for signature and mentioned that 115 is still with SAPS.

2.5 LEAP Dashboard

Chief Hamilton indicated that the capturing was done until the end of February and are busy capturing last week's stats. The dashboard will then have the arrests, operations and fines as requested.

Mr Butler indicated that Mr Lagkar suggested that Mr Simelane be invited to one of these meetings to provide feedback on the development and progress of the dashboard.

Mr Brand suggested that the dashboard issues not be discussed at these operational meetings to prevent the meeting becoming too bulky and to have a separate discussion with Mr Simelane on this matter.

2.6 LEAP - launch date

Chief Hamilton indicated that the date is still for 27 March.

Mr Brand indicated that he would speak to Cayla to hear who is sending out diary invitations in this regard.

2.7 LEAP Deployment

Mr Brand congratulated the team for having formally deployed the Reaction Unit to Elsie's River and for their arrest made.

i. Update on Deployed vs Not Deployed

Chief Hamilton

- Indicated that regarding the number allocations per area as discussed, the shortfalls are in the following areas:
 - ❖ Harare – 4
 - ❖ Gugulethu – 9
 - ❖ Delft – 1
 - ❖ Philippi – 5
 - ❖ Bishop Lavis – 6
 - ❖ Mitchells Plain – 1
- All other areas on par and the Reaction Unit is now 60 with 6 inspectors.
- The shortfall will be filled from the candidates that are currently in training, noting that this will only be once they have their appointment cards and uniform.
- Added that firearm applications are completed and will be submitted once appointment cards are received.
- Indicated the mall deployments has decreased from 237 to 205 and will continue to decrease gradually as they get slotted into the areas as they received their appointment cards and uniform.
- The operational staff has also decrease as they too have been slotted into the areas.
- EPWP staff not deployed as awaiting their clearances.
- As members receive their deployment cards and uniform, the next area to deploy too will be Atlantis then Philippi East and Samora Machel.

ii. *Update on Armed vs Unarmed*

- The unarmed number has increased due to new deployments into the areas, but Metro Police are issuing firearms on a weekly basis.
- Chief Hamilton will engage the firearm management to discuss increasing the number of members being issued weekly.

3. Closure

Mr Brand thanked everyone for attending.
Meeting closed at 08h20am



Chairperson

23/03/2022



LEAP Deployments Operational Meeting

Notes

Date: **Wednesday, 23 March 2022**

Time: **07h30 – 08h30**

Venue: **MS Teams**

1. WELCOMING/APOLOGIES

All available members attended the meeting at 07h30.
Mr Brand welcomed everyone to the meeting.

ATTENDEES

Mr J Brand (Chair)
Mr R Lagkar
Dir Robberts
Chief Hamilton
Chief Smith
Regional Insp Miessner
Mr B Lackay
Ms R Schoeman
Ms M Manuel
Ms A Daniels
Mr L Willemse
Ms A Africa
Mrs T Steyn-Dowie

APOLOGIES

Mr W Butler, Mr A Albertyn & Chief Coleman
The previous minutes were adopted.

2. DISCUSSION

2.1 Appointment of additional members

Dir. Lackay indicated that the fingerprints have been taken of the members while they were on training as previously requested.

Update on additional support staff

Ms Manual

- Mentioned that the meeting with Mr Albertyn has not taken place but indicated that she has forward the required information to Mr Albertyn.
- Recapped the following – firstly it was to confirm who is currently doing what (e.g., there are clerical admin staff that is linked to HR but they are actually assisting Chief Hamilton doing data capturing and the report needs to reflect that, which has been provided.
 - indicated that she has verified all the vacancies and all the positions that have been filled and it has been put forward to Mr Albertyn via a report with confirmation of names linked to a particular position.
 - Added that positions that could be recycled for the armoury had to be identified and this was also added in the report.
- Presented the LEAP recon excel spreadsheet indicating the various tabs from certain pages in the Business Plan to the armoury and LEAP recon which provides a breakdown of the operational staff.

Mr Brand questioned what functions these members have performed before being redirected to the armoury.

Chief Smith indicated that they were deployed in the LEAP areas also noting that LEAP did not have their own armouries and it was only planned around two armouries but currently looking at 4 and also at the number of staff that needs to cover all the shifts.

Mr Brand indicated that this is then the addendum that needs to be in the Business Plan as this is what was wanted but the Business Plan currently does not read as such.

Mr Lagkar indicated that he will forward the email on the addendum discussion to Mr Brand and will probably need a letter from the City which he will discuss/follow up with Mr Albertyn on his return, as a matter of urgency before the TPA term expires.

2.2 College Training Status Report

Dir Lackay provided feedback as below:

In-Basket Training - LEAP	Planned	Basic Handgun	Pocketbook	Radio Procedures	Tonfa	Docket & Statement	Stop & Approach	Pepper Spray	NRTA-Definitions	Powers & Duties	Child Justice
	68										
Members @College	67	67	67	67	67	67	67	67	67	67	N/A
Trained & Competent		25	67	67	67	67					38
Trained & NYC		4									
Scheduled Training							67	67			
Not Yet Trained		38							67	67	
Remedial											
Dismissed/Resigned	1	1	1	1	1	1	1	1	1	1	

SUMMARY OF TRAINING STATUS:

- o 29 learners attended Basic Firearm training, and 25 were found competent and 4x Not Yet Competent. 38 learners are scheduled to attend Basic Firearm training from 04 -08 April 2022
- o 38 learners attended Pocket book training; 38 learners attended Child Justice Training, and all were found competent in both training interventions.
- o A total of 67 learners are scheduled for in-basket training in line with the training rollout plan
- o Child Justice was presented to 38 of these members initially earmarked for SRO's, but has subsequently been absorbed into LEAP.
- o The 1st phase of training will be concluded as scheduled on 14th of April 2022
- o The 2nd phase of training was planned for 90 candidates, but only 88 candidates reported for training at Cape Town Stadium on 14 March 2022 for Peace Officer and Traffic Warden Training and will conclude on 26 April 2022 (due to 3 public holidays in April).
- o Upon successful completion of POTW training, the successful candidates will then continue with In-Basket Training on the 28th of April 2022 and will conclude training on the 10th of June 2022.

Mr Brand questioned when the members that finished training on 14 March will be ready for deployment.

Dir Lackay

- Indicated that of those members still need to finish their NRTA and 4 has remedials but there is 25 that has finished the peace officer & traffic warden training as well as the basic handgun training.
- Mentioned that if all goes well, (no remedials) there would be 67 members who have completed their training by 14 April.

Chief Hamilton added that they are awaiting the competency certificates from the college to prepare the submissions for clearance.

Mr Brand mentioned that if all 67 have completed training by 14 April, then we would have more than 1000 LLEOs and congratulated everyone on the hard work thus far.

2.3 Appointment Cards

Mr Willemse mentioned that he was informed yesterday (22 March) that there are only 83 clearance certificates outstanding, and the applications are all with SAS legal.

Mr Brand indicated that he would follow up with SAPS legal at his meeting this afternoon (23 March).

Chief Hamilton

- Added that 35 signed appointment cards have been collected yesterday (22 March) which are being issued and according to his records, there are 101 outstanding.
- The 101 includes the EPWP staff which is actually then the SAP 69 that's outstanding and not the clearance.
- Re: EPWP staff, there are 80 clearances outstanding on their side and then there are 21 EPWP staff that obtained their fingerprints at Bishop Lavis.

Mr Brand questioned what the progress was with these 21 applications.

Mr Willemse indicated that they have received roughly 93 of the 69s from LCRC yesterday (22 March) and will consolidate it today (23 March) to find the exact figure of EPWP received and will forward that information to Mr Brand and Chief Hamilton.

Mr Brand mentioned that he will follow up with Brig Matumbu on the 80 appointment certificates outstanding from SAPS and requested that the consolidated information (re: 21 members) be received by latest Friday 25 Marc ..

2.4 LEAP Dashboard

Chief Hamilton stated that he has sent the latest information to Messrs Simelane and Lagkar and that capturing occurs on a week-on-week basis.

2.5 LEAP - launch date

Mr Brand indicated that he was informed by Ms Murray that the LEAP launch has been postponed for now but thanked everyone for their contribution and assistance in consolidating the stats and data in this regard.

2.6 LEAP Deployment

i. *Update on Deployed vs Not Deployed*

Chief Hamilton

- Indicated that there has not been much movement in deployments in the areas due to two things – awaiting delivery of vehicles and
 - outstanding appointment cards
- Mentioned that the mall deployments have been stable over the past few weeks as they are awaiting appointment cards to be deployed into the areas but will relook at the figures and provide Mr Brand with a full breakdown on the actual figures.
- The reaction unit consists of a total of 60 members, 16 per shift, with 5 being deployed to Manenberg and 10 members in Elsie's River.
- Proposed that the reaction unit's members be increased, especially with all the flare ups taking place across the Metro which needs the assistance of LEAP.
- Requested that in the interim, while awaiting the delivery of the vehicles, if they can withdraw 5 members per area and 1 vehicle and deploy to Atlantis. (proposal accepted by all)

Discussion on Vehicles

Mr Brand questioned what the delay in the procurement of the vehicles was and what happened to the vehicles that was received earlier this year.

Chief Smith indicated that the vehicles have been procured but waiting on the supplier who will deliver by end June due to a bulk purchase.

Chief Hamilton mentioned that vehicles that has been written off and needed to be replaced by the new vehicles received, needs to be taken into consideration.

Mr Brand proposed that an external meeting in this regard needs to take place as soon as possible.

Mr Lagkar indicated that he will arrange this meeting for next week Wednesday when Mr Albertyn is also back from leave.

Mr Brand requested that Chief Smith in the interim, consolidate the number of vehicles and how they are being utilised.

ii. *Update on Armed vs Unarmed*

- Mentioned that Metro Police is issuing firearms on a weekly basis, sometimes every second day and thus the number of unarmed members has decreased from 116 to 109 over the last week.

3. Additional Matters

Feedback on engagement with Gen Mancini

- Regional Inspector Renque/ alternate Regional Inspector will attend the planning meetings at the POCC, and these meetings will be on a Tuesday and not daily as previously indicated.
- An Inspector will be deployed to the POCC on a 24hr basis as representation of LEAP for communication and coordination purposes and this will commence from tomorrow morning (24 March).

Reaction Unit

Chief Smith questioned which data will they use to make the call to withdraw the reaction unit from an area (when stable) and move on to another area.

Mr Brand

- Indicated that we need to look at capacitating the reaction unit with the next batch of LEAP officers.
- Added that Chiefs Hamilton and Smith will need to liaise frequently with the LEAP Inspector in the POCC as they will have the information where assistance is required, to make operational discussions.

Mr Brand indicated that a request was received for a LEAP vehicle to be stationed at Blomvlei community hall in Hanover Park as a satellite station due to many shootings, vandalism of streetlights etc. and the hall facility can also be made available for use for this purpose.

Chief Hamilton

- Mentioned that they are currently using a facility in Hanover Park where they deploy from and are busy determining the distance between the two facilities.
- Added they receive the footprint from various facilities that they are utilising for office space which provides some sort of security and safety to that facility.
- Indicated this request will be explored but to also note, that at no stage can they station a vehicle (soft base) at a facility where there are shootings which puts the members at risk.

Chief Smith added there is a lot of ongoing issues occurring in that area and LEAP unfortunately cannot cover everything and other law enforcement partners such as SAPS and Metro Police needs to assist wherever possible.

Considerations

Chief Smith

- Requested the possibility of incorporating school resource officers as a sub-unit into LEAP because most of the schools are in the LEAP areas and they can be better utilised in that way. (to consider this before the start of the new financial year).

- Regarding the extortion of a contractor by a gangster just released from prison and requested Mr Brand to discuss this point at his meeting with SAPS

Mr Brand

- Requested that the information be forwarded to him, and he will escalate it to the extortion task team.
- Indicated the proposal of the school resource officers can be explored and felt it should be linked to LEAP but much more to the ABT areas.

Mr Lagkar

- Suggested that the funding for this be discussed at the meeting he will be setting for next week to prevent duplication models and to look at how the deployments will work.
- Mentioned that funding for LEAP for the next 3years has been secured and have started with the business plan process. (will review the amount for SROs) (this point also to be discussed at next week's external meeting).

4. Closure

Mr Brand thanked everyone for attending.
Meeting closed at 08h45am

Minutes need to be accepted at next
meeting.

Chairperson