

Any guidelines and reports dealing with the role of the Cluster Command Office relative to the three police stations during the period 1 January 2010 - 31 August 2013.

Khayelitsha Cluster

From: ... - Colonel
Sent: 02 December 2013 11:01
To: Khayelitsha Cluster
Subject: RE: Urgent request : Roles & responsibilities of the Cluster Commander ito Stations within the Cluster

Lt

1. Hoop dit help?

2.3 Cluster Purpose and Functions

The following describes the purpose and functions of clusters:

Functional category Cluster Commander

Accountability

The Cluster Commander is directly accountable to the Provincial Commissioner.

Purpose

To ensure a safe and secure environment in the cluster by means of efficient policing as required by relevant legislation as well as government & departmental policies and directives.

Functions

- The effective coordination of visible policing in the cluster.
- The effective coordination of detective services in the cluster.
- The ensuring of rendering an efficient support services in the cluster.
- The ensuring that operational plans are attended to in a cluster.
- Acting as chairperson of the Crime Combatting Forum of the cluster.

Responsibility

Visible Policing

Framework

- Ensure the creation and effective management of SCCFs, CDDFs, CPFs and Partnership policing in the cluster.
- On a weekly basis oversee / assess / approve and/or amend strategies of stations to prevent crime, increase crimes dependent on police action for detection and increase the ratio of recovery for vehicles and firearms robbed / stolen.
- Where appropriate, identify and command cluster- or cross cluster operations to deal with cluster specific crimes, major events, disasters etc.
- Inspect the practice of policing i.e. parades, registers, exhibit management, detention management, registering of crime and identifying areas of non-compliance to Acts relating to liquor and firearms, domestic violence, child justice and children, 2nd hand goods etc.
- Initiate corrective action to ensure the practice of policing is executed continuously and correctly.
- Ensure prompt response to and attendance of complaints.
- Ensure the effective management of SAPS 13 stores.
- Monitor the daily deployment and utilisation of resources.

Detective Service

- Ensure compliance to prescripts via inspection of dockets, including the provision of feedback to complainants.
- Ensure effective investigations and that guidance (where required) is provided.
- Ensure that 24 hour and monthly inspections are conducted.
- Ensure attendance of and compliance with crime scene management prescripts.
- Ensure timely submission and collection of LCRC and FSS exhibits and reports.
- Ensure an active and effective informer network.
- Ensure the use of e-docket and prevention of lost / stolen case dockets.
- Ensure arresting of known criminals.

- Ensure effective docket management and prosecuting of cases by liaising with Detective Court Case Officers and attending monthly case flow meetings with Branch Commanders.
- Monitor the detection rate, court ready cases rate and other performance indicators within the cluster and stations.
- Regularly meet with provincial unit commanders to be informed of progress with the investigation of crime which was reported in the cluster.

Support Services

Accounting stations must monitor administrative compliance in terms of resourcing practices and report non-compliance via the Cluster Commander for the Station Commanders attention. The relevant Provincial Head should be informed if the non-compliant practices persist.

Note: Support related compliance inspections is not part of the Cluster's responsibility

From: Khayelitsha Cluster

Sent: 02 December 2013 10:08 AM

To: - Colonel

Cc: - Brigadier

Subject: Urgent request : Roles & responsibilities of the Cluster Commander ito Stations within the Cluster

Attention : Colonel

Telephonic conversation between yourself & Lt refers.

This office was requested to present to Major General at 12:00 today on the Commission of Enquiry.

One of the aspects that is still needed is the roles & responsibilities of the Cluster Commander Ito Stations within the Cluster.

According to Capt , Colonel & Lt Col are not available today to assist.

Could your office please assist us.

Respectfully,

Brigadier .

a/Cluster Commander : Khayelitsha Cluster

Staff Officer - Lt

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