

MINUTES OF LEAP PROJECT MEETING

Date: Friday, 20 November 2020
Time: 08h00
Venue: via MS Teams
Organiser: HoD Community Safety

Present:	<u>Initials</u>	<u>Designation</u>	Responsibility
Mrs L Govender	(LG)	Chief Director - Chairperson	DoCS
Mr T Wingrove	(TW)	Director	DoCS
Mr M Frizlar	(MF)	CFO	DoCS
Mr R Lagkar	(RL)	Deputy Director	DoCS
M O Connor	(MC)	CoCT : Law Enforcement - Corporate Services	DoCS
Ms P Prins	(PP)	Secretariat	DoCS
<u>Apologies</u>			
Adv Pillay	(YP)	Acting HOD	DoCS
Ms A Dissel	(AD)	Director	DoCS
Mr M Schoeman	(MS)	CoCT: Corporate Services - Senior Project Manager	
1. Opening & Welcome			
LG welcomed all present. The minutes of 23 October 2020 was accepted by the meeting as correct and no corrections/amendments were indicated.			LG
2. Revised budget allocation and business plan update – M Frizlar/T Wingrove			
MF reported that the department and the CoCT is reverting back to the original budget. Letter was issued to the CoCT. The amount for this financial year (DoCS) is R417 million, for the 2021/2022 financial year the amount is R 350 million and for the 2023/2024 financial year the budget is R400 million. There was a deposit from the CoCT back into DoCS' bank due to surrendering of underspending of previous financial year. Amount returned was R18 million and CoCT are keeping R22 million for rollover implementation.			MF
LG mentioned that MS called yesterday, and figures are not the same. DOCS figures are more than what the CoCT can spend. Clarity was provided to MS. MF to explain how would transfer take place either in tranches or to transfer the full amount. TW mentioned that all parties aware that the roll out will only happen in next financial year and not this year. MF reported that money cannot be transferred if the business plan does not reflect the full amount. Can only transfer what is requested in the business plan but would prefer that CoCT has money and request for roll over instead of DOCS having the money and request roll over. LG stated that all are clear iro monies to be			LG

<p>transferred and what is to be placed in TPA. RL mentioned that it will not be practical to project implementation by departmental year end. LG confirmed that next 500 will only happen in new financial year.</p> <p>LG advised that we request CoCT to finalise business plan and TPA. TW confirmed MS will relook and align business plan however it may be with the reduced budget. TW reported that a meeting took place last week with Mr Johann Brand and Brig Voskuil (SAPS) and a decision was made that the business plan must be submitted to PC for comments. TW advised that cut-off date for comments is 24 November 2020. Final input will be received from SAPS and Mr Brand and all inputs will be considered.</p> <p>TW reported that the TPA has been sent to Legal Services. TPA will be vetted once the signed business plan is received from the CoCT.</p>	<p>LG</p> <p>LG</p> <p>TW</p> <p>TW</p>
<p>3. Operational Steercom feedback – Trevor Wingrove</p> <p>TW reported that the operational steercom meeting took place and EDP, Mr Johan Brand was introduced. All LEAP officers are now deployed in the 5 priority areas since 12 October 2020. Other issues raised was the festive season initiatives which must be in the 5 priority areas. Also discussed with Chief Hamilton responsible for deployments only in 5 priority areas. If deployments are not happening as discussed, matters will be escalated to ED Bosman and HOD.</p> <p>RL presented deployment status for October up to 15 November and weekly deployment has now stabilised at 70% -75% weekday and 25%-35% weekends. The LEAP teams will remain throughout and after the festive season as well. The COCT is exploring the weekend challenges and how to improve the shift system. Significant amount of arrests is shown within the areas and the impact of the programme is evident.</p> <p>Some challenges noted are that: 1) Not all officials are equipped with a firearm due to the lack of storage of armoury facilities; 2) EPIC radios not distributed to all and SCM still to expedite.</p> <p>LG enquired progress on armouries and facilities. MC reported that MS is dealing with that but that they are looking at alternative locations with approval by MS. The process is being prioritised with the CoCT for alternative armoury spaces. LG advised RL to place on Agenda of next OPS Steercom for further prioritisation and feedback in next meeting.</p> <p>RL also confirmed that there will be a work-session with the data sharing team and EPIC team to improve and analyse data received from CoCT. TW reported that no confirmation was received yet but there have been 5 additional areas was recommended by the OPS Steercom identified.</p>	<p>TW</p> <p>RL</p> <p>MC/ RL</p> <p>RL</p>
<p>4. Surveillance and data committee matters & LEAP Data update – A Dissel</p> <p>TW requested for the item to stand over for AD to provide feedback and Johan Brand and Louis Brown also engaging the SAPS & COCT Operational Heads on these matters.</p> <p>.</p>	<p>TW</p>
<p>5. LEAP Dashboard and Data Management – Mogamat Frizlar</p> <p>The initial meeting was held between DOCS and CEI. The IT Steercom meeting raised the LEAP dashboard and application on their agenda and will proceed with Business Feasibility & Requirements Study (FRS) . The LEAP application is not in our current IT ops</p>	<p>MF</p>

<p>plan but will be included as agreed with CEI. There will be cost implications and the amendment to the ops plan will be given priority. We will engage with CEI on their resource and cost needs and allocate the budget with the Programme Manager.</p> <p>The Directorate and CEI will start the dashboard design and application design asap. There are interdependent subsystems being developed and reporting systems in the area-based teams and the DOH surveillance team and it will have to feed into each other. MF advised department is to look at need holistically in the context of the Western Cape Safety Plan in province where DOH is leading. In the allocation letters department of health has received R5m to further develop their system and therefore the interdependencies and integration of LEAP application into the Health system will need to be considered in the BRS & Specifications process with CEI. LG agreed with CFO and department should avoid on duplication (health) and cost implications. AD is able to provide input as she is part of that team as well. TW requested RL to follow up on the CEI meeting and feedback on progress between SPP & P&R at the next meeting.</p>	<p>AD</p> <p>TW</p>
<p>6. Closing</p> <p>Next meeting is scheduled to take place on 04 December 2020. LG thanked all for their attendance and hard work and commitment on the project. Meeting closed at 08h40.</p>	<p>LG</p>