

Annual Report
2014/2015

Arts & Culture



arts & culture

Department:
Arts and Culture
REPUBLIC OF SOUTH AFRICA

Table of Contents

PART ONE: GENERAL INFORMATION

1.1	Departmental General Information	4
1.2	List of Abbreviations/Acronyms	5
1.3	List of Figures	6
1.4	Foreword by the Minister	7
1.5	Statement by the Deputy Minister	9
1.6	Report of the Accounting Officer	11
1.7	Statement of Responsibility for Performance information	21
1.8	Strategic Overview	22
1.9	Legislative and other Mandates	23
1.10	Organisational Structure	25
1.11	Public Entities Reporting to the Minister	26

PART TWO: PERFORMANCE INFORMATION

2.1	Report of the Auditor-General on Predetermined Objectives	30
2.2	Overview of Departmental Performance	30
2.3	Detailed Programme - Specific Performance Information	43
2.4	Service Delivery Improvement Plan	43
2.5	Key Policy Developments and Legislative Changes	44
2.6	Conditional Grants	44
2.7	Capital Investment, Maintenance and Asset Management Plan	44

PART THREE: HUMAN RESOURCE MANAGEMENT

3.1	Introduction	48
3.2	Human Resource Oversight Statistics	48

PART FOUR: GOVERNANCE

4.1	Introduction	84
4.2	Risk Management	84
4.3	Fraud and Corruption	84
4.4	Minimising Conflict of Interest	85
4.5	Code of Conduct	85
4.6	Health, Safety and Environmental Issues	86
4.7	Internal Audit and Audit Committees	87
4.8	Report of the Audit Committee	89

PART FIVE: FINANCIAL INFORMATION

5.1	Accounting Officers Statement of Responsibility for the year ended 31 March 2015	95
5.2	Report of the Auditor-General	95
5.3	Annual Financial Statements	100

PART SIX: ANNEXURES

6.1	Annexure A: Pre-determined Objectives	174
6.2	Annexure B: Detailed Conditional Grant-Output Information	197



Part 1

General Information



1.1 Departmental General Information

PHYSICAL ADDRESS : KINGSLEY CENTRE
481 STANZA BOPAPE STREET
CORNER STEVE BIKO & STANZA BOPAPE STREETS
ARCADIA

POSTAL ADDRESS : PRIVATE BAG X897
PRETORIA
0001

TELEPHONE : +27 12 441 3000

FAX : +27 12 441 3699

EMAIL ADDRESS : INFO@DAC.GOV.ZA

WEBSITE ADDRESS : WWW.DAC.GOV.ZA

ISBN : 978-0-620-65468-5

1.2 List of abbreviations/acronyms

AGSA	Auditor-General of South Africa	IMC	Inter-Ministerial Committee
AO	Accounting Officer	MACUFE	Manguang African Cultural Festival
APP	Annual Performance Plan	MOU	Memorandum of Understanding
ATM	Afrikaans Taal Museum	MTSF	Medium-Term Strategic Framework
AU	African Union	NAAIRS	National Automated Archival Information Retrieval System
AWHF	African World Heritage Fund	NARSSA	National Archives and Records of South Africa
CI	Corporate Identity	NDP	National Development Plan
DAC	Department of Arts and Culture	NEHAWU	National Education, Health and Allied Workers' Union
DPSA	Department of Public Service and Administration	NEPAD	New Partnership for Africa Development
DPW	Department of Public Works	NFVF	National Film and Video Foundation
FESP	Flag in Every School Programme	NFVSA	National Film, Video and Sound Archives
FMPPI	Framework for Programme Performance Information	NaCISA	National Academy for the Creative Industries of South Africa
FOCAC	Forum on China-Africa Cooperation	NLSA	National Library of South Africa
FOSAD	Forum for South African Director-Generals	ODA	Official Development Assistance
GDP	Gross Domestic Product	OHASA	Oral History Association of South Africa
GEMS	Government Employees Medical Scheme	OHS	Occupational Health and Safety
HDI	Historical Disadvantaged Individuals	PCRDP	Post-Conflict and Reconstruction Development Programme
HLT	Human Language Technology	PFMA	Public Finance Management Act
ICMP	Integrated Conservation Management Plan	PMD	Performance Management and Development

POA	Programme of Action
PSA	Public Service Act
PSCBC	Public Service Co-ordinating Bargaining Council
RIM	Robben Island Museum
SADC	Southern African Development Community
SALW	South African Library Week
SARA	South African Roadies Association
SCOA	Standard Chart of Accounts
SCOPA	Standing Committee on Public Accounts
SDIP	Service Delivery Improvement Plan
SIAO	Salon Internationale Delartisanat De Ouagagougou.
UJ	University of Johannesburg
UNESCO	United Nations Educational, Scientific and Cultural Organisation
WITS	Witwatersrand (University of the Witwatersrand)

1.3 List of figures

Figure 1: Geographical spread of newly built community libraries

Figure 2: Geographical spread of upgraded community libraries

Figure 3: Language bursaries awarded to students per institution

Figure 4: Heritage bursaries awarded to students per institution

Figure 5: Overall condition of all facilities of the DAC

Figure 6: DAC annual performance overview for 2014-2015

Figure 7: Comparative analysis of annual performance for 2013-2014 and 2014-2015

Figure 8: Annual performance trends over the last 5 financial periods

Figure 9: Corporate Services annual performance overview for 2014-2015

Figure 10: Institutional Governance annual performance overview for 2014-2015

Figure 11: Arts and Culture Promotion and Development annual performance overview for 2014-2015

Figure 12: Heritage Preservation and Promotion annual performance overview for 2014-2015

Figure 13: Conditional grant and earmarked funds received by the Department

Figure 14: Geographical distribution of the conditional grant per province



MR NATHI MTHETHWA (MP)
MINISTER OF ARTS AND CULTURE

This Annual Report reviews the year 2014/15, a year in which the country celebrated the 20th anniversary of democratic rule. In these 20 Years of Freedom, the Department's vision and mission have been set on a firm foundation, guided by the need to overcome the structural consequences of apartheid and in particular the devastating systemic impact on the social fabric of our country. As the Department responsible for leading the vision of a non-racial, non-sexist and democratic South Africa, we are guided by a historic mission of building bridges for nation building efforts to become concrete and

1.4 Foreword by the Minister

meaningful in the lives of all South Africans. Arts and culture is the mirror that reflects the complex processes of nation building, social cohesion and transformation of life, living conditions, places and symbols. It is in this context that the Department was tasked with the responsibility of coordinating all government initiatives aimed at nation building and social cohesion under a single inter-ministerial committee (IMC), referred to as Outcome 14.

Firmly rooted in the Freedom Charter, the Constitution and the NDP, our aim in the Department has been to clearly articulate the contribution of the Arts, Culture and Heritage Sector to job creation and economic development. To this effect, we conducted a national mapping study to understand the scale and scope of the creative industries and their contribution to economic growth. Some of the headline findings of the study indicate that the sector contributed R90,5 billion to the South African economy in 2013/2014 alone and created employment for over 560 000 people, the majority of whom are below the age of 35, reaffirming the importance of the sector as a creator of economic opportunities for young people.

During the 2014/15 financial year, the Department supported 22 national and regional flagship events, including the National Arts Festival, Cape Town International Jazz Festival, and a range of regional festivals such as the Kalahari Desert Festival in the Northern Cape, Mpumalanga Comes Alive in

Mpumalanga, MACUFE in the Free State and the Marula Festival in Limpopo. These events are catalysts for economic development, given that artists are reliant on events for income and economic stability.

In line with the Mzansi Golden Economy (MGE) Strategy, we continue to expedite the pace of transformation in the arts sector by encouraging and supporting pro-poor innovations necessary to equip citizens, especially youth, with theoretical and experiential knowledge. To this end, we have piloted several creative arts incubators across the country. These incubators are a very important tool to ensure that we create local content and unleash the economic potential of the creative economy.

I announced in my budget vote speech that we would host a month-long Africa Festival in May 2015 in honour of the founding of the Organisation of African Unity, now known as the African Union (AU). We plan to showcase African fashion, fine arts, crafts, dance, literature, music, theatre, film and food culture as part of this month-long celebration. We will work on including a series of dialogues and seminars in a festival of ideas to forge African unity and exchange through the arts. The Department, in collaboration with other government departments, started this work in the latter part of 2014 to ensure that the whole country had an opportunity to participate in the Africa Month Celebrations. Confirming the country's commitment to the development of the African continent, last

year South Africa became the 8th country to ratify the Charter for African Cultural Renaissance; a significant milestone in the implementation of the Pan-African agenda in the country.

We seek to raise the consciousness of our people through the Liberation Heritage Route to trace the story of our struggle throughout the country, continent and abroad. In this regard we repatriated the remains of our renowned journalist, the iconic Nat Nakasa, who called himself "A Native of Nowhere", in August 2014 and he was buried in September 2014 in Durban. We also repatriated the remains of two great struggle icons, Moses Kotane and John Beaver Marks, from Novodevichy Cemetery in Moscow in February 2015, with Russians and South Africans hosting commemorations of the lives of these great heroes of the struggle, who were buried in March 2015 in Pella and Ventersdorp, North West Province. Both events were declared special official funerals by the President in recognition of their contribution to a democratic South Africa.

Heritage remains an essential part of the social cohesion and nation building agenda, and to ensure that the country has the necessary skills to promote, preserve and develop our heritage resources, the Department manages a bursary programme which provides opportunities for young people to pursue heritage-related studies at a university of their choice. In 2014/15, 73 students from across the country participated in this programme.

Language is an essential part of the culture of the country, and multilingualism is enshrined as a right in our Constitution. The Department is mandated to enhance the linguistic diversity of the country which it does through policy development, programmes that develop human language technologies and new terminologies in all official languages, and also the provision of translation and editing services to government. In line with the Use of Official Languages Act, the Department approved its own language policy and continued to provide support to other national department, public entities and enterprises in the development of their own policies. It is anticipated that the implementation of this Act will create a significant demand for qualified language professionals and as such the department has provided bursaries to encourage studies in various language fields for a number of years. In the year under review 284 bursaries were awarded to students wishing to pursue a career in various language professions. To celebrate International Translation Day, the Department hosted an event on 26 September 2014 attended by language practitioners and other stakeholders to mark this important day and reaffirm the commitment to a multilingual South Africa.

It remains our task to reconstruct our fractured and divided past to a more socially and economically inclusive society that is proud of all its cultural expressions. This

entails, among other things, mobilising people to act together to enable the birth of a new culture and create new forms of engagement towards greater unity.

The Social Cohesion Summit held in 2012, adopted a 12-point declaration; adopted clear line of march for all stakeholders to a more cohesive society. In fulfilling its obligations in terms of these resolutions, the Department has developed and implemented a social cohesion programme that ensures ongoing dialogues about social cohesion and which uses prominent members of society, known as Social Cohesion Advocates, to promote the national agenda.

The resolutions from the summit indicated that the conversations about social cohesion should be ongoing and widely spread across the country to gather information about how to implement social cohesion programmes and to get people involved in these initiatives. In 2014/15, 30 community conversations were held across all 9 provinces. These discussions are aimed at promoting tolerance and understanding between people of different ages, races and genders, and also to collect information to inform initiatives implemented under Outcome 14. The outcomes of these discussions, as well the feedback from a number of provincial social cohesion summits, were presented at the Social Cohesion Report-Back Summit held in Port Elizabeth in March 2015.

We are promoting South African arts, culture and heritage to the world by making use of cultural seasons as platforms for cultural exchange to give exposure to our arts and heritage and to encourage cultural understanding. We have worked on Cultural Seasons in the United Kingdom, China and Russia during the period under review. Cultural seasons with Nigeria, Ghana and Angola will commence in the forthcoming period.

I take this opportunity to thank the Deputy Minister, Ms Rejoice Mabudafhasi, the Acting Director-General, Mr Vuyo Jack, the DDGs, and the CEOs and Boards of our agencies for remaining focused on the task at hand.

Let us continue to work hard towards the objective of building an inclusive, caring and more humane society.



MR NATHI MTHETHWA (MP)

MINISTER OF ARTS AND CULTURE



MS REJOICE MABUDAFHASI (MP)
DEPUTY MINISTER OF ARTS AND CULTURE

It is my pleasure to provide you with a brief summary of some of the work that was achieved by the Department of Arts and Culture in the financial period of 2014/15.

The year 2014 marked 20 years of freedom and democracy in South Africa with a non-racial, non-sexist, united and prosperous society based on justice, equality and the rule of law, and the inalienable human rights of all. We used this

1.5 Statement by the Deputy Minister

opportunity to thank the international community for their participation and support in the struggle for liberation and an end to apartheid. We also reflected on our achievements and the challenges that still face us. We called on communities to recognise our unsung heroes and heroines.

We popularized our national identity to 887 schools by installing the national flag, having engagements/conversations with learners to create awareness about the Preamble of the Constitution, national anthem African Union anthem, and national symbols, and distributing posters and CDs with information about the latter.

The Department committed R3 billion in the 2014-2017 MTEF period towards opening the doors of learning, reading and writing. These funds are helping to build new libraries, upgrade existing facilities, stock the shelves with new books, connect to computer technology and provide access to the Internet. As part of our community library programme we began to deliver 54 new libraries and upgrade 150 existing libraries during the 2014-2017 MTEF period.

With the support of the Bill and Melinda Gates Foundation through a special fund called "Global

Libraries Support Initiatives", which focuses on providing and expanding technology access in public libraries, the National Library of SA delivered IT equipment to 27 libraries in all nine provinces. We also had five library izimbizo where we engaged with communities to get a better understanding of the impact made by public libraries, and challenges and recommended improvements. We also celebrated National Book Week, aimed at creating awareness about the importance of reading to schools and communities.

Through the 'Artists in Schools' initiative we have begun placing arts facilitators and educators at schools around the country as part of integrating arts and culture into our learners' school experience. Through this project, we hope to stimulate interest in the arts and to build cultural and social values that increase creativity and inclusivity.

Through arts education we have also begun to intervene in rewriting history so that new generations know the truths of our realities. Through the National Archives we continue to support the development of the oral history project by supporting the annual Oral History Conference together with academics, writers and other community stakeholders.

The Department in partnership with the NEPAD Secretariat hosted an SADC regional conference in October 2014 to formulate a framework to harmonise arts education and training policies in Africa as a strategic intervention and contributor in regional integration, social cohesion and sustainable development on the continent.

We have embarked on a campaign to inculcate pride in our mother tongues and promote multilingualism to ensure that all our languages are spoken and respected by our people. The implementation of the Use of Official Languages Act, 2012, requires that all government departments and public entities adopt language policies and create language units by the end of 2015; we are therefore encouraging these institutions to finalise the process soon.

We acknowledge the challenges faced by crafters in our country, especially those ones residing in the rural areas, thus we coordinated eight provincial crafters' izimbizo in partnership with the Departments of Small Business Development and Trade and Industry. Through the izimbizo we got a better understanding of the challenges of crafters and in the next financial year we will be working on a plan to address these challenges.

I wish to take this opportunity to thank Minister Nathi Mthethwa for his sterling leadership. I thank the Acting Director-General, Mr Vuyo Jack, the staff of the Department, and our entities for implementing Government's priorities as we continue to unleash the economic potential of the Arts, Culture and Heritage Sector.



MS REJOICE MABUDAFHASI (MP)

DEPUTY MINISTER OF ARTS AND CULTURE





MR VUYO JACK
ACTING DIRECTOR-GENERAL

1.6 Report of the Accounting Officer

1. GENERAL REVIEW OF THE STATE OF AFFAIRS

1.1 Spending trends

	2014/15	2013/14
	R'000	R'000
Amount voted	3 524 748	2 914 777
Actual expenditure	3 452 130	2 803 483
Surplus	72 618	111 294

The unspent amount equates to 2,06% of actual expenditure against the voted funds for the 2014/15 financial year.

The detail of unspent funds per economic classification is as follows:

Economic Classification	R'000
Compensation of employees <ul style="list-style-type: none"> Underspending is due to posts that became vacant in the year under review 	765
Goods and services <ul style="list-style-type: none"> Underspending is primarily related to office accommodation, including that of departmental public entities and municipal charges A secondary contributor to underspending was caused by delays in finalisation of the lease for the building identified by the Department of Public Works 	16 004
Transfers and subsidies <ul style="list-style-type: none"> The most significant underspending in this area relates to capital works transfers to public entities and non-profit institutions (NPI's) The second largest contributor to this item relates to the underpayment of a transfer to Robben Island Museum due to a clerical error Underspending was also experienced in transfers to beneficiaries for grants in aid due to tranche payments which were not claimed in the year under review 	55 849
Total	72 618

1.2 Virement and shifting of funds:

Both before and after the adjusted appropriation, substantial virements were required in Arts and Culture Promotion and Development (Programme 3) given the prescribed budget structure for the Programme by National Treasury. In the financial year under review, all MGE funds were classified as goods and services, and when projects were committed to, virement approval was received prior to expenditure.

Shifts were done in the 2014/15 financial year to redirect unspent funds in particular economic classifications to the same classifications in other programmes experiencing significant budget pressures, including:

- shifts in the household classification to cover the costs of officials who left the Department in the year under review. The settlement agreement reached with the former Accounting Officer had a significant impact in this area
- shifts to cover thefts and losses
- shifts to cover leave payments to officials who left the employ of the Department in the year under review

The table below provides a summary of virements and shifts per programme

Programmes	Adjusted appropriation 2014/15	Shifting of funds	Virement	Final appropriation 2014/15
	R'000	R'000	R'000	R'000
Administration	234 353	15 898	16 000	266 251
Institutional Governance	100 040	(15 238)	-	84 802
Arts & Culture Promotion & Development	1 031 526	(3 215)	(30 000)	998 311
Heritage Promotion & Preservation	2 158 829	2 555	14 000	2 175 384
Total	3 524 748	-	-	3 524 748

2. SIGNIFICANT EVENTS DURING THE FINANCIAL YEAR

- 2.1 In support of the objective of strengthening the governance of DAC public entities, the boards/councils of 12 public entities were reconstituted and inducted in the year under review and shareholder compacts were signed with all entities.
- 2.2 The formulation of the Medium-Term Strategic Framework (MTSF) for Outcome 14 was finalised in the year under review and a Social Cohesion Report Back Summit was held in March 2015, providing an opportunity to review progress since the landmark 2012 Summit where the Social Cohesion Charter was adopted.
- 2.3 The China and UK Seasons were launched in 2014/2015 and these programmes will continue in 2015/16. Bringing relations with the continent to the fore, South Africa ratified the Charter for African Cultural Renaissance in the 2014/2015 financial year, paving the way for major new initiatives such as Africa Month, which will strengthen South Africa's relations with countries on the continent and with regional structures such as the SADC and the AU.
- 2.4 In accordance with the Use of Official Languages Act, the DAC finalised its language policy which embraces all official languages. Furthermore, 284 bursaries were awarded to students as part of the DAC language bursary scheme. The 2014/15 financial year also saw the successful development of a machine translation system for translation from English into Xitsonga.
- 2.5 In the year under review, progress was made on MGE projects including:
 - implementation of 87 cultural events and creation of over 16,000 jobs;
 - finalisation of a study on optimal institutional arrangements for National Art Bank and the establishment of a pilot in partnership with the National Museum in Bloemfontein;

- conclusion of a major national mapping study which documented the economic impact of the creative sector for the first time, and the conclusion of tender process to award hosting of the Cultural Observatory to a higher education institution;
 - participation in the Architectural Biennale in Venice;
 - placement of artists in schools to improve arts education; and
 - preparations for the launch and implementation of a major new initiative, Africa Month, which celebrates Africa in South Africa, that will take place in May every year.
- 2.6 Moses Kotane and JB Mark's exhumations took place on 13 February 2015 in Moscow, Russia. The repatriation happened in February and reburials took place in March in the North West Province. In support of continued efforts to transform the heritage landscape and provide library services the unveiling of the Ncome Museum, which provides a different narrative about the Battle of Ncome/Blood River, took place on 16 December 2014, and 17 new libraries were constructed and 20 existing libraries were upgraded. Further, six national days were celebrated and the DAC made a significant contribution to the inauguration of the President through a multidisciplinary cultural programme on that day.
- 2.7 The approval of the MTSF for Outcome 14 created a political imperative to increase the implementation targets for flags in schools. This had a significant impact on the target in the 2014/15 Annual Performance Plan and the allocated budget. The total value of the flags purchased is disclosed as inventory in the Appropriation Statement.
- 2.8 There are significant challenges with regard to establishing the validity, completeness and accuracy of claims from DPW regarding municipal charges; therefore, the DAC has applied the Treasury directive in this regard, which has created a significant variance between budgeted amounts and expenditure.
- 2.9 There were significant delays in the DAC infrastructure development programmes that lead to under expenditure on Capital Works. Over and above challenges relating to implementation by identified implementing agencies, the DAC does not have the resources to effectively manage the

implementing agencies or monitor progress on projects. Problems with regard to the validity and completeness of claims by the IDT had a significant impact on the finalisation of the budget, which lead to a number of late transfers. Going forward, management of infrastructure projects has been centralised, a comprehensive management policy has been drafted and additional capacity is being sourced to administer the programme.

- 2.10 A commitment of R131 million was made to the Enyokeni Cultural Precinct as DAC's contribution to the construction of the precinct. To date the whole amount has been transferred in support of the project.
- 2.11 SCOA classification changes has had a significant impact on particular line items in the year under review, including inventory, office accommodation, non-current receivables and contractors.

3. SIGNIFICANT EVENTS AFTER THE FINANCIAL YEAR

None

4. SERVICES RENDERED BY THE DEPARTMENT

4.1 National Archives

4.1.1 Type of service

The National Archives makes archival material available to the public. Although actual access to archival documentation is free of charge, the public is charged for the reproduction of material for further use, either on film or paper. Publications are also sold, and the public is charged for the transfer of data by magnetic means.

4.1.2 Tariff policy

The National Archivist determines tariffs, taking into account current market rates.

4.2 National Film, Video and Sound Archives

4.2.1 Type of service

The National Film, Video and Sound Archives collects, preserves and provides access to audio-visual records created both by government and private bodies or individuals. Its aims are as follows:

- to preserve public and non-public audio-visual records or documents with enduring value for use by the public and the State;
- to make such records accessible and promote their use by the public;
- to ensure the proper management and care of all public audio-visual records;
- to collect non-public audio-visual and related records with enduring value of national significance, which another institution cannot preserve more appropriately;
- to maintain national registers of non-public records with enduring value, and to promote co-operation and coordination between institutions having custody of such records;
- to promote, in general, the preservation and use of our national archival heritage.

4.2.2 Tariff policy

The National Archivist determines the tariffs, taking into account current market rates.

4.3 Bureau for Heraldry

4.3.1 Type of service

The Bureau for Heraldry registers the heraldic representations, names, special names and uniforms of individuals, associations and institutions. It also renders advice on heraldic and related matters and provides financial assistance to institutions, boards, committees or other public bodies or persons in order to promote the functional objectives of the Bureau of Heraldry.

4.3.2 Tariff policy

The State Herald determines the tariffs, in consultation with the National Archivist and taking into account the current market rates.

4.4 National Language Service

4.4.1 Type of service

The National Language Service provides a translating and editing service to all government departments. It also provides policy development relating to language development, as well as the realisation of language rights espoused in the Constitution of the country.

4.4.2 Tariff Policy

Translating and editing are provided to all government departments at no cost.

5. CAPACITY CONSTRAINTS

The Department finalised the draft organisational structure, which included consultation processes with the Minister for Public Service and Administration (MPSA). The Department is currently awaiting the concurrence letter from the MPSA for the full implementation of the revised structure.

The vacancy rate as at 31 March 2015 stood at 7,2%, which is below the target of 10% that was set at the start of the financial year. All unfunded vacancies for the 2014/15 financial year were abolished. Processes to fill key positions such as, Deputy Director-General: Corporate Services and the Chief Financial Officer were concluded with the successful candidates assuming duty in April 2015 and May 2015 respectively. The post of Director-General which became vacant on 1 February 2015 after a settlement agreement was reached with the previous DG, was advertised and the Department is currently finalising the selection process.

6. UTILISATION OF DONOR FUNDS

In the 2014/15 financial year, no donor funds were received by the Department.

7. PUBLIC ENTITIES (RELATED PARTIES)

The Department funded public entities, a constitutional institution and non-profit organisations as outlined in the sections below. The actual amounts transferred to each entity for the 2014/15 financial year are indicated.

7.1 Heritage Entities

Thirteen entities have been declared in terms of the Cultural Institutions Act, 1998, one is a non-profit institution and one, the National Heritage Council was established in terms of the National Heritage Council Act, 1999, as outlined in the table below:

Institution	2014/15	2013/14
	R'000	R'000
Die Afrikaanse Taal museum, Paarl	6 308	4 963
Northern Flagship/Ditsong Museum, Pretoria	66 350	62 450
Engelenburg House Collection, Pretoria (NPI)	289	273
Freedom Park, Pretoria	70 470	66 372
Iziko Museum of South Africa, Cape Town	72 831	61 515
Luthuli Museum, Groutville	9 773	7 465
KwaZulu-Natal Museum, Pietermaritzburg	18 312	16 359
National Heritage Council, Pretoria	55 917	53 588
National Museum, Bloemfontein	52 334	38 415
Nelson Mandela Museum, Mthatha	21 379	18 900
Robben Island Museum, Cape Town	83 396	61 586
The National English Literary Museum, Grahamstown	8 657	8 148
Voortrekker/Msunduzi Museum, Pietermaritzburg	11 935	11 236
War Museum of the Boer Republics, Bloemfontein	9 114	8 022
William Humphreys Art Gallery, Kimberley	7 160	5 613
Total	494 225	424 905

7.2 South African Heritage Resources Agency

The South African Heritage Resources Agency was established in terms of the National Heritage Resources Act, 1999, in order to:

- introduce an integrated and interactive system for the management of national heritage resources;
- promote good government at all levels;
- empower civil society to conserve its heritage resources for future generations;
- lay down general principles for heritage resource management;
- introduce an integrated system for the identification, assessment and management of the heritage resources of South Africa;
- establish the South African Heritage Resources Agency, together with its Council, to coordinate and promote the management of heritage resources at national level;
- set norms and maintain essential national standards for the management of heritage resources in South Africa;
- protect heritage resources of national significance;
- control the export of nationally significant heritage objects and the import into South Africa of cultural property illegally exported from foreign countries;
- enable provinces to establish heritage authorities, which must adopt powers to protect and manage certain categories of heritage resources;
- provide for the protection and management of conservation-worthy places and areas by local authorities.

2014/15	2013/14
R'000	R'000
46 417	43 666

7.3 Performing arts entities (including subsidy, MGE and Capital Works)

Six performing arts entities are declared in terms of the Cultural Institutions Act, 1998. The performing arts institutions assist in creating a sustainable performing arts industry based on access, excellence, diversity and redress. They encourage the development of the full range of performing arts. The institutions are:

Institution	2014/15	2013/14
	R'000	R'000
Arts Cape, Cape Town	50 838	93 471
State Theatre, Pretoria	67 163	52 167
Playhouse Company, Durban	68 468	42 570
Performing Arts Centre of the Free State, Bloemfontein	42 690	39 858
Market Theatre Foundation, Johannesburg	43 310	48 660
Windybrow Theatre, Johannesburg	10 786	10 082
Total	283 255	286 808

7.4 Business Arts South Africa

Business Arts South Africa is a non-profit company aimed at encouraging sponsorship of the arts by the business and private sector through the introduction of a matching grant scheme.

2014/15	2013/14
R'000	R'000
7 312	6 898

7.5 National Film and Video Foundation

In terms of the National Film and Video Foundation Act, 1997 the Foundation develops and promotes the film and video industry. It provides and encourages the provision of opportunities to persons from disadvantaged communities to participate in the industry. The Foundation also promotes local film and video products, supports the development of and access to the industry and addresses historical imbalances in infrastructure, skills and resources in the industry.

2014/15	2013/14
R'000	R'000
147 588	105 223

7.6 National Arts Council

In terms of the National Arts Council Act, 1997, the Council facilitates opportunities for people to practice and appreciate the arts.

The Council also promotes the general application of arts in the community, fosters the expression of a national identity by means of the arts, promotes freedom in the practice of arts, and gives historically disadvantaged people greater access to the arts. Other functions include addressing historical imbalances in the provision of infrastructure and promoting national and international liaison.

2014/15	2013/14
R'000	R'000
97 365	87 554

7.7 Pan South African Language Board

The Pan South African Language Board is defined as a constitutional institution in the Public Finance Management Act, 1999. The Board actively promotes an awareness of multilingualism as a national resource and supports the previously marginalised languages by developing, administering and monitoring access, information and implementation programmes.

These activities are in accordance with the provisions of the Pan South African Language Board Act, 1995.

2014/15	2013/14
R'000	R'000
83 497	95 680

7.8 Libraries

Libraries preserve and promote awareness of the national documentary heritage and provide for related matters. They include the South African Library for the Blind, which provides library and information services to blind and print-handicapped readers and related matters.

Institution	2014/15	2013/14
	R'000	R'000
National Library of SA	76 115	70 117
South African Library for the Blind	18 662	17 526
Blind SA	8 140	6 410
Total	102 917	94 053

8. OTHER ORGANISATIONS TO WHICH TRANSFER PAYMENTS WERE MADE

The Department supports and promotes projects that aim to promote arts and culture, the functional objectives of the National Archives and language. The Department makes grant-in-aid payments to institutions, boards, committees and other public bodies or persons.

Various funding committees in the Department evaluate project proposals received from the various role players and enter into memorandums of agreements with the parties once decisions have been made to fund particular projects. The Department paid out the following amounts from various programmes in the 2014/15 financial year:

Transfers & subsidies	2014/15	2013/14
	R'000	R'000
Provinces and municipalities	1 019 713	606 286
Higher education institutions	570	3 000
Public corporations & private enterprises	147 278	54 112
Foreign government and international organisations	3 127	1 000
Non-profit institutions	193 058	102 252
Households	24 518	81 174
Total	1 388 264	847 824

9. CORPORATE GOVERNANCE ARRANGEMENTS

9.1 Corporate Governance

The Department has a functional Internal Audit Activity (IAA) and Audit Committee established in line with the Public Finance Management Act, 1999, section 38 (1)(a)(ii), Treasury Regulations (Chapter 3) and the King III Report on Corporate Governance.

9.2 Internal Audit

The purpose of the IAA is to assist the Accounting Officer and the Audit Committee in the effective discharge of their responsibilities. The IAA of the Department was functional throughout the financial year and operated in line with its approved Internal Audit Charter informed by Treasury Regulation 3.2.

Audit assignments were executed in line with the approved risk-based rolling three-year Strategic and Annual/Operational Internal Audit Plans for 2014/15; as informed by the Department's approved Strategic and Operational Risk assessment results, and approved by the Audit Committee of the Department.

The results of the assurance and consulting activities/assignments were duly reported to the Department's Senior/Executive Management including the Accounting Officer and to the Audit and Risk Management Committees of the Department throughout the financial year; and recommendations provided on areas where shortcomings were identified for corrective action to be implemented.

Additional to the approved planned risk-based internal audit assignments and statutory assignments, i.e. performance information and, internal financial controls, the IAA also reviewed the Management Outcome Implementation Action plan developed by the Department's Management. This plan was developed on the basis of outcomes of the Auditor-General South Africa's audit report for the year ended 2013/14 to ensure that internal controls are improved through the identification of adequate controls/action plans and implementation thereof. While improvements have been noted there is still a need to strengthen the internal controls to ensure that they are effective to ensure that the management assertions

set will be achieved, i.e. that assets will be safeguarded, that adequate internal controls to prevent, and or detected financial and operational errors will be developed, implemented and adhered to; and that set objectives as per performance plan of the Department will be achieved.

Internal Audit adhered to the approved Annual/Operational Risk-Based Internal Audit Plan through the assistance of the appointed Internal Audit Service Provider; contracted to supplement the insufficient human resource capacity and the required specialised audit skills, i.e. information technology audits. The Department is aware of the need for permanent capacity to enhance the assurance and consulting activities expected from the IAA's, and is addressing the capacity challenges. The vacant funded positions on the IAA's establishment were reviewed for prioritisation during the current financial year and phasing-in during the succeeding financial year.

9.3 Audit Committee

The primary purpose of the Audit Committee is to assist the Accounting Officer of the Department in fulfilling his/her oversight responsibilities to ensure that the Department has and maintains effective, efficient and transparent systems of financial management, risk management, governance, and internal control.

The Department's Audit Committee (Committee) conducted its oversight role in line with its approved Charter/Terms of Reference.

The Committee operated with four out of the approved maximum number of five independent members, including its Chairperson. The Committee held nine meetings (four ordinary and five special meetings) during the financial year to fulfil its responsibilities. The Committee reviewed the effectiveness of internal control systems, independence and functioning of the IAA, strategic and operational risk areas of the Department, including the mitigation thereof, governance arrangements, performance against pre-determined objectives; and the financial performance of the Department.

Among other critical oversight responsibilities, the Committee played a significant role in providing oversight on the internal control status as well as performance information against pre-determined objectives. The Committee recommended the development of a detailed management outcome implementation action plan and the stringent monitoring of the action plan, through its ordinary and

special meetings, to assist the Department to reduce internal control deficiencies experienced in the past to a minimum, and or realise improvements and to improve planned performance against pre-determined objectives aimed at realising the mandate of the Department.

9.4 Forensic Investigations

The Department has an approved and updated Fraud Investigation Policy that provides for the review and investigation of allegations of fraud, corruption and other financial misconduct in line with Treasury Regulation 4 (4.1- 4.3).

Minimum capacity in the form of a Deputy Director for forensic audits was created within the IAA during the financial year; however, this capacity is not sufficient. Additional capacity will be created through the procurement of a panel of forensic investigation service providers in order to address the backlog of allegations experienced and also new allegations received.

In the interim, Internal Audit utilises the available permanent capacity, the appointed Internal Audit Service Provider, on an ad-hoc basis as provided for in the Service Level Agreement, and the appointed independent forensic investigation service provider to review and investigate prior-year's irregular expenditure allegations/cases.

Further, a forensic investigation was initiated into the irregular expenditure reported in the Annual Report of 2013/14.

9.5 Risk Management

The Department maintained its risk management strategy for the 2014/15 financial year. The Risk Committee is fully functional and is chaired by an independent, non-executive member, who serves on an advisory basis on the governance of risk management.

The Department's Risk Management Framework, including the Fraud Prevention Strategy was maintained.

The Risk Committee Chairperson provided advisory services on key strategic focus areas during the financial year. Four meetings were scheduled to attend to the following matters:

- executive coaching on risk management
- irregular expenditure and consequence management process
- supply chain management turn-around strategy

9.6 Asset Management

The Department has implemented the Asset Management System in 2008/09 to manage the Departmental assets. In the 2012/13 financial year the original software AssetPro was been upgraded to AssetWare Manager.

On 11 December 2014 the Department had a public auction to disposed of redundant and obsolete movable assets (furniture, office equipment and IT equipment) and the proceeds were deposited in the revenue account. Physical verification of assets was conducted between 2 February 2015 and completed on 31 March 2015.

The Department continuously maintains the asset register and all the assets on the system are correctly captured according to their categories; and are accurate as at 31 March 2015 and as per the requirements of the Asset Management Framework and National Treasury.

9.7 Performance information

In the year under review, a sector-wide strategic planning framework, developed in 2013/14 was implemented through a series of sector-based workshops that culminated in a large strategic planning session held in July 2014 involving the DAC, its entities and provincial government departments.

The planning session culminated in the development of annual performance plans that were informed by the Minister's strategic priorities, including the agreed actions to achieve these priorities. The annual performance plans were developed in line with the framework for developing strategic plans and annual performance plans, and tabled in Parliament as prescribed in the National Treasury Regulations.

In terms of reporting, compliance reports were submitted and/or tabled to oversight structures as prescribed in the Treasury Regulations. These included

monthly financial expenditure reports, quarterly performance reports and the annual performance review report for the 2014/15 financial year. Moreover, periodic review sessions were held with the Accounting Officer to ensure effective performance monitoring and evaluations, and that corrective action were instituted where applicable.

9.8 Supply Chain Management

Weaknesses in the Supply Chain Management (SCM) system were a significant contributor to the poor audit outcome in the 2013/14 financial year. Significant attention has been paid in the year under review to improving systems as follows:

- a revised SCM policy was approved
- training was provided to all SCM committees
- outsourced service providers assisted in the compilation of a complete commitment register

9.9 Irregular Expenditure

With reference to the qualified audit outcome in 2013/14, material misstatements in the AFS, including the completeness of the Irregular Expenditure Register, were a major contributing factor.

A summary of the irregular expenditure disclosed in the 2014/15 AFS is provided in the table below:

Irregular expenditure	Amount	Actions to date
From prior years	R171 million	<ul style="list-style-type: none"> • Forensic investigation underway • Expenditure not incurred by the AO reviewed and disciplinary actions in process
2014/15 effect from prior years	R72 million	<ul style="list-style-type: none"> • Forensic investigation underway • Expenditure not incurred by the AO reviewed and disciplinary actions in process
2014/15 expenditure	R39 million	No actions taken to date.
Total	R 282 million	

A significant proportion of the irregular transactions incurred in the prior year were reviewed by a Committee on Irregular Expenditure which made recommendations to the Accounting Officer with regard to disciplinary actions to be taken.

In an effort to contain the effect of prior year's irregularities on the current financial year; the cohort of consultants was reviewed with due regard to value for money and capacity challenges. In line with Treasury cost containment measures the contracts of some consultants were cancelled due to a lack of value add. All contracts have not been renewed and where further outsourced services are required, standard procurement processes will be utilised.

Furthermore the Department has revised the supply chain management policy in order to address the internal control weaknesses in the procurement process.

9.10 Resolving of the issues from the prior year's audit

As outlined in the sections above, significant progress has been made on resolving matters raised in the 2013/14 audit, including:

- improved disclosure of irregular, fruitless and wasteful expenditure, accruals and commitments;
- improved reporting to National Treasury on irregular, fruitless and wasteful expenditure and deviations from SCM procedure approved by the Accounting Officer;
- a new asset management policy has been approved;
- a contract management system has been implemented;
- reviewed and upgraded the SCM system; and
- improved performance information in key areas.

There are elements of the action plan which have yet to be fully implemented, including:

- compliance with the Preferential Points system for all transactions;
- filling of vacancies, however after the close of the financial year, a new Chief Financial Officer and Deputy Director-General: Corporate Services were appointed;
- efforts to reduce reliance on consultants through a reduction plan are ongoing;
- regular review of the LOGIS system; and
- misclassification of expenditure in terms of SCOA.

10. APPROVAL

The Annual Financial Statements as set out on pages 105 to 171 have been approved by the Accounting Officer.



MR VUYO JACK

ACTING DIRECTOR-GENERAL

DATE: 31 JULY 2015

1.7 Statement of responsibility for performance information

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

- All information and amounts disclosed throughout the annual report are consistent.
- The annual report is complete, accurate and is 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 2015.



MR VUYO JACK

ACTING DIRECTOR-GENERAL

DATE: 31 JULY 2015

1.8 Strategic Overview

VISION

We are a thriving arts, culture and heritage sector contributing to sustainable economic development, and leveraging on partnerships for a socially cohesive nation.

MISSION

We enhance job creation by preserving, protecting and developing arts, culture and heritage to sustain our democracy and build our nation.

VALUES

- Accountability
- Integrity
- Results-driven
- Professionalism
- Humility
- Batho Pele

STRATEGIC OUTCOME-ORIENTED GOALS

The Department of Arts and Culture has the following strategic outcome-oriented goals:

Job creation

Create 150 000 decent jobs in the Arts, Culture and Heritage Sector by March 2016.

Human capital development

Implement targeted programmes that are geared towards human capital development in the Arts, Culture and Heritage Sector.

Access to information

Enhance access by citizens and public institutions to accurate, reliable and timely information in their language of choice through the provision of archives, libraries and language services.

Entrenched linguistic diversity

Entrench linguistic diversity in a manner that facilitates equitable cultural expression by citizens and communities.

Development, protection, preservation and promotion of arts, culture and heritage

Enhance the capacity of the sector through equitable and sustainable development, and the protection and preservation of arts, culture and heritage through policy development, legislative promulgation and implementation.

Governance and accountability

Align public-sector art, culture and heritage institutions around a shared vision, common mandate, and strong governance and accountability.

1.9 Legislative and other mandates

Legislative

The mandate of the Department is derived from the Constitution of the Republic of South Africa, including the Preamble and Founding Provision, and in particular sections:

'16 (1) Everyone has the right to freedom of expression, which includes-

- a. freedom of press and other media;
- b. freedom to receive or impart information or ideas;
- c. freedom of artistic creativity ;and
- d. academic freedom and freedom of scientific research.' and

'30 Everyone has the right to use language and to participate in the cultural life of their choice, but no one exercising these rights may do so in manners inconsistent with any provision of the Bill of Rights.' and

'32(1) Everyone has the right of access to-

- a. any information held by the state; and
- b. any information that is held by another person and that is required for the exercise or protection of any rights.'

The primary legislative framework of the Department emanates from the following Acts:

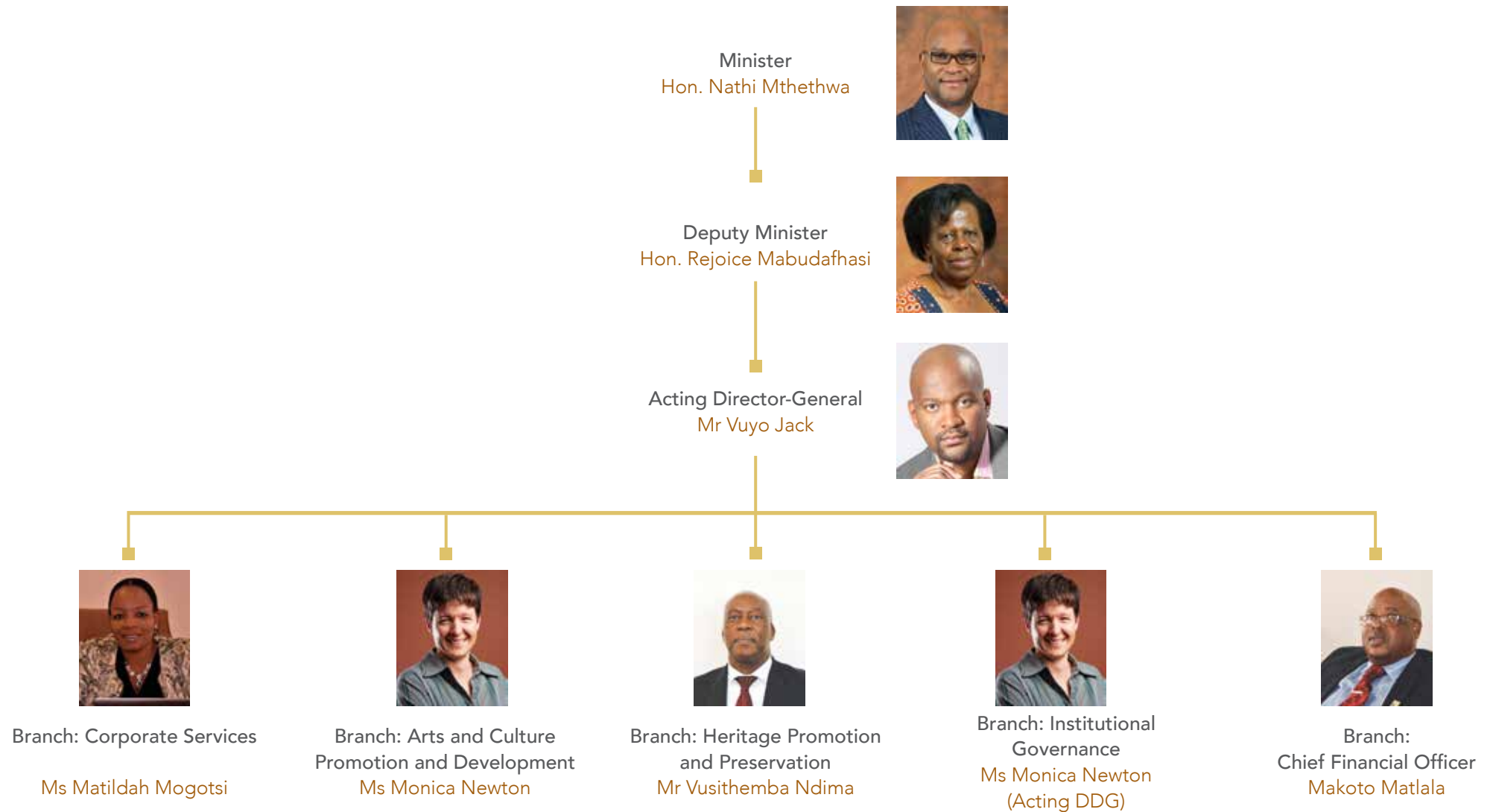
- Cultural Institutions Act, 1998 (Act No. 119 of 1998)
- Culture Promotion Act, 1983 (Act No. 35 of 1983)
- Heraldry Act, 1962 (Act No. 18 of 1962)
- Legal Deposit Act, 1997 (Act No. 54 of 1997)
- National Archives and Records Service of South Africa Act, 1996 (Act No. 43 of 1996)
- National Arts Council Act, 1997 (Act No. 56 of 1997)
- National Council for Library and Information Act, 2001 (Act No. 6 of 2001)
- National Film and Video Foundation Act, 1997 (Act No. 73 of 1997)
- National Heritage Council Act, 1999 (Act No. 11 of 1999)
- National Heritage Resources Act, 1999 (Act No. 25 of 1999)
- National Library of South Africa Act, 1998 (Act No. 92 of 1998)
- Pan South African Language Board Act, 1995 (Act No. 59 of 1995)
- Promotion of Access to Information Act, 2000 (Act No. 2 of 2000)
- South African Geographical Names Council Act, 1998 (Act No. 118 of 1998)
- South African Library for the Blind Act, 1998 (Act No. 91 of 1998)
- Use of Official Languages Act, 2012 (Act No. 12 of 2012)

OTHER PRESCRIPTS GOVERNING THE DEPARTMENT OF ARTS AND CULTURE

- Framework for Managing Programme Performance (2007)
- Guidelines for Strategic and Annual Performance Plans (August 2010)
- National Development Plan Vision (2030)
- National Evaluation Policy (2012)
- Public Audit Act, 2004 (Act No. 25 of 2004)
- Public Finance Management Act 1999 (Act No. 1 of 1999), and related regulations
- The Government-Wide Monitoring and Evaluation System (GWM&E) (2007)



1.10 Organisational structure



1.11 Public entities reporting to the Minister

DEVELOPMENT AGENCIES:



PERFORMING ARTS INSTITUTIONS:



LIBRARIES:



CONSTITUTIONAL:



HERITAGE INSTITUTIONS:





Part 2

Performance Information



2.1 REPORT OF THE AUDITOR-GENERAL ON PREDETERMINED OBJECTIVES

The audit conclusion on the performance against predetermined objectives is included in the report to management, with findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the Auditor-General's report.

Refer to page 96 of the Report of the Auditor-General, published as Part Five: Financial Information

2.2 OVERVIEW OF DEPARTMENTAL PERFORMANCE

The Department of Arts and Culture is forging ahead with the agenda of “transforming society and uniting the country” as directed by the National Development Plan. Our task is to build an inclusive society and instil a consciousness that South Africans have more in common than that which divided them. We are driven by the realisation that societies with greater social cohesion tend to be more economically prosperous.

Our programme of action is quite diverse and seeks to address all the disciplines of the arts, recognise all the strands of our heritage and culture, and produce the enabling conditions that allow South Africans to effect changes in their own lives. We encourage dialogues and debates, the sharing of knowledge, and the celebration of our literature, visual arts, performing arts and culture. We seek to promote pride in our heritage, including geographic and place names, our African identity and our common humanity as global citizens. We continue to implement integrated programmes that seek not to only address social issues, but also those focused on sustainable integration of communities into economic activity. Some of the major successes achieved by the Department in a number of our programmes in 2014/15 are set out in the overview below.

Development, protection, preservation and promotion of arts, culture and heritage

The Social Cohesion Programme

It remains our task to reconstruct our fractured and divided past to a more socially and economically inclusive society that is proud of all its cultural expressions. This entails, among other things, mobilising people to act together to enable the birth of a new culture and create new forms of engagement towards greater unity.

Following the successful Social Cohesion Summit held in 2012, at which a 12-point declaration was endorsed and adopted, the Department developed and continues to implement a social cohesion programme that includes initiatives such as community conversations, social cohesion summits and social cohesion advocates. In the period under review 30 community conversations were held in different parts of the country. The conversations are part of the ongoing national dialogues that seek to further understand the possibilities and challenges of nation building. Community conversations are attended by multicultural delegates ranging from the youth to the elderly. The new generation is presented with an opportunity to rub shoulders with veterans, discussing major social issues and problems affecting society and the country at large.



Delegates engaged during the community conversations

The feedback and recommendations from these community conversations were presented to the Social Cohesion Report-back Summit that was held in March 2015.

The Repatriation Programme

Countries around the world preserve their heritage by means of permanent collections and the restoration and care of objects having political, religious, cultural, scientific, archaeological or environmental significance. South Africa has established a repatriation programme, which seeks to restore parts of our history that were displaced by the apartheid regime and/or colonisation. The Repatriation Programme also includes the repatriation of human remains, through which the country seeks to demonstrate the value and honour it attaches to the contribution made by heroes and heroines to the transformation of this country, leading to freedom and democracy.



During the year under review, Nat Nakasa's remains were successfully repatriated and brought back from New York on 19 August 2014. Accompanying this historic event were a number of educational programmes aimed at educating the youth about the role of journalists during the liberation struggle in South Africa. The Nat Nakasa Debate Competition, for example, took place at the Durban Natural Science Museum from 6-7 September 2014. This was a collaborative initiative of the Department of Arts and Culture and the Department of Basic Education in which grade 10 and 11 students from the nine provinces participated. A Nat Nakasa Exhibition was also showcased at the Oral History Museum in Durban.



Further, Minister Nathi Mthethwa led a South African delegation to Russia on 23 February 2015 for the repatriation of the remains of Moses Kotane and John Beaver (JB) Marks. Prior to the repatriation ceremony a number of activities were led by the Minister in Moscow to honour the lives of Kotane and Marks. These included a keynote address during the Memorial Lecture dedicated to the two stalwarts at Mgimo University on 25 February 2015, which was followed by the wreath-laying ceremony. On 26 February, a memorial service was held at

Troekurovo cemetery hall to pay tribute to the contribution made to the liberation struggle by the two icons and on 27 February, a special dinner was held in Moscow to celebrate their lives. The final phase of the repatriation ceremony on Russian soil took place on 28 February 2015 at a military mortuary. A Russian military guard of honour accompanied the mortal remains to the airport with ceremonial trumpet and song.

On arrival in South Africa a welcoming ceremony was held at the Waterkloof Air Force Base, Pretoria. The ceremony was addressed by President Jacob Zuma and attended by family members, and representatives of national and provincial government and various organisations. Moses Kotane and JB Marks were buried on 14 and 22 March 2015 at Pella and Ventersdorp, respectively. President Zuma declared their reburials as special official funerals.

National Symbols Programme

The national identity of people comes from their sense of belonging to a country and being proud of its history, cultures, languages, landscapes and traditions. In our Constitution the people of South Africa agreed to create national symbols to promote core values like reconciliation and nation building. These national symbols embody all that is proudly South African.

The Department's Flags in Every School Programme (FESP) seeks to instil pride in our national flag at an early stage of child development. Through FESP the Department has managed to distribute and hoist flags in 21 709 of the 25 826 schools in South Africa.

The educational component of our national symbols programme narrates the history, meaning, significance and protocols/etiquettes of national symbols. To this end, the Department developed and distributed a number of audio-visual materials, including national identity/symbols booklets and national anthem audio-visual materials. Moreover, the Department has forged partnerships with other government and non-governmental institutions in an effort to expand the reach and access of the national symbols programme.

The Deputy Minister of Arts and Culture leads the national symbols programme and has presided over a number of hoisting ceremonies of national flags across the country.



Deputy Minister and students hoisting the national flag in schools

During the Back-to-School Campaign the Deputy Minister, together with the SA Express CEO, Mr Inati Ntshanga, also hoisted a national flag at Mehlaeng Combined Farm School in Bapsfontein, Ekurhuleni on 20 February 2015. The school is among the needy schools supported by SA Express.

The consistent message relayed by the Deputy Minister in all the ceremonies is that learners should take pride in singing the national anthem and learn about the national symbols.

National Days Programme

Annually, South Africans observe seven national days that commemorate significant events in our country's rich history. National days are an everlasting reminder for us, now and for future generations, of the key events that took place in our country. They are designed to evoke national pride; to commemorate the pain of the past and celebrate the victorious future of our country.

21 March: Human Rights Day

The Department and the Department of Justice and Correctional Services hosted the annual Human Rights Day commemorations with the theme: "Celebrating the Freedom Charter, Enjoying Equal Human Rights for All". The event was held on 21 March 2015 in Uitenhage, Eastern Cape, and was aimed at reminding South African citizens about the sacrifices made in our struggle for democracy and freedom. It was also used to commemorate the 30th anniversary of the Uitenhage Massacre that took place in Uitenhage on 21 March 1985.

27 April: Freedom Day

This was the day in 1994 when the first democratic elections were held in South Africa. Freedom Day therefore celebrates freedom and commemorates the first post-apartheid elections.

The 2014 Freedom Day coincided with the 20 years of democracy celebrations and was held at the south lawns of the Union Buildings. The keynote address was given by President Zuma.

June 16: Youth Day

In June 1976 students in Soweto rioted in protest against the introduction of Afrikaans as the language of instruction of half their school curriculum, sparking eight months of violent uprisings across the country. Youth Day is a national holiday in honour of all the young people who lost their lives during the riots and in the struggle against apartheid and Bantu education.

A noteworthy event that was hosted during the 2014 Youth Month was the Zwakala Awards dinner for children with hearing disabilities. The Zwakala (which means "be heard") Awards were born from an idea by organisations for the Deaf to address the exclusion of deaf individuals from mainstream competitions in the performing arts. The Awards pay special attention to the interests of deaf communities and enables them to express themselves through poetry. They also seek to nurture the talents of learners with disabilities.



Deputy Minister interacts with children during the Zwakala Awards

July 18: Mandela Day

Mandela Day is celebrated on 18 July each year. It gives people in South Africa and all over the world an opportunity to do something good to help others. On Mandela Day people all over the world, in the workplace, at home and in schools, are called on to spend at least 67 minutes of their time doing something useful within their communities, especially among the less fortunate.

In the year under review, the Department held a series of programmes to celebrate the life of the former president and 20 years of freedom and democracy. The Minister accompanied the President to the birthplace of Mr Nelson Mandela to take part in the 67 minutes campaign. On the day, President Zuma unveiled a statue of the Paramount King of AbaThembu at the Nelson Mandela School of Science and Technology. He also unveiled a statue of Nelson Mandela and officially opened the Mvezo Komkhulu Museum at the Royal Palace.

In addition, and as part of the Nelson Mandela Day activities, the Department in partnership with the Nelson Mandela Museum endorsed the Qunu Tourist Guide Association to utilize the Nelson Mandela Museum's Information Centre. The Department also hosted a dialogue on Social Cohesion themed "Nation Building and Taking Forward the Nelson Mandela Lessons and Values".

The Nelson Mandela Sport and Culture Event, which took place at the Union Buildings in Pretoria, entailed activities that kept people captivated throughout until *kuyoze kuyovalwa*. People from all walks of life came in numbers to celebrate Madiba's legacy. The event served as a testimony that sport and culture can play a leading role in the promotion of social cohesion and nation building.



The Nelson Mandela Sport and Culture Event at the Union Buildings, Pretoria

Also, in partnership with the University of South Africa, the Department arranged an interactive Colloquium to celebrate the life and legacy of former President Mandela. Academics and youth gathered at the University in Pretoria to engage in a dialogue on the future of South Africa, with the theme "Youth of South Africa: Our Time is Now".

9 August: National Women's Day

On this day in 1956 some 20 000 women marched to the Union [government] Buildings in Pretoria to protest against a law requiring black women to carry passes (a form of identification document). Annually, August 9 is celebrated as a reminder of the contribution made by women to society, the achievements made for women's rights, and to acknowledge the difficulties and prejudices many women still face.

The Minister of Arts and Culture together with the Minister of Women in the Presidency launched Women's Month on 31 July 2014 and outlined a month-long programme for August 2014.



Minister Nathi Mthethwa and the Minister of Women in the Presidency, Susan Shabangu, during the launch of the Women's Month

The 2014 National Women's Day was celebrated in eThekweni, KwaZulu-Natal. The theme for the event was "Celebrating the 60th Anniversary of the Women's Charter and 20 Years of Freedom: Together Moving Non-Racial, Non-Sexist South Africa Forward". The programme included round table events that highlighted the role played by South African women in the struggle for freedom and equality. One such event was held at Constitution Hill in collaboration with the Mail & Guardian newspaper company. The Deputy Minister of Arts and Culture delivered a keynote address and paid tribute to iconic women such as Abigail Kubeka, Dorothy Masuka and Debs Matshoba.

24 September: Heritage Day

On this day, South Africans across the spectrum are encouraged to celebrate their culture and the diversity of their beliefs and traditions, in the wider context of a nation that belongs to all its people. National Heritage Day was celebrated in true African style in James Motlatsi Stadium in Orkney, North West Province, on 24 September 2014 with the theme "Celebrating 20 Years of Democracy: Tell your story that moves South Africa Forward".

The cultural parade, which was one of the highlights of the day, was a true reflection of the country's diverse culture and rich heritage. Groups from different cultural backgrounds and demographics paraded their traditional dress and unique dances. The Deputy President, Mr Cyril Ramaphosa, gave a keynote address in which he urged all South Africans to embrace their diversity and use it as a catalyst to unite and forge a cohesive society.



The cultural parade showcases different cultural outfits, North West on 24 September 2014

16 December: Day of Reconciliation

Afrikaners traditionally celebrated 16 December as the Day of the Vow, remembering the day in 1838 when a group of Voortrekkers defeated a Zulu army at the Battle of Blood River. The freedom fighters, on the other hand, commemorated it as the day in 1961 when the political activists started to arm their soldiers to overthrow apartheid. In the democratic South Africa 16 December is celebrated as a Day of Reconciliation; calling on all South Africans to overcome their differences and build a new nation.

The 2014 commemoration of the Day of Reconciliation took place in KwaZulu-Natal where President Zuma opened the new Ncome Museum, which includes a community hall, industrial kitchen and visitor's accommodation. The event was graced by various dignitaries, including Zulu King, Goodwill Zwelithini, Ministers and other senior officials from national, provincial and local government.

ECONOMIC DEVELOPMENT

The creative sector in South Africa has the potential to be one of the leading sectors in generating economic growth, employment and trade, as is the case in many advanced economies. The 2014 mapping study reveals that the sector contributed over R90,5 billion to the South African economy, which is 2,9% of GDP, in 2013/14 financial year and created employment for over 560 000 people, the majority of whom are below the age of 35. The sector also contributed over R24 billion in taxes to the fiscal income. The study further confirmed the significant role played by the sector in the empowerment of black South Africans, women and young people, with over 50% of enterprises owned by black South Africans, 40% by women and over 30% by young people.

Notwithstanding the findings made by the mapping study, it is also evident from that there is still scope to increase the sector's contribution to the economy. As such, the Department continues to introduce large-scale, high-impact programmes that seek to reposition the Arts, Culture and Heritage (ACH) Sector as one of the leading sectors in generating economic growth and employment opportunities. The programmes seek to impact on both the supply and demand side in order to grow the ACH Sector's share in and impact on the economy.

Enhancing the Creative Capacity of the Sector

An important component of the cultural cycle or value chain of arts and culture is creativity. Improving the creative capacity of the sector should ideally translate to improved cultural products and services. Since people are central to the creation of arts and culture products and services, the development of artists, including the provision of tools of trade for artists, are critical. Moreover, the creative capacity of the sector can be enhanced further through joint ventures in which creative minds

collaborate and infuse their creative ideas to generate better-quality products. The following are some of the programmes introduced in the 2014/15 financial year as part of the DAC's efforts to improve the effectiveness and efficiency of the sector:

The Incubator Programme

The Incubator Programme is intended to ensure that emerging artists eventually graduate into established artists, thus broadening the participation of artists in the economy. Through the support provided by the incubators the development of emerging artists will be fast-tracked, thus improving the success rate of start-up artists and helping them become financially viable. It is also anticipated that incubation will create a synergistic environment in which artists can share learning, create working partnerships and do business together, including opening doors to markets and resources.

Cultural and Creative Industries Federation of South Africa (CCIFSA)

In 2009, a creative sector meeting was convened by President Zuma to urge artists to organise themselves into a formal structure that would represent the aspirations of the entire sector. The year 2014/15 saw the arts and culture fraternity heeding the call of the President and gathering at the Free State University in Mangaung for the ground-breaking national elective conference of the Cultural and Creative Industries federation of South Africa. Hundreds of delegates from all nine provinces attended the conference and immediately engaged in discussions on how they intended to consolidate their efforts.

The Minister gave a keynote address in which he set out the purpose of the gathering. He urged artists to work together in the fight for their rights and challenged them to be the architects of their own vision and future. He said artists should be at the forefront of all efforts aimed at combating exploitation of the Sector. "Nothing can be done for the artists without the involvement of the artists themselves" said the Minister, who also presided over the intense and interactive session. On the last day of the conference the delegates elected office bearers who will work closely with relevant stakeholders to ensure that the Creative Sector speaks with one voice.



Minister of Arts and Culture with the office bearers of Cultural and Creative Industries Federation of South Africa

SHOWCASING ARTS AND CULTURE PRODUCTS

Cultural Events

The cultural value chain would be incomplete without platforms to showcase cultural products and offerings. Cultural events provide such platforms and are designed to develop audiences for the creative and cultural industries and thus increase consumption of ACH offerings. In the year under review 22 flagship cultural events were supported. A further 65 cultural events were supported through an open call for proposals. Key highlights of some of the cultural events that were supported are provided below.

Standard Bank Joy of Jazz Festival

The Minister officially opened the Standard Bank Joy of Jazz Festival on 25 September 2014 in the Sandton Convention Centre. The Festival took place from 25 to 27 September 2014. The line-up included top local and international artists, such as Sibongile Khumalo, Jonas Gwangwa, Billy Ocean and Gregory Porter. The Department supports the Festival in line with the Mzansi Golden Economy strategy, which seeks to reinforce the ACH Sector as an economic growth sector.

The MACUFE Festival

In partnership with the Free State Department of Sport, Arts, Culture and Recreation, the Department hosted the MACUFE Festival in Bloemfontein from 3 to 12 October 2014. The Festival was staged against the backdrop of 20 years of freedom celebrations with the theme "Ya Lla Melodi Ya Tokoloho". MACUFE provided an exciting line-up of top local and international musicians, such as Zahara, Thandiswa Mazwai, Mafikizolo, Rebecca Malope, Ringo Madlingozi, Sibongile Khumalo, Jimmy Dlodlu, Don Laka, Jonas Gwangwa, Oliver Mdukudzi, Chantay Savage and Earl Klugh.

The 2014 MACUFE programme included activities such as skills development workshops, theatre, comedy shows, dance and concerts. Moreover, a series of paintings were exhibited by local artists as part of the 20 years of freedom celebrations. The paintings depicted key events and moments in 20 years of freedom and democracy, including portraits of prominent South Africans. The paintings were also used as murals on the walls of strategic places such as the main routes that lead into the city of Bloemfontein and on moving boards that were erected at concert venues.



Portraits at the MACUFE exhibition

Celebration of the Marula Month in Limpopo

February is declared Marula Month in Limpopo. The Limpopo Province is known for its vast concentration of Marula trees, which are used to produce Mukumbi and related products. In recognition of this the Department, in partnership with the Limpopo Department of Sport, Arts and Culture and the Department of Economic Development, hosted the Marula Festival and gala dinner in Phalaborwa on 27 and 28 February 2015 respectively. The Festival seeks to encourage the preservation of the Marula tradition, and promote knowledge and awareness of the economic significance of the Marula tree.

The Festival attracts a wide range of interested groups ranging from tourists, civil society, local Ba-Phalaborwa communities, small and medium businesses, and neighbouring countries. An open air concert that included a line-up of kwaito, gospel and jazz artists kept the public entertained.

International events

The Deputy Minister and Vice Minister of the Ministry of Culture for the People's Republic of China, Mr Ding Wei, signed a Memorandum of Understanding (MOU) between South Africa and China on 13 August 2014. The MOU paved the way for the implementation of the Cultural Seasons 2014/2015 both in South Africa and in China. The initiative sought to further strengthen the existing relationship between the two countries especially in areas such as skills exchange and sharing of information. Moreover, through this MOU the Vice Minister expressed China's desire to establish a Chinese cultural centre in South Africa.

The Department officially launched the India Festival in South Africa on 16 July 2014 at the Consulate General of India, Johannesburg. The year 2014 marked 20 years of diplomatic relations between South Africa and India since the dawn of democracy and 100 years since the return of Mahatma Gandhi, a global human rights activist.



Nrityarupa dance group from India; Unite in song and dance! SA/Indians during photo session

The Department hosted a media launch and seminar on the African Charter for Cultural Renaissance at the Ditsong Museum of Cultural History with the theme "Pan Africanism and African Cultural Renaissance – Towards Agenda 2063". The launch was aimed at consolidating the South African ACH Sector's position on the African Union (AU) Agenda 2063. The seminar is part of a consultative process on the Charter that will serve as a platform to promote the effective implementation of the Charter in South Africa. The event brought together academics, arts managers and practitioners, policy makers and non-profit organisations to mark this important milestone in the history of South Africa. The participants included Ms Angela Martinis, Head of Culture in the AU Commission, Dr Mathole Motshekga of the Kara Institute, and Ms Simphiwe Dana.

The Deputy Minister delivered a keynote address at the 4th Bridging Ages South Africa National Conference that was held at Freedom Park, Pretoria, on 3 March 2015. Bridging Ages is an international organisation focusing on the use of local heritage for the benefit of local communities. This time-travel concept was developed by Kalmar County Museum in Sweden and is promoted by the Bridging Ages organisation to connect and confront contemporary challenges arising from history, and further engage audiences to reshape their future. The Bridging Ages South Africa National Conference was held with the theme "Freedom and Solidarity" to promote intergenerational dialogue and research through storytelling, study circles, landscape studies, training, education and Time Travel events. DAC, in partnership with the New Partnership for Africa's

Development (NEPAD), held a regional conference on arts education for the Southern African Development Community (SADC) region. The conference was part of the DAC strategy to implement AU policies such as the Charter for African Cultural Renaissance and AU Agenda 2063. The Deputy Minister addressed the SADC Regional Conference on Arts Education and Training, themed “Arts Education in Africa - Towards Policies and Practice”. The Conference attracted representatives from various sectors including government representatives from South Africa and the entire SADC region, policymakers, academics, NGOs and the arts fraternity.

ACCESS TO INFORMATION

The demands of the knowledge economy necessitate that all people across the world have access to relevant and reliable information for active participation in the economy. Libraries, resource centres and archives are some of the critical infrastructure that the Department is establishing to enable access to information. Moreover, considering the low literacy levels in the country, which has the potential to impede access to information, the Department also pursues programmes to promote a culture of reading, including publications to showcase South African literature.

Annual National Book Week

The Department celebrated the 5th Annual National Book Week from 1 to 7 September 2014. The event was themed “Going Places” and highlighted the magic of books and how reading books could literally and figuratively take one places. The National Book Week was hosted in six provinces, namely Free State, North West, Northern Cape, Western Cape, Eastern Cape and Limpopo. In each province the power of books and how reading can create connections and grow knowledge was highlighted in multi-faceted localised activities, which included reading in indigenous languages, storytelling, motivational talks, word-a-thons, poetry sessions and book debates.

Library and Information Services Transformation Charter

The DAC held a national workshop on the Library and Information Services Transformation Charter at the National Library of South Africa (NLSA), Pretoria, on 3 November 2014. The purpose of the workshop was to discuss the proposals emanating from the Charter, including possible interventions that can be implemented to improve the library sector.

The Charter outlines the next steps that the DAC and the Departments of Basic Education, Higher Education and Training, and Science and Technology, the Library Information Sector, the private sector and civil society should take to widen access to library and information services in a cost-effective manner. Moreover, the strategies and mechanisms proposed are intended to strengthen library and information services, and also make the services more flexible and sustainable.

International African Writers’ Conference and Awards

The NLSA, an entity of the Department, hosted the 3rd Annual Africa Century International African Writers’ Conference and Awards. The theme of the event, “Governance in Africa”, was premised on the need to revisit governance, arts, culture and education in Africa since the end of colonial rule. The event also marked South Africa’s 20th anniversary of independence and the culmination of the 50th anniversary of the Organisation of African Unity celebrations. The awards ceremony is designed to honour people who have made a significant contribution to literature. The highlight of the event was the awarding of the Literary Posthumous Award to Mbulelo Vizikhungo Mzamane for his oeuvre and prolific literary output and excellence.

South African Library Week

The Department launched the South African Library Week (SALW) on 13 March 2015 at the Centre for the Book in Cape Town. SALW 2015 was held from 13 to 21 March 2015 with the theme, Connect @ your library. Its main objective was to draw the attention of all South Africans to the importance of libraries and reading. The Mzansi Libraries Online pilot project was launched by the Deputy Minister as part of the SALW celebrations at Kwa-Ndwalane Public Library, Port Shepstone.



Launch of the South African Library Week (SALW) on 13 March 2015 at the Centre for the Book, Cape Town

Community Library Programme

The role of community libraries is continuously changing from being solely recreational facilities to now incorporating elements of curriculum enhancement and skills development. The new outlook is clearly visible in the design, usage and reading patterns of communities. An improved public library network forms part of the Department's strategic goals to ensure easy access to information and knowledge.

A noteworthy achievement in the 2014/15 financial period was the official opening of community libraries in several provinces. The table below lists libraries that were opened by the Department in the period under review.

Province	Date	Municipality	Name of library
Eastern Cape	May 2014	Buffalo City Metro	Mdantsane Community Library
	August 2014	Govan Mbeki Municipality	Nomaka Mbeki Modular Library
	September 2014	Emalahleni Local Municipality	Bengu Modular Library
	September 2014	Emalahleni Local Municipality	Tsembeyi Modular Library
	October 2014	Matatiele Local Municipality	Mt. Ayliff Community Library
	27 October 2014	OR Tambo District	Nkantolo Modular Library
	November 2014	Senqu Local Municipality	Herschel Modular Library
	January 2015	Mhlontlo Local Municipality	Tsolo Community Library
	February 2015	Emalahleni Local Municipality	Lady Frere Community Library
	March 2015	Senqu Local Municipality	Sterkspruit Modular Library
Gauteng	25 April 2014	Merafong City	Khutsong Community Library
	29 April 2014	Lesedi Local Municipality	Heidelberg Community Library
	30 April 2014	Mogale City Local Municipality	Kagiso Ext. 12 Community Library
	28 October 2014	Westonaria Local Municipality	Venterspost Community Library
	8 December 2014	Merafong City	Wedela Community Library
	24 February 2015	Emfuleni Local Municipality	Boitumelo Community Library
	3 March 2015	Mogale City	Tarltan Community Library
KwaZulu-Natal	1 April 2014	Ntambanana Local Municipality	Ntambanana Community Library
Limpopo	13 October 2014	Greater Tzaneen Municipality	Shilubane Community Library
	3 April 2014	Musina Local Municipality	Musina Community Library
	21 May 2014	Mutale Local Municipality	Mutale Community Library
	10 November 2014	Fetakgomo Local Municipality	Fetakgomo Community Library
	10 September 2014	Thulamela Local Municipality	Saseleman Community Library
	10 February 2015	Lephalale Local Municipality	Shongoane Community Library
	9 March 2015	Makhado Local Municipality	Vlakfontein Community Library
	13 March 2015	Bela-Bela Local Municipality	Rapotokoane Community Library

Province	Date	Municipality	Name of library
Mpumalanga	24 September 2014	Mkhondo Local Municipality	Driefontein Community Library
	20 March 2015	Emalahleni Municipality	Klarinet Community Library
North West	24 April 2014	Moses Kotane Local Municipality	Mogwase Community Library
	25 July 2014	Tswaing Local Municipality	Letsopa Community Library
	11 March 2015	Greater Taung Municipality	Pudimoe Community Library
Western Cape	22 April 2014	Knysna Local Municipality	Knysna Public Library
	27 June 2014	Mossel Bay Local Municipality	KwaNonqaba Public Library
	14 November 2014	Witzenberg Local Municipality	Prince Alfred Hamlet Public Library

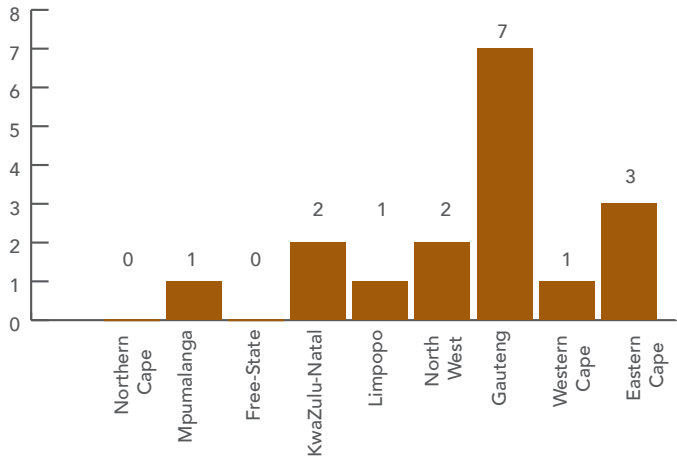


Figure 1: Geographical spread of newly built community libraries



The Deputy Minister, Ms Rejoice Mabudafhasi, together with the MEC of Sport, Arts and Culture in Limpopo, Ms Nandi Ndalane, hand over a library to the Shiluvane community in Tzaneen, Limpopo.

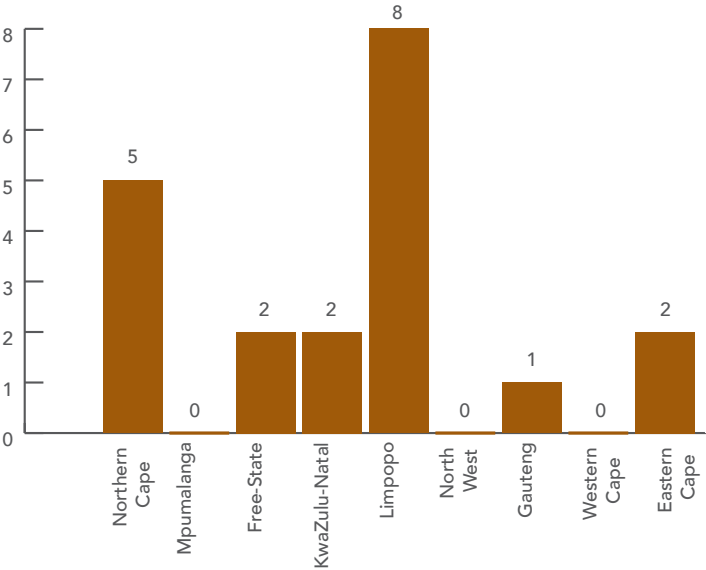


Figure 2: Geographical spread of upgraded community libraries

In total, 17 new libraries were built during the year under review and a further 20 libraries were upgraded. The graphs below enumerate newly built and upgraded libraries during the 2014/15 financial year and their geographical spread.

Annual National Oral History Conference

The Department, through the National Archives and Records Service of South Africa (NARSSA), is mandated to spearhead the National Oral History Programme for South Africa. To this end the Department, in collaboration with the Gauteng Department of Sport, Arts, Culture and Recreation, and the Oral History Association of South Africa (OHASA), hosted the 11th Annual National Oral History Conference from 14 to 17 October 2014 at Cedar Park Conference Centre in Johannesburg, Gauteng. The Conference was celebrated with the theme “Celebrating 20 years of democracy; Oral History and the Politics of Transformation” and resolved to pay urgent attention to the gaps and deliberate omissions in the African history caused by colonialism and apartheid.

National Archives Programme

In the year under review the Department renamed the National Film, Video and Sound Archives (NFVSA) buildings to Ken Gampu and Dolly Rathebe. This was done as part of the commemoration of the World Audio-Visual Heritage Day and the 50th anniversary celebrations of the National Film, Video and Sound Archives. Ken Gampu, a renowned actor, starred in memorable films such as *Dingaka*, the *Naked Prey* and *Kill*, and Dolly Rathebe is a renowned jazz musician and actor.

Digitisation is designed to bridge the technological divide and thus assist in bringing to life formats such as dictabelts, VHS and audio cassettes whose technologies have become obsolete. The new technology will help connect the past to the present and close the chronic information gap.

Following the signing of the Memorandum of Agreement with the French National Audio-Visual Institute (INA), which focused on the digitisation of the dictabelts, the Department handed over the iconic Rivonia Trial dictabelts to the French Ambassador, Elisabeth Barbier, at the National Archives Building in Pretoria on 10 October 2014.



Acting Director-General official hand over the Rivonia Trial dictabelts to French Ambassador, Elisabeth Barbier, 10 October 2014

The first phase of the project will digitise 200 of the Rivonia Trial dictabelts from a total of 562 dictabelts identified for digitisation. The Rivonia Trial Collection was listed in UNESCO’s Memory of the World International Register in June 2007. It is the third South African collection to be listed in the UNESCO Register and by virtue of this listing qualifies the collection to be automatically listed in the African Regional Chapter of the Memory of the World Programme. The digitised dictabelts will be returned to South Africa in 2016 and this historic information will become accessible to all South Africans for the first time in 50 years.

LINGUISTIC DIVERSITY

The Department is mandated to develop, promote and protect the official languages of South Africa and enhance the linguistic diversity of the country through policy formulation and implementation. It further renders translation and editing services to government institutions, coordinates and monitors government language structures, and develops multilingual terminology to support communication in the official languages. As the country celebrated 20 years of democracy in 2014, the Department was telling the story of how it has moved South Africa forward through the adoption of legislation and policy that will give effect to the constitutional requirements relating to language.

The Department led in the celebration of 2014’s International Translation Day with the theme “Language Rights: Essential to all Human Rights”. Translators, terminologists and other language practitioners in the Public Service were invited to join the event held on 26 September 2014. South Africa has 11 official languages, of which English and Afrikaans are well developed. The Department is therefore conscious of the urgent need to develop the other nine official languages to ensure their equitable treatment and the development of literature in these languages.

On 21 February 2015, at an event to celebrate International Mother Tongue Day, the Deputy Minister met future language practitioners at the University of Limpopo's Turfloop Campus. The theme of the day was "Inclusion in and through education: Language counts". The Deputy Minister used the occasion to interact with beneficiaries of the language bursary scheme about issues relating to funding criteria and job opportunities in fields such as translation, interpreting, lexicography, language planning and human language technologies.



Deputy Minister, Officials and Delegates attending International Mother Tongue Day on 21 February 2015

Another highlight for the year under review was the publication of an anthology of the best short stories of South Africa's democracy. The anthology, called "Twenty in 20", was launched by the Deputy Minister on 1 September 2014 during National Book Week. The book pays tribute to 20 years of freedom and democracy in our country and provides an interesting sample of the multicultural writing of South Africans.

HUMAN CAPITAL DEVELOPMENT

The provision of access to high-quality ACH training is a dual mandate that is shared equally by the Departments of Arts and Culture and Basic Education. Consequently, the two Departments have entered into a formal agreement called the Framework of Collaboration to facilitate cooperation and collaboration in the implementation of policies that are aimed at not only improving the quality of arts education and training, but also promoting nation building and social cohesion in public schools and communities.

The Department manages a number of programmes geared at increasing the pool of skills in the ACH Sector and thus improving the creative and productive capacity of the Sector. These include the bursaries (language and heritage profession) and the Thuthuka project amongst others; the 2014 highlights of these programmes are provided below. As highlighted above, another flagship programme, the Incubation Programme, was introduced in 2014 to augment the existing capacity-building programmes.

Language Bursary Programme

In 2003, Cabinet approved the National Language Policy Framework (NLPF) which, among other things, was aimed at promoting the status of 11 official languages as espoused in section 6 of the Constitution, 1996, and to ensure redress for the previously marginalised official indigenous languages. Recently, government promulgated the Use of Official Languages Act, 2012, which requires national government departments and state institutions to develop language policies and establish language units to implement their policies. Associated with the approval of these frameworks is an implied demand for skills and expertise in fields such as terminology development, language planning, translation and editing, human language technologies, lexicography, and document design and editing.

The language bursary scheme of the Department is aimed at meeting this demand. The year under review saw 284 bursaries awarded to students wishing to pursue a career in the language profession. The bursaries were awarded as follows:

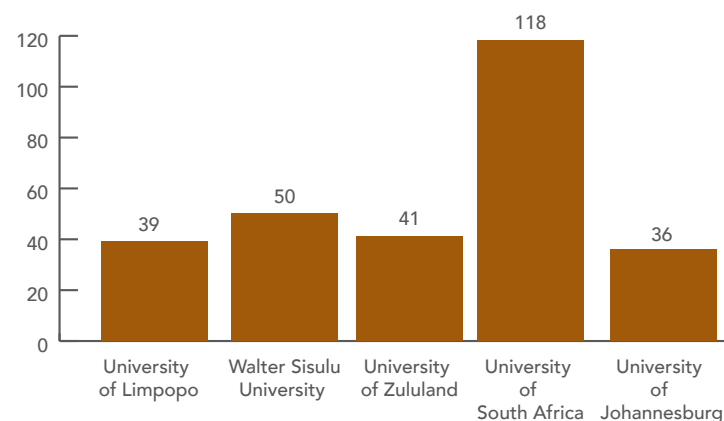


Figure 3: Language bursaries awarded to students per institution

The Department also manages a bursary programme that caters for students wishing to pursue careers in the heritage profession. A total of 73 bursaries were awarded in the 2014/15 financial year. The bursaries were awarded as depicted in the figure below.

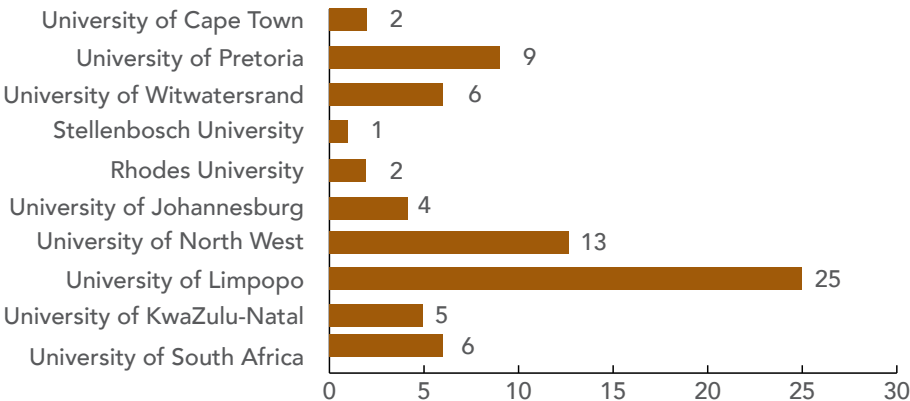


Figure 4: Heritage bursaries awarded to students per institution

Thuthuka Project

The DAC supports a range of skilled development programmes which include the Thuthuka project. The annual Thuthuka Jewellery Awards Exhibition was held at the FADA Gallery at the University of Johannesburg, in Auckland Park. The competition, which is in its seventh year, is supported by the Department in partnership with the Thuthuka Jewellery Development Programme. It showcases the best of South Africa's young up-and-coming jewellery designers who are based at community jewellery schools or at tertiary jewellery design departments, and have been mentored in contemporary design through the Thuthuka Jewellery Mentorship Programme.



Winners at the Thuthuka Jewellery Exhibition, University of Johannesburg

In the year under review the competition focussed on the fashion industry. Students were challenged to construct multifunctional contemporary pieces inspired by South African insects. Contestants were judged on how they interpreted the natural shapes, textures and unique patterning of insects and translated these into multifunctional jewellery pieces that could double as shoe trimmings, jewellery or hair accessories.

2.3 DETAILED PROGRAMME - SPECIFIC PERFORMANCE INFORMATION

Please see Annexure A

2.4 SERVICE DELIVERY IMPROVEMENT PLAN (SDIP)

The 2015/16–2017/18 SDIP for the DAC aims to develop and implement an effective and efficient SDIP in compliance with the Public Service Regulations. This is to improve service delivery in the Department by developing capacity to enable all branches and entities reporting to DAC to produce and submit credible, effective and realistic reports on service delivery improvement measures.

In developing this SDIP, DAC used SMART principles and adhered to the Batho-Pele principles, and the standards used are relevant to the particular key services defined and the beneficiaries targeted.

The SDIP is informed by the 2015/16-2019/20 Strategic Plan, and is aligned to the Annual Performance Plan for 2015/16; which is geared towards ushering the

Department into the first year of the fifth term of the democratic government and the beginning of the third decade of freedom and democracy in our country.

2.5 KEY POLICY DEVELOPMENTS AND LEGISLATIVE CHANGES

The Use of Official Languages Act

The Regulations to the Use of Official Languages Act, 2012 (Act No. 12 of 2012), were finalised and gazetted for public information in February 2015. The implementation of the Act gave national departments and national public entities and enterprises a period of six months to implement their language policies and to establish language units.

The South African Language Practitioners' Council Act

The South African Language Practitioner's Act was promulgated in 2014 and the regulations have been drafted and published for public comment. The Department is analysing and incorporating comments, and the process is anticipated to be concluded in the third quarter of 2015/16.

2.6 CONDITIONAL GRANTS

2.6.1 Conditional grants and earmarked funds

The table below list all transfers that were deposited by the DAC into the accredited bank accounts of the provincial treasuries for purposes of conditional grants for community libraries.

Province	Account Name	Bank	Account Number	Branch Code
Eastern Cape	ECPG Exchequer Account	Standard Bank	273021524	050419
Free State	FSPG Exchequer Account	Standard Bank	240322398	05553400
Gauteng	Gauteng Exchequer Account	First National Bank	62298193500	255005
KwaZulu-Natal	KZN Prov Gov – Exchequer Account	ABSA	4072455883	630495
Limpopo	Limpopo Exchequer Account	Standard Bank	301684677	057448

Province	Account Name	Bank	Account Number	Branch Code
Mpumalanga	Department of Finance Exchequer Account	Standard Bank	330670034	052452
Northern Cape	NCPG Exchequer Account	ABSA	4078447359	630302
North West	NW Provincial Exchequer	ABSA	4075700170	630499
Western Cape	The Provincial Government of the Western Cape: Exchequer Account	Nedbank	1452045143	145209

Detailed conditional grant output information is provided as Annexure B.

2.7 CAPITAL INVESTMENT, MAINTENANCE AND ASSET MANAGEMENT PLAN

The total capital works budget was R428 000 000, of which R398 000 000 was spent, representing 93% expenditure of the allocated budget as follows.

Infrastructure projects	Final Appropriation	Actual Expenditure
	R'000	R'000
New and replacement assets	77 968 000	77 968 292
Existing infrastructure assets	198 307 520	170 815 520
Upgrades and additions	146 595 271	126 595 271
Rehabilitation, renovations and refurbishments	51 712 249	44 220 249
Maintenance and repairs	-	-
Infrastructure transfer	151 726 188	149 630 188
Current	-	-
Capital	151 726 188	149 630 188
Total	428 000 000	398 000 000

The following table outlines the Infrastructure projects that are currently funded from the capital works budget and their envisaged dates of completion:

Ref	Project	Projected Completion Date
1	Construction of the National English Literary Museum	2016/03/31
2	Construction of Storage Structure in the Courtyard, Iziko Museum	2016/06/28
3	Tswaing Meteorite Crater: Installation of Perimeter Fence, Ditsong Museum	2016/05/31
5	Refurbishment of the Nelson Mandela Museum	2015/07/14
6	Restoration of the Blue Stone Quarry, Robben Island Museum	2017/04/15
9	Sammy Marks Museum: Construction Renovations and Upgrading of Various Existing Buildings	2018/03/31
10	Willian Prinsloo: Construction Renovations and Upgrading of Museum	2016/05/30
11	Pioneer Museum: Renovation of Education Facilities	2016/03/31
12	Providing Security and Upgrading of St Anne's Hospital	2016/09/07
13	Msunduzi Complex: Upgrading of Security	2016/06/04
14	Upgrading of Workers Change Room, ATM	2016/04/30
15	Repair and Maintenance Programme: Mechanical and Electrical (Transvaal Museum), Ditsong Museum	2016/03/31
16	Repair and Maintenance Programme: Civil and Structural (Transvaal Museum)	2016/03/31
17	National Historical: Repair and Maintenance Programme: Mechanical and Electrical	2016/03/31
18	Facilities Management Contract: Robben Island Museum	2017/04/30
19	Facilities Management Contract: Ncome Museum	2017/04/30
20	Facilities Management Contract: Nelson Mandela Museum	2017/04/30
21	Facilities Management Contract: National Library of South Africa	2017/04/30
22	Facilities Management Contract: Freedom Park	2017/04/30
24	Construction of the Sarah Bartmann Centre For Remembrance	2017/05/01
25	Acquisition of the J.L. Dube House	2016/02/28
26	Upgrading of the Josie Wood Building and the Hemming Street House: Site Clearance	2016/02/28
27	Upgrading of the Josie Wood Building and the Hemming Street House	2017/03/31

Ref	Project	Projected Completion Date
28	Old Library Building: Remedial Work Project (Archives)	2016/06/29
29	National Library Centre for the Books: General Repairs and Upgrade	2016/03/31
30	Main Building: Upgrading of the Fire Protection System and Refurbishment, Iziko Museum	2015/09/10

In the 2014/15 financial year, there were no immovable assets which were acquired, disposed, scrapped or stolen, closed down or down-graded.

R16 157 000 was committed to implement maintenance projects and R11 992 376 was spent. This represents 74% of expenditure on maintenance.

Physical verification was conducted to ensure that the departmental immovable asset register was updated.

The condition assessment of all the facilities that are used by the DAC and its public entities was completed in 2011/12. According to the DAC Immovable Asset Management Policy, the condition assessment should be done at intervals of five years period. Therefore the following status quo of the condition will remain until the next assessment in 2016/17:

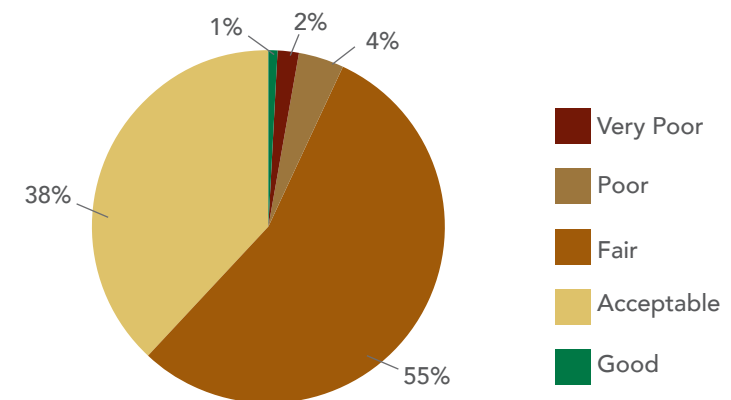


Figure 5: Overall condition of all facilities of the DAC

Facilities maintenance/management contracts were planned for the following Institutions as major maintenance projects:

1. Robben Island Museum (RIM)

A task team led by the Director-Generals of the DAC and the Department of Public Works was established to drive the implementation of the FM project for Robben Island Museum. Both DAC and DPW committed funds to maintain and upgrade the Island. Implementation is envisaged to commence in the 2015/16 financial year.

2. Nelson Mandela Museum

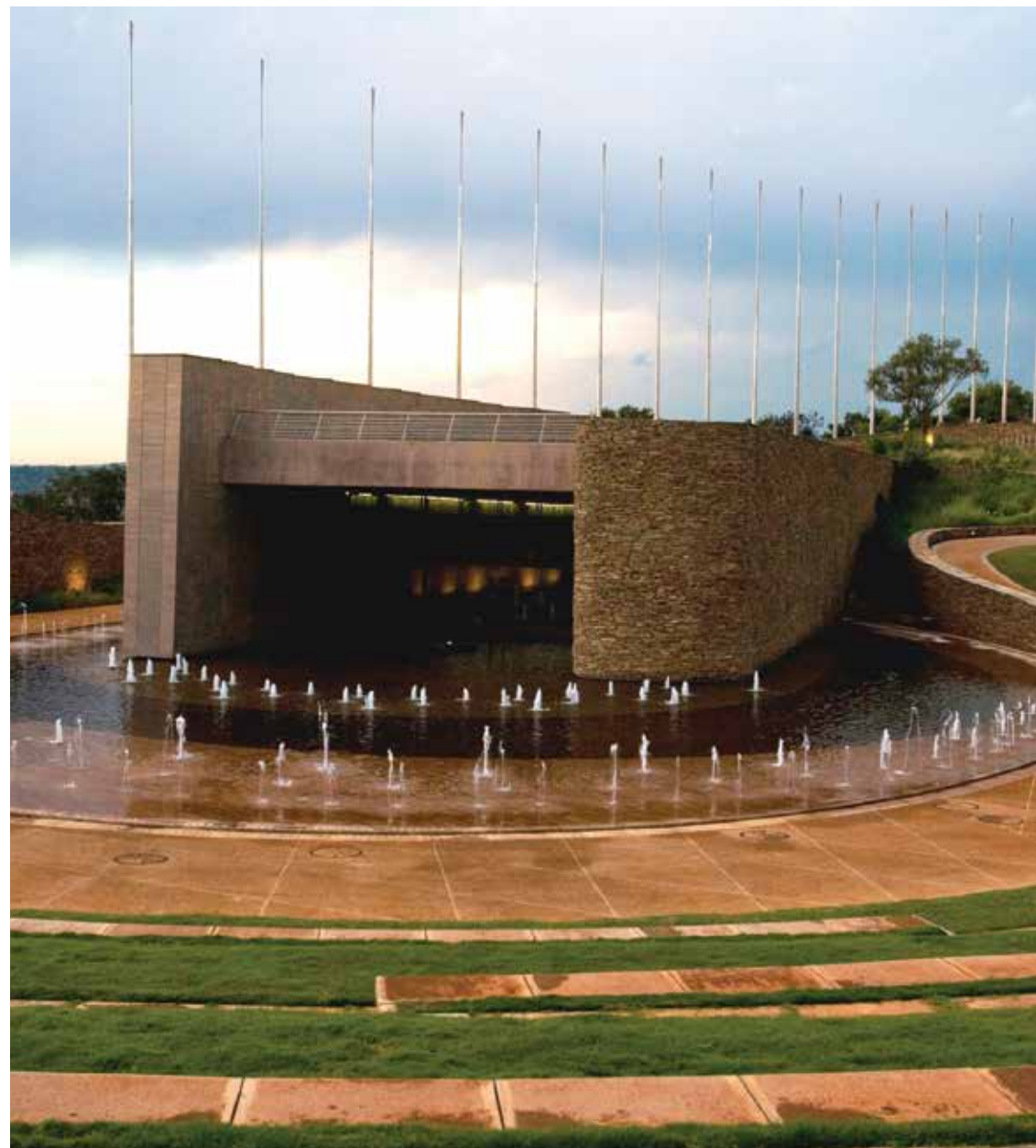
A new DPW Project manager was appointed to drive the project. Implementation is envisaged to commence in the 2015/16 financial year.

3. National Library of South Africa

Documentation to tender for the implementation of the facilities maintenance project was completed. The final estimate escalated to more than R50 000 000. Budget could not be secured for this project. However R10 000 000 was approved to do the emergency maintenance and repairs projects for both Cape Town and Pretoria campuses.

4. Freedom Park

Documentation to tender for the implementation of the FM project was completed. Funding could not be secured and reprioritisation of Freedom park infrastructure budget was proposed. This project will be funded and implemented by Freedom Park in 2015/16 financial year.



Part 3

Human Resource Management



3.1 INTRODUCTION

The Department continued to refine its organisational structure during the period under review and the final draft structure was submitted to the Department of Public Service and Administration for the Minister of the Public Service and Administration's concurrence. This structure is in line with the Department's strategic objectives and all posts are funded in the Medium-Term Expenditure Framework (MTEF).

Despite financial constraints on the employee compensation budget, some of the most critical posts at various levels in the Department were filled or were in the process of being filled (including those of Chief Financial Officer and Deputy Director-General: Corporate Services). The Department closed the financial year with a vacancy rate of 7,2%.

In addition to filling permanent posts, the Department also made some fixed-term contract appointments, mainly with a view to addressing immediate capacity challenges and specific projects. The Internship Programme (comprising a total of 22 Interns) that started in 2013, came to an end in August 2014. Due to insufficient funding in the employee compensation budget, a decision was taken to implement the next Internship Programme only in the 2015/16 financial year.

For the period under review, the Department set employment equity targets of 50% for females at Senior Management Service (SMS) level and 2% for persons with disabilities. Both these targets were met, with females at SMS level at 54% and Persons with Disabilities at 2,4% as at 31 March 2015.

A target of 500 training interventions was set at the beginning of the period under review. Despite the fact that the Department was required to transfer 30% of its training and development budget to the Public Service Sector Education and Training Authority (PSETA), a total of 527 training interventions for the financial year was still achieved.

3.2 HUMAN RESOURCE OVERSIGHT STATISTICS

Personnel-related expenditure

The following tables summarise the final audited personnel-related expenditure by programme and by salary bands. In particular, it provides an indication of the following:

- amount spent on personnel
- amount spent on salaries, overtime, home owner's allowances and medical aid



Table 3.2.1 Personnel expenditure by programme for the period 1 April 2014 to 31 March 2015

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Personnel expenditure as % of total expenditure	Average personnel expenditure per employee (R'000)
Administration	253 193	89 501	1 554	35	198
Arts and Culture Promotion and Development	995 030	41 404	0	4	91
Heritage Promotion and Preservation	2 122 269	48 694	0	2	107
Institutional Governance	81 638	26 687	290	33	59
Z = Total as on financial systems (BAS)	3 452 130	206 286	1 844	6	455

Note: The table above excludes expenditure in respect of periodical appointments.

Table 3.2.2 Personnel expenditure by salary band for the period 1 April 2014 to 31 March 2015

Salary band	Personnel expenditure (R'000)	% of total personnel expenditure	No. of employees	Average personnel expenditure per employee (R'000)
Lower skilled (levels 1-2)	2 034	0.9	15	136
Skilled (levels 3-5)	7 912	3.5	41	193
Highly skilled production (levels 6-8)	37 298	16.5	125	298
Highly skilled supervision (levels 9-12)	89 514	39.6	165	543
Senior and top management (levels 13-16)	40 688	18	40	1 017
Contract (levels 1-2)	452	0.2	4	113
Contract (levels 3-5)	4 521	2	30	151
Contract (levels 6-8)	1 808	0.8	7	258
Contract (levels 9-12)	6 103	2.7	15	407
Contract (levels 13-16)	16 275	7.2	11	1 480
Periodic remuneration	19 440	8.6	69	282
Total	226 046	100	522	433

Note: The table above includes expenditure in respect of periodical appointments.

Table 3.2.3 Salaries, overtime, home owner's allowance and medical aid by programme for the period 1 April 2014 to 31 March 2015

Programme	Salaries		Overtime		Home owner's allowance (HOA)		Medical aid		Total personnel cost per programme (R'000)
	Amount (R'000)	Salaries as % of personnel expenditure	Amount (R'000)	Overtime as % of personnel expenditure	Amount (R'000)	HOA as % of personnel expenditure	Amount (R'000)	Medical aid as % of personnel expenditure	
Administration	61 666	68.9	448	0.5	1 790	2	2 148	2.4	89 501
Arts and Culture Promotion and Development	31 798	76.8	248	0.6	1 077	2.6	1 325	3.2	41 404
Heritage Promotion and Preservation	32 917	67.6	292	0.6	1 023	2.1	1 461	3	48 694
Institutional Governance	18 948	71	133	0.5	640	2.4	667	2.5	26 687
Total	145 329	70.5	1 031	0.5	4 332	2.1	5 363	2.6	206 286

Note: The table above excludes expenditure in respect of periodical appointments.

Table 3.2.4 Salaries, overtime, home owner's allowance and medical aid by salary band for the period 1 April 2014 to 31 March 2015

Salary band	Salaries		Overtime		Home owner's allowance (HOA)		Medical aid		Total personnel expenditure per salary band (R'000)
	Amount (R'000)	Salaries as % of personnel expenditure	Amount (R'000)	Overtime as % of personnel expenditure	Amount (R'000)	HOA as % of personnel expenditure	Amount (R'000)	Medical aid as % of personnel expenditure	
Skilled (levels 1-2)	1 202	59	12	1	157	8	315	16	2 034
Skilled (levels 3-5)	5 269	67	47	1	380	5	514	7	7 912
Highly skilled production (levels 6-8)	26 370	71	485	1	1 194	3	2 126	6	37 298
Highly skilled supervision (levels 9-12)	68 299	76	537	1	1 880	2	2 327	3	89 514
Senior management (levels 13-16)	32 347	80	0	0	1 180	3	570	1	40 688
Contract (levels 1-2)	423	94	19	4	0	0	0	0	452
Contract (levels 3-5)	4 295	95	109	2	0	0	5	0	4 521
Contract (levels 6-8)	1 479	82	7	0	11	1	33	2	1 808
Contract (levels 9-12)	5 017	82	18	0	24	0	98	2	6 103
Contract (levels 13-16)	12 515	77	0	0	0	0	16	0	16 275
Periodic remuneration	0	0	0	0	0	0	0	0	19 440
Total	157 328	70	1 130	1	4 747	2	5 877	3	226 046

Note: The table above includes expenditure in respect of periodical appointments.

3.3 EMPLOYMENT AND VACANCIES

The following tables summarise the no. of posts on the establishment, the no. of employees, the vacancy rate, and whether there are any staff that are additional to the establishment.

This information is presented in terms of three key variables:

- programme
- salary band
- critical occupations (see definition in notes below).

Departments have identified critical occupations that need to be monitored. In terms of current regulations, it is possible to create a post on the establishment that can be occupied by more than one employee. Therefore, the vacancy rate reflects the percentage of posts that are not filled.

Table 3.3.1 Employment and vacancies by programme as at 31 March 2015

Programme	No. of posts on approved establishment	No. of posts filled	Vacancy rate	No. of employees additional to the establishment
Administration: permanent	200	183	8,5	4
Arts and Culture Promotion and Development, permanent	98	87	11,2	0
Heritage Promotion and Preservation, permanent	141	138	2,1	2
Institutional Governance, permanent	49	45	8,2	1
Total	488	453	7,2	7

Table 3.3.2 Employment and vacancies by salary band as at 31 March 2015

Salary band	No. of posts on approved establishment	No. of posts filled	Vacancy rate	No. of employees additional to the establishment
Lower skilled (levels 1-2)	15	15	0	0
Skilled (levels 3-5)	42	41	2,4	0
Highly skilled production (levels 6-8)	133	125	6,0	0
Highly skilled supervision (levels 9-12)	182	165	9,3	0
Senior management (levels 13-16)	49	40	18,4	0
Contract (levels 1-2), permanent	4	4	0	0
Contract (levels 3-5), permanent	30	30	0	3
Contract (levels 6-8), permanent	7	7	0	0
Contract (levels 9-12), permanent	15	15	0	4
Contract (levels 13-16), permanent	11	11	0	0
Total	488	453	7,2	7

Table 3.3.3 Employment and vacancies by critical occupations as at 31 March 2015

Critical occupation	No. of posts on approved establishment	No. of posts filled	Vacancy rate	No. of employees additional to the establishment
Administrative related, permanent	42	38	9,5	3
Archivists, curators and related professionals, permanent	46	46	0	0
Auxiliary and related workers, permanent	16	16	0	0
Building and other property caretakers, permanent	2	2	0	0
Cleaners in offices, workshops, hospitals, etc., permanent	17	17	0	0
Client information clerks (switchboard, reception information clerks), permanent	3	3	0	0
Communication and information related, permanent	99	90	9,1	0
Custodian personnel, permanent	1	1	0	0
Finance and economics related, permanent	15	13	13,3	0
Financial and related professionals, permanent	6	4	33,3	0
Financial clerks and credit controllers, permanent	8	8	0	0
Food services aids and waiters, permanent	7	7	0	0

Critical occupation	No. of posts on approved establishment	No. of posts filled	Vacancy rate	No. of employees additional to the establishment
General legal administration and related professionals, permanent	1	1	0	0
Head of department/chief executive officer, permanent	1	0	100	0
Human resources & organisational development and related, permanent	9	8	11,1	0
Human resources clerks, permanent	3	3	0	0
Human resources related, permanent	15	13	13,3	0
Information technology related, permanent	1	1	0	0
Language practitioners, interpreters and other communication, permanent	23	20	13,0	0
Legal related, permanent	3	3	0	0
Librarians and related professionals, permanent	1	1	0	0
Library, mail and related clerks, permanent	6	6	0	0
Logistical support personnel, permanent	3	2	33,3	0
Material-recording and transport clerks, permanent	7	7	0	0
Messengers, porters and deliverers, permanent	6	6	0	0
Other administration and related clerks and organisers, permanent	32	32	0	3
Other administrative policy and related officers, permanent	13	13	0	0
Other information technology personnel, permanent	13	9	30,8	0
Other occupations, permanent	5	5	0	0
Risk management and security services, permanent	4	4	0	0
Secretaries and other keyboard-operating clerks, permanent	40	39	2,5	1
Security officers, permanent	10	10	0	0
Senior managers, permanent	30	25	16,7	0
Total	488	453	7,2	7

Notes

- The CORE classification, as prescribed by the DPSA, should be used for completion of this table.
- Critical occupations are defined as occupations or subcategories within an occupation –
 - a. in which there is a scarcity of qualified and experienced persons currently or anticipated in the future, either because such skilled persons are not available or they are available but do not meet the applicable employment criteria;
 - b. for which persons require advanced knowledge in a specified subject area or science or learning field and such knowledge is acquired by a prolonged course or study and/or specialised instruction;
 - c. where the inherent nature of the occupation requires consistent exercise of discretion and is predominantly intellectual in nature; and
 - d. in respect of which a department experiences a high degree of difficulty to recruit or retain the services of employees.

3.4 FILLING OF SENIOR MANAGEMENT SERVICE POSTS

The tables in this section provide information on employment and vacancies regarding members of the senior management service (SMS) by salary level. It also provides information on advertising and filling SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

Table 3.4.1 SMS post information as at 31 March 2015

SMS level	Total no. of funded SMS posts	Total no. of SMS posts filled	% of SMS posts filled	Total no. of SMS posts vacant	% of SMS posts vacant
Director-General/ Head of Department	1	0	0	1	100
Salary level 16	3	3	100	0	0
Salary level 15	5	4	80,0	1	20,0
Salary level 14	17	13	76,4	4	23,5
Salary level 13	34	29	85,2	5	14,7
Total	60	49	81,6	11	18,3

Table 3.4.2 SMS post information as at 30 September 2014

SMS level	Total no. of funded SMS posts	Total no. of SMS posts filled	% of SMS posts filled	Total no. of SMS posts vacant	% of SMS posts vacant
Director-General/ Head of Department	1	1	100	0	0
Salary level 16	2	2	100	0	0
Salary level 15	6	4	66,6	2	33,3
Salary level 14	15	13	86,6	2	13,3
Salary level 13	35	30	85,7	5	14,2
Total	59	50	84,7	9	15,2

Table 3.4.3 Advertising and filling of SMS posts for the period 1 April 2014 to 31 March 2015

SMS level	Advertising	Filling of posts	
	No. of vacancies per level advertised within 6 months of becoming vacant	No. of vacancies per level filled within 6 months of becoming vacant	No. of vacancies per level not filled within 6 months but filled within 12 months
Director-General/ Head of Department	1	0	0
Salary level 16	0	0	0
Salary level 15	1	0	1
Salary level 14	1	0	1
Salary level 13	0	0	0
Total	3	0	2

Table 3.4.4 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 for the period 1 April 2014 to 31 March 2015

Reasons for vacancies not advertised within six months
N/A
Reasons for vacancies not filled within twelve months
N/A

Notes

- In terms of the Public Service Regulations, Chapter 1, Part VII C.1A.3, departments must indicate good cause or reasons for not having complied with the filling of SMS posts within the prescribed timeframes.

Table 3.4.5 Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts for the period 1 April 2014 to 31 March 2015

Disciplinary steps taken
N/A

Notes

- In terms of the Public Service Regulations, Chapter 1, Part VII C.1A.2, departments must indicate good cause or reasons for not having complied with the filling of SMS posts within the prescribed timeframes. In the event of non-compliance with this regulation, the relevant executive authority or head of department must take appropriate disciplinary steps in terms of section 16A(1) or (2) of the Public Service Act.

3.5 JOB EVALUATION

Within a nationally determined framework, executive authorities may evaluate or re-evaluate any post in their organisation. In terms of the Regulations all vacancies at salary levels 9 and higher must be evaluated before they are filled. The following table summarises the no. of jobs that were evaluated during the year under review. The table also provides statistics on the no. of posts that were upgraded or downgraded.

Table 3.5.1 Job evaluation by salary band for the period 1 April 2014 to 31 March 2015

Salary band	No. of posts on approved establishment	No. of posts evaluated	% of posts evaluated by salary bands	Posts upgraded		Posts downgraded	
				No. of posts evaluated	% of posts evaluated	No. of posts evaluated	% of posts evaluated
Lower Sskilled (levels1-2)	15	1	6,6	0	0	0	0
Contract (levels 1-2)	4	0	0	0	0	0	0
Contract (levels 3-5)	30	0	0	0	0	0	0
Contract (levels 6-8)	7	0	0	0	0	0	0
Contract (levels 9-12)	15	2	13,3	0	0	0	0
Contract (Band A)	2	1	50,0	0	0	0	0
Contract (Band B)	6	0	0	0	0	0	0
Contract (Band C)	2	0	0	0	0	0	0
Contract (Band D)	1	0	0	0	0	0	0
Skilled (levels 3-5)	42	1	2,3	0	0	0	0
Highly skilled production (levels 6-8)	133	2	1,5	0	0	0	0
Highly skilled supervision (levels 9-12)	182	9	4,9	0	0	0	0
Senior Management Service (Band A)	28	1	3,5	0	0	0	0
Senior Management Service (Band B)	13	0	0	0	0	0	0
Senior Management Service (Band C)	5	0	0	0	0	0	0
Senior Management Service (Band D)	3	0	0	0	0	0	0
Total	488	17	3,4	0	0	0	0

The following table provides a summary of the number of employees whose positions were upgraded due to their post being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

Table 3.5.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2014 to 31 March 2015

Gender	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total	0	0	0	0	0

Employees with a disability	0
-----------------------------	---

The following table summarises the number of cases where remuneration bands exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

Table 3.5.3 Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2014 to 31 March 2015

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
N/A				
Total no. of employees whose salaries exceeded the level determined by job evaluation				0
Percentage of total employed				0

The following table summarises the beneficiaries of the above in terms of race, gender, and disability.

Table 3.5.4 Profile of employees with salary levels higher than those determined by job evaluation for the period 1 April 2014 to 31 March 2015

Total no. of employees whose salaries exceeded the grades determined by job evaluation	None
--	------

3.6 EMPLOYMENT CHANGES

This section provides information on changes in employment over the financial year. Turnover rates provide an indication of trends in the employment profile of the Department. The following tables provide a summary of turnover rates by salary band and critical occupations (see definition in notes below).

Table 3.6.1 Annual turnover rates by salary band for the period 1 April 2014 to 31 March 2015

Salary band	No. of employees at 1 April 2014	Appointments and transfers into Department	Terminations and transfers out of Department	Turnover rate
Lower skilled (levels 1-2)	15	0	0	0
Skilled (levels 3-5)	40	1	4	10,0
Highly skilled production (levels 6-8)	139	1	12	8,6
Highly skilled supervision (levels 9-12)	171	5	12	7,0
Senior Management Service (Band A)	27	0	3	11,1
Senior Management Service (Band B)	9	0	0	0
Senior Management Service (Band C)	4	0	0	0
Senior Management Service (Band D)	2	0	1	50,0
Contract (levels 1-2), permanent	23	3	7	30,4
Contract (levels 3-5), permanent	22	1	33	150
Contract (levels 6-8), permanent	5	5	5	100
Contract (levels 9-12), permanent	6	8	6	100
Contract (Band A), permanent	2	1	5	250
Contract (Band B), permanent	7	6	5	71,4
Contract (Band C), permanent	6	1	5	83,3
Contract (Band D), permanent	1	1	1	100
Total	479	33	99	20,7

Notes

- The unusual high turnover rate is as a result of the fixed term contracts of interns that expired during the period under review (contract levels 1-2 and 3-5). It should be noted that fixed term contracts of staff previously employed in the Ministry terminated arising from the end of the term of offices of the previous political principals.

Table 3.6.2 Annual turnover rates by critical occupation for the period 1 April 2014 to 31 March 2015

Critical occupation	No. of employees at 1 April 2014	Appointments and transfers into Department	Terminations and transfers out of Department	Turnover rate
Administrative related, permanent	33	5	6	18,2
Archivists, curators and related professionals, permanent	43	1	2	4,7
Auxiliary and related workers, permanent	17	0	5	29,4
Building and other property caretakers, permanent	3	0	1	33,3
Cleaners in offices, workshops, hospitals, etc., permanent	17	3	3	17,6
Client information clerks (switchboard, reception information clerks)	3	0	0	0
Communication and information related, permanent	94	3	8	8,5
Custodian personnel, permanent	1	0	0	0
Diplomats, permanent	1	0	0	0
Finance and economics related, permanent	11	2	1	9,1
Financial and related professionals, permanent	7	0	3	42,9
Financial clerks and credit controllers, permanent	6	1	0	0
Food services aids and waiters, permanent	7	0	0	0
General legal administration and related professionals, permanent	1	0	0	0
Head of department/chief executive officer, permanent	1	0	1	100
Human resources and organisational development and related, permanent	9	0	1	11,1
Human resources clerks, permanent	3	0	0	0
Human resources related, permanent	14	1	2	14,3
Information technology related, permanent	0	1	0	0
Language practitioners, interpreters and other communication related, permanent	19	1	0	0
Legal related, permanent	2	1	0	0
Librarians and related professionals, permanent	1	0	0	0
Library, mail and related clerks, permanent	4	1	0	0
Logistical support personnel, permanent	3	0	1	33,3
Material-recording and transport clerks, permanent	8	0	0	0
Messengers, porters and deliverers, permanent	5	1	2	40,0
Other administration and related clerks and organisers, permanent	49	0	34	69,4
Other administrative policy and related officers, permanent	12	0	1	8,3

Critical occupation	No. of employees at 1 April 2014	Appointments and transfers into Department	Terminations and transfers out of Department	Turnover rate
Other information technology personnel, permanent	13	0	2	15,4
Other occupations, permanent	5	0	1	20,0
Risk management and security services, permanent	4	0	0	0
Secretaries and other keyboard-operating clerks, permanent	42	3	9	21,4
Security officers, permanent	13	0	3	23,1
Senior managers, permanent	28	9	13	46,4
Total	479	33	99	20,7

Notes

- The CORE classification, as prescribed by the DPSA, should be used for completion of this table.
- Critical occupations are defined as occupations or subcategories within an occupation –
 - in which there is a scarcity of qualified and experienced persons currently or anticipated in the future, either because such skilled persons are not available or they are available but do not meet the applicable employment criteria;
 - for which persons require advanced knowledge in a specified subject area or science or learning field and such knowledge is acquired by a prolonged course or study and/or specialised instruction;
 - where the inherent nature of the occupation requires consistent exercise of discretion and is predominantly intellectual in nature; and
 - in respect of which a department experiences a high degree of difficulty to recruit or retain the services of employees.

The table below identifies the major reasons why staff left the Department.

Table 3.6.3 Reasons why staff left the Department for the period 1 April 2014 to 31 March 2015

Termination type	No.	% of total resignations
Resignation, permanent	28	28,3
Expiry of contract	61	61,6
Dismissal – misconduct	1	1,0
Discharged due to ill health	1	0,2
Retirement	8	8,1
Total	99	100
Total no. of employees who left as a % of total employment	20,7	

Table 3.6.4 Granting of employee-initiated severance packages

Category	No. of applications received	No. of applications referred to MPSA	No. of applications supported by MPSA	No. of packages approved by Department
Lower skilled (levels 1-2)	0	0	0	0
Skilled (levels 3-5)	0	0	0	0
Highly skilled production (levels 6-8)	0	0	0	0
Highly skilled production (levels 9-12)	0	0	0	0
Senior management (level 13 and higher)	0	0	0	0
Total	0	0	0	0

Table 3.6.5 Promotions by salary band for the period 1 April 2014 to 31 March 2015

Occupation	No. of employees at 1 April 2014	Promotions to another salary level	Salary level promotions as % of employees by occupation	Progressions to another notch within a salary level	Notch progression as % of employees by occupation
Lower skilled (levels 1-2)	15	0	0	14	93,5
Skilled (levels 3-5)	40	0	0	27	67,5
Highly skilled production (levels 6-8)	139	3	2,2	109	78,4
Highly skilled production (levels 9-12)	171	11	6,4	122	71,3
Senior management (level 13 and higher)	42	2	4,8	0	0
Contract (levels 1-2)	23	0	0	0	0
Contract (levels 3-5)	22	0	0	0	0
Contract (levels 6-8)	5	1	20,0	0	0
Contract (levels 9-12)	6	5	83,3	1	16,7
Contract (levels 13-16)	16	0	0	0	0
Total	479	22	4,6	273	57,0

Table 3.6.6 Promotions by critical occupation for the period 1 April 2014 to 31 March 2015

Salary band	Employees at 1 April 2014	Promotions to another salary level	Salary band promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary band
Administrative related, permanent	33	9	27,3	18	54,5
Archivists, curators and related professionals, permanent	43	2	4,7	30	69,8
Auxiliary and related workers, permanent	17	0	0	4	23,5
Building and other property caretakers, permanent	3	0	0	2	66,7
Cleaners in offices, workshops, hospitals, etc., permanent	17	0	0	16	94,1
Client information clerks (switchboard, reception information clerks)	3	0	0	1	33,3
Communication and information related, permanent	94	1	1,1	64	68,1
Custodian personnel, permanent	1	0	0	0	0
Diplomats, permanent	1	0	0	0	0
Finance and economics related, permanent	11	0	0	8	72,7
Financial and related professionals, permanent	7	0	0	2	28,6
Financial clerks and credit controllers, permanent	6	3	50	4	66,7
Food services aids and waiters, permanent	7	0	0	5	71,4
General legal administrative and related professionals, permanent	1	0	0	1	100
Head of department/chief executive officer, permanent	1	0	0	0	0
Human resources & organisational development and related, permanent	9	0	0	7	77,8
Human resources clerks, permanent	3	0	0	3	100
Human resources related, permanent	14	0	0	11	78,6
Language practitioners, interpreters and other communication related, permanent	19	0	0	13	68,4
Legal related, permanent	2	0	0	0	0
Librarians and related professionals, permanent	1	0	0	0	0
Library, mail and related clerks, permanent	4	1	25	5	125
Logistical support personnel, permanent	3	0	0	2	66,7
Material-recording and transport clerks, permanent	8	0	0	7	87,5
Messengers, porters and deliverers, permanent	5	0	0	2	40,0
Other administration and related clerks and organisers, permanent	49	0	0	11	22,4
Other administrative policy and related officers, permanent	12	2	16,7	8	66,7

Salary band	Employees at 1 April 2014	Promotions to another salary level	Salary band promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary band
Other information technology personnel, permanent	13	0	0	7	53,8
Other occupations, permanent	5	0	0	1	20,0
Risk management and security services, permanent	4	0	0	2	50,0
Secretaries and other keyboard-operating clerks, permanent	42	3	7,1	28	66,7
Security officers, permanent	13	0	0	11	84,6
Senior managers, permanent	28	1	3,6	0	0
Total	479	22	4,6	273	57,0

3.7 EMPLOYMENT EQUITY

Table 3.7.1 Total no. of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2015

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	9	0	1	1	11	1	1	3	27
Professionals	85	2	0	9	86	6	1	18	207
Technicians and associated professionals	26	0	0	3	33	3	1	5	71
Clerks	29	0	0	1	58	3	1	7	99
Service and sales workers	7	1	0	3	2	1	0	0	14
Elementary occupations	12	0	0	1	22	0	0	0	35
Total	168	3	1	18	212	14	4	33	453
Employees with a disability	5	0	0	2	3	0	0	1	11

Table 3.7.2 Total no. of employees (including employees with disabilities) in each of the following occupational bands as at 31 March 2015

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management	2	0	0	0	2	0	0	1	5
Senior management	15	1	0	1	14	1	1	2	35
Professionally qualified and experienced specialists and middle management	65	1	0	8	67	7	2	15	165
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	33	1	0	8	67	4	1	11	125
Semi-skilled and discretionary decision making	15	0	0	0	22	1	0	3	41
Unskilled and defined decision making	5	0	0	0	10	0	0	0	15
Contract (top management), permanent	1	0	0	0	0	0	0	0	1
Contract (senior management), permanent	3	0	1	0	6	0	0	0	10
Contract (professionally qualified), permanent	8	0	0	0	6	1	0	0	15
Contract (skilled technical), permanent	3	0	0	0	3	0	0	1	7
Contract (semi-skilled), permanent	17	0	0	1	12	0	0	0	30
Contract (unskilled), permanent	1	0	0	0	3	0	0	0	4
Total	168	3	1	18	212	14	4	33	453

Table 3.7.3 Recruitment for the period 1 April 2014 to 31 March 2015

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and middle management	3	0	0	0	2	0	0	0	5
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	1	0	0	0	0	0	0	0	1
Semi-skilled and discretionary decision making	0	0	0	0	1	0	0	0	1
Contract (top management), permanent	1	0	0	1	0	0	0	0	2
Contract (senior management), permanent	3	0	1	0	3		0	0	7
Contract (professionally qualified), permanent	5	0	0	0	3	0	0	0	8

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Contract (skilled technical), permanent	2	0	0	0	3	0	0	0	5
Contract (semi-skilled), permanent	1	0	0	0	0	0	0	0	1
Contract (unskilled), permanent	2	0	0	0	1	0	0	0	3
Total	18	0	1	1	13	0	0	0	33
Employees with a disability	0	0	0	0	0	0	0	0	0

Table 3.7.4 Promotions for the period 1 April 2014 to 31 March 2015

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Senior management	1	0	0	0	1	0	0	0	2
Professionally qualified and experienced specialists and middle management	50	2	0	5	58	5	0	13	133
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	32	1	0	6	64	3	1	5	112
Semi-skilled and discretionary decision making	9	0	0	0	14	1	0	3	27
Unskilled and defined decision making	4	0	0	0	10	0	0	0	14
Contract (top management), permanent	3	0	0	0	3	0	0	0	6
Contract (senior management), permanent	1	0	0	0	3	0	0	0	4
Contract (skilled technical), permanent	1	0	0	0	0	0	0	0	1
Total	100	3	0	11	150	9	1	21	295
Employees with a disability	2	0	0	1	1	0	0	0	4

Table 3.7.5 Terminations for the period 1 April 2014 to 31 March 2015

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top management	1	0	0	0	0	0	0	0	1
Senior management	1	0	0	1	1	0	0	0	3
Professionally qualified and experienced specialists and middle management	4	0	0	0	3	0	1	4	12
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	5	0	0	0	5	0	0	2	12
Semi-skilled and discretionary decision making	2	0	0	0	2	0	0	0	4
Contract (top management), permanent	5	0	0	1	0	0	0	0	6
Contract (senior management), permanent	8	0	0	0	1	1	0	0	10
Contract (professionally qualified), permanent	1	0	0	0	4	1	0	0	6
Contract (skilled technical), permanent	0	0	0	0	3	1	0	1	5
Contract (semi-skilled), permanent	19	0	0	1	13	0	0	0	33
Contract (unskilled), permanent	3	0	0	0	4	0	0	0	7
Total	49	0	0	3	36	3	1	7	99
Employees with a disability	0	0	0	0	0	0	0	0	0

Table 3.7.6 Disciplinary action for the period 1 April 2014 to 31 March 2015

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
	3	1	0	0	2	1	0	1	8
Total	3	1	0	0	2	1	0	1	8

Table 3.7.7 Skills development for the period 1 April 2014 to 31 March 2015

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	19	1	0	3	19	0	4	8	54
Professionals	74	5	0	8	74	4	4	24	193
Technicians and associated professionals	46	1	0	11	96	3	1	5	163
Clerks	39	0	0	1	49	0	0	1	90
Elementary occupations	14	0	0	0	13	0	0	0	27
Total	192	7	0	23	251	7	9	38	527
Employees with a disability	5	0	0	1	1	0	0	1	8

3.8 SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

All members of the SMS must conclude and sign performance agreements within specific time frames. Information regarding the signing of performance agreements by SMS members, the reasons for not complying within the prescribed timeframes and disciplinary steps taken is presented here.

Table 3.8.1 Signing of performance agreements by SMS members as at 31 May 2014

SMS Level	Total no. of funded SMS posts	Total no. of SMS members	Total no. of signed performance agreements	Signed performance agreements as % of total no. of SMS members
Director-General/ Head of Department	1	1	0	0
Salary level 16	2	2	0	0
Salary level 15	8	6	1	16,6
Salary level 14	15	13	8	61,5
Salary level 13	39	36	15	41,6
Total	65	58	24	41,3

Notes

- In the event of a national or provincial election occurring within the first three months of a financial year all members of the SMS must conclude and sign their performance agreements for that financial year within three months following the month in which the elections took place. For example, if elections took place in April, the reporting date in the heading of the table above should change to 31 July 2015.

Table 3.8.2 Reasons for not having concluded performance agreements for all SMS members as at 31 May 2015

Reasons
The National Elections took place on 7 May 2014, hence the submission date is 31 July 2014 as referred to in the note above.

Notes

- The reporting date in the heading of this table should be aligned with that of Table 3.8.1.

Table 3.8.3 Disciplinary steps taken against SMS members for not having concluded performance agreements as at 31 May 2015

Reasons
N/A

Notes

- The reporting date in the heading of this table should be aligned with that of Table 3.8.1.

3.9 PERFORMANCE REWARDS

To encourage good performance, the Department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary band and critical occupation (see definition in notes below).

Table 3.9.1 Performance rewards by race, gender and disability for the period 1 April 2014 to 31 March 2015

Race and gender	Beneficiary profile			Expenditure	
	No. of beneficiaries	No. of employees	% of total within group	Expenditure (R'000)	Average expenditure per employee
African					
Male	52	168	30,9	859	16 517
Female	78	212	36,7	1 174	15 053
Asian					
Male	0	1	0	0	0
Female	2	4	50	27	13 711
Coloured					
Male	1	3	33,3	39	39 328
Female	6	14	42,8	109	18 174

Race and gender	Beneficiary profile			Expenditure	
	No. of beneficiaries	No. of employees	% of total within group	Expenditure (R'000)	Average expenditure per employee
White					
Male	7	18	38,8	153	21 792
Female	16	33	48,4	275	17 169
Employees with a disability	6	11	54,5	53	8 864
Total	168	453	37,0	2 689	16 007

Table 3.9.2 Performance rewards by salary band for personnel below SMS for the period 1 April 2014 to 31 March 2015

Salary band	Beneficiary profile			Expenditure	
	No. of beneficiaries	No. of employees	% of total within salary bands	Total Expenditure (R'000)	Average expenditure per employee
Lower skilled (levels 1-2)	14	15	93,3	91	6 500
Skilled (levels 3-5)	28	41	68,3	208	7 429
Highly skilled production (levels 6-8)	60	125	48	734	12 233
Highly skilled supervision (levels 9-12)	65	165	39,4	1 587	24 415
Contract (levels 1-2)	0	4	0	0	0
Contract (levels 3-5)	0	30	0	0	0
Contract (levels 6-8)	0	7	0	0	0
Contract (levels 9-12)	0	15	0	0	0
Periodic remuneration	0	69	0	0	0
Total	167	471	35,5	2 620	15 689

Table 3.9.3 Performance rewards by critical occupation for the period 1 April 2014 to 31 March 2015

Critical occupation	Beneficiary profile			Expenditure	
	No. of beneficiaries	No. of employees	% of total within occupation	Total expenditure (R'000)	Average expenditure per employee
Administrative related, permanent	11	38	28,9	254	23 091
Archivists curators and related professionals, permanent	22	46	47,8	333	15 136
Auxiliary and related workers, permanent	7	16	43,8	49	7 000
Building and other property caretakers, permanent	3	2	150	24	8 000
Cleaners in offices, workshops, hospitals, etc., permanent	17	17	100	126	7 412
Client information clerks (switchboard, reception information clerks), permanent	2	3	66,7	11	5 500
Communication and information related, permanent	29	90	32,2	689	23 759
Custodian personnel, permanent	0	1	0	0	0
Finance and economics related, permanent	6	13	46,2	129	21 500
Financial and related professionals, permanent	1	4	25,0	15	15 000
Financial clerks and credit controllers, permanent	4	8	50,0	40	10 000
Food services aids and waiters, permanent	2	7	28,6	10	5 000
General legal administration and related professionals, permanent	0	1	0	0	0
Human resources and organisational development and related, permanent	4	8	50,0	84	21 000
Human resources clerks, permanent	3	3	100	23	7 667
Human resources related, permanent	5	13	38,5	187	37 400
Information technology related, permanent	0	1	0	0	0
Language practitioners, interpreters and other communication related, permanent	5	20	25,0	88	17 600
Legal related, permanent	0	3	0	0	0
Librarians and related professionals, permanent	0	1	0	0	0
Library, mail and related clerks, permanent	2	6	33,3	17	8 500
Logistical support personnel, permanent	1	2	50,0	11	11 000
Material-recording and transport clerks, permanent	2	7	28,6	24	12 000
Messengers, porters and deliverers, permanent	2	6	33,3	11	5 500

Critical occupation	Beneficiary profile			Expenditure	
	No. of beneficiaries	No. of employees	% of total within occupation	Total expenditure (R'000)	Average expenditure per employee
Other administrative and related clerks and organisers, permanent	6	32	18,8	64	10 667
Other administrative policy and related officers, permanent	6	13	46,2	135	22 500
Other information technology personnel, permanent	5	9	55,6	82	16 400
Other occupations, permanent	1	5	20,0	25	25 000
Risk management and security services, permanent	1	4	25,0	14	14 000
Secretaries and other keyboard- operating clerks, permanent	19	39	48,7	225	11 842
Security officers, permanent	2	10	20,0	19	9 500
Senior managers, permanent	0	25	0	0	0
Total	168	453	37,1	2 689	16 006

Notes

- The CORE classification, as prescribed by the DPSA, should be used for completion of this table.
- Critical occupations are defined as occupations or subcategories within an occupation –
 - a. in which there is a scarcity of qualified and experienced persons currently or anticipated in the future, either because such skilled persons are not available or they are available but do not meet the applicable employment criteria;
 - b. for which persons require advanced knowledge in a specified subject area or science or learning field and such knowledge is acquired by a prolonged course or study and/or specialised instruction;
 - c. where the inherent nature of the occupation requires consistent exercise of discretion and is predominantly intellectual in nature; and
 - d. in respect of which a department experiences a high degree of difficulty to recruit or retain the services of employees.

Table 3.9.4 Performance-related rewards (cash bonus) by salary band for SMS for the period 1 April 2014 to 31 March 2015

Salary band	Beneficiary profile			Expenditure		Total expenditure as a % of the total personnel expenditure
	No. of beneficiaries	No. of employees	% of total within salary bands	Total expenditure (R'000)	Average expenditure per employee	
Band A	1	28	3,6	69	69 000	0,3
Band B	0	17	0	0	0	0
Band C	0	3	0	0	0	0
Band D	0	3	0	0	0	0
Total	1	51	2,0	69	69 000	0,3

Notes

- The one performance reward paid was in respect of an employee who was transferred to the Department in 2014 and who qualified for such reward during employment at the previous Department (for the 2013/2014 period).

3.10 FOREIGN WORKERS

The tables below summarise the employment of foreign nationals in the Department in terms of salary band and major occupation.

Table 3.10.1 Foreign workers by salary band for the period 1 April 2014 to 31 March 2015

Salary band	1 April 2014		31 March 2015		Change	
	No.	% of total	No.	% of total	No.	% change
Periodic remuneration	0	0	1	100	1	100
Total	0	0	1	100	1	100

Table 3.10.2 Foreign workers by major occupation for the period 1 April 2014 to 31 March 2015

Major occupation	1 April 2014		31 March 2015		Change	
	No.	% of total	No.	% of total	No.	% change
Professionals and managers	0	0	1	100	1	100
Total	0	0	1	100	1	100

3.11 LEAVE UTILISATION

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 and disability leave. In both cases, the estimated expenditure of the leave is also provided.

Table 3.11.1 Sick leave for the period 1 January 2014 to 31 December 2014

Salary band	Total no. of days	% days with medical certification	No. of employees using sick leave	% of total employees using sick leave	Average no. of days per employee	Estimated cost (R'000)	Total no. of employees using sick leave	Total no. of days with medical certification
Lower skilled (levels 1-2)	158	95,6	13	3,7	12	67	353	151
Skilled (levels 3-5)	324	68,2	39	11,0	8	197	353	221
Highly skilled production (levels 6-8)	1 025	79,7	114	32,3	9	1 066	353	817
Highly skilled supervision (levels 9 -12)	1 037	77,2	128	36,3	8	1 993	353	801
Top and senior management (levels 13-16)	235	79,6	29	8,2	8	779	353	187
Contract (levels 1-2)	2	100	1	0,3	2	0	353	2
Contract (levels 3-5)	73	79,5	20	5,7	4	38	353	58
Contract (levels 6-8)	16	87,5	5	1,4	3	19	353	14
Contract (levels 9-12)	5	100	1	0,3	5	10	353	5
Contract (levels 13-16)	11	100	3	0,8	4	43	353	11
Total	2 886	78,6	353	100	8	4 212	353	2 267

Table 3.11.2 Disability leave (temporary and permanent) for the period 1 January 2014 to 31 December 2014

Salary band	Total no. of days	% days with medical certification	No. of employees using disability leave	% of total employees using disability leave	Average no. of days per employee	Estimated expenditure (R'000)	Total no. of days with medical certification	Total no. of employees using disability leave
Lower skilled (levels 1-2)	314	100	2	8,3	157	138	314	24
Skilled (levels 3-5)	4	100	1	4,2	4	2	4	24
Highly skilled production (levels 6-8)	461	100	11	45,8	42	465	461	24
Highly skilled supervision (levels 9-12)	129	100	7	29,2	18	245	129	24
Senior management (levels 13-16)	231	100	3	12,5	77	726	231	24
Total	1 139	100	24	100	47	1 576	1 139	24

The table below summarises the use of annual leave. The wage agreement concluded with trade unions in the PSCBC in 2000 requires management of annual leave to prevent high levels of accrued leave being paid at the time of termination of service.

Table 3.11.3 Annual leave for the period 1 January 2014 to 31 December 2014

Salary band	Total days taken	Average per employee	Number of Employees using annual leave
Lower skilled (Levels 1-2)	306	20	15
Skilled Levels 3-5)	962	21	46
Highly skilled production (Levels 6-8)	3 260	23	143
Highly skilled supervision(Levels 9-12)	4 212	24	173
Senior management (Levels 13-16)	955	23	42
Contract (Levels 1-2)	90	10	9
Contract (Levels 3-5)	478	13	36
Contract (Levels 6-8)	95	10	10
Contract (Levels 9-12)	158	10	16
Contract (Levels 13-16)	89	7	13
Total	10 605	21	503

Table 3.11.4 Capped leave for the period 1 January 2014 to 31 December 2014

Salary band	Total no. of days of capped leave taken	No. of employees using capped leave	Average no. of days taken per employee	Average capped leave per employee as at 31 March 2014
Skilled (levels 3-5)	21	4	5	33
Highly skilled supervision(levels 9-12)	3	1	3	28
Total	24	5	5	29

The following table summarises payments made to employees as a result of leave that was not taken.

Table 3.11.5 Leave pay-outs for the period 1 April 2014 to 31 March 2015

Reason	Total amount (R'000)	Number of employees	Average per employee
Capped leave pay outs on termination of service for 2014/15	400 294	6	66 715
Current leave pay out on termination of service for 2014/15	1 864 503	58	32 146
Total	2 264 798	64	35 387

3.12 HIV/AIDS & HEALTH PROMOTION PROGRAMMES

Table 3.12.1 Steps taken to reduce the risk of occupational exposure

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
None	N/A

Table 3.12.2 Details of health promotion and HIV/Aids programmes (tick applicable boxes and provide required information)

Question	Yes	No	Details, if yes
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.	Yes		CD: HRM (Mr C Greve)
2. 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 no. of employees who are involved in this task and the annual budget that is available for this purpose.	Yes		Two. The responsibility for Health and Wellness lies in HRM. The Unit has a total complement of two staff members; the Deputy Director: Special Programmes and Assistant Director: Employee Wellness
3. Has the Department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this Programme.	Yes		<p>The Department has an Employee Wellness Assistance Programme. This entailed the following programmes:</p> <ul style="list-style-type: none"> • Observance of health calendar days • Wellness days • Management of HIV and Aids (through HCT) • Life skills programmes • Addiction • Loss and trauma • Disability • Holistic wellness and employee assistance programme
4. 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.	Yes		<p>The Employee Health and Wellness Advisory Committee is constituted by the following members:</p> <ul style="list-style-type: none"> • Beauty Makaya-Manthata: PSA • Ms Winnie Nkuna • Mr Languza Nkwemkwezi: Film Archives • Ms Sylvia Makapan: Kingsley Centre • Ms Opelo Thole: NEHAWU

Question	Yes	No	Details, if yes
5. 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 reviewed.	Yes		<p>The following employee health and wellness policies are in place:</p> <ul style="list-style-type: none"> • Bereavement Support Policy • Management of Sexual Harassment in the Workplace • Management of HIV & Aids in the Workplace • Employee Assistance Programme
6. 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.	Yes		<p>Non-discrimination is addressed in the Employee Health and Wellness Policy. Other protective measures are covered in recruitment practices and employment relations policies.</p> <p>Some of the measures are:</p> <ul style="list-style-type: none"> • Training • Information sessions • Popularization of the HIV and Aids policy • Continuous provision of information (print and electronic)
7. Does the Department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	Yes		<p>HCT was performed on a confidential basis. Department conducted three HCT (HIV counselling and testing) drives through Wellness Days during the 2014/ 2015 financial year, and the results were as follows:</p> <p>Statistics for HCT (HIV Counselling and Testing):</p> <p>1. May 2015</p> <p>Total no. of employees tested = 49</p> <p>Females = 33</p> <p>Tested positive: 0 (0,0%)</p> <p>The total HCT uptake was 54,1%</p> <p>Males = 16</p> <p>Tested positive: 0 (0.0%)</p> <p>The total HCT uptake was 47m1%</p> <p>The HCT was conducted by GEMS</p> <p>2. September 2015</p> <p>Total no. of employees tested = 39</p> <p>Females = 26</p> <p>Tested positive: 0 (0,0%)</p> <p>The total HCT uptake was 44,1%</p> <p>Males = 13</p>

Question	Yes	No	Details, if yes
			<p>Tested positive: 0 (0,0%)</p> <p>The total HCT uptake was 35,1%</p> <p>The HCT was done by GEMS.</p> <p>3. March 2015</p> <p>Total no. of employees tested = 32</p> <p>Females = 24</p> <p>Tested positive: 0 (0,0%)</p> <p>The total HCT uptake was 48,0%</p> <p>Males = 8</p> <p>Tested positive: 0 (0,0%)</p> <p>The total HCT uptake was 38,1%.</p> <p>The HCT was done by GEMS.</p>
8. Has the Department developed measures/ indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	Yes		<p>A flu vaccination campaign was launched to minimise bacterial and viral-related illnesses and reduce the use of sick leave.</p> <p>Health promotion programmes with the focus on the prevention of HIV/Aids infection and HIV counselling and testing were conducted.</p> <p>Other health promotion programmes conducted included management and prevention of chronic diseases such as hypertension, diabetes and cancer.</p>

3.13 LABOUR RELATIONS

Table 3.13.1 Collective agreements for the period 1 April 2014 to 31 March 2015

Total no. of collective agreements	None
------------------------------------	------

The following table summarises the outcome of disciplinary hearings conducted within the Department for the year under review.

Table 3.13.2 Misconduct and disciplinary hearings finalised for the period 1 April 2014 to 31 March 2015

Outcomes of disciplinary hearings	No.	% of total
Correctional counselling	0	0
Verbal warning	0	0
Written warning	0	0
Final written warning	0	0
Suspended without pay	0	0
Fine	0	0
Demotion	0	0
Dismissal	1	100%
Not guilty	0	0
Case withdrawn	0	0
Total	1	100%

Table 3.13.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2014 to 31 March 2015

Type of misconduct	No.	% of total
Alleged fraud	1	100%
Total	1	100%

Table 3.13.4 Grievances lodged for the period 1 April 2014 to 31 March 2015

Grievances	No.	% of total
No. of grievances resolved	7	88
No. of grievances not resolved	1	12
Total no. of grievances lodged	8	100%

Table 3.13.5 Disputes lodged with councils for the period 1 April 2014 to 31 March 2015

Disputes	No.	% of total
No. of disputes upheld	3	75%
No. of disputes dismissed	1	25%
Total no. of disputes lodged	4	100%

Table 3.13.6 Strike actions for the period 1 April 2014 to 31 March 2015

Total no. of persons working days lost	0
Total expenditure working days lost	0
Amount recovered as a result of no work no pay (R'000)	0

Table 3.13.7 Precautionary suspensions for the period 1 April 2014 to 31 March 2015

No. of people suspended	1
No. of people whose suspension exceeded 30 days	1
Average no. of days suspended	123
Expenditure of suspension (R'000)	R573,121.28

3.14 SKILLS DEVELOPMENT

This section highlights the efforts of the Department with regard to skills development.

Table 3.14.1 Training needs identified for the period 1 April 2014 to 31 March 2015

Occupational category	Gender	No. of employees as at 1 April 2014	Training needs identified at start of the reporting period			
			Learnerships	Skills programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	16	0	19	0	19
	Male	11	0	9	0	9
Professionals	Female	111	0	103	0	103
	Male	96	0	71	0	71
Technicians and associated professionals	Female	42	0	105	0	105
	Male	29	0	73	0	73
Clerks	Female	69	0	25	0	25
	Male	30	0	22	0	22
Service and sales workers	Female	3	0	0	0	0
	Male	11	0	0	0	0
Elementary occupations	Female	22	0	15	0	15
	Male	13	0	9	0	9
Subtotal	Female	263	0	267	0	267
	Male	190	0	184	0	184
Total		453	0	451	0	451

3.15 INJURY ON DUTY

The following table provides basic information on injury on duty.

Table 3.15.1 Injury on duty for the period 1 April 2014 and 31 March 2015

Nature of injury on duty	No.	% of total
Required basic medical attention only	4	66,6
Temporary total disablement	2	33,3
Permanent disablement	0	0
Fatal	0	0
Total	6	100

3.16 USE OF CONSULTANTS

The following tables relate information on the use of consultants in the Department.

In terms of the Public Service Regulations "consultant" means a natural or juristic person or a partnership who or which provides in terms of a specific contract on an ad-hoc basis any of the following professional services to a department against remuneration received from any source:

- The rendering of expert advice;
- The drafting of proposals for the execution of specific tasks; and
- The execution of a specific task which is of a technical or intellectual nature, but excludes an employee of a department.

Table 3.16.1 Report on consultant appointments using appropriated funds for the period 1 April 2014 and 31 March 2015

Project title	Total no. of consultants that worked on project	Duration (working days)	Contract value in Rand
Mzansi Golden Economy Project	2	337	11 558 751
Information Communication Technology	1	486	3 327 216
National Liberation Heritage Route	1	501	2 090 308
Heritage - Legacy Projects	1	961	7 380 430
Independent Contractor - DG's Office	2	130	3 996 339
Independent Contractor - Library Conditional Grant Project	3	727	7 559 808
Independent Contractor - International Relations	4	413	6 217 214

Project title	Total no. of consultants that worked on project	Duration (working days)	Contract value in Rand
Independent Contractor- Supply Chain Management	1	190	793 848
Independent Contractor - Corporate Governance	1	74	657 403
Independent Contractor - International Relations	3	423	848 062
Independent Contractor - Minister's Office	1	588	4 302 848
Independent Contractor: Commissioner General	1	368	2 715 702
Total	19	5 673	51 447 929

Total no. of projects	Total individual consultants	Total duration (working days)	Total contract value in Rand
12	19	5 673	51 447 929

Table 3.16.2 Analysis of consultant appointments using appropriated funds, in terms of historically disadvantaged individuals (HDIs) for the period 1 April 2014 to 31 March 2015

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	No. of consultants from HDI groups that worked on the project
Mzansi Golden Economy Project	100%	100%	2
National Liberation Heritage Route	100%	100%	1
Heritage - Legacy Projects	100%	100%	1
Independent Contractor - DG's Office	100%	100%	2
Independent Contractor - Library Conditional Grant Project	100%	100%	3
Independent Contractor - International Relations	50%	50%	4
Independent Contractor- Supply Chain Management	100%	100%	1
Independent Contractor - Corporate Governance	100%	100%	1
Independent Contractor: Commissioner General	100%	100%	1
Total			15

Table 3.16.3 Report on consultant appointments using donor funds for the period 1 April 2014 to 31 March 2015

Project title	Total number of consultants that worked on project	Duration (working days)	Donor and contract value in Rand
N/A			
Total no. of projects	Total individual consultants	Total duration (working days)	Total contract value in Rand
N/A			

Table 3.16.4 Analysis of consultant appointments using donor funds, in terms of historically disadvantaged individuals (HDIs) for the period 1 April 2014 to 31 March 2015

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	No. of consultants from HDI groups that worked on the project
N/A			

Part 4
Governance

Arts



4.1 INTRODUCTION

The National Treasury Guide on Risk Management Framework and the Institute of Risk Management Standards are the primary guidelines used in ensuring day-to-day application of Enterprise Risk Management at the Department of Arts and Culture. The Department adopts a combined risk management approach (top-down and bottom-up) in identifying, measuring and reporting on risks. Risk mitigation is applied to the residual risk exposure of the Department and monitored quarterly, and communicated to management, the Risk Committee and the Audit Committee.

4.2 RISK MANAGEMENT

The Department of Arts and Culture has an approved Risk Management Framework; and a risk management policy which articulates the processes creating risk capability at an operational function. The policies are reviewed on an annual basis and communicated broadly within the Department.

4.2.1 Annual Risk Assessments

The Department conducted its annual risk assessments during the strategic planning phase with the aim of curbing the disconnect between the Department's adopted strategy and its risk landscape. The risk assessments considered the Arts, Culture and Heritage Sector's goals and the prevailing internal and external environment during the creation of the risk assessment process.

4.2.2 Risk Committee

The Department has a fully functional and operational Risk Committee chaired by an independent non-executive member. The Risk Committee Chairperson reported to the Audit Committee on risk management outcomes and the Risk Committee's performance. The Committee comprises of executive and senior management, including select managers responsible for key business functions, namely Supply Chain Management, Information Communications and Technology, Occupational Safety and Health, and Legal Services.

The Risk Committee operates on a three-tier level of combined assurance on operational matters and has met four times during the 2014/15 financial year. The overarching monitoring responsibilities are summarised below:

- **Risk Committee members** advise the Accounting Officer on cross cutting-risks of the Department relating to employees, contractual matters, expenditure (wasteful/irregular/unauthorised), legal matters, technology and core business risks.
- **Chief Risk Officer** advises the Risk Committee on the risk mitigation outcomes, both at operational and strategic level, on a quarterly basis, including risk incident trends on a residual level for Security, Occupational Health and Safety, losses and theft of assets, and the status of fraud allegations reported and referred to the Accounting Officer and Internal Audit for further investigation and reporting.
- **Internal Audit** advises the Risk Committee on all post-audit risk outcomes for audited business activity areas. Further assurance was provided quarterly on performance, financial and forensic audit outcomes throughout the year.

4.3 FRAUD AND CORRUPTION

The Department has an approved Fraud Policy and Fraud Prevention Strategy, which is rolled out through the Fraud Prevention Implementation Plan, as endorsed by both the Risk and Audit Committee and approved by the Accounting Officer

4.3.1 Reporting of fraud

The Department utilises the National Anti-Corruption Hotline (NACH) which is managed by the Public Service Commission, and also receives allegations from the Presidential Hotline as they arise. Internal processes allow for walk-in fraud allegations including e-mail or written allegations which are received and referred to the Accounting Officer for further action.

4.3.2 Resolution of Fraud Allegation

All allegations of fraud, corruption and financial misconduct received through the Risk Management Directorate are forwarded in writing to the Accounting Officer and the Chief Audit Executive for resolution. Upon receipt of the allegations, Internal Audit's Forensic sub-directorate registers the allegations and performs an assessment to determine the investigation approach, which amongst others determine whether they will be performed in-house or through external service providers.

Allegations received as well as their status of resolution are reported to the Accounting Officer and the Audit Committee for their oversight through closed meetings. Further to the above concluded investigations are communicated to the Accounting Officer and Directorate Risk Management for noting and reporting to relevant external stakeholders, i.e. National Anti-Corruption Hotline (NACH) which is managed by the Public Service Commission, the Presidential Hotline (for allegations received via the Presidential Hotline) and to Executive/Senior Manager(s) responsible for the implementation for the recommendations.

The Accounting Officer and Audit Committee provided oversight on allegations of fraud, corruption and misconduct reported to the Department, and is satisfied that the allegations are receiving attention. The Committee has noted seven (7) allegations for the year under review with the status as follows:

- 2 cases have been concluded;
- 1 case was reported to the SAPS.
- 1 case is at reporting stage; and
- 3 cases are in the process of investigation, i.e. fieldwork.

4.4 MINIMISING CONFLICT OF INTEREST

4.4.1 Ethics and Integrity Programme

The Department of Arts and Culture in compliance to Section 3 of the Public Service Act, 1994, ensures that its Ethics and Integrity Programme reports on the financial disclosures for all designated officials, including the disclosure of gifts, and the declaration of interest in their capacity in the public sector. Reporting is facilitated on a monthly and quarterly basis to management and to the oversight Committees respectively.

4.4.2 Remunerative Work outside the Public Sector

The Department facilitates on an on-going basis, through its Ethics and Integrity Programme; the annual approval for remunerative work by the Executive Authority for all officials, in line with Section 30 of the Public Service Act, 1994 (Proclamation 101 of 1994).

4.4.3 Supply Chain Management Officials Financial Disclosures

Officials who participate in Supply Chain Management processes are required to disclose their interests in business enterprises that bid for the provision of goods/ services to the Department. The declarations are registered and filed for audit purposes. Undeclared conflict of interest will, when detected, lead to the bid not being awarded to the enterprise in which an official has interest.

In terms of the standard SBD documents, bidders are required to submit a declaration whether their close family member/ partner/ associate are in the employ of the state. The conflict of interest thus disclosed will be kept in a register for audit purposes.

If departmental officials or their close family members/partners/associates of the bidder, director or shareholder has a business interest in an enterprise that has submitted a bid to the department, the official is required to disclose his/her interest and withdraw from participating in the process.

Non-adherence to the conflict of interest disclosure requirements will lead to irregular expenditure being incurred by the department. The irregular expenditure will then be reported to National Treasury and be dealt with in terms of section 16A of the Treasury Regulations. Disciplinary measures are instituted against officials who do not comply with the disclosure requirements

4.5 CODE OF CONDUCT

All employees of the Department are subject to the provisions of the Public Service Regulations; therefore, the Code of Conduct for the Public Service, contained in Chapter 2 of the Regulations, applies in this instance. Upon assumption of duty in the Department all employees are provided with a copy of the Code of Conduct as well as an explanatory manual for the Code. The expected behaviour of employees

is confirmed in all six the Department's values, namely accountability, integrity, results-driven, professionalism, humility and Batho Pele.

It is the responsibility of each and every employee to ensure that he/she complies with the provisions of the Code of Conduct and managers are required to monitor compliance and to take appropriate action where necessary. In an event where an employee breaches the provisions of the Code of Conduct, he/she may be dealt with in terms of the Disciplinary Code and Procedure.

4.6 HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

The Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) ("OHS Act"), section 8, requires an employer/department to provide and maintain as far as reasonable and practical a work environment that is safe and without risk to the health of employees. This means the employer must ensure that the workplace is safe and free of hazardous ergonomics, substances and microorganisms etc., which may adversely affect the well-being of employees resulting to occupational injuries or diseases. Where this is not possible, the employer, in accordance to the requirement of section 13 of the OHS Act, has to inform the employees of risks and dangers and how these may be prevented.

The Occupational Health and Safety programme, therefore, continuously strives to assist the employer and employees to comply with the requirements of the OHS Act.

The Department has an approved health and safety policy since July 2013, as per the requirements of section 7 of the OHS Act. The main purpose of the policy is to establish minimum standards and requirements of occupational health and safety for the Department of Arts and Culture's employees, contractors and visitors on site by:

- firstly - identifying occupational hazards and possible risks causing incidents;
- secondly - setting standards of practice, procedures and accountability; and
- thirdly - correcting deficiencies, deviations from set standards and procedures to be followed.

All these measures help in creating and maintaining a healthy and safe work environment.

The departmental occupational health and safety (OHS) policy will be reviewed every 24 months from the date it was approved. The OHS policy is currently being reviewed. The purpose of periodically reviewing the policy it is to ensure that continuous improvement is maintained.

The health and safety plan was approved for the 2014/2015 year. The plan outlines the operational directives for implementing the departmental OHS policy which emanates from the OHS Act.

The Department has occupational health and safety representatives who were nominated as per the section 17 directive of the OHS Act and designated in writing by the Director-General. The SHE Reps play an important role in assisting to create a safe and healthy working environment. They were equipped with training, i.e. basic SHE Rep functions, first aid and fire fighting, to enable them to be able to fulfil their duties as SHE Reps. The SHE Reps also serve as contingency officials during building evacuation.

The departmental health and safety programme has conducted OHS awareness on various issues in order to ensure that employees are fully aware of how to fulfil the legal mandatory requirements which is prescribed by section 14 of the OHS Act.

Two forms of regular inspections were conducted: (a) formal inspections once a month using an OHS inspection checklist, which caters for the requirements of Department of Labour OHS inspection, and (b) informal inspections in the form of a walkthrough survey at least once a week. Issues identified during inspections that require corrective actions are dealt with internally or externally.

The challenge experienced by the departmental occupational health and safety program is the delayed response from external stake holders who are responsible for implementing the corrective action. The main external stake holders are building owners (Public Investment Corporation) and Department of Public Works.

Quarterly OHS meetings took place. These meetings served as an important platform where health and safety representatives raised health and safety challenges within an occupational environment and came up with solutions to those challenges.

The Department was able to conduct bi-annual emergency evacuation drills as required by municipal by-laws.

4.7 INTERNAL AUDIT AND AUDIT COMMITTEES

a. Internal Audit

The objective of the Internal Audit Activity in the Department is to provide an effective, independent objective assurance and consulting activity designed to add value and improve the Department's operations.

It achieves this by evaluating and improving the effectiveness of risk management, control and governance processes; and facilitates the full functioning of the Audit Committee in the Department.

The Internal Audit Activity operated in terms of its approved Charter and its scope of work was derived from the approved Risk-Based Three Year Strategic and Annual Operational Plans approved by the Audit Committee for the 2014/2015 financial year.

Internal Audit Reviews were performed in accordance with the approved Internal Audit Annual Operational Plan for the year under review; and reports with findings, recommendations for improvement(s), and management action plans were issued to Management for implementing corrective action, and to the Risk Committee of the Department to note further risk exposures, inadequate mitigation and to update the risk profile of the Department. The Internal Audit Reports were also communicated and tabled to the Audit Committee as required in terms of Legislation and the Internal Audit Charter for monitoring and oversight, in effort to improve the governance, operations and performance of the Department.

Follow up audits were also conducted during the year in some prioritised business areas, the aim being to review management's responses and action plans to control weaknesses communicated in previous Internal Audit and Auditor-General Reports; to evaluate and determine the adequacy, effectiveness and improvements to internal controls.

b. Audit Committee

The Department had a fully functional Audit Committee appointed in terms of section 38 (1) (a) (ii) of the Public Finance Management Act, 1999 (Act 1 of 1999) and Treasury Regulation 3.1, and operated in accordance with the aforementioned regulations including the provisos prescribed in terms of sections 76 (4) (d) and 77.

The primary purpose of the Audit Committee is to assist the Accounting Officer of the Department in fulfilling his responsibilities to ensure that the Department has and maintains effective, efficient and transparent systems of financial, risk management, governance, and internal control by providing oversight as follows:

- i. supporting management in respect of financial reporting, systems of internal control and performance against pre-determined objectives;
- ii. enhancing business ethics and trust in the Department;
- iii. ensuring and enhancing the independence of the Internal Audit Activity;
- iv. reviewing the strategic and operational risk areas of the Department to be covered in the scope of Internal and External audits;
- v. ensuring the proper functioning of both the Internal and External audit process, and other assurance services, including Fraud and Corruption Investigation Activities.
- vi. monitoring compliance with Laws and Regulations and the Code of Conduct.

The Audit Committee was fully functional and comprised of four members as at 31 March 2015; three employed from the private sector, and one employed from within a state-owned entity. The membership status changed in May 2014 with the appointment of two new members.

The membership and attendance is outlined below:

Name	Employer	Qualifications	Designation	Date of Appointment	End of Term	No of Meetings Attended
Mr T Mageza	Self employed	<ul style="list-style-type: none"> B.Comm (Accounting and Economics); MBL Degree Diploma in Management Training Programme 	Acting Chairperson	26 Sept. 2011 (2nd Term)	26 Sept. 2014	4
Mr WE Huma	Self employed	<ul style="list-style-type: none"> BProc (Bachelor's Degree) LLM (Master of Laws) LLB. (Bachelor of Laws) (Post-Graduate Degree) LLD (Doctor of Laws). Course work and oral examination passed cum laude; Thesis outstanding. Visiting research student - Research for the Doctor of Laws Degree Graduate Diploma in Company Direction (Corporate Governance) Financial Management (Finance for non-financial managers) Various certificates of attendance in human capital and change management. Advocate of the High Court of South Africa Fellow of the Institute of Directors of Southern Africa (IODSA) 	Member Chairperson	14 May 2014 (20 May 2015)	31 May 2017	8
Ms K Rapoo	South African Post Office	<ul style="list-style-type: none"> Executive Development Programme; Project Management; Advanced Project Management. 	Member DAC Risk Management Committee Chairperson	1 May 2013 (2nd Term)	31 Aug. 2016	8
Ms F Mdanda	Pfizer Laboratories	<ul style="list-style-type: none"> MBA Hons BCom (Auditing) B Compt; 	Member	1 Sept. 2014 (2nd Term)	31 Aug. 2017	8
Mr MAE Amod	Self employed	<ul style="list-style-type: none"> MBA B. Comm Degree Certified Internal Auditor Certified Government Auditing Professional Certification in Risk Management Assurance 	Member	14 May 2014	31 May 2017	8

The Audit Committee met on 11 occasions, of which 9 were Audit Committee meetings with DAC Executive Management and external auditors (AGSA), and 2 were between the Committee, the Accounting Officer and Executive Authority/Minister during the financial year for the execution of its oversight responsibilities in line with the approved Charter. Of the nine Committee meetings held, four were ordinary meetings while five were special meetings.

The special meetings were held for the purpose of providing oversight and monitoring of the Management Action Plan to address the qualification and emphasis matters raised by the AGSA in the 2013/14 financial year.

4.8 REPORT OF AUDIT COMMITTEE

We are pleased to present our report for the financial year ended 31 March 2015.

a. 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, 1999 (Act No. 1 of 1999), and Treasury Regulation 3.1. The Committee further reports that it has adopted appropriate formal Terms of Reference as its Audit Committee Charter, and has regulated its affairs in compliance with this Charter, and has discharged all its responsibilities as contained therein.

b. Effectiveness of Internal Controls

Internal Control is a cost effective process effected by the Senior Management of the Department, designed to provide reasonable assurance regarding the achievement of its objectives in categories of effectiveness and efficiency of operations, financial reporting, compliance to applicable Laws and Regulations and Policies and Procedures.

In line with the PFMA and Treasury Regulation requirements, the Audit Committee provided oversight on business areas in the Department. This was achieved through the Internal Audit reviews as prioritised in the Internal Audit Operational Plan approved by the Audit Committee from the Risk Assessment Reports developed and adopted in the Department. The Internal Audit Activity provided the Audit Committee and Management with assurance on the existence of internal controls; their appropriateness and effectiveness, and recommendations where weaknesses and deficiencies were noted in line with the Internal Audit Operational Plan.

c. Internal Audit

From the various reports submitted by the Department's Internal Auditors, there are clear indications that although the systems of internal control were adequate in most instances, they were not effective. Certain matters reported on, indicated internal control deficiencies and deviations from business rules and delays in either implementing the corrective actions or ensuring accountability. Also noted by the Committee are the recurring deficiencies from prior years.

Matters of serious concern to the Committee were as follows:

- **Policies and procedures** - Instances wherein the periodic review and approval of certain policies and procedures was delayed and was also recurring, i.e. IT Disaster Recovery and Business Continuity, Supply Chain Management Procurement Policy, Asset Management Policy, and Back up Policy;
- Instances of non-compliance to policies and procedures by employees which give rise to irregular, unauthorised, fruitless and wasteful expenditure;
- The management of irregular expenditure, i.e. identification and resolution process;
- **Performance information** - maintenance of sufficient reliable verification sources;
- Unsatisfactory IT general controls;
- Delays and or challenges with the timely development of quarterly/interim and annual financial statements;
- Delayed implementation of management action plans to improve internal controls and performance, as well as decisive consequence management;
- Some deficiencies noted within SCM, procurement and contract management;
- Delays in the relocation of the Department to new premises;
- Filling of vacancies in general.

The above issues are recurring, and or delayed in implementation. The Committee has communicated its discomfort with regard to the non-implementation as well as the non-enforcement of accountability by responsible managers/employees.

Proper planning has also been identified as a cause for most of the deficiencies and has also been re-emphasised as an area that the Department is yet to improve upon.

The Committee monitored the improvement and turnaround of the internal control environment as well as the external audit outcome through oversight of the Management Outcome Implementation Action Plan. It has observed that although some improvements were made they would not have much impact on the 2014/15 financial year as a result of delayed implementation, e.g. approval of policies. Special audit committees held during the year to assist management with the implementation strategies for improved reporting of performance information and also periodic financial statements, i.e. quarterly, half-yearly and annually.

The Committee is satisfied that the Internal Audit Activity addressed the risks pertinent to the Department in its audits and consulting exercises, and that resulting reported conclusions were independent and in full compliance with the approved Internal Audit Charter and Treasury Regulations. Nevertheless, the Committee considers the Internal Audit Activity to be under-resourced in order to function optimally to maximise its coverage, given its current resources and budget to cover all critical risks prioritised in its plan, as there is insufficient permanent capacity which is currently supplemented by a co-sourced Internal Audit Service Provider.

d. Summary of main activities undertaken by the Audit Committee during the financial year under review

Apart from the areas covered in this Report, the Committee has played an active oversight role in the Department's most challenging areas, and has recommended the following which is still receiving attention in the Department:

- Quarterly independent assurance reviews by Internal Audit on the performance information of the Department and reporting to management and the Audit Committee; and monthly monitoring of performance information internally by management;
- Development of quarterly financial statements and independent assurance review by Internal Audit and reporting to management and the Audit Committee for oversight;
- ICT Governance and HR Governance to be reviewed quarterly;
- Enforcement of accountability and reporting to the Audit Committee;
- Implementation of the Supply Chain Management Turn-Around Strategy and action plan to improve the SCM internal control and compliance environment;
- Enhancing the permanent capacity of the Internal Audit Activity using a phased-in approach;
- Integrated assurance which will be monitored by Monitoring and Evaluation, Risk Committee and Audit Committee.
- Monitoring of the Audit Steering Committee's responsibilities and its effectiveness, which has not been fully operational in the previous year, to address audit findings from the AGSA and other internal control matters.

Management of the Department has agreed to the recommendations and is committed to implementing them so as to realise improvements and compliance.

e. The quality of in-year monitoring and monthly/quarterly reports submitted in terms of Legislation

The Department has reported monthly and quarterly to the National Treasury as required by the PFMA.

f. Risk Management

The Department has a Risk Management function in place in accordance with the requirements of the Treasury Regulations and the King III Report on Corporate Governance; as well as a Risk Management Framework, which provides for the Risk Strategy and policies to be reviewed on an annual basis, and subjected to the Risk Committee's adoption and the Accounting Officer's approval. A fully functional Risk Committee Chaired by an Independent Non-Executive member is in existence. The Risk Committee Chairperson reports to the Audit Committee on Risk Management outcomes, and issues an Annual Report on its performance.

During the year under review, a risk assessment was conducted and the strategic risks were adopted by Management, Risk Committee and the Audit Committee, the identified risks also informed the Internal Audit priorities. A top down approach was adopted in dealing with risk exposures, and periodic monitoring and evaluation, as well as the reporting of the status of risk mitigation occurred quarterly. Continuous tracking of the planned mitigation yielded some positive results, however, the following areas still remained a concern to the Audit Committee:

- The delayed finalisation of key critical regulation required to guide the Sector and enhance the Department's mandate remains a pervasive strategic risk.
- The lack of integration during planning of key critical resource requirements (financial and human resources) in support of the Department's adopted strategy has led to an overstretched compensation budget.
- Non-compliance to prescripts has led to historical and current irregular expenditure. However, the current leadership has put in place structures to monitor and apply consequence management at the highest level.

- Business Continuity Management - no visible progress in reviewing the current Business Continuity Framework.
- Relocation of business premises (Department of Arts and Culture) - plans were initiated and subsequently put on hold. The Risk Committee provided recommendations regarding the contractual governance of the project, where key risk exposure over the financial and compliance requirements had to be reviewed.
- Supply Chain Management - Up-skilling on key activities within the value chain of the unit was applied through the appointment of contracted service providers. Key risk exposures regarding contract management, compliance requirements, demand and acquisition management have been minimised and alternative mitigation strategies are being continuously applied.

g. Forensic Investigations

The Committee provided oversight on allegations of fraud, corruption and financial misconduct reported to the Department, and is satisfied that the allegations are receiving attention. The Committee has noted a total of seven (7) allegations received in the 2014/15 financial year that related to the Department.

h. Evaluation of Financial Statements

The Audit Committee has:

- reported that, although it did not have sufficient and or reasonable time to review the audited annual financial statements of the Department as they were delivered late by the Department, the Committee discussed the audited annual financial statements together with the annual performance report and raised its concerns;
- reviewed the Auditor-General's final audit report and management report and management's response thereto;
- reviewed any changes in accounting policies and practices;
- reviewed the Department's compliance with certain legal and regulatory provisions in so far as they related to risks, audits and other related identified matters;
- reviewed the information on predetermined objectives to be included in the annual report; and
- reviewed any significant adjustments resulting from the audit.

The Audit Committee concurs with the Auditor-General's conclusions on the Annual Financial Statements.

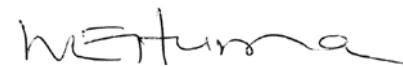
i. Auditor-General's Report

We have reviewed the Department's implementation plan for audit issues raised in the previous year (2013/2014) and we are satisfied that the matters have been adequately resolved except for the following:

- Supply Chain Management - significant internal control deficiencies in the procurement process; and concerns with regard to SCM Contract Management;
- Performance information (Predetermined Objectives):
 - Targets not meeting the specific criteria and annual targets that do not meet the measurability criteria were identified.
 - Maintenance of verification sources and late submission and or, submission of unsigned Quarterly Performance Reports by the Department.
- Human Resources Management – vacancy management, i.e. timely filling of vacant positions;
- Irregular Expenditure Management and accountability measures still not yet addressed.
- Business Continuity and Disaster Recovery Plans not yet reviewed/in place.

The Audit Committee has met with the Auditor-General South Africa to ensure that there are no unresolved issues.

The Audit Committee concurs and accepts the conclusions of the Auditor-General on the audited Annual Financial Statements and is of the opinion that the audited Annual Financial Statements be accepted and read together with the report of the Auditor-General.



CHAIRPERSON OF THE AUDIT COMMITTEE

3 SEPTEMBER 2015



Part 5

Financial Information







5.1 ACCOUNTING OFFICERS STATEMENT OF RESPONSIBILITY FOR THE YEAR ENDED 31 MARCH 2015

I hereby acknowledge that the Annual Financial Statements of the Department of Arts and Culture have been audited by the Auditor-General in terms of section 40(2) of the PFMA.

I acknowledge my responsibility for the accuracy of the accounting records and the fair presentation of the financial statements and confirm, to the best of my knowledge and belief, the following:

- the financial statements have been prepared in accordance with National Treasury determined framework as prescribed by the Treasury Regulations and the PFMA.
- the financial statements are complete and accurate
- all amounts appearing on the financial statements have been cast and cross-cast and been accurately cross referenced
- the financial statements are free from material misstatements, including omissions; and
- accounting estimates are reasonable in the circumstances.

The Department of Arts and Culture annual financial statements for the year ended 31 March 2015 have been audited by the external auditors and their report is presented on page 95.

The Annual Financial Statements of the Department set out on page 105 to page 171 have been approved.

MR VUYO JACK

ACTING DIRECTOR-GENERAL

DATE: 31 JULY 2015

5.2 REPORT OF THE AUDITOR-GENERAL TO PARLIAMENT ON VOTE NO. 14: DEPARTMENT OF ARTS AND CULTURE

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the financial statements of the Department of Arts and Culture set out on pages 105 to 152, which comprise the appropriation statement, the statement of financial position as at 31 March 2015, the statement of financial performance, statement of changes in net assets, and cash flow statement for the year then ended, as well as 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 prescribed by the National Treasury and the requirements of the Public Finance Management Act, (Act No. 1 of 1999) (PFMA), 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 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 Department of Arts and Culture as at 31 March 2015 and its financial performance and cash flows for the year then ended, in accordance with the Modified Cash Standard and the requirements of the PFMA.

Emphasis of matter

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

Financial reporting framework

8. As disclosed in the accounting policy note 5.3 to the financial statements, the National Treasury has exempted the department from applying the Modified Cash Standard in respect of prepayments and advances for the reasons indicated.

Additional matters

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

Financial reporting framework

10. In accordance with the International Standards on Auditing, the wording of my opinion should not include the phrase "fairly present" when a departure to the applicable financial reporting framework has been granted in terms of the PFMA and where the aim of such a departure was not to achieve fair presentation. However, section 20(2)(a) of the PAA, requires me to reflect

whether the financial statements “fairly present”, in all material respects, the financial position and results of its operations and cash flows for the period in accordance with the applicable financial reporting framework. The wording of my opinion is therefore worded as such.

Unaudited supplementary schedules

11. The supplementary information set out on pages 153 to 171 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 REQUIREMENT

12. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report findings on the reported performance information against predetermined objectives for selected programmes presented in the annual performance report, non-compliance with legislation and 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

13. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information for the following programmes presented in the annual performance report of the Department of Arts and Culture for the year ended 31 March 2015:
 - Programme 3 : Arts, Culture Promotion and Development on pages 185 to 191
 - Programme 4: Heritage Preservation and Promotion on pages 192 to 196
14. I evaluated the reported performance information against the overall criteria of usefulness and reliability.
15. 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 (FMPPi).

16. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
17. The material findings in respect of the selected programmes are as follows:

Programme 3: Arts, Culture Promotion and Development

Usefulness of reported performance information

18. I did not identify any material findings on the usefulness of the reported performance information for programme 3- Arts and Culture Promotion and Development.

Reliability of reported performance information

19. The FMPPi requires auditees to have appropriate systems to collect, collate, verify and store performance information to ensure valid, accurate and complete reporting of actual achievements against planned objectives, indicators and targets. Adequate and reliable corroborating evidence could not be provided for 20% of the targets to assess the reliability of the reported performance information. The auditee’s records did not permit the application of alternative audit procedures.

This was due to lack of monitoring of the completeness of source documentation in support of actual achievements and limitations placed on the scope of my work due to inadequate evidence provided by management which cannot be reliable. The following reported information in the annual performance report was not reliable:

- Number of jobs created in 8 MGE work streams
- Number of jobs created in Performing Arts institutions
- Number of jobs created by sector partnerships
- Number of engagements with Municipalities and International Agencies

Programme 4: Heritage Preservation and Promotion

Usefulness of reported performance information

20. I did not identify any material findings on the usefulness of the reported performance information for programme 4- Heritage Promotion and Preservation.

Reliability of reported performance information

21. The FMPPI requires auditees to have appropriate systems to collect, collate, verify and store performance information to ensure valid, accurate and complete reporting of actual achievements against planned objectives, indicators and targets. Adequate and reliable corroborating evidence could not be provided for 17.6% of the targets to assess the reliability of the reported performance information. The auditee's records did not permit the application of alternative audit procedures.

This was due to lack of monitoring of the completeness of source documentation in support of actual achievements and limitations placed on the scope of my work due to inadequate evidence provided by management which cannot be reliable. The following reported information in the annual performance report was not reliable:

- 10 268 Job opportunities created through heritage projects
- Number of File Plan evaluated
- Number of Libraries built and upgraded

Additional matter

22. I draw attention to the following matters.

Achievement of planned targets

23. Refer to the annual performance report on pages 174 to 196 for information on the achievement of the planned targets for the year. This information should be considered in the context of the material findings on the reliability of the reported performance information for the selected programmes reported in paragraphs 18 to 21 of this report.

Adjustment of material misstatements

24. I identified material misstatements in the annual performance report submitted for auditing on the reported performance information for Programme 3: Arts, Culture Promotion and Development and Programme 4: Heritage Preservation and Promotion. As management subsequently corrected only some of the misstatements, I identified material findings on the reliability of the reported performance information.

Compliance with legislation

25. I performed procedures to obtain evidence that the Department of Arts and Culture had complied with applicable legislation regarding financial matters, financial management and other related matters. My findings on material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA, are as follows:

Annual financial statements, performance and annual reports

26. The financial statements submitted for auditing were not supported by full and proper records as required by section 40(1) (a) and (b) of the Public Finance Management Act. Material misstatements identified by the auditors in the submitted financial statements were adequately corrected, which resulted in the financial statements receiving a unqualified audit opinion.

Strategic planning and performance management

27. Effective, efficient and transparent systems of risk management and internal control with respect to performance information and management was not maintained as required by section 38(1)(a)(i) of the PFMA.

Procurement and contract management

28. Goods and services with a transaction value below R500 000 were procured without obtaining the required price quotations, as required by Treasury Regulation 16A6.1.
29. Sufficient appropriate audit evidence could not be obtained that contracts and quotations were awarded to bidders based on points given for criteria that were stipulated in the original invitation for bidding and quotations, as required by Treasury Regulations 16A6.3(a) and Preferential Procurement Regulations.

Expenditure management

- 30. Contractual obligations and money owed by the department were not settled within 30 days or an agreed period, as required by section 38(1)(f) of the Public Finance Management Act and Treasury Regulation 8.2.3.
- 31. Effective steps were not taken to prevent irregular, fruitless and wasteful expenditure, as required by section 38(1)(c)(ii) of the Public Finance Management Act and Treasury Regulation 9.1.1.

Assets management

- 32. A proper control system was not put in place to safeguard and maintain the assets of the entity in order to prevent theft, losses, wastage and misuse as required by PFMA 38(1)(d).

Human resource management and compensation

- 33. Funded vacant posts were not filled within 12 months as required by Public Service Regulation 1/VII/C.1A.2.
- 34. Some senior managers did not have signed performance agreements for the year under review as required by Public Service Regulation 4/III/B.1.

Consequence management

- 35. Effective and appropriate disciplinary steps were not taken against officials who made and/or permitted irregular expenditure and/or fruitless and wasteful expenditure, as required by section 38(1)(h)(iii) of the Public Finance Management Act and Treasury Regulation 9.1.3. This was because instances of irregular expenditure, fruitless and wasteful expenditure were not investigated in time.

Internal control

- 36. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with legislation. The matters reported below are limited to the significant internal control deficiencies that resulted in the material findings on the annual performance report and the material findings on non-compliance with legislation included in this report.

Leadership

- 37. The accounting officer has implemented processes and monitoring controls that were inadequate to ensure that reliable performance information is produced. Furthermore the controls implemented were inadequate to ensure compliance with laws and regulations.

Financial and performance management

- 38. The department has implemented systems that were inadequate to prepare reliable monthly performance reports that are supported by adequate evidence. Furthermore the monitoring controls prepared were inadequate for compliance to all laws and regulations including supply chain management requirements.

OTHER REPORTS*Investigations*

- 39. Several investigations are being conducted by department's internal audit unit during the period under review at the request of the Accounting Officer arising from allegations against officials of the department. The allegations are still under investigation.

*Auditor General***PRETORIA****19 AUGUST 2015****AUDITOR - GENERAL
SOUTH AFRICA***Auditing to build public confidence*

ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015



5.3 ACCOUNTING POLICIES FOR THE YEAR ENDED 31 MARCH 2015

The Annual Financial Statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. However, where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the Annual Financial Statements and to comply with the statutory requirements of the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), the Treasury Regulations issued in terms of the Act and the Division of Revenue Act, Act 1 of 2006.

5.3.1 Presentation of the Annual Financial Statements

5.3.1.1 Basis of preparation

The Annual Financial Statements have been prepared on a modified cash basis of accounting, except where stated otherwise. The modified cash basis constitutes the cash basis of accounting supplemented with additional disclosure items. Under the cash basis of accounting transactions and other events are recognised when cash is received or paid.

5.3.1.2 Presentation currency

All amounts have been presented in the currency of the South African Rand (R), which is also the functional currency of the department.

5.3.1.3 Rounding

Unless otherwise stated all financial figures have been rounded to the nearest one thousand Rand (R'000).

ACCOUNTING POLICIES for the year ended 31 March 2015*5.3.1.4 Comparative figures*

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements. A comparison between actual and budgeted amounts per major classification of expenditure is included in the appropriation statement.

5.3.2 Revenue*5.3.2.1 Appropriated funds*

Appropriated funds are recognised in the financial records on the date the appropriation becomes effective. Adjustments to the appropriated funds made in terms of the adjustments budget process are recognised in the financial records on the date the adjustments become effective. Total appropriated funds received during the year are presented in the statement of financial performance.

Unexpended appropriated funds are surrendered to the National/Provincial Revenue Fund, unless approval has been given by the National/Provincial Treasury to roll-over the funds to the subsequent financial year. Amounts owed to the National Revenue Fund at the end of the financial year are recognised in the statement of financial position.

5.3.2.2 Departmental revenue

All departmental revenue is paid into the National Revenue Fund when received, unless otherwise stated. Amounts owing to the National Revenue Fund at the end of the financial year are recognised in the statement of financial position.

Tax revenue

Tax revenue consists of all compulsory unrequited amounts collected by the department in accordance with laws and or regulations (excluding fines, penalties & forfeits). Tax receipts are recognised in the statement of financial performance when received.

Sales of goods and services other than capital assets

The proceeds received from the sale of goods and/or the provision of services is recognised in the statement of financial performance when the cash is received.

Fines, penalties & forfeits

Fines, penalties & forfeits are compulsory unrequited amounts, which were imposed by a court or quasi-judicial body and collected by the department.

Revenue arising from fines, penalties and forfeits is recognised in the statement of financial performance when the cash is received.

Interest, dividends and rent on land

Interest, dividends and rent on land is recognised in the statement of financial performance when the cash is received.

Sale of capital assets

The proceeds received on sale of capital assets are recognised in the statement of financial performance when the cash is received.

Financial transactions in assets and liabilities

Repayments of loans and advances previously extended to employees and public corporations for policy purposes are recognised as revenue in the statement of financial performance on receipt of the funds.

Amounts receivable on the reporting date are disclosed as part of the disclosure notes to the annual financial statements. Cheques issued in previous accounting periods that expire before being banked are recognised as revenue in the statement of financial performance when the cheques becomes stale. When the cheques are reissued, payments are made from Revenue.

Gifts, donations and sponsorships

All cash gifts, donations and sponsorships are paid into the National Revenue Fund and recorded as revenue in the statement of financial performance when received. Amounts receivable on the reporting date are disclosed as part of the disclosure notes to the annual financial statements.

ACCOUNTING POLICIES for the year ended 31 March 2015

All in-kind gifts, donations and sponsorships are disclosed at fair value in the annexures to the annual financial statements.

5.3.2.3 Local and foreign aid assistance

Local and foreign aid assistance is recognised in the financial records when the Department directly receives the cash from the donor(s). The total cash amount received during the year is reflected in the statement of financial performance as revenue. In-kind local and foreign aid assistance is disclosed at fair value in the annexures to the annual financial statements

The cash payments made during the year relating to local and foreign aid assistance projects are recognised as expenditure in the statement of financial performance. A receivable is recognised in the statement of financial position to the value of amounts expensed prior to the receipt of the funds. A payable is raised in the statement of financial position where an amount has been inappropriately expensed using local and foreign aid assistance. Unutilised amounts are recognised in the statement of financial position.

5.3.3 Expenditure*5.3.3.1 Compensation of employees*

Salaries and wages comprise of payments to employees. Salaries and wages are recognised as expenses in the statement of financial performance when the final authorisations for payments are effected on the system (by no later than 31 March of each year). The expenditure is classified as capital where employees on a full time basis, were involved, on capital projects during the financial year.

Capitalised compensation forms part of the expenditure for capital assets categories in the statement of financial performance. All other payments are classified as current expenses. Social contributions include entities' contributions to social insurance schemes paid on behalf of employees. Social contributions are recognised as expenses in the Statement of Financial Performance when payments are effected on the system.

5.3.3.2 Short-term employee benefits

Short-term employee benefits comprise of leave entitlements, thirteenth cheques and performance bonuses.

The cost of short-term employee benefits is expensed as salaries and wages in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Short-term employee benefits that give rise to present legal or constructive obligations are disclosed in the notes to the financial statements. These amounts are not recognised in the statement of financial performance.

*5.3.3.3 Long-term employee benefits***Termination benefits**

Termination benefits such as severance packages are recognised as expenses in the statement of financial performance as transfers when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

Post-employment retirement benefits

The department provides medical benefits for certain of its employees. Employer contributions to the medical funds are expensed when the final authorisation for payment to the fund is effected on the system (by no later than 31 March of each year).

5.3.3.4 Goods and services

Payments made for goods and/or services are recognised as an expense in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year). The expenses are classified as capital if the goods and services were used on a capital project.

ACCOUNTING POLICIES for the year ended 31 March 2015*5.3.3.5 Financial transactions in assets and liabilities*

Debts are written off when identified as irrecoverable. Debts written-off are limited to the amount of savings and/or under-spending of appropriated funds. The write-off occurs at year-end or when funds are available. No provision is made for irrecoverable amounts. All other losses are recognised when authorisation has been granted for the recognition thereof.

5.3.3.6 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 is 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.

5.3.3.7 Transfers and subsidies

Transfers and subsidies are recognised as expenses when the final authorisation for payment is effected on the system (by no later than 31 March of each year). The department has received an exemption to depart from the Modified Cash Standard (MCS) from National Treasury to account for payments made to third parties who are building capital assets on behalf of the department's beneficiaries as transfers for the 2014/15 financial year. Therefore the impact of this exemption is that all the prior year and current payments made to these third parties will be not be treated as prepayments and advances as was done in previous years but will be accounted for as transfers and subsidies.

5.3.3.8 Expenditure for capital assets

Payments made for capital assets are recognised as expenses in the statement of financial performance when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

5.3.4 Assets*5.3.4.1 Cash and cash equivalents*

Cash and cash equivalents are carried in the statement of financial position at cost.

For the purposes of the cash flow statement, cash and cash equivalents comprise of cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

5.3.4.2 Prepayments and advances

Amounts prepaid or advanced are recognised in the statement of financial position when the payments are made.

5.3.4.3 Receivables

Receivables included in the statement of financial position arise from cash payments that are recoverable from another party, when the payments are made.

Revenue receivable not yet collected is included in the disclosure notes. Amounts that are potentially irrecoverable are disclosed as part of the disclosure notes to the annual financial statements.

5.3.4.5 Inventory

Inventory on hand at the reporting date are disclosed at cost in the disclosure notes to the annual financial statements.

5.3.5 Liabilities*5.3.5.1 Payables*

Recognised payables comprise of amounts being owed to other governmental entities and are disclosed as an annexure in the financial statements.

Other payables as a result of tax, pension deductions or medical aid are recognised at their nominal amounts in the statement of financial position.

ACCOUNTING POLICIES for the year ended 31 March 2015*5.3.5.2 Lease commitments*

Lease commitments represent amounts being owed from the reporting date to the end of the lease contract. These commitments are not recognised in the statement of financial position as liabilities or as expenditures in the statement of financial performance but are however disclosed as part of the disclosure notes. Operating and finance lease commitments are expensed when the payments are made. Assets acquired in terms of finance lease agreements are disclosed as part of the annexures to the annual financial statements.

5.3.5.3 Accruals

Accruals represent goods/services that have been received, but either the invoices involved are still awaited from the suppliers or final authorisations for payments have not been effected.

Accruals are not recognised in the statement of financial position as liabilities or as expenditures in the statement of financial performance but are however disclosed as part of the disclosure notes.

5.3.5.4 Contingent liabilities

A contingent liability is a possible obligation that arises from past events and which the existence of will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the department; or A contingent liability is a present obligation that arises from past events but is not recognised because:

- It is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
- The amount of the obligation cannot be measured with sufficient reliability.

Contingent liabilities are disclosed as part of the disclosure notes to the annual financial statements.

5.3.5.5 Contingent assets

Contingent assets are included in the disclosure notes to the annual financial statements when it is probable that an inflow of economic benefits will flow to the department.

5.3.6 Net Assets*5.3.6.1 Capitalisation reserve*

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are transferred to the National Revenue Fund on disposal, repayment or recovery of such amounts.

5.3.6.2 Recoverable revenue

Amounts are recognised as recoverable revenue when payments are made and recognised in a previous financial year becomes recoverable from a debtor.

5.3.7 Key management personnel

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department.

Senior management includes the Minister and Deputy Ministers responsible for the department, the Director-General, the Deputy Director-General(s) and the Chief Directors.

Compensation paid to key management personnel, including their family members, where relevant, are disclosed as part of the disclosure notes to the annual financial statements.

APPROPRIATION STATEMENT FOR THE YEAR ENDED 31 MARCH 2015

Appropriation per programme									
2014/15								2013/14	
Voted funds and Direct charges R'000	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	
Programme									
1. Administration	234,353	15,898	16,000	266,251	253,193	13,058	95.1%	245,380	242,668
2. Institutional Governance	100,040	(15,238)	-	84,802	81,638	3,164	96.3%	82,371	82,371
3. Arts and Culture Promotion and Development	1,031,526	(3,215)	(30,000)	998,311	995,030	3,281	99.7%	915,983	897,537
4. Heritage Promotion and Preservation	2,158,829	2,555	14,000	2,175,384	2,122,269	53,115	97.6%	1,671,043	1,580,907
TOTAL	3,524,748	-	-	3,524,748	3,452,130	72,618	97.9%	2,914,777	2,803,483
Reconciliation with Statement of Financial Performance									
Add:									
Departmental receipts				3,301				544	
Actual amounts per Statement of Financial Performance (Total Revenue)				3,528,049				2,915,321	
Actual amounts per Statement of Financial Performance Expenditure					3,452,130				2,803,483

APPROPRIATION STATEMENT for the year ended 31 March 2015

Appropriation per economic classification									
2014/15								2013/14	
R'000	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	608,997	(4,162)	10,270	615,105	532,771	82,687	86.6%	630,874	493,942
Compensation of employees	209,910	(2,859)	-	207,051	206,286	765	99.6%	190,923	190,788
Salaries and wages	186,590	(3,489)	-	183,101	182,452	649	99.6%	167,924	167,789
Social contributions	23,320	630	-	23,950	23,834	116	99.5%	22,999	22,999
Goods and services	399,087	(1,574)	10,270	407,783	326,356	81,780	79.9%	439,951	303,154
Administrative fees	1,581	672	-	2,253	947	1,306	42.0%	4,918	4,918
Advertising	6,966	7,419	-	14,385	14,385	-	100.0%	4,301	4,301
Minor assets	327	(115)	-	212	212	-	100.0%	132	132
Audit costs: External	4,622	3,601	-	8,223	8,223	-	100.0%	4,776	4,776
Bursaries: Employees	808	(109)	-	699	699	-	100.0%	482	482
Catering: Departmental activities	3,073	622	-	3,695	3,695	-	100.0%	2,961	2,961
Communication	8,139	1,217	-	9,356	9,260	96	99.0%	9,318	9,318
Computer services	9,964	2,250	-	12,214	12,214	-	100.0%	7,286	5,979
Consultants: Business and advisory services	7,308	(2,258)	-	5,050	4,452	598	100.0%	5,166	5,166
Legal services	4,742	140	-	4,882	4,882	-	100.0%	1,863	1,863
Contractors	83,028	(3,728)	-	79,300	79,286	14	100.0%	41,230	41,462
Agency and support/outsourced services	95,795	(21,925)	(19,100)	54,770	51,925	2,845	93.7%	132,189	105,191
Entertainment	106	15	-	121	121	-	100.0%	332	332
Fleet services	2,234	531	-	2,765	2,765	-	100.0%	5,820	5,820
Inventory: Other supplies	-	32,118	14,000	46,118	46,118	-	100.0%	43,723	-
Consumable supplies	1,453	267	-	1,720	1,720	-	100.0%	6,219	6,219
Consumable: Stationery, printing and office supplies	2,118	(799)	-	1,319	1,314	5	99.6%	623	623
Operating leases	74,105	(29,554)	16,000	60,551	14,992	45,559	24.8%	62,727	9,710
Property payments	23,751	18,824	-	42,575	11,271	31,304	26.5%	20,391	8,407
Travel and subsistence	49,378	(2,522)	-	46,856	46,856	-	100.0%	73,909	73,909
Training and development	2,252	222	(630)	1,844	1,844	-	100.0%	1,848	1,848

APPROPRIATION STATEMENT for the year ended 31 March 2015

Appropriation per economic classification									
2014/15								2013/14	
R'000	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
Operating payments	4,723	(802)	-	3,921	3,868	53	98.6%	3,414	3,414
Venues and facilities	12,458	(7,548)	-	4,910	4,910	-	100.0%	5,694	5,694
Rental and hiring	156	(112)	-	44	44	-	100.0%	629	629
Interest and rent on land	-	271	-	271	129	142	47.6%	-	-
Interest	-	237	-	237	95	142	40.1%	-	-
Rent on land	-	34	-	34	34	-	100.0%	-	-
Transfers and subsidies	2,908,353	2,055	(12,096)	2,898,312	2,908,381	(10,069)	100.3%	2,276,816	2,281,757
Provinces and municipalities	1,032,810	(9,297)	(3,800)	1,019,713	1,019,713	-	100.0%	600,286	606,286
Provinces	1,032,810	(9,299)	(3,800)	1,019,711	1,019,711	-	100.0%	600,286	606,286
Provincial Revenue Funds	1,016,210	-	-	1,016,210	1,016,210	-	100.0%	597,786	594,786
Provincial agencies and funds	16,600	(9,299)	(3,800)	3,501	3,501	-	100.0%	2,500	11,500
Municipalities	-	2	-	2	2	-	100.0%	-	-
Municipal agencies and funds	-	2	-	2	2	-	100.0%	-	-
Departmental agencies and accounts	1,606,353	(109)	(36,088)	1,570,156	1,520,117	50,039	96.8%	1,478,592	1,433,932
Social security funds	-	-	-	-	-	-	-	18	80
Departmental agencies	1,606,353	(109)	(36,088)	1,570,156	1,520,117	50,039	96.8%	1,478,574	1,433,852
Higher education institutions	980	-	(400)	580	570	10	98.3%	3,750	3,000
Foreign governments and international organisations	3,189	-	-	3,189	3,127	62	98.1%	2,915	2,915
Public corporations and private enterprises	11,635	20,147	37,528	69,310	147,278	(77,968)	100.0%	-	54,112
Public corporations	11,635	(45,154)	37,528	4,009	4,009	-	100.0%	-	-
Subsidies on products and production	-	1,489	-	1,489	1,489	-	100.0%	-	-
Other transfers to public corporations	11,635	(46,643)	37,528	2,520	2,520	-	100.0%	-	-
Private enterprises	-	65,301	-	65,301	143,269	(77,968)	219.4%	-	54,112
Other transfers to private enterprises	-	65,301	-	65,301	143,269	(77,968)	219.4%	-	54,112
Non-profit institutions	205,373	(4,921)	8,142	208,594	193,058	15,536	92.6%	110,512	102,252

APPROPRIATION STATEMENT for the year ended 31 March 2015

Appropriation per economic classification									
2014/15								2013/14	
R'000	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
Households	48,013	(3,765)	(17,478)	26,770	24,518	2,252	91.6%	80,761	79,260
Social benefits	-	2,039	-	2,039	2,039	-	100.0%	1,265	1,265
Other transfers to households	48,013	(5,804)	(17,478)	24,731	22,479	2,252	90.9%	79,496	77,995
Payments for capital assets	7,398	1,622	1,826	10,846	10,493	-	100.0%	7,016	27,713
Buildings and other fixed structures	-	-	-	-	-	-	-	-	8,157
Buildings	-	-	-	-	-	-	-	-	8,157
Machinery and equipment	7,398	(2,368)	-	5,030	5,030	-	100.0%	6,982	6,982
Transport equipment	-	1,840	-	1,840	1,840	-	100.0%	-	-
Other machinery and equipment	7,398	(4,208)	-	3,190	3,190	-	100.0%	6,982	6,982
Heritage assets	-	-	1,826	1,826	1,826	-	100.0%	-	-
Software and other intangible assets	-	3,990	-	3,990	3,637	-	100.0%	34	12,574
Payment for financial assets	-	485	-	485	485	-	100.0%	71	71
	3,524,748	-	-	3,524,748	3,452,130	72,618	97.9%	2,914,777	2,803,483

DETAIL PER PROGRAMME 1: ADMINISTRATION for the year ended 31 March 2015

Programme 1: Administration									
	2014/15							2013/14	
	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
Sub-programme									
1. Ministry	3,604	582	-	4,186	4,186	-	100.0%	3,841	3,841
2. Management	47,101	6,520	-	53,621	53,621	-	100.0%	68,951	68,937
3. Corporate Services	73,996	13,916	-	87,912	87,912	-	100.0%	77,334	74,636
4. Office of the Chief Financial Officer	23,114	4,419	-	27,533	27,533	-	100.0%	21,608	21,608
5. Office Accommodation	86,538	(9,539)	16,000	92,999	79,941	13,058	86.0%	73,646	73,646
	234,353	15,898	16,000	266,251	253,193	13,058	95.1%	245,380	242,668
Economic classification									
Current payments	226,955	10,933	15,370	253,258	176,748	76,863	78.9%	238,045	171,587
Compensation of employees	87,670	1,831	-	89,501	89,501	-	100.0%	80,576	80,502
Salaries and wages	77,530	2,479	-	80,009	80,009	-	100.0%	71,788	71,714
Social contributions	10,140	(648)	-	9,492	9,492	-	100.0%	8,788	8,788
Goods and services	139,285	9,360	15,370	164,015	87,152	76,863	53.0%	157,469	91,085
Administrative fees	292	35	-	327	327	-	100.0%	2,258	2,258
Advertising	701	99	-	800	800	-	100.0%	1,256	1,256
Minor assets	175	(4)	-	171	171	-	100.0%	111	111
Audit costs: External	4,622	3,518	-	8,140	8,140	-	100.0%	4,776	4,776
Bursaries: Employees	808	(109)	-	699	699	-	100.0%	482	482
Catering: Departmental activities	674	(183)	-	491	491	-	100.0%	1,147	1,147
Communication	3,881	1,166	-	5,047	5,047	-	100.0%	5,067	5,067
Computer services	6,400	1,961	-	8,361	8,361	-	100.0%	5,978	4,671
Consultants: Business and advisory services	593	19	-	612	612	-	100.0%	1,301	1,301
Legal services	832	769	-	1,601	1,601	-	100.0%	1,126	1,126

DETAIL PER PROGRAMME 1: ADMINISTRATION for the year ended 31 March 2015

Programme 1: Administration									
	2014/15							2013/14	
	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
Contractors	989	2,457	-	3,446	3,446	-	100.0%	213	445
Agency and support/outsourced services	6,861	(258)	-	6,603	6,603	-	100.0%	13,371	13,063
Entertainment	50	22	-	72	72	-	100.0%	271	271
Fleet services	2,212	531	-	2,743	2,743	-	100.0%	5,820	5,820
Consumable supplies	706	323	-	1,029	1,029	-	100.0%	1,019	1,019
Consumable: Stationery, printing and office supplies	1,089	(93)	-	996	996	-	100.0%	236	236
Operating leases	71,653	(27,524)	16,000	60,129	14,570	45,559	24.2%	62,583	9,566
Property payments	23,739	18,815	-	42,554	11,250	31,304	26.4%	17,793	5,809
Travel and subsistence	8,765	8,136	-	16,901	16,901	-	100.0%	27,484	27,484
Training and development	2,099	85	(630)	1,554	1,554	-	100.0%	1,808	1,808
Operating payments	1,491	(553)	-	938	938	-	100.0%	2,237	2,237
Venues and facilities	653	143	-	796	796	-	100.0%	1,098	1,098
Rental and hiring	-	5	-	5	5	-	100.0%	34	34
Interest and rent on land	-	95	-	95	95	-	100.0%	-	-
Interest	-	95	-	95	95	-	100.0%	-	-
Rent on land	-	-	-	-	-	-	-	-	-
Transfers and subsidies	-	3,121	630	3,751	67,556	(63,805)	1801.0%	293	62,766
Provinces and municipalities	-	3	-	3	3	-	100.0%	-	-
Provinces	-	1	-	1	1	-	100.0%	-	-
Provincial Revenue Funds	-	-	-	-	-	-	-	-	-
Provincial agencies and funds	-	1	-	1	1	-	100.0%	-	-
Municipalities	-	2	-	2	2	-	100.0%	-	-
Municipal bank accounts	-	-	-	-	-	-	-	-	-
Municipal agencies and funds	-	2	-	2	2	-	100.0%	-	-

DETAIL PER PROGRAMME 1: ADMINISTRATION for the year ended 31 March 2015

Programme 1: Administration									
	2014/15							2013/14	
	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
Departmental agencies and accounts	-	9	630	639	64,444	(63,805)	10085.1%	-	62,411
Social security funds	-	-	-	-	-	-	-	-	62
Departmental agencies	-	9	630	639	64,444	(63,805)	10085.1%	-	62,411
Households	-	3,109	-	3,109	3,109	-	100.0%	293	293
Social benefits	-	1,488	-	1,488	1,488	-	100.0%	293	293
Other transfers to households	-	1,621	-	1,621	1,621	-	100.0%	-	-
Payments for capital assets	7,398	1,541	-	8,586	8,586	-	100.0%	7,016	8,289
Machinery and equipment	7,398	(2,449)	-	4,949	4,949	-	100.0%	6,982	6,982
Transport equipment	-	1,840	-	1,840	1,840	-	100.0%	-	-
Other machinery and equipment	7,398	(4,289)	-	3,109	3,109	-	100.0%	6,982	6,982
Software and other intangible assets	-	3,990	-	3,637	3,637	-	100.0%	34	1,307
Payment for financial assets	-	303	-	303	303	-	100.0%	26	26
	234,353	15,898	16,000	266,251	253,193	13,058	95.1%	245,380	242,668

DETAIL PER PROGRAMME 2: INSTITUTIONAL GOVERNANCE for the year ended 31 March 2015

Programme 2: Institutional Governance									
	2014/15							2013/14	
	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
Sub-programme									
1. International Co-Operation	42,524	(8,870)	-	33,654	33,524	130	99.6%	37,368	37,368
2. Social Cohesion and Nation Building	46,478	(4,712)	-	41,766	38,732	3,034	92.7%	35,349	35,349
3. Coordination, Monitoring, Evaluation and Good Governance	11,038	(1,656)	-	9,382	9,382	-	100.0%	9,654	9,654
	100,040	(15,238)	-	84,802	81,638	3,164	96.3%	82,371	82,371

Economic classification									
Current payments	72,733	(12,600)	-	60,133	60,065	68	99.9%	65,101	65,101
Compensation of employees	28,611	(1,856)	-	26,755	26,687	68	99.7%	23,517	23,517
Salaries and wages	25,715	(1,796)	-	23,919	23,851	68	99.7%	20,306	20,306
Social contributions	2,896	(60)	-	2,836	2,836	-	100.0%	3,211	3,211
Goods and services	44,122	(10,744)	-	33,378	33,378	-	100.0%	41,584	41,584
Administrative fees	273	(115)	-	158	158	-	100.0%	952	952
Advertising	492	(282)	-	210	210	-	100.0%	9	9
Minor assets	58	(50)	-	8	8	-	100.0%	-	-
Catering: Departmental activities	966	(348)	-	618	618	-	100.0%	947	947
Communication	1,807	(238)	-	1,569	1,569	-	100.0%	1,420	1,420
Computer services	-	-	-	-	-	-	-	1,308	1,308
Consultants: Business and advisory services	191	(149)	-	42	42	-	100.0%	368	368
Contractors	9,716	562	-	10,278	10,278	-	100.0%	9,730	9,730
Agency and support/outsourced services	7,661	526	-	8,187	8,187	-	100.0%	10,664	10,664
Entertainment	22	(5)	-	17	17	-	100.0%	23	23
Consumable supplies	152	16	-	168	168	-	100.0%	625	625
Consumable: Stationery, printing and office supplies	242	(167)	-	75	75	-	100.0%	167	167
Operating leases	876	(746)	-	130	130	-	100.0%	141	141
Travel and subsistence	18,527	(8,564)	-	9,963	9,963	-	100.0%	13,332	13,332

DETAIL PER PROGRAMME 2: INSTITUTIONAL GOVERNANCE for the year ended 31 March 2015

Programme 2: Institutional Governance									
	2014/15							2013/14	
	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
Training and development	123	167	-	290	290	-	100.0%	-	-
Operating payments	1,068	(457)	-	611	611	-	100.0%	521	521
Venues and facilities	1,893	(877)	-	1,016	1,016	-	100.0%	1,258	1,258
Rental and hiring	55	(17)	-	38	38	-	100.0%	119	119
Transfers and subsidies	27,307	(2,646)	-	24,661	21,565	3,096	87.4%	17,270	17,270
Foreign governments and international organisations	2,089	-	-	2,089	2,027	62	97.0%	1,915	1,915
Public corporations and private enterprises	-	1,489	-	1,489	1,489	-	100.0%	-	-
Subsidies on products and production	-	1,489	-	1,489	1,489	-	100.0%	-	-
Non-profit institutions	16,916	(1,489)	-	15,427	12,393	3,034	80.3%	-	-
Households	8,302	(2,646)	-	5,656	5,656	-	100.0%	15,355	15,355
Social benefits	-	87	-	87	87	-	100.0%	5	5
Other transfers to households	8,302	(2,733)	-	5,569	5,569	-	100.0%	15,350	15,350
Payment for financial assets	-	8	-	8	8	-	100.0%	-	-
	100,040	(15,238)	-	84,802	81,638	3,164	96.3%	82,371	82,371

DETAIL PER PROGRAMME 3: ARTS AND CULTURE PROMOTION AND DEVELOPMENT for the year ended 31 March 2015

Programme 3: Arts and Culture Promotion and Development									
	2014/15							2013/14	
	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
Sub-programme									
1. National Language Services	50,321	(6,257)	-	44,064	43,483	581	98.7%	38,936	38,936
2. Pan South African Language Board	83,497	-	-	83,497	83,497	-	100.0%	95,680	95,680
3. Arts and Cultural Development	332,976	15,955	(5,500)	343,431	340,731	2,700	99.2%	287,986	269,541
4. Performing Arts Institutions	319,161	(5,348)	(26,978)	286,835	286,835	-	100.0%	216,346	216,345
5. National Film and Video Foundation	111,588	31	36,000	147,619	147,619	-	100.0%	105,223	105,223
6. National Arts Council	91,865	(5,500)	5,500	91,865	91,865	-	100.0%	87,554	87,554
7. Capital Works of Performing Arts Institutions	42,118	(2,096)	(39,022)	1,000	1,000	-	100.0%	84,258	84,258
	1,031,526	(3,215)	(30,000)	998,311	995,030	3,281	99.7%	915,983	897,537
Economic classification									
Current payments	159,599	4,083	(19,100)	144,582	144,001	581	99.6%	168,314	141,563
Compensation of employees	44,819	(2,834)	-	41,985	41,404	581	98.6%	39,621	39,560
Salaries and wages	41,998	(4,976)	-	37,022	36,441	581	98.4%	34,645	34,584
Social contributions	2,821	2,142	-	4,963	4,963	-	100.0%	4,976	4,976
Goods and services	114,780	6,914	(19,100)	102,594	102,594	-	100.0%	128,693	102,003
Administrative fees	180	(31)	-	149	149	-	100.0%	893	893
Advertising	2,124	9,583	-	11,707	11,707	-	100.0%	355	355
Minor assets	47	(36)	-	11	11	-	100.0%	1	1
Catering: Departmental activities	143	454	-	597	597	-	100.0%	175	175
Communication	622	250	-	872	872	-	100.0%	1,217	1,217
Computer services	300	(300)	-	-	-	-	-	-	-
Consultants: Business and advisory services	5,256	(2,330)	-	2,926	2,926	-	100.0%	2,556	2,556
Legal services	2,462	(256)	-	2,206	2,206	-	100.0%	203	203
Contractors	21,456	20,490	-	41,946	41,946	-	100.0%	9,022	9,022
Agency and support/outsourced services	68,377	(20,086)	(19,100)	29,191	29,191	-	100.0%	97,632	70,942
Entertainment	20	(7)	-	13	13	-	100.0%	20	20
Consumable supplies	39	(32)	-	7	7	-	100.0%	53	53

DETAIL PER PROGRAMME 3: ARTS AND CULTURE PROMOTION AND DEVELOPMENT for the year ended 31 March 2015

Programme 3: Arts and Culture Promotion and Development									
	2014/15							2013/14	
	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
Consumable: Stationery, printing and office supplies	360	(265)	-	95	95	-	100.0%	104	104
Operating leases	725	(581)	-	144	144	-	100.0%	-	-
Travel and subsistence	9,480	(267)	-	9,213	9,213	-	100.0%	15,231	15,231
Training and development	30	(30)	-	-	-	-	-	40	40
Operating payments	1,164	296	-	1,460	1,460	-	100.0%	179	179
Venues and facilities	1,895	162	-	2,057	2,057	-	100.0%	1,012	1,012
Rental and hiring	100	(100)	-	-	-	-	-	-	-
Interest and rent on land	-	3	-	3	3	-	100.0%	-	-
Rent on land	-	3	-	3	3	-	100.0%	-	-
Transfers and subsidies	871,927	(7,415)	(10,900)	853,612	850,912	2,700	99.7%	747,650	746,873
Provinces and municipalities	16,600	(9,300)	(3,800)	3,500	3,500	-	100.0%	2,500	11,500
Departmental agencies and accounts	651,870	(6,219)	(22,501)	623,150	620,460	2,690	99.6%	582,227	582,226
Higher education institutions	980	-	(400)	580	570	10	98.3%	3,750	3,000
Public corporations and private enterprises	11,635	18,658	37,528	67,821	67,821	-	100.0%	-	-
Public corporations	11,635	(46,643)	37,528	2,520	2,520	-	100.0%	-	-
Other transfers to public corporations	11,635	(46,643)	37,528	2,520	2,520	-	100.0%	-	-
Private enterprises	-	65,301	-	65,301	65,301	-	100.0%	-	-
Other transfers to private enterprises	-	65,301	-	65,301	65,301	-	100.0%	-	-
Non-profit institutions	155,933	(4,777)	(4,249)	146,907	146,907	-	100.0%	104,102	95,842
Households	34,909	(5,777)	(17,478)	11,654	11,654	-	100.0%	55,071	54,305
Social benefits	-	29	-	29	29	-	100.0%	80	80
Other transfers to households	34,909	(5,806)	(17,478)	11,625	11,625	-	100.0%	54,991	54,225
Payments for capital assets	-	81	-	81	81	-	100.0%	-	9,082
Machinery and equipment	-	81	-	81	81	-	100.0%	-	-
Software and other intangible assets	-	-	-	-	-	-	-	-	9,082
Payment for financial assets	-	36	-	36	36	-	100.0%	19	19
	1,031,526	(3,215)	(30,000)	998,311	995,030	3,281	99.7%	915,983	897,537

DETAIL PER PROGRAMME 4: HERITAGE PROMOTION AND PRESERVATION for the year ended 31 March 2015

Programme 4: Heritage Promotion and Preservation									
	2014/15							2013/14	
	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
Sub-programme									
1. Heritage Promotion	96,942	12,717	14,000	123,659	115,744	7,915	93.6%	116,940	72,482
2. National Archive Services	47,370	(6,880)	-	40,490	40,374	116	99.7%	43,191	45,376
3. Heritage Institutions	583,543	(11,731)	169	571,981	559,462	12,519	97.8%	424,903	424,903
4. National Library Services	104,755	(7,393)	6,279	103,641	103,641	-	100.0%	97,734	90,153
5. Public Library Services	1,039,825	4	-	1,039,829	1,036,852	2,977	99.7%	605,028	602,028
6. Capital Works	174,485	22,020	(5,448)	191,057	161,469	29,588	84.5%	288,724	243,860
7. South African Heritage Resources Agency	47,417	-	(1,000)	46,417	46,417	-	100.0%	43,666	43,666
8. South African Geographical Names Council	8,575	(6,182)	-	2,393	2,393	-	100.0%	4,850	4,850
9. National Heritage Council	55,917	-	-	55,917	55,917	-	100.0%	53,588	53,588
	2,158,829	2,555	14,000	2,175,384	2,122,269	53,115	97.6%	1,671,043	1,580,907
Economic classification									
Current payments	149,710	(6,578)	14,000	157,132	151,957	5,175	96.7%	159,414	115,691
Compensation of employees	48,810	-	-	48,810	48,694	116	99.8%	47,209	47,209
Salaries and wages	41,347	804	-	42,151	42,151	-	100.0%	41,185	41,185
Social contributions	7,463	(804)	-	6,659	6,543	116	98.3%	6,024	6,024
Goods and services	100,900	(6,751)	14,000	108,149	103,232	4,917	95.5%	112,205	68,482
Administrative fees	836	783	-	1,619	313	1,306	19.3%	815	815
Advertising	3,649	(1,981)	-	1,668	1,668	-	100.0%	2,681	2,681
Minor assets	47	(25)	-	22	22	-	100.0%	20	20
Audit costs: External	-	83	-	83	83	-	100.0%	-	-
Catering: Departmental activities	1,290	699	-	1,989	1,989	-	100.0%	692	692
Communication	1,829	39	-	1,868	1,772	96	94.9%	1,614	1,614
Computer services	3,264	942	-	4,206	4,206	-	100.0%	-	-
Consultants: Business and advisory services	1,268	202	-	1,470	872	589	100.0%	941	941
Legal services	1,448	(373)	-	1,075	1,075	-	100.0%	534	534

DETAIL PER PROGRAMME 4: HERITAGE PROMOTION AND PRESERVATION for the year ended 31 March 2015

Programme 4: Heritage Promotion and Preservation									
	2014/15							2013/14	
	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
Contractors	50,867	(27,237)	-	23,630	23,616	14	99.9%	18,593	18,593
Agency and support/outsourced services	12,896	(2,107)	-	10,789	7,944	2,845	68.1%	10,522	10,522
Entertainment	14	5	-	19	19	-	100.0%	18	18
Fleet services	22	-	-	22	22	-	100.0%	-	-
Inventory: Other supplies	-	32,118	14,000	46,118	46,118	-	100.0%	48,574	4,851
Consumable supplies	556	(40)	-	516	516	-	100.0%	4,522	4,522
Consumable: Stationery, printing and office supplies	427	(274)	-	153	148	5	96.7%	116	116
Operating leases	851	(703)	-	148	148	-	100.0%	3	3
Property payments	12	9	-	21	21	-	100.0%	2,598	2,598
Travel and subsistence	12,606	(1,827)	-	10,779	10,779	-	100.0%	17,862	17,862
Operating payments	1,000	(88)	-	912	859	53	94.3%	477	477
Venues and facilities	8,017	(6,976)	-	1,041	1,041	-	100.0%	2,326	2,326
Rental and hiring	1	-	-	1	1	-	100.0%	476	476
Interest and rent on land	-	173	-	173	31	142	17.9%	-	-
Interest	-	142	-	142	-	142	-	-	-
Rent on land	-	31	-	31	31	-	100.0%	-	-
Transfers and subsidies	2,009,119	8,995	(1,826)	2,016,288	1,968,348	47,940	97.6%	1,511,603	1,454,848
Provinces and municipalities	1,016,210	-	-	1,016,210	1,016,210	-	100.0%	597,786	594,786
Departmental agencies and accounts	954,483	6,101	(14,217)	946,367	835,213	111,154	88.3%	896,365	789,233
Social security funds	-	-	-	-	-	-	-	18	18
Departmental agencies	954,483	6,101	(14,217)	946,367	835,213	111,154	88.3%	896,347	789,215
Foreign governments and international organisations	1,100	-	-	1,100	1,100	-	100.0%	1,000	1,000
Public corporations and private enterprises	-	-	-	-	77,968	(77,968)	-	-	85,387
Public corporations	-	-	-	-	-	-	-	-	-
Other transfers to public corporations	-	-	-	-	-	-	-	-	-
Private enterprises	-	-	-	-	77,968	(77,968)	-	-	54,112

DETAIL PER PROGRAMME 4: HERITAGE PROMOTION AND PRESERVATION for the year ended 31 March 2015

Programme 4: Heritage Promotion and Preservation									
	2014/15							2013/14	
	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
Other transfers to private enterprises	-	-	-	-	77,968	(77,968)	-	-	54,112
Non-profit institutions	32,524	1,345	12,391	46,260	33,758	12,502	73.0%	6,410	6,410
Households	4,802	1,549	-	6,351	4,099	2,252	64.5%	10,042	9,307
Social benefits	-	435	-	435	435	-	100.0%	887	887
Other transfers to households	4,802	1,114	-	5,916	3,664	2,252	61.9%	9,155	8,420
Payments for capital assets	-	-	1,826	1,826	1,826	-	100.0%	-	10,342
Buildings and other fixed structures	-	-	-	-	-	-	-	-	8,157
Heritage assets	-	-	1,826	1,826	1,826	-	100.0%	-	-
Software and other intangible assets	-	-	-	-	-	-	-	-	2,185
Payment for financial assets	-	138	-	138	138	-	100.0%	26	26
	2,158,829	2,555	14,000	2,175,384	2,122,269	53,115	97.6%	1,671,043	1,580,907

NOTES TO THE APPROPRIATION STATEMENT for the year ended 31 March 2015

to the Appropriation Statement

- 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 and Annexure (1A to 2E) 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 to 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 Approp.
		R'000	R'000	R'000	%
	Programme 1: Administration				
		266,251	253,193	13,058	4.90%
	Under spending was due to tenant installation of the building for the relocation in 2015/16 financial year				
	Programme 2: Institutional Governance				
		84,802	81,638	3,164	3.73%
	Under spending was due to Arts and Social Development projects				
	Programme 3: Arts and Culture Promotion and Development				
		998,311	995,030	3,281	0.33%
	The amount is immaterial				
	Programme 4: Heritage Promotion and Preservation				
		2,175,384	2,122,269	53,115	2.44%
	The under spending was due to delays in Capital Works projects				

NOTES TO THE APPROPRIATION STATEMENT for the year ended 31 March 2015

Notes to the Appropriation Statement					
4.2	Per economic classification:	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Approp.
		R'000	R'000	R'000	%
Current expenditure					
	Compensation of employees	207,051	206,286	765	0.37%
	Goods and services	408,136	326,356	81,780	20.04%
	Interest and rent on land	271	129	142	52.40%
Transfers and subsidies					
	Provinces and municipalities	1,019,713	1,019,713	-	0.00%
	Departmental agencies and accounts	1,570,156	1,520,117	50,039	3.19%
	Higher education institutions	580	570	10	1.72%
	Public corporations and private enterprises	69,310	147,278	(77,968)	-112.49%
	Foreign governments and international organisations	3,189	3,127	62	1.94%
	Non-profit institutions	208,594	193,058	15,536	7.45%
	Households	26,768	24,516	2,252	8.41%
Payments for capital assets					
	Buildings and other fixed structures	-	-	-	-
	Machinery and equipment	5,030	5,030	-	0.00%
	Heritage assets	1,826	1,826	-	0.00%
	Software and other intangible assets	3,637	3,637	-	0.00%
Payments for financial assets					
		485	485	-	0.00%

Compensation of Employee

- Underspending is due to posts that became vacant in the year under review

Goods and Services

- Underspending is primarily related to Office Accommodation, including that of departmental public entities and municipal charges
- A secondary contributor to underspending in this area was the delays in finalisation of the lease identified premises by the Department of Public Works which meant that funds set aside for the tenant installation were not spent

Transfers and subsidies

- Overspending is primarily related to the treatment of payments made to third party implementing agencies who are managing infrastructure projects on behalf of the department's beneficiaries as transfer payments in the current year. This is a departure from the previous years where such expenditure was treated as a prepayment and advances.

STATEMENT OF FINANCIAL PERFORMANCE for the year ended 31 March 2015

REVENUE

Note	2014/15	2013/14
	R'000	R'000
Annual appropriation	1 3,524,748	2,914,777
Departmental revenue	2 3,301	544
TOTAL REVENUE	3,528,049	2,915,321
Current expenditure		
Compensation of employees	3 206,286	190,790
Goods and services	4 326,218	303,154
Interest and rent on land	5 129	-
Total current expenditure	532,633	493,944
Transfers and subsidies		
Transfers and subsidies	7 2,908,381	2,281,757
Total transfers and subsidies	2,908,381	2,281,757
Expenditure for capital assets		
Tangible assets	8 6,996	15,139
Intangible assets	8 3,635	12,572
Total expenditure for capital assets	10,631	27,711
Payments for financial assets	6 485	71
TOTAL EXPENDITURE	3,452,130	2,803,483
SURPLUS FOR THE YEAR	75,919	111,838
Reconciliation of Net Surplus for the year		
Voted Funds	72,618	111,294
Annual appropriation	72,618	111,294
Departmental revenue and NRF Receipts	13 3,301	544
SURPLUS FOR THE YEAR	75,919	111,838

STATEMENT OF FINANCIAL POSITION for the year ended 31 March 2015

ASSETS

Current Assets

Cash and cash equivalents

Prepayments and advances

Receivables

Voted funds to be surrendered from the Revenue Fund

Non-Current Assets

Receivables

TOTAL ASSETS

LIABILITIES

Current Liabilities

Voted funds to be surrendered to the Revenue Fund

Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund

Bank overdraft

Payables

TOTAL LIABILITIES

NET ASSETS

Note	2014/15	2013/14
	R'000	R'000
	68,210	41,171
9	2,107	31,723
10	564	-
11	1,230	9,448
12	64,309	-
	4,542	-
11	4,542	-
	<u>72,752</u>	<u>41,171</u>
	72,752	41,171
12	-	22,630
13	326	12
14	71,450	-
15	976	18,529
	<u>72,752</u>	<u>41,171</u>

CASH FLOW STATEMENT for the year ended 31 March 2015

Note	2014/15 R'000	2013/14 R'000
Receipts	3,528,024	2,915,321
Annual appropriated funds received	1.1 3,524,748	2,914,777
Departmental revenue received	2 3,264	527
Interest received	2.3 12	17
 Net (increase)/ decrease in working capital	 (14,441)	 (25,432)
Surrendered (to)/from Revenue Fund	(162,544)	25,212
Current payments	(532,504)	(493,944)
Interest paid	5 (129)	-
Payments for financial assets	(485)	(71)
Transfers and subsidies paid	(2,908,381)	(2,281,757)
Net cash flow available from operating activities	16 (90,460)	139,329
 CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for capital assets	8 (10,631)	(27,710)
Proceeds from sale of capital assets	2,4 25	-
Net cash flows from investing activities	(10,606)	(27,710)
 Net increase/ (decrease) in cash and cash equivalents	 (101,066)	 111,619
 Cash and cash equivalents at beginning of period	 31,723	 (79,896)
 Cash and cash equivalents at end of period	9 (69,343)	31,723

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

1. ANNUAL APPROPRIATION

1.1 Annual Appropriation

Programmes

Administration

Institutional Governance

Arts and Culture Promotion and Development

Heritage Promotion and Preservation

Total

2014/15			2013/14
Final Appropriation	Actual Funds Received	Funds not requested/ not received	Appropriation Received 2013/14
R'000	R'000	R'000	R'000
266,251	234,353	31,898	245,380
84,802	100,040	(15,238)	82,371
998,311	1,031,526	(33,215)	915,983
2,175,384	2,158,829	16,555	1,671,043
3,524,748	3,524,748	-	2,914,777

2. DEPARTMENTAL REVENUE

Tax revenue

Sales of goods and services other than capital assets

Fines, penalties and forfeits

Interest, dividends and rent on land

Sales of capital assets

Transactions in financial assets and liabilities

Departmental revenue collected

Note	2014/15	2013/14
	R'000	R'000
	-	-
2.1	263	247
2.2	4	1
2.3	12	17
2.4	25	-
2.5	2,997	279
	3,301	544

2.1 Sales of goods and services other than capital assets

Sales of goods and services produced by the department

Sales by market establishment

Administrative fees

Other sales

Total

2

	263	247
	15	16
	5	5
	243	226
	263	247

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15 R'000	2013/14 R'000
2		
Penalties	4	1
Total	4	1
2		
Interest	12	17
Total	12	17
2		
Tangible assets	25	-
Machinery and equipment	25	-
Total	25	-
3		
Receivables	142	37
Other Receipts including Recoverable Revenue	2,855	242
Total	2,997	279

2.2 Fines, penalties and forfeits

2.3 Interest, dividends and rent on land

2.4 Sales of capital assets

2.5 Transactions in financial assets and liabilities

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

3. COMPENSATION OF EMPLOYEES

3.1 Salaries and wages

Note	2014/15	2013/14
	R'000	R'000
Basic salary	141,235	130,171
Performance award	2,706	2,233
Service Based	147	84
Compensative/circumstantial	4,266	3,589
Other non-pensionable allowances	34,098	32,321
Total	182,452	168,398

3.2 Social Contributions

Employer contributions		
Pension	17,773	16,079
Medical	6,031	6,286
Bargaining council	30	27
Insurance		
Total	23,834	22,392
Total compensation of employees	206,286	190,790
Average number of employees	413	486

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

4. GOODS AND SERVICES

	Note	2014/15 R'000	2013/14 R'000
Administrative fees		947	4,918
Advertising		14,385	4,301
Minor assets	4.1	212	132
Bursaries (employees)		699	482
Catering		3,695	2,961
Communication		9,260	9,318
Computer services	4.2	12,567	5,979
Consultants: business and advisory services		4,438	5,166
Legal services		4,882	1,863
Contractors		79,301	37,790
Agency and support / outsourced services		51,925	105,191
Entertainment		121	332
Audit cost – external	4.3	8,223	4,776
Fleet services		2,765	5,820
Inventory	4.4	46,118	4,851
Consumables	4.5	2,896	5,663
Operating leases		14,992	9,710
Property payments	4.6	11,270	8,407
Rental and hiring		44	629
Travel and subsistence	4.7	46,856	73,909
Venues and facilities		4,910	5,694
Training and development		1,844	1,848
Other operating expenditure	4.8	3,868	3,414
Total		326,218	303,154

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

4.1 Minor assets

Tangible assets
Machinery and equipment
Total

4.2 Computer services

SITA computer services
External computer service providers
Total

4.3 Audit cost – external

Regularity audits
Investigations
Total

4.4 Inventory

Materials and supplies
Total

4.5 Consumables

Consumable supplies
Uniform and clothing
Household supplies
Building material and supplies
Communication accessories
IT consumables
Other consumables
Stationery, printing and office supplies
Total

Note	2014/15 R'000	2013/14 R'000
4		
	212	132
	212	132
	212	132
4		
	8,127	1,852
	4,087	4,127
	12,214	5,979
4		
	8,056	4,776
	167	-
	8,223	4,776
4		
	46,118	4,776
	46,118	4,776
4		
	1,582	5,022
	103	332
	470	771
	54	17
	6	212
	459	106
	490	3,584
	1,314	623
	2,896	5,645

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15	2013/14
	R'000	R'000
4		
Municipal services	5,640	-
Property maintenance and repairs	5	206
Other	5,625	8,201
Total	11,270	8,407
4		
Local	28,146	35,615
Foreign	18,710	38,294
Total	46,856	73,909
4		
Professional bodies, membership and subscription fees	398	125
Resettlement costs	31	83
Other	3,439	3,206
Total	3,868	3,414

4.6 Property payments

Municipal services
 Property maintenance and repairs
 Other
Total

4.7 Travel and subsistence

Local
 Foreign
Total

4.8 Other operating expenditure

Professional bodies, membership and subscription fees
 Resettlement costs
 Other
Total

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

5. INTEREST AND RENT ON LAND

Interest paid

Total

Note	2014/15	2013/14
	R'000	R'000
	129	-
	129	-

6. PAYMENTS FOR FINANCIAL ASSETS

Other material losses written off

Total

6.1	485	71
	485	71

6.1 Other material losses written off

Nature of losses

Damages to hired vehicles

Total

6		
	485	71
	485	71

7. TRANSFERS AND SUBSIDIES

Provinces and municipalities

Departmental agencies and accounts

Higher education institutions

Foreign governments and international organisations

Public corporations and private enterprises

Non-profit institutions

Households

Total

Note	2014/15	2013/14
	R'000	R'000
Annex 1A	1,019,713	606,286
Annex 1B	1,520,117	1,433,780
Annex 2A	570	3,000
Annex 2C	3,127	1,000
Annex 2B	147,278	54,112
Annex 2D	193,058	102,252
Annex 2E	24,518	81,174
	2,908,381	2,281,604

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15	2013/14
	R'000	R'000

8. EXPENDITURE FOR CAPITAL ASSETS

Tangible assets

Buildings and other fixed structures

Heritage assets

Machinery and equipment

Intangible assets

Software

Total

	6,996	15,139
31	-	-
29	1,826	8,158
29	5,170	6,981
	3,635	12,572
30	3,635	12,572
	10,631	27,711

Voted Funds	Aid assistance	TOTAL
R'000	R'000	R'000

8.1 Analysis of funds utilised to acquire capital assets - 2014/15

Tangible assets

Buildings and other fixed structures

Heritage assets

Machinery and equipment

Intangible assets

Software

Total

6,996	-	6,996
-	-	-
1,826	-	1,826
5,170	-	5,170
3,635	-	3,635
3,635	-	3,635
10,631	-	10,631

8.2 Analysis of funds utilised to acquire capital assets - 2013/14

Tangible assets

Buildings and other fixed structures

Heritage assets

Machinery and equipment

Intangible assets

Software

Total

15,139	-	15,139
-	-	-
8,158	-	8,158
6,981	-	6,981
12,572	-	12,572
12,572	-	12,572
27,711	-	27,711

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

9. CASH AND CASH EQUIVALENTS

Consolidated Paymaster General Account

Cash receipts

Cash on hand

Total

Note	2014/15	2013/14
	R'000	R'000
	2,131	31,723
	(6)	-
	(18)	-
	<u>2,107</u>	<u>31,723</u>

10. PREPAYMENTS AND ADVANCES

Travel and subsistence

Advances paid

Total

	450	-
10.1	<u>114</u>	<u>-</u>
	<u>564</u>	<u>-</u>

10.1 Advances paid

Public entities

Total

10		
Annex 10	<u>114</u>	<u>-</u>
	<u>114</u>	<u>-</u>

11. RECEIVABLES

Claims recoverable

Annex 6

Recoverable expenditure

Staff debt

Other debtors

Total

Note	2014/15				2013/14
	Less than one year	One to three years	Older than three years	Total	
	R'000	R'000	R'000	R'000	R'000
11.1	36	1,381	-	1,417	2,109
Annex 6					
11.2	1,131	-	-	1,131	3,829
11.3	63	14	125	202	481
11.4	-	3,022	-	3,022	3,029
	<u>1,230</u>	<u>4,417</u>	<u>125</u>	<u>5,772</u>	<u>9,448</u>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15	2013/14
	R'000	R'000
11.1 Claims recoverable		
National departments	36	39
Public entities	1,381	2,070
Total	1,417	2,109
11.2 Recoverable expenditure (disallowance accounts)		
Disallowance Damages and Losses	686	-
Recoverable Department of Justice	-	2,980
Salary Disallowance Accounts	445	849
Total	1,131	3,829
11.3 Staff debt		
Travel and subsistence debts	-	283
Debtors Account-bursaries, credit card and salary overpaid	202	198
Total	202	481
11.4 Other debtors		
Tax RSA	3,022	5
Exchequer account	-	3,024
Total	3,022	3,029

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**12. VOTED FUNDS TO BE SURRENDERED TO/(FROM) THE REVENUE FUND****Opening balance**

Transfer from statement of financial performance (as restated)

Transfer from statement of financial performance (as previously reported)

Prior year error adjustment relating to 2013/14

Reversal of capitalised immovable asset relating 2013/14

Cumulative effect of prior year error adjustment relating 2011/12 and 2012/13

Paid during the year

Closing balance

	2014/15	2013/14
	R'000	R'000
Opening balance	22,630	(25,770)
Transfer from statement of financial performance (as restated)	72,618	111,295
Transfer from statement of financial performance (as previously reported)	72,618	159,557
Prior year error adjustment relating to 2013/14	-	(54,112)
Reversal of capitalised immovable asset relating 2013/14	-	5,850
Cumulative effect of prior year error adjustment relating 2011/12 and 2012/13	-	(88,665)
Paid during the year	(159,557)	25,770
Closing balance	(64,309)	22,630

Prior year period error arose as a result of incorrect classification of a transfer payment as a capital asset and prepayment to IDT amounting to R136,9 million.

Nature of prior period error

Cumulative Effect of Prior Years Relating to 2011/12 and 2012/13

Cumulative effect of prior year period error to incorrect classification of a transfer payment as a capital asset and prepayment.

Payments made to IDT in 2011/12

Payments made to IDT in 2012/13

Relating to 2013/14

Payments made to IDT in 2013/14

Asset capitalised in error in 2013/14

Total Impact of the Prior Year error

	88,665
Payments made to IDT in 2011/12	49,920
Payments made to IDT in 2012/13	38,745
Relating to 2013/14	48,262
Payments made to IDT in 2013/14	54,112
Asset capitalised in error in 2013/14	(5,850)
Total Impact of the Prior Year error	136,927

13. DEPARTMENTAL REVENUE AND NRF RECEIPTS TO BE SURRENDERED TO THE REVENUE FUND**Opening balance**

Transfer from Statement of Financial Performance (as restated)

Paid during the year

Closing balance

Opening balance	12	26
Transfer from Statement of Financial Performance (as restated)	3,301	544
Paid during the year	(2,987)	(558)
Closing balance	326	12

14. BANK OVERDRAFT

Note	2014/15	2013/14
	R'000	R'000
	71,450	-
	71,450	-

Total	976	18,529
-------	-----	--------

15		
	39	450
	849	720
	16	3
	<u>904</u>	<u>1,173</u>

Total	72	128
-------	----	-----

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**16. NET CASH FLOW AVAILABLE FROM OPERATING ACTIVITIES**

Net surplus/(deficit) as per Statement of Financial Performance

Add back non cash/cash movements not deemed operating activities

(Increase)/decrease in receivables – current

(Increase)/decrease in prepayments and advances

Increase/(decrease) in payables – current

Proceeds from sale of capital assets

Expenditure on capital assets

Surrenders to Revenue Fund

Net cash flow generated by operating activities

	2014/15	2013/14
	R'000	R'000
	75,919	111,838
	(166,379)	27,491
	3,676	(4,414)
	(564)	(38,744)
	(17,553)	17,727
	(25)	-
	10,631	27,710
	(162,544)	25,212
	<u>(90,460)</u>	<u>139,329</u>

17. RECONCILIATION OF CASH AND CASH EQUIVALENTS FOR CASH FLOW PURPOSES

Consolidated Paymaster General account

Cash receipts

Cash on hand

Total

	(69,319)	31,723
	(6)	-
	(18)	-
	<u>(69,343)</u>	<u>31,723</u>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15	2013/14
	R'000	R'000

18. CONTINGENT LIABILITIES AND CONTINGENT ASSETS**18.1 Contingent liabilities**

Liable to	Nature			
Housing loan guarantees	Employees	Annex 4	42	238
Claims against the department		Annex 5	21,181	48,682
Inter-departmental payable			2,000	-
Total			23,223	48,920

18.2 Contingent assets

Nature of contingent asset			
Litigation Case	Annex 5	<u>9,069</u>	<u>12,780</u>
Total		9,069	12,780

19. COMMITMENTS**Current expenditure**

Approved and contracted	77,900	39,930
Approved but not yet contracted	170,088	-
	247,988	39,930

Capital Expenditure

Approved and contracted	-	49,614
	-	49,614
Total Commitments	247,988	89,544

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**20. ACCRUALS AND PAYABLES NOT RECOGNISED**

Listed by economic classification

Goods and services

Capital assets

Total

			2014/15	2013/14
			R'000	R'000
30 days	30+ days	Total		Total
11,643	1,745	13,388		35,033
-	-	-		-
11,643	1,745	13,388		35,033

Listed by programme level

Programme 1

Programme 2

Programme 3

Programme 4

Total

Confirmed balances with departments

Confirmed balances with other government entities

Total

Note	2014/15	2013/14
	R'000	R'000
	11,633	32,349
	335	374
	644	2,249
	776	61
	13,388	35,033
Annex 7	3,966	71
Annex 7	163	-
	4,129	71

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**21. EMPLOYEE BENEFITS****Leave entitlement**

Service bonus (Thirteenth cheque)

Performance awards

Capped leave commitments

Total

Leave credit with a negative balance amounts to R 146 289.97

2014/15	2013/14
R'000	R'000
8,444	13,315
5,156	4,831
3,147	2,211
4,761	-
21,508	20,357

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

22. LEASE COMMITMENTS

22.1 Operating leases expenditure

2014/15	Specialised military assets	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	2,027	2,027
Later than 1 year and not later than 5 years	-	-	-	301	301
Total lease commitments	-	-	-	2,328	2,328

The current lease for office accommodation is on month to month bases. The department plans to relocate and is in a process of finalizing the lease agreement.

2013/14	Specialised military assets	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	342	-	342
Total lease commitments	-	-	342	-	342

22.2 Finance leases expenditure

2013/14	Specialised military assets	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	-	3,898	3,898
Later than 1 year and not later than 5 years	-	-	-	1,746	1,746
Total lease commitments	-	-	-	5,644	5,644

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

Note	2014/15	2013/14
	R'000	R'000

23. ACCRUED REVENUE ARISING FROM TRANSFERS MANAGED BY THIRD PARTY (AGENT)

Interest, dividends and rent on land	23.1	10,730	5,994
Total		10,730	5,994

23.1 Analysis of accrued revenue arising from transfers managed by third party (Agent)

Opening balance	23	5,994	-
Add: Amounts recognised during the year		4,736	5,994
Closing balance		10,730	5,994

24. IRREGULAR EXPENDITURE**24.1 Reconciliation of irregular expenditure**

Opening balance		171,418	97,074
Add: Irregular expenditure - relating to prior year		39,998	-
Add: Irregular expenditure - relating to current year	24.2	80,643	74,344
Irregular expenditure awaiting condonation		292,059	171,418

Analysis of awaiting condonation per age classification

Current year		80,643	74,344
Prior years		211,416	97,074
Total		292,059	171,418

- Included in the current year is the amount of R32 million of prior year irregular expenditure which was not disclosed.
- The department is investigating the possibility that there may be other irregular expenditure incurred by the implementing agent, however it is impossible to quantify the possible irregular expenditure in that account due to unavailability of sufficient records to base the conclusion.

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**24.2 Details of irregular expenditure - current year**

		2014/15
		R'000
Incident	Disciplinary steps taken/criminal proceedings	
Appointment of consultants without following the competitive bidding process	Under investigation	14,086
Competitive bidding process not followed in the appointment of service providers and the reasons provided were not justifiable	Under investigation	23,508
Contract extension without justification and Accounting Officer's approval	Under investigation	3,078
Awarded bids were not done through a delegated Committee/Accounting Officer	Under investigation	21,367
SCM regulations and procurement processes were not followed	Under investigation	8,094
Bid was advertised for less than 21 days without justification	Under investigation	1,000
Request for quotations did not specify the preference point system (80/20 or 90/10) to be used as prescribed in terms of the PPPFA.	Under investigation	3,336
Prescribed minimum number of quotations not obtained and reasons provided not justifiable	Under investigation	2,083
Deviation from prescribed procurement processes and no reasons provided and approved by the delegated person.	Under investigation	3,930
Sponsorship and act of grace not approved by the relevant authority	Under investigation	161
Total		80,643

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

24.2 Details of irregular expenditure under investigation

		2014/15
		R'000
Incident		
Appointment of consultants without following the competitive bidding process	Under investigation	14,086
Competitive bidding process not followed in the appointment of service providers and the reasons provided were not justifiable	Under investigation	23,508
Contract extension without justification and Accounting Officer's approval	Under investigation	3,078
Awarded bids were not done through a delegated Committee/Accounting Officer	Under investigation	21,367
SCM regulations and procurement processes were not followed	Under investigation	8,094
Bid was advertised for less than 21 days without justification	Under investigation	1,000
Request for quotations did not specify the preference point system (80/20 or 90/10) to be used as prescribed in terms of the PPPFA.	Under investigation	3,336
Prescribed minimum number of quotations not obtained and reasons provided not justifiable	Under investigation	2,083
Deviation from prescribed procurement processes and no reasons provided and approved by the delegated person.	Under investigation	3,930
Sponsorship and act of grace not approved by the relevant authority	Under investigation	161
Total		80,643

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

25. FRUITLESS AND WASTEFUL EXPENDITURE**25.1 Reconciliation of fruitless and wasteful expenditure**

Opening balance

Prior period error

Fruitless and wasteful expenditure – relating to current year

Less: Amounts resolved

Fruitless and wasteful expenditure awaiting resolution

Note	2014/15	2013/14
	R'000	R'000
	8,325	2,762
	(500)	-
25.2	330	5,563
	(3,541)	-
	4,614	8,325

25.2 Analysis of awaiting resolution per age classification

Prior years

Current

Total

4,284	2,762
330	5,563
4,614	8,325

25.3 Analysis of Current Year's Fruitless and wasteful expenditure

Incident	Disciplinary steps taken/criminal proceedings
Interest paid on DPW account	No disciplinary steps taken yet, the incident was recently reported
Interest paid for the late payment on overdue pension fund	No disciplinary steps taken yet, the incident was recently reported
Cancellation fee of artist performance	Disciplinary steps were taken
Interest paid on additional liability pension owing to GEPPF	No disciplinary steps taken yet, the incident was recently reported
Interest paid on arrears account	No disciplinary steps taken yet, the incident was recently reported
Interest paid on arrears pension fund	The incident was recently reported
Total	

2014/15
R'000
83
11
200
20
13
3
330

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

26. RELATED PARTY TRANSACTIONS

Payments made

Transfers

Total

2014/15	2013/14
R'000	R'000
-	668,697
-	668,697

27. KEY MANAGEMENT PERSONNEL

Political office bearers (provide detail below)

Officials:

Level 15 to 16

Level 14 (incl CFO)

TotalNo. of
Individuals

3

3,129

3,842

11

10,219

7,477

22

18,385

14,276

31,733**25,595**No. of
Individuals

Key management personnel (Parliament/Legislatures)

Chief Financial Officer

Legal Advisor

Total

1

1,200

411

3

1,161

279

2,361**690**

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

	Note	2014/15 R'000	2013/14 R'000
28. PROVISIONS	28.1		
Leave provision		-	121
Assets and Liabilities to be written off		527	-
Interest on overdue account with a travel agent		107	-
		-	-
Total		634	121

28.1 Reconciliation of movement in provisions - 2014/15

	Provision 1 R'000	Provision 2 R'000	Provision 3 R'000	Total provisions R'000
Opening balance	121	-	-	121
Increase in provision	-	527	-	527
Settlement of provision	-	-	107	107
Unused amount reversed	(121)	-	-	(121)
Closing balance	-	527	107	634

28.2 Reconciliation of movement in provisions - 2013/14

Opening balance	2,801	-	-	2,801
Increase in provision	121	-	-	121
Unused amount reversed	(2,801)	-	-	(2,801)
Closing balance	121	-	-	121

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

29. MOVABLE TANGIBLE CAPITAL ASSETS

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
HERITAGE ASSETS	10,145	1,826	-	11,971
Heritage assets	10,145	1,826	-	11,971
MACHINERY AND EQUIPMENT	51,801	5,169	13,217	43,753
Transport assets	1,172	1,840	-	3,012
Computer equipment	28,160	2,952	2,060	29,052
Furniture and office equipment	21,860	239	11,019	11,080
Other machinery and equipment	609	138	138	609
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	61,946	6,995	13,217	55,724

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**29.1 ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015**

	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
HERITAGE ASSETS	1,826	-	-	-	1,826
Heritage assets	1,826	-	-	-	1,826
MACHINERY AND EQUIPMENT	5,031	-	-	-	5,031
Transport assets	1,840	-	-	-	1,840
Computer equipment	2,952	-	-	-	2,952
Furniture and office equipment	239	-	-	-	239
Other machinery and equipment	138	-	-	-	138
TOTAL ADDITION	6,995	-	-	-	6,995

Additions

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

29.2 Disposals of movable tangible capital assets per asset register for the year ended 31 March 2015

Disposals

HERITAGE ASSETS

Computer equipment

Furniture and office equipment

Other machinery and equipment

TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS

Sold for cash	Transfer out or destroyed or scrapped	Total disposals	Cash received Actual
R'000	R'000	R'000	R'000
-	-	-	-
23	2,037	2,060	23
2	11,017	11,019	2
-	138	138	-
25	13,192	13,217	25

29.3 Movement for 2013/14

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Opening balance	Prior period error	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000	R'000
HERITAGE ASSETS	2,544	7,601	-	-	10,145
Heritage assets	2,544	7,601	-	-	10,145
MACHINERY AND EQUIPMENT	45,110	(274)	6,985	20	51,801
Transport assets	1,172	-	-	-	1,172
Computer equipment	21,476	235	6,449	-	28,160
Furniture and office equipment	20,904	655	301	-	21,860
Other machinery and equipment	1,558	(1,164)	235	20	609
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	47,654	7,327	6,985	20	61,946

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**29.4 Minor assets****MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015**

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	220	25,010	-	25,230
Additions	-	1	-	211	-	212
Disposals	-	-	-	7,851	-	7,851
TOTAL MINOR ASSETS	-	1	220	17,370	-	17,591

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Number of R1 minor assets	-	-	80	464	-	544
Number of minor assets at cost	-	1	-	14,244	-	14,245
TOTAL NUMBER OF MINOR ASSETS	-	1	80	14,708	-	14,789

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2014

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	-	-	25,109	-	25,109
Prior period error	-	-	220	(220)	-	-
Additions	-	-	-	130	-	130
Disposals	-	-	-	9	-	9
TOTAL MINOR ASSETS	-	-	220	25,010	-	25,230

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

29.5 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2015

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Assets written off	-	-	-	260	-	260
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	260	-	260

30. INTANGIBLE CAPITAL ASSETS

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2015

	Opening balance	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000
Software	17,800	1,544	-	19,344
TOTAL INTANGIBLE CAPITAL ASSETS	17,800	1,544	-	19,344

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**30.1 Additions to intangible capital assets per asset register for the year ended 31 March 2015**

	Cash	Non-cash	(Development work-in-progress current costs)	Received current, not paid (Paid current year, received prior year	Total
	R'000	R'000	R'000	R'000	R'000
Software	3,636	-	-	(2,092)	1,544
TOTAL ADDITIONS TO INTANGIBLE CAPITAL ASSETS	3,636	-	-	(2,092)	1,544

Movement for 2013/14**30.2 Movement in intangible capital assets per asset register for the year ended 31 March 2014**

	Opening balance	Prior period error	Additions	Disposals	Closing balance
	R'000	R'000	R'000	R'000	R'000
Software	196	5,032	12,572	-	17,800
TOTAL INTANGIBLE CAPITAL ASSETS	196	5,032	12,572	-	17,800

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1A

STATEMENT OF CONDITIONAL GRANTS PAID TO THE PROVINCES

NAME OF PROVINCE/ GRANT	GRANT ALLOCATION				TRANSFER			SPENT			2013/14
	Division of Revenue Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re- allocations by National Treasury or National Department	Amount received by department	Amount spent by department	% of available funds spent by dept	Division of Revenue Act
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
Summary by province											
Eastern Cape	109,718	1,898	-	111,616	109,418	-	-	109,418	109,418	100%	72,492
Free State	122,013	5,708	-	127,721	119,013	-	-	119,013	119,013	100%	62,918
Gauteng	128,108	-	-	128,108	125,611	-	-	125,608	125,608	100%	63,470
KwaZulu-Natal	126,254	-	-	126,254	122,754	-	-	122,754	122,754	100%	63,145
Limpopo	85,010	14,014	-	99,024	83,010	-	-	81,010	81,010	100%	56,528
Mpumalanga	114,781	1,116	-	115,897	114,781	-	-	114,781	114,781	100%	72,521
Northern Cape	118,996	5,163	(300)	123,859	119,896	-	-	118,396	118,396	100%	75,596
North West	100,383	6,556	-	106,939	98,883	-	-	98,883	98,883	100%	64,058
Western Cape	127,847	-	-	127,847	126,347	-	-	126,347	126,347	100%	67,058
Total	1,033,110	34,455	(300)	1,067,265	1,019,713	-	-	1,016,210	1,016,210	100%	597,786

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1A (CONTINUED)

STATEMENT OF CONDITIONAL GRANTS PAID TO THE PROVINCES

NAME OF PROVINCE/ GRANT	GRANT ALLOCATION				TRANSFER			SPENT			2013/14
	Division of Revenue Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re- allocations by National Treasury or National Department	Amount received by department	Amount spent by department	% of available funds spent by dept	Division of Revenue Act
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
Summary by grant											
Community Library	1,016,210	34,455	-	1,050,665	1,016,210	-	-	1,016,210	1,016,210	100%	597,786
Conditional Grants Services											
National And Provincial Flagship Events/Cultural Events	16,300	-	(300)	16,000	3,500	-	-	-	-		-
Municipal Agencies And Funds	600	-	-	600	3	-	-	-	-		-
Total	1,033,110	34,455	(300)	1,067,265	1,019,713	-	-	1,016,210	1,016,210	100%	597,786
COMMUNITY LIBRARY											
Conditional grants received											
Eastern Cape	109,418	1,898	-	111,316	109,418	-	-	109,418	109,418	100%	72,492
Free State	119,013	5,708	-	124,721	119,013	-	-	119,013	119,013	100%	62,918
Gauteng	125,608	-	-	125,608	125,608	-	-	125,608	125,608	100%	63,470
KwaZulu-Natal	122,754	-	-	122,754	122,754	-	-	122,754	122,754	100%	63,145
Limpopo	81,010	14,014	-	95,024	81,010	-	-	81,010	81,010	100%	56,528
Mpumalanga	114,781	1,116	-	115,897	114,781	-	-	114,781	114,781	100%	72,521
Northern Cape	118,396	5,163	-	123,559	118,396	-	-	118,396	118,396	100%	75,596
North West	98,883	6,556	-	105,439	98,883	-	-	98,883	98,883		64,058
Western Cape	126,347	-	-	126,347	126,347	-	-	126,347	126,347		67,058
Total	1,016,210	34,455	-	1,050,665	1,016,210	-	-	1,016,210	1,016,210		597,786

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1A (CONTINUED)

STATEMENT OF CONDITIONAL GRANTS PAID TO THE PROVINCES

NAME OF PROVINCE/ GRANT	GRANT ALLOCATION				TRANSFER			SPENT			2013/14
	Division of Revenue Act	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re- allocations by National Treasury or National Department	Amount received by department	Amount spent by department	% of available funds spent by dept	Division of Revenue Act
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
NATIONAL AND PROVINCIAL FLAGSHIP EVENTS/CULTURAL EVENTS											
Eastern Cape	-	-	-	-	-	-	-	-	-	-	-
Free State	3,000	-	-	3,000	-	-	-	-	-	-	-
Gauteng	2,500	-	-	2,500	-	-	-	-	-	-	-
KwaZulu-Natal	3,500	-	-	3,500	-	-	-	-	-	-	-
Limpopo	4,000	-	-	4,000	2,000	-	-	-	-	-	-
Northern Cape	300	-	(300)	-	1,500	-	-	-	-	-	-
North West	1,500	-	-	1,500	-	-	-	-	-	-	-
Western Cape	1,500	-	-	1,500	-	-	-	-	-	-	-
Total	16,300	-	(300)	16,000	3,500	-	-	-	-	-	-
MUNICIPAL AGENCIES AND FUNDS											
Eastern Cape	300	-	-	300	-	-	-	-	-	-	-
Gauteng	-	-	-	-	-	-	-	-	-	-	-
Northern Cape	300	-	-	300	3	-	-	-	-	-	-
Total	600	-	-	600	3	-	-	-	-	-	-

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1B

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ACCOUNT

DEPARTMENT/AGENCY/ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2013/14
	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
Performing Arts Institutions:							
Artscape	50,755	-	-	50,755	50,755	100%	47,821
State Theatre	45,028	-	-	45,028	45,028	100%	42,393
Playhouse Company	43,085	-	-	43,085	43,085	100%	40,570
Performing Arts Centre of the Free State	37,690	-	-	37,690	37,690	100%	35,487
Market Theatre Foundation	27,810	-	-	27,810	27,810	100%	26,196
Windybrow Theatre	10,703	-	-	10,703	10,703	100%	10,082
National Arts Council	91,865	-	5,500	97,365	97,365	100%	87,554
National Film and Video Foundation	111,588	-	36,000	147,588	147,588	100%	105,223
National Language Services	-	-	4,254	4,254	4,254	100%	-
Capital Transfer - Playhouses	127,778	-	(57,978)	69,800	64,452	92%	84,259
Promotion of Performing Arts	-	-	-	-	-	-	7,718
Mzansi Golden Economy Projects	10,953	-	(30)	10,923	8,233	75%	-
Sub-Total	557,255	-	(12,254)	545,001	536,963	99%	487,303
Heritage Institutions:							
Northern Flagship Institution	66,350	-	-	66,350	66,350	100%	62,450
Iziko Museums of Cape Town	65,331	-	-	65,331	65,331	100%	61,515
War Museum of the Boer Republics	8,613	-	-	8,613	8,613	100%	8,022
Natal Museum	17,376	-	-	17,376	17,376	100%	16,359
National Museum	41,085	-	-	41,085	41,085	100%	38,415
Die Afrikaanse Taalmuseum	5,308	-	-	5,308	5,308	100%	4,963
The National English Literature Museum	8,657	-	-	8,657	8,657	100%	8,148

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1B (CONTINUED)

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ACCOUNT

	TRANSFER ALLOCATION				TRANSFER		2013/14
	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
Voortrekker Museum	11,935	-	-	11,935	11,935	100%	11,236
Robben Island Museum	65,414	-	13,910	79,324	66,805	84%	61,586
Willam Humphreys Arts Gallery	5,960	-	-	5,960	5,960	100%	5,613
Nelson Mandela Museum	20,124	-	-	20,124	20,124	100%	18,900
Freedom Park	70,470	-	-	70,470	70,470	100%	66,372
Luthuli Museum	8,890	-	-	8,890	8,890	100%	7,465
South African Heritage Resources Agency	46,417	-	-	46,417	46,417	100%	43,666
National Heritage Council	55,917	-	-	55,917	55,917	100%	53,588
Capital Transfer - Heritage Institutions	188,741	-	(14,741)	174,000	149,285	86%	51,258
Sub-Total	686,588	-	(831)	685,757	648,523	95%	519,556
Libraries:							
National Library of South Africa	72,387	-	-	72,387	72,387	100%	68,117
South African Library for the Blind	16,612	-	-	16,612	16,612	100%	15,626
Community Libraries	11,690	-	-	11,690	11,690	100%	1,721
Capital Transfer - Libraries	-	-	-	-	-		-
National Archive Services	-	-	-	-	-		2
Sub-Total	100,689	-	-	100,689	100,689	100%	85,466
Capital Works:							
Capital Works of Playhouses	11,118	-	(9,022)	2,096	-	0%	-
Capital Works of Heritage Institutions	92,889	-	(19,665)	73,224	35,097	48%	195,605
Capital Works of Libraries	74,317	-	4,934	79,251	50,902	64%	89,040
Sub-Total	178,324	-	(23,753)	154,571	85,999	56%	284,645

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 1B (CONTINUED)

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ACCOUNT

Other:

Office Accommodation

Pan SA Language Board

Public Sector SETA

TV Licences

Sub-Total

TOTAL

TRANSFER ALLOCATION				TRANSFER		2013/14
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
-	-	-	-	63,805	-	-
83,497	-	-	83,497	83,497	100%	95,680
-	-	630	630	630	100%	-
-	-	11	11	11	100%	-
83,497	-	641	84,138	147,943	176%	95,680
			-			
1,606,353	-	(36,197)	1,570,156	1,520,117	97%	1,472,650

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 2A

STATEMENT OF TRANSFERS TO HIGHER EDUCATION INSTITUTIONS

INSTITUTION NAME	TRANSFER ALLOCATION				TRANSFER			2013/14
	Adjusted appropriation	Roll Overs	Adjustments	Total Available	Actual Transfer	Amount not transferred	% of Available funds transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000
Mzansi Golden Economy Projects	980	-	(400)	580	570	10	2%	3,750
TOTAL	980	-	(400)	580	570	10		3,750

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**ANNEXURE 2B****STATEMENT OF TRANSFERS/SUBSIDIES TO PUBLIC CORPORATIONS AND PRIVATE ENTERPRISES**

NAME OF PUBLIC CORPORATION/ PRIVATE ENTERPRISE	TRANSFER ALLOCATION				EXPENDITURE			2013/14
	Adjusted appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Capital	Current
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Public corporations								
Independent Development Trust	-	-	-	-	77,968		77,968	-
Arts social development and youth	-	-	1,489	1,489	1,489	100.0%	-	1,489
Mzansi Golden Economy Projects	4,981	-	56,064	61,045	61,045	100.0%	-	61,045
National Language Services	4,254	-	(4,254)	-	-		-	-
Capital Works of Performing Arts Institutions	-	-	1,000	1,000	1,000	100.0%	1,000	-
Cultural and Creative Industries	2,400	-	3,376	5,776	5,776	100.0%	-	5,776
TOTAL	11,635	-	57,675	69,310	147,278	212.5%	78,968	68,310

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 2C

STATEMENT OF TRANSFERS TO FOREIGN GOVERNMENT AND INTERNATIONAL ORGANISATIONS

FOREIGN GOVERNMENT / INTERNATIONAL ORGANISATION

Transfers

African World Heritage Fund

Sub Fees: Commonwealth

Total

TRANSFER ALLOCATION				EXPENDITURE		2013/14
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
1,100	-	-	1,100	1,100	100%	1,000
2,089	-	-	2,089	2,027	97%	1,915
3,189	-	-	3,189	3,127		2,915

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 2D

STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

NON-PROFIT INSTITUTIONS

Transfers

	TRANSFER ALLOCATION				EXPENDITURE		2013/14
	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
Arts social development and youth	13,916	-	(1,489)	12,427	9,393	76%	-
Gcwala Ngamasiko Cultural Festival	1,000	-	-	1,000	1,000	100%	-
Kauru Visual Arts Exhibition	2,000	-	-	2,000	2,000	100%	-
Cultural and Creative Industries	12,287	-	6,632	18,919	18,919	100%	81,511
Mzansi Golden Economy Projects	136,334	-	(16,866)	119,468	119,468	100%	15,420
National Language Services	-	-	1,208	1,208	1,208	100%	-
Heritage Projects	4,700	-	-	4,700	1,150	24%	-
Library and Information Association of South Africa	4,500	-	-	4,500	4,469	99%	-
Capital Works Heritage Projects	16,240	-	12,391	28,631	19,710	69%	-
	190,977	-	1,876	192,853	177,317		96,931
Subsidies							
Business Arts South Africa	7,312	-	-	7,312	7,312	100%	6,898
Engel House Art Collect: PTA	289	-	-	289	289	100%	273
Blind S A	8,140	-	-	8,140	8,140	100%	6,410
	15,741	-	-	15,741	15,741		13,581
Total	206,718	-	1,876	208,594	193,058		110,512

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 2E

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS

Transfers

Employee Social Benefits
 Language development projects
 Cultural and Creative Industries
 Mzansi Golden Economy Projects
 Heritage Promotion
 Arts social development and youth

Total

TRANSFER ALLOCATION				EXPENDITURE		2013/14
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
-	-	3,660	3,660	3,660	100%	1,280
8,997	-	(1,208)	7,789	7,789	100%	12,490
21,572	-	(20,491)	1,081	1,081	100%	-
4,340	-	(1,585)	2,755	2,755	100%	42,486
4,802	-	1,114	5,916	3,664	62%	9,173
8,302	-	(2,733)	5,569	5,569	100%	15,350
48,013	-	(21,243)	26,770	24,518		80,779

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**ANNEXURE 3****STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND PAYMENTS MADE AS AN ACT OF GRACE***NATURE OF GIFT, DONATION OR SPONSORSHIP***Made in kind**

Gifts

Donations

Sponsorship

Act of Grace

TOTAL

2014/15	2013/14
R'000	R'000
36	73
138	-
-	80
22	-
196	153

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 4

STATEMENT OF FINANCIAL GUARANTEES ISSUED AS AT 31 MARCH 2015 - LOCAL

GUARANTOR INSTITUTION	Guarantee in respect of	Original guaranteed capital amount	Opening balance 1 April 2014	Prior Year adjustment	Guarantees draw downs during the year	Guaranteed repayments/ cancelled/ reduced/ released during the year	Revaluations	Closing balance 31 March 2015	Guaranteed interest for year ended 31 March 2015
		R'000	R'000		R'000	R'000	R'000	R'000	R'000
	Housing								
Standard Bank		139	92	(60)	-	9		23	-
Nedbank		237	58	(58)	-	-		-	-
ABSA		290	86	(67)	-	-		19	-
Peoples Bank		25	1	(1)	-	-		-	-
First National Bank		120	-		-	-		-	-
TOTAL		811	237	(186)	-	9	-	42	-

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 5

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2015

Nature of liability

Claims against the department
 Legal (Arbitration and litigation case)
 North-west provincial government payable
TOTAL

Opening balance 1 April 2014	Liabilities incurred during the year	Liabilities paid/ cancelled/ reduced during the year	Liabilities recoverable (Provide details hereunder)	Closing balance 31 March 2015
R'000	R'000	R'000	R'000	R'000
48,682	9,897	37,397	-	21,182
-	2,000	-	-	2,000
48,682	11,897	37,397	-	23,182

STATEMENT OF CONTINGENT ASSETS AS AT 31 MARCH 2015

Nature of liabilities recoverable

Litigation case: Projects funded not implemented as proposed

Litigation case: Damages of transported goods and furniture
 Litigation case: Missing component of delivered furniture

Litigation case: Funding default judgement

Total

Opening Balance 1 April 2014	Details of liability and recoverability	Movement during the year	Closing balance 31 March 2015
R'000		R'000	R'000
9,063	A refund on a project that was never implemented	(2,584)	6,479
10	Damages of transported goods and furniture matter was written-off	(10)	-
35		-	35
3,672	A refund on a project that was never implemented	(500)	3,172
	Legal fees that could not be recovered	(617)	-
12,780		(3,711)	9,069

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 6

CLAIMS RECOVERABLE

GOVERNMENT ENTITY

DEPARTMENTS

Department of Water and Sanitation
 Department of Justice (Human Rights day)
 Department of Public Works
 Department of Public Works
 Department of Education - Gauteng Province
 Statistics South Africa

Sub-Total

OTHER GOVERNMENT ENTITIES

PanSalb

Sub-Total

Total

Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
31/03/2015	31/03/2014	31/03/2015	31/03/2014	31/03/2015	31/03/2014
R'000	R'000	R'000	R'000	R'000	R'000
-	-	36	-	36	-
-	-	-	-	-	-
-	1	-	-	-	1
-	1	-	-	-	1
-	5	-	-	-	5
-	39	-	-	-	39
	46	36	-	36	46
-	2,070	1,381	-	1,381	2,070
				-	-
-	2,070	1,381	-	1,381	2,070
-	2,116	1,417	-	1,417	2,116

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 7

INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY

DEPARTMENTS

Current

Department of Mineral Resources
Statistics South Africa
Department of Education (Eastern Cape Province)
South African Police Service
Department of Public Works

Sub-Total

OTHER GOVERNMENT ENTITY

Current

Government Fleet
Government printers

Sub-Total

TOTAL

Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
31/03/2015	31/03/2014	31/03/2015	31/03/2014	31/03/2015	31/03/2014
R'000	R'000	R'000	R'000	R'000	R'000
-	34	-	-	-	34
-	26	-	-	-	26
-	11	-	-	-	11
25	-	-	-	25	-
3,941	-	-	-	3,941	-
3,966	71	-	-	3,966	71
126	-	-	-	126	-
37	-	-	-	37	-
163	-	-	-	163	-
4,129	71	-	-	4,129	71

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015

ANNEXURE 8

INVENTORY

Inventory

Opening balance

Add/(Less): Adjustments to prior year balances

Add: Additions/Purchases - Cash

Add: Additions - Non-cash

(Less): Disposals

(Less): Issues

Add/(Less): Adjustments

Closing balance

2014/15		2013/14	
Quantity	R'000	Quantity	R'000
80,853	7,300	40,802	1,274
-	(5,907)	-	-
88,537	45,513	287,467	9,420
-	-	-	-
(49)	-	(16,673)	(91)
(164,590)	(46,087)	(230,325)	(3,270)
-	3	(418)	(33)
4,751	821	80,853	7,300

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**ANNEXURE 9****Movement in Capital Work-in-Progress**

MOVEMENT IN CAPITAL WORK-IN-PROGRESS FOR THE YEAR ENDED 31 MARCH 2015

	Opening balance	Current Year Capital WIP	Completed Assets	Closing balance
	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	142,777	77,968	-	220,745
Non-residential buildings	142,777	77,968	-	220,745
TOTAL	142,777	77,968	-	220,745

ANNEXURES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2015**ANNEXURE 10****INTER-ENTITY ADVANCES PAID***ENTITY***NATIONAL DEPARTMENTS**

Government Communication and Info System

Subtotal**TOTAL**

Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
31/03/2015	31/03/2014	31/03/2015	31/03/2014	31/03/2015	31/03/2014
R'000	R'000	R'000	R'000	R'000	R'000
114	-	-	-	114	-
114	-	-	-	114	-
114	-	-	-	114	-



Part 6
Annexure A and B





6.1 ANNEXURE A: PRE-DETERMINED OBJECTIVES

1. Departmental Performance Overview

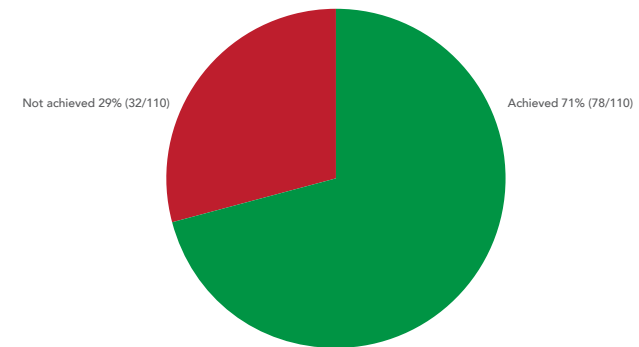


Figure 6: DAC annual performance overview for 2014-2015

2. Comparative Analysis between 2013-2014 and 2014-2015

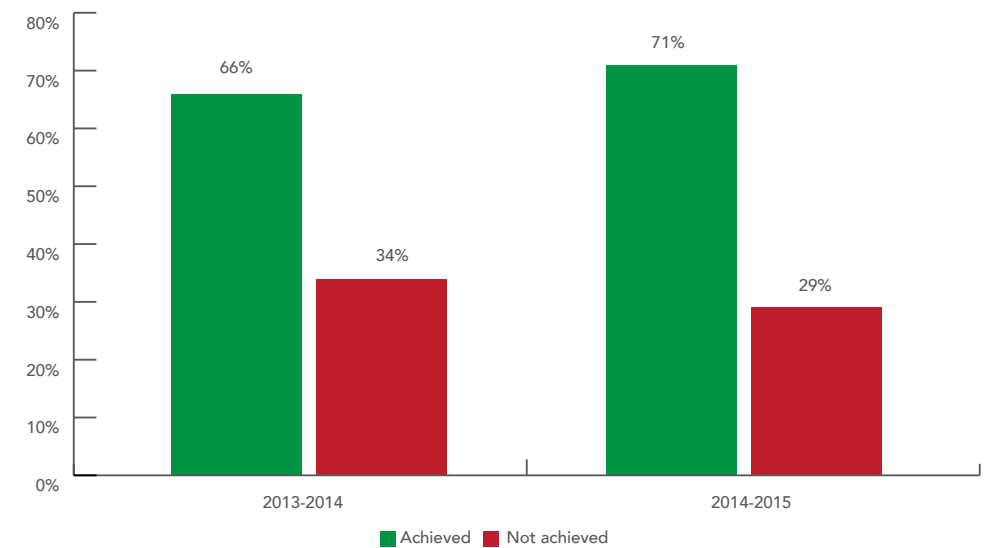


Figure 7: Comparative analysis of annual performance for 2013-2014 and 2014-2015

3. Annual Performance Trends

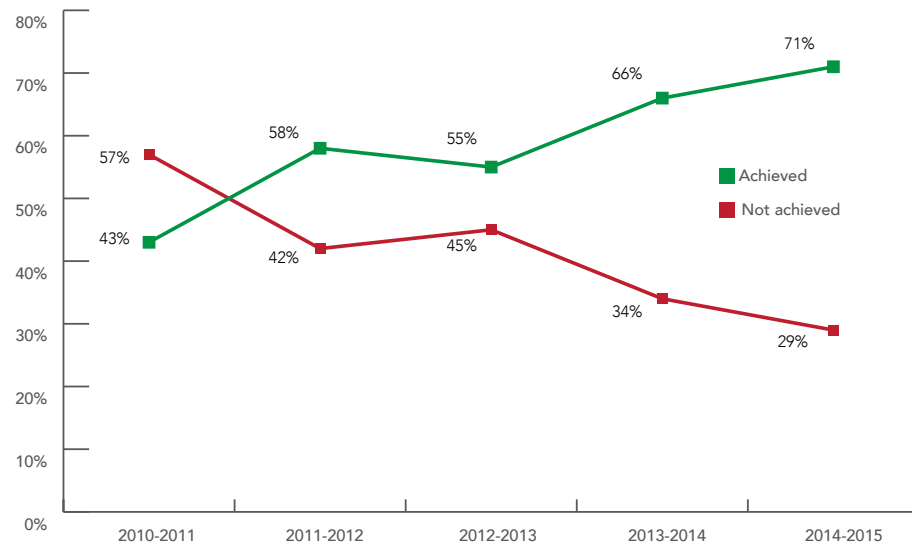


Figure 8: Annual performance trends over the last 5 financial periods

4. Branch-Specific Performance

4.1 Corporate Services

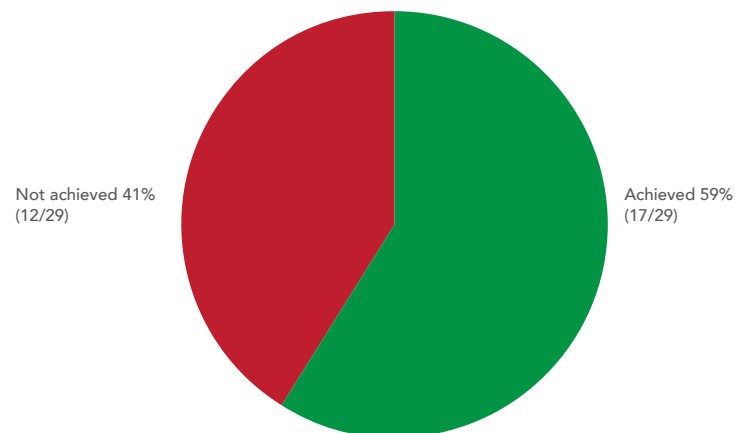


Figure 9: Corporate Services annual performance overview for 2014-2015

Purpose

Provides leadership, management and support functions of the department.

Sub-programmes

Ministry

Office of the Director-General

- Strategic Planning and Coordination
- Service Delivery Improvement and Transformation
- Policy Coordination
- Internal Audit

Corporate Services

- Human Resource Management
- Communication and Marketing
- Auxiliary Services
- Risk Management
- Legal Services
- Information and Communication Technology

Office of the CFO

- Financial Management
- Financial Administration
- Supply Chain Management

The Programme has the following strategic objectives:

- Promote the public profile of DAC and its Programmes.
- Maintain an effective and efficient ministry and administration
- Develop systems, processes and controls to ensure operational efficiency and effectiveness.
- Provide for a capable and skilled public-oriented workforce.

Detailed Branch Performance

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Governance and accountability	Promote the public profile of DAC and its Programmes	Public profile of DAC and its Programmes promoted	-	Percentage of institutions implementing co-branding through physical visual application and market exposure/publicity opportunities (100%)	Co-branding was applied in 25 DAC public entities (96%)	-4%	PANSALB did not participate in the campaign.
			31 media liaison initiatives were implemented	Number of media relations plans implemented (15)	26 media relations plans implemented	+11	Opportunities for more media relations plans were presented than initially planned for.
			-	Number of marketing campaigns and complete implementation of the Corporate Identity through the CI manual (1)	Omnibus agencies were briefed on the generic brand campaign; however, the campaign did not commence as planned	Generic marketing campaign did not happen	Capacity constraint.
			-		The CI was applied in marketing elements, i.e. event branding material, accreditation cards, annual report, diaries, calendars and online banners,	None	None
			-	Integrated marketing and communication intervention implemented for projects from programmes	Marketing & communications strategies and plans produced for departmental activities such as Freedom Day, Sarah Baartman Centre of Remembrance, Youth month exhibitions, OHASA, International Translation Day, Women's Month-Day, Heritage Month-Day, Reconciliation Day, Human Rights Month-Day	None	None
			56 events implemented	Number of events managed to advance the DAC strategic goals or agreed marketing objectives (30)	58 events were managed to advance DAC strategic goals	The target was exceeded by 28 events	The target was considerably exceeded as a result of the event intensive nature of the work of DAC.
			19 izimbizo were held	Number of izimbizo/public participation programmes held (20)	43 izimbizo were held	+23	The Report-Back Summit allowed for extended public participation beyond the Social Advocates Agenda; hence, it doubled up as an imbizo.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
	Maintain an effective and efficient ministry and administration	Effective and efficient ministry and administration maintained	-	Number of TICs held (3)	2 TICs were held as follows: Special TIC meeting held on 28 August 2014 (Kingsley Building) Ordinary TIC Meeting held on 19 September 2014 (Soweto Hotel)	-1	The transition period following general elections necessitated a revision of the calendar of meetings. The TIC meetings were subsequently revised down to 2.
			3 MinMEC meetings were held	Number of MinMECs held (3)	1 MinMEC was held at Freedom Park on 29 January 2015	-2	The planned dates for the 2 MinMEC meetings were taken over by other events.
	Develop systems, processes and controls to ensure operational efficiency and effectiveness	Systems, processes and controls to ensure operational efficiency and effectiveness developed	The Department maintained the asset register and all the assets on the system are accurate as at 31 March 2014, and as per the requirements of National Treasury.	Annual report prepared on the asset register showing all asset values corresponding with the physical assets	DAC asset register is reconciled on a monthly basis to the general ledger (the asset register corresponds with the physical assets)	None	None
			95% service continuity maintained	Percentage of network uptime maintained (95%)	95% uptime maintained. There were no major downtimes that affected user productivity	None	None
			98% of secured information systems and infrastructure maintained	Percentage of network and systems security maintained (98%)	98% of network and system security was maintained throughout the period. No significant incidences were reported.	None	None
			2 business processes automated i.e. Enterprise Content Management and NAAIRS	Number of business processes automated (3)	Only 2 business processes were automated, viz; Enterprise Content Management system and the National Automated Archival Information Retrieval System	Entity reporting was not done	The Entity Reporting System was not implemented as planned. The ICT Unit has engaged CSIR for a proposal, and work will be undertaken in the 2015-2016 financial period.
			Qualified Audit report for 2013-14 financial period	Unqualified audit opinion with no matters of emphasis	The Department received Unqualified Audit Opinion	-	Refer to the AG's report
			An amount of 2,7 billion (94,5%) spent against a budget allocation of 2,9 billion	Percentage spent against approved budget (98%)	A total amount of R3,476 billion (99%) was spent versus a budget of R3,525 billion.	-1%	Slow spending on the capital works budget.
			79,57% orders awarded to BEE-compliant service providers	Percentage of contracts awarded to BEE-compliant service providers (70%)	82,9% of contracts were awarded to BEE-compliant service providers	+12.9%	None
			98% of payments were made within 30 days of receipt of documents	Percentage of payments with requisite supportive documents made within 30 days (100%)	100% of payments to suppliers were made within 30 days	None	None

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			-	2014-2019 five-year strategic plan and 2015/16 APP developed	2014-2019 five-year strategic plan and 2015/16 APP were developed	None	None
			-	DAC Policy and strategy database developed and maintained	DAC Policy and Strategy database was not developed	DAC Policy and strategy database was not developed nor maintained	Capacity constraints.
			-	SDIP, MPAT and FOSAD reports produced	SDIP was not approved/ finalised. FOSAD plan not received from FOSAD. MPAT report submitted to Presidency	Quarterly reporting on the FOSAD plan was not done	SDIP was not approved/ finalised. FOSAD plan not received from FOSAD.
			-	Strategic and Operational Risk Assessment conducted and Annual Risk Profile Report produced	Sector Risk Assessment conducted; Strategic Risk Assessment conducted; Operational Risk Assessment 30% complete	Strategic Risk Assessment 100% completed. Operational Risk Assessment 30% completed	The Chief Risk Officer from the Presidency and the Deputy Director Risk Management assisted and thus augmenting DAC internal capacity to expedite the process.
			Approved Risk-Based Rolling Three-Year Strategic Audit Plan, and Annual/Operational Internal Audit Plan for 2013/14	Risk-Based Internal Audit plan approved and implemented	2014/15 Risk-Based Internal Audit Plan approved and implemented by conducting 17 of the 23 approved assignment audits as scheduled in the approved Internal Audit Plan	-6	Delays in the finalisation of internal processes, including the Relocation project.
			-	Externally and internally originated investigations executed and report prepared	Externally and internally originated investigations executed and report prepared	None	None
			545 targeted training interventions were undertaken	Number of targeted training interventions (500)	527 targeted training interventions implemented	+27	None
			91,6% of employees assessed against performance agreements	Percentage of PMD System implemented (100%)	92,2% implemented; 100% of assessments for levels 1-12 were approved; SMS assessments not yet finalised	-7,8% (representing SMS assessments not finalised)	SMS assessments not done. This is being addressed by the Department.
Human Capital Development	Provide for a capable and skilled public-oriented workforce.	Programme for a capable and skilled public-oriented workforce implemented	100% of all grievances and disciplinary cases were dealt with within prescribed time frames	Percentage compliance with grievance and discipline time frames (100%)	One collective grievance was not completed within the required time frame	One grievance not finalised.	Due to the nature and complexity of the grievance an external investigator had to be employed. The process thus took longer than what was anticipated.
			8,29% vacancy rate	Vacancy rate (less than 10%)	7,17% vacancy rate	+2,83%	None
			44,83% female representatives at SMS level and 1,85% people with disabilities (PWD)	Percentage of female representatives at SMS level (50%) and PWD (2%)	54% females at SMS level and 2,43% PWD	Females at SMS level exceeded by 4% and PWD exceeded by 0,43%	None

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			The Health and Safety Plan was approved for the 2013/2014 year	Percentage compliance with the OHS Act (100%)	<ol style="list-style-type: none"> 1. Conducted formal monthly building inspections of all premises. 2. Conducted Occupational Health and Safety awareness. 3. Conducted evacuation drills at Kingsley Centre, National Archives and Film, Video and Sound Archives 4. Conducted OHS meetings in first, second and fourth quarters. 5. Strived towards increasing the building's conformance to OHS best acceptable standards. 	Evacuation drill was not conducted in the third quarter OHS meeting was not conducted in the third quarter New SHE reps were not appointed	Evacuation drill was not done. Appointment of new SHE reps had to be prolonged until end of March 2015.



6.2 Institutional Governance

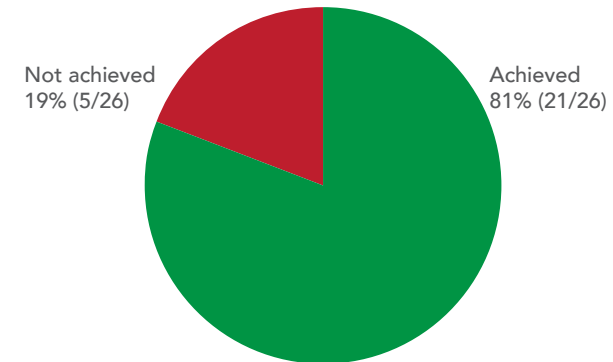


Figure 10: Institutional Governance annual performance overview for 2014-2015

Purpose

To coordinate and manage all crosscutting functions of the Department and its institutions and provide support and oversight to public entities.

Sub-programmes

- Coordination, Monitoring & Evaluation and Good Governance
- Target Groups
- International Relations
- Social Cohesion

The Programme has the following strategic objectives:

- Implement the social cohesion programme and coordinate outcome 14 MTSF
- Provide oversight on implementation of infrastructure programme
- Monitor and evaluate the DAC annual performance plan and strategic plan
- Strengthen institutional development and governance of DAC institutions
- Mainstreaming of target groups in the arts, culture and heritage sector
- Build and sustain continental and international relations and partnerships

Detailed Branch Performance

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Governance and accountability	Implement the social cohesion programme and coordinate outcome 14 MTSF	Programme for social cohesion implemented and outcome 14 MTSF coordinated	-	Number of quarterly reports on outcome 14 and POA prepared (4)	4 quarterly reports for outcome 14 were prepared	None	None
			-	Number of public platforms for Social Cohesion Advocates conducted/held (10)	10 public platforms for Social Cohesion Advocates were held	None	None
			-	Number of community conversations held (18)	30 community conversation were held	+12	More community conversations were undertaken as a result of the 100 days' celebration of freedom and democracy campaign.
			-	Social Cohesion report-back summits (1)	Social Cohesion Report-Back Summit was held in Port Elizabeth on 30 March 2015	None	None
	Provide oversight on implementation of infrastructure programme	Infrastructure projects properly planned, implemented and monitored	-	Number of oversight visits conducted and reports generated (40 visits and reports)	35 oversight visits were conducted	-5	Additional information was requested on UAMP projects to be funded in 2014/15. Gathering of this information entailed visits to provinces and DAC institutions, which were not part of the approved site visit plan. As such, the scheduled site visits could not be undertaken.
			-	DAC UAMP revised, approved and monitored	UAMP revised and published in the ENE document. Monitoring of the UAMP was done through the generation of quarterly reports and site visits	None	None
			-	Number of quarterly infrastructure committee meetings and reports (4 meetings and reports)	2 infrastructure committee meetings were held as follows: 14 August 2014 and 19 February 2015	-2	2 additional meetings were held in Pretoria with Senior Management, including members of the infrastructure committee.
	Monitor and evaluate the DAC Annual Performance Plan and Strategic Plan	DAC APP and Strategic Plan monitored and evaluated	4	Number of quarterly and annual reports prepared (4 quarterly and 1 annual report)	4 quarterly reports were generated. The DAC Annual Report was developed and tabled in Parliament on 30 September 2014	None	None
			-	Sector-wide indicator framework developed (Performance standards for institutions developed)	The Sector Performance Indicator Framework was developed and consulted with public entities	None	None
			-	3-year evaluation plan developed and submitted to DPME	Draft evaluation plan was developed and consulted within the Department (i.e. with Programmes)	The approval and submission of the evaluation plan to DPME did not occur	Capacity constraint

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
	Strengthen institutional development and governance of DAC institutions	Governance of DAC public entities strengthened	26	Number of shareholder compacts signed with public entities (26)	Shareholder compacts for 2014/15 were signed with all public entities on 4 April 2014	None	None
			104 quarterly reports and 26 annual reports received	104 quarterly and 26 annual analysis reports	104 quarterly reports and 26 annual reports were analysed	None	None
			100% of councils fully constituted	Percentage of public entities with fully constituted and inducted councils (100%)	Councils of DAC institutions are fully constituted and inducted	None	None
			2 Chairperson Forums were held	Number of CEO, Chairperson and Sector Forums held (2 CEO, 2 Chairperson, 2 CFO, and 6 sector forums held; a total of 12 forums)	10 sector forums were held. Moreover, two additional engagements, one in the form of a "Meet and Greet" session, were held between the new Minister of Arts and Culture and institutions	-2	The two engagements, i.e. the "Meet and Greet" and the signing ceremony of shareholder compacts were prioritised over the formal Chairperson Forum meetings.
			-	Number of institutional visits conducted and reports prepared (26 visits and reports)	30 site visits were conducted	+4	The 4 extra visits were undertaken to consult on the standardisation of key performance indicators.
Development, protection and preservation of arts, culture and heritage	Mainstreaming of targeted groups in the arts, culture and heritage sector	Programme for target groups implemented	4	Number of arts education programmes implemented (4)	4 arts education programmes were implemented as follows: 1. South African Chorale Eisteddfod Competition (SASCE), 2. Curriculum Assessment Policy Statement (CAPS), 3. Spelling Bee, and 4. Theatre in Education	None	None
			9	Number of youth development programmes implemented (6)	6 youth development programmes implemented and they include Youth month, Youth Dialogues, Field Band Foundation, Youth Enrichment, Arts Access, Schools Holiday	None	None
			3	Number of development programmes for children, women, people with disabilities and senior citizens implemented (5)	6 development programmes for children, women, people with disabilities and senior citizens implemented as follows: 1. Women in the Arts 2. Zwakala Awards 2015 3. Lefika La Phodiso 4. Intergenerational Clan Names 5. African Sinakho 6. Mandela the African Opera	+1	None

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			3	Number of gender-based violence programmes supported (2)	2 gender-based violence programmes supported (i.e. The Legends Gender-Based Programme; the Film Festival and Workshop as a contribution to the 16/365 Days of No Violence against Women and Children)	None	None
Development, protection and preservation of arts, culture and heritage	Build and sustain continental and international relations and partnerships	Relations and partnerships established and sustained	-	DAC cultural diplomacy strategy developed	DAC cultural diplomacy strategy was developed	None	None
				DAC is guided by National Official Development Assistance (ODA) Framework from National Treasury	ODA Framework was developed	None	None
				SA/UK and SA/French Cultural Seasons were implemented	DAC implemented two Cultural Seasons (i.e. UK and China)	None	None
				3 workshops on the Convention on Cultural Diversity were held	Implementation strategy on the Convention on Cultural Diversity developed	None	None
				3 continental solidarity and social cohesion events undertaken	2 PCRDPs were undertaken in the second and third quarter	2 PCRDPs could not take place due to precautionary travel embargo to the partner countries	The 2 programmes will be rolled-out in the 2015-2016 financial year.
				Participated in 2 regional meetings (FOCAC and IBISA). Participated in the Forum of Senior Cultural Officials of BRICS countries, which was held during the Shanghai International Art Festival Forum held in Shanghai, China from 17 to 21 October 2013	DAC attended 8 international forums including: · Gcwala Ngamasiko Festival as part of Africa Day Celebrations on 25 May 2014 · FOCAC: attended political consultations between the FOSAD subcommittee on NEPAD and the People's Republic of China on 5 June 2014	None	None

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			Participated in the following cultural programmes and activities towards servicing of agreements (Rock Art Project, painting of murals at the Nelson Mandela Forum and signing of SA/UK MOU on Arts and Culture, SA-UK Bilateral Forum 9-10 Sept. 2013, SA-Argentina BNC 1-2 Aug. 2013, SA-Brazil Joint Commission 29-30 Jul. 2013, Implementation of the SA-French Season taking place in France (May-Dec. 2013), DAC hosted the DG of Culture of India from 29 Nov.-03 Dec. 2013, President Francois Hollande's state visit to SA from 14-15 Oct. 2013, DAC in collaboration with the Embassy of Colombia hosted a group of 11 young musicians from the Colombian Caribbean island of San Andrés, from 19 to 26 Oct. 2013.	Number of Bilateral Agreements, PoCs, and programmes/projects to implement and service (15)	15 bilateral agreements, PoCs and programmes/projects were implemented and serviced	None	None



6.3 Arts and Culture Promotion and Development

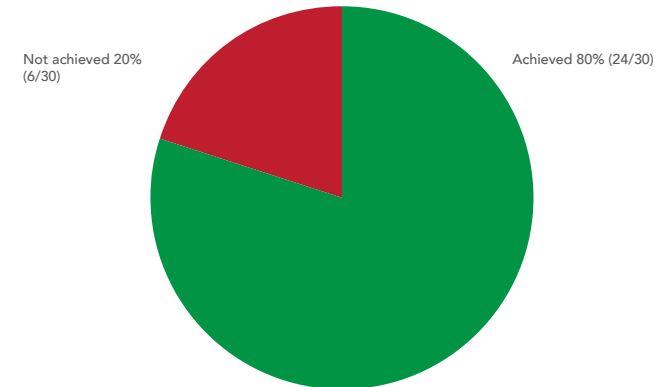


Figure 11: Arts and Culture Promotion and Development annual performance overview for 2014-2015

Purpose

To develop and promote arts, culture and languages.

Sub-programmes

- Cultural Development
- National Language Service

The Programme has the following strategic objectives:

- Implement the MGE objectives in support of job creation, social cohesion and sector development
- Develop and sustain effective and efficient partnerships to create a collaborative approach to the development of the arts sector and social cohesion
- Create a holistic enabling environment for growth, transformation and social cohesion
- Develop an informed and empowered sector and society on the role and value of arts, culture and language
- Ensure that all official languages have equal status and that people are empowered to communicate in the language of their choice

Detailed Branch Performance

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Job creation Development, protection and preservation of arts, culture and heritage	Implement the MGE objectives in support of job creation, social cohesion and sector development	Number of jobs created	14 288 short-term jobs created	Number of jobs created in 8 MGE work streams (16 000)	17 001 jobs were created through implementation of 4 MGE work streams	+1 001	4 work streams are not yet reporting on jobs created as they are still in the early phases. Some of the cultural events/festivals took place in the last quarter and thus the jobs numbers emanating from these events have not been counted. Moreover, the contract of the service provider contracted to evaluate jobs created ended in December 2014.
			-	Number of jobs created in performing arts institutions (16 000)	7 908 jobs created as follows: Market Theatre: 318 State Theatre: 1 521 Artscape: 1 540 Playhouse Company 4 529	-8 092	Only 4 Performing Arts institutions reported on jobs created.
			-	Number of jobs created by sector partnerships (900)	900 jobs created	None	None
		Number of MGE work streams implemented (8)	2 pilot studies conducted in the Limpopo and Mpumalanga provinces. (Interim progress report was presented to the Department.)	Cultural Observatory: 1 research programme undertaken Cultural Observatory institutional structure established 1 mapping study conducted 1 report on key indicators	The tender for the establishment of the Cultural Observatory structure was awarded to the Nelson Mandela Metropolitan University The mapping study also entails key indicators which were used to test the robustness of the framework for cultural statistics	None	None
			Cabinet memorandum was submitted and approved by Minister	Art Bank: 1st phase of Art Bank implemented as per approved business plan	Entity (Art Bank) research completed; partnership with National Museum finalised (Oliewenhuis Art Museum will be used as temporary space); funds transferred to the entity	None	None
			Sourcing Enterprise Portal launched online on 31 March 2014	Sourcing Enterprise: A functioning Sourcing Enterprise achieved Sourcing Enterprise business plans approved	A functioning (pilot) portal for sourcing enterprise developed and the business plan was approved	None	None
			27 cultural events supported	Cultural Events Number of cultural events implemented (22)	87 cultural events were implemented	+65	MGE open call for projects increased the number of cultural events supported substantially.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASLINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			20 touring ventures projects were supported	Touring Ventures: Touring Ventures with PAI and support to Seasons (6)	The staging of Touring Ventures with the 6 PAIs was supported. Two seasons were supported, i.e. the media launch for China Season on 15 March 2015, South African State Theatre, and the SA-UK season 2015-2016 (Phase 2) media launch on 6 March 2015	None	None
			-	NaCISA launched	The launch of NaCISA did not occur.	Launch of NaCISA did not occur	The NaCISA programme has been reconfigured and aligned to existing skills development programmes, including the incubator programme and Master classes.
			8	Number of public art projects initiated (8)	22 public art projects were implemented	+14	MGE open call for projects increased the number of public art projects supported substantially.
			200	Number of artist placed in Schools (240)	240 arts practitioners placed in schools	None	None

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Development, protection and preservation of arts, culture and heritage	Develop an informed and empowered sector and society on the role and value of arts, culture and language Develop and sustain effective and efficient partnerships to create a collaborative approach to the development of the arts sector and social cohesion	Number of partnership interventions created for integrated and collaborative approach to the growth and development of the arts sector and social cohesion	-	Number of impact studies conducted on the value of public entities and strategic sector organisations to local economies (3)	No progress made	Impact studies were not conducted as planned	The research will form part of the Cultural Observatory function.
				Number of sector organisations and skills training projects supported (13 and 5)	13 Sector organisation projects supported: Moshito AESA CCIFSA AIRCO Script2Screen SARA Thuthuka Jewellery South African Book Development Council Writer's Association Inter Africa Big Fish Times of Writer's African Literature Association 5 Skills projects supported: Emerging Creatives SABS Incubator Programme. Script2Screen Skills programme. Kopanong Artist Residency Exhibition SARA Skills Training Project International Interactions Thuthuka Jewellery Project	None	None
			-	Number of community arts centre programmes supported (9)	10 community arts centre programmes supported	+1	Some provinces opted to implement at district level and not at provincial level, hence, the additional programme.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
				Number of MGE and sector projects implemented in partnership with institutions (12)	12 MGE and sector projects supported/implemented as follows; UK Season with NFVF Edinburgh Festival with State Theatre China Season Venice Biennale 20 yrs. of freedom projects Nat Nakassa Essay Competition with Times Media & DBE Women's Round Table with Mail & Guardian and Constitutional Hill Artbank with National Museum. Design Incubator with SABS Design Institute 21 Icons Thundafund Kopanong Artist Residency Programme	None	None
			-	Number of engagements with municipalities and international agencies (Total 9+1=10)	9 engagements were held with municipalities and 1 with an international agency to advance collaborative and integrated approach to the growth and development of the arts sector, including the social cohesion programme, i.e. the City of Johannesburg was engaged for public art tower project.	None	None
			-	Funding and incentive model developed for the Arts Sector	Funding and incentive model for the Arts Sector was not developed	No progress made	Re-scoping of the project due to change of focus to the veteran artists care.
			-	1 feasibility study conducted on the Benevolent Fund	Not achieved	1 feasibility study not conducted on the Benevolent Fund	Re-scoping due to new strategic directive.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Development, protection and preservation of arts, culture and heritage	Create a holistic enabling environment for growth, transformation and social cohesion	Policy and strategy interventions implemented for growth and transformation of the arts and culture sector	-	Creative Industries Strategy reviewed	Final Cultural Industries Growth Strategy developed	None	None
			Emerging Creatives Programme, young designers were provided with an opportunity to showcase their creativity at the Indaba exhibitions	Number of exhibition platforms supported (10) (2 design, 3 craft, 1 visual arts, 2 books and publishing, 2 films)	2 Film: Be A Top Crew film community empowerment project supported South African International Film Festival supported. 3 Craft: Collaborated with the DTI on the Santa Fe Folk Art Market The exhibition platform of the MSG design were implemented under the MGE touring venture programme Basket exhibition was re-scoped and aligned to the Africa month programme 2 Design: Thuthuka Jewellery Exhibition The Emerging Creatives showcase at the Design Indaba Expo 2 Books & Publishing: South African Book Fair African Literature Association Congress hosted at WITS 2 Visual Arts: Architecture Biennale Mandela Photographic Exhibition in USA	None	None
Access to information	Develop an informed and empowered sector and society on the role and value of arts, culture and language	Programmes implemented to develop an empowered sector and society on the role and value of arts, culture and language	The Annual National Book Week was celebrated from 2-7 September 2014, Nelson Mandela Bay Municipality, Eastern Cape,	Number of projects implemented to create a culture of reading and writing (2)	National Book Week; South African literature Awards; and the African Literature Association Conference were implemented	None	None
			-	Ministerial Arts and Culture Awards conceptualised	Not achieved	A different concept document developed	The Ministerial Awards were reconceptualised and reconfigured to include multiple sectors

SUBPROGRAMME: NATIONAL LANGUAGE SERVICE

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Linguistic diversity	Ensure that all official languages have equal status and that people are empowered to communicate in the language of their choice	Interventions implemented to ensure that all official languages have equal status	-	Language policy developed	The DAC Official Language Policy was adopted on 30 October 2014. The Policy was gazetted on 4 March 2015; Policy was translated into all official languages and booklets were printed on 20 March 2015; it was also posted on the DAC website.	None	None
			336	Number of bursaries awarded (280)	284 bursaries were awarded	+4	Universities award bursaries at their discretion based on the financial needs of students. This year they were able to award additional bursaries within the DAC budget allocation.
			Arts and Culture Intermediate Phase: 5 234 terminologies were developed	Number of domains for which terminology will be developed	Arts and Culture Intermediate Phase: 9 601 terminologies developed	+6 111	An additional 6 111 terminologies in 7 more languages were developed as a result of additional budget allocation realised from savings in the NLS Goods and Services budget.
			HSEMS Intermediate Phase: 11 593 terminologies were developed		HSEMS Intermediate Phase: 11 593 terminologies developed	None	None
			Mathematics Senior Phase: 3 703 terminologies were developed		Mathematics Senior Phase: 3 704 terminologies developed	None	None
			Life Orientation Intermediate Phase: 5 963 terminologies were developed		Life Orientation Intermediate Phase: 11 928 terminologies developed	+4 473	4 473 additional terminologies in 4 official languages were developed as a result of additional budget allocation realised from savings in the NLS Goods and Services budget.
			929 documents translated/edited as per clients' specifications	Percentage of documents accepted translated/edited in official and foreign languages (100%)	904 documents translated/edited as per clients' specifications, representing 100% of accepted documents	None	None
			HLT resources were collected, organised and warehoused; SA HLT Catalogue was updated and awareness initiatives were executed. Two joint HLT projects with Dutch Language Union were supported	Human language technology development and promotion	Human language technology development and promotion: 3 new HLT impact projects conceptualised and initiated; 2 HLT projects completed and closed out; Lwazi-III application for the SA Library for the Blind continued; 3 projects for the National Centre for HLT implemented as per business plans; Programme of collaboration with Dutch Language Union renewed and 2 projects supported.	None	None



6.4 Heritage Preservation and Promotion

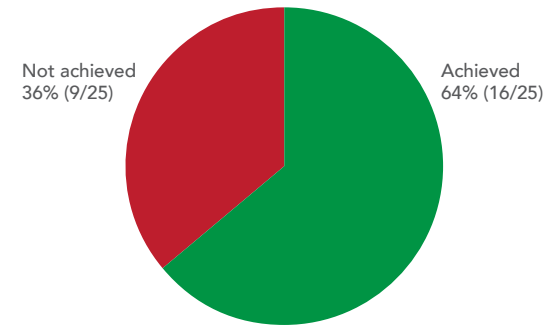


Figure 12: Heritage Preservation and Promotion annual performance overview for 2014-2015

Purpose

To identify, collect, preserve, conserve, promote and transform South African heritage, archival and heraldry

Sub-programmes

- Archives
- Heritage
- Libraries
- Heraldry

The Programme has the following strategic objectives:

- Implement programmes for socio-economic development
- Build capacity in the heritage sector
- Strengthen strategic partnerships internally and externally to preserve and promote South African heritage
- Regulate the management of records across the public service
- Transform South Africa's heritage, archives and library sector
- Promote nation building and social cohesion
- Provide adequate and modern infrastructure for archives, museums and libraries

Detailed Branch Performance

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
Job creation	Implement programmes for socio-economic development	Number of jobs created	7 230	10 268 Job opportunities created through heritage projects: <ul style="list-style-type: none"> • Legacy projects (500) • Professional jobs (100) • National and historic days (3 312) • Cultural precincts (350) • Flag installations (1 534) • Capital works (4 472) 	A total of 1 444 job opportunities were created as follows: <ul style="list-style-type: none"> • 102 jobs through legacy projects • 15 professional jobs • 939 jobs from national and historic days • 290 jobs from cultural precincts • 98 jobs from installation of flags • Jobs reports not received from implementing agencies 	-8 824	Most projects are done in collaboration with other stakeholders whom DAC is unable to hold accountable for the overestimated job figure. Some of the events were scaled down, thus the number of jobs decreased. Gugulethu Cultural Precinct was halted. FLAGS PROGRAMME: Even though there was an increase in the number of service providers hired, it did not necessarily equate to an increase in the number of workers or labourers required to install the flags.
Human capital development	Build capacity in the heritage sector	Number of interventions for capacity building and skills development in the sector	73	Number of bursaries awarded (73)	73 bursaries awarded during the period under review	None	None
Access to information Development, protection and preservation of arts, culture and heritage	Strengthen strategic partnerships internally and externally to preserve and promote South African heritage	Number of support interventions for partnerships internally and externally to preserve and promote South African heritage	7	Number of exhibitions implemented (5) (Libraries, Archives and Heraldry)	6 exhibitions were implemented as follows: Rivonia Trial Exhibition was exhibited during the Oral History Annual Conference in October 2014; M-Net Career Expo, 1114 August 2014, Johannesburg Moshito Music Conference and Exhibitions, 4-6 September 2014, Johannesburg KwaZulu-Natal Music Indaba, 2830 August 2014, Durban Women's Day Exhibition, 9 August 2014 Youth day Celebration, 16 June 2014, Kimberly	+1	None
			R1 million	Financial support to the World Heritage Fund (R1 million)	R1,1 million transferred to the African World Heritage Fund (AWHF)	+100 000	The operational costs of the AWHF increased, hence, the additional R100 000.
			1 interdepartmental partnership	Number of interdepartmental partnerships formed (2), i.e. Workshop/Seminar with the AGSA and Training Workshops for Learners and Youth on Oral History Methodologies.	Annual Records Management Seminar arranged by the AG's office was held on 7 April 2014, training of Nkangala high school learners in Oral History methodologies 6 September 2014 – 13 October 2014; and hosting of the 11th Annual National Oral History Conference from 14-17 October 2014	+1	The 11th Annual National Oral History Conference was not captured in APP.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
	Regulate the management of records across the public service	Number of approved file plans and disposal authorities issued	-	Number of file plans evaluated (56)	56 file plans were evaluated	None	None
			-	Number of disposal authorities issued (12)	17 disposal authorities were issued	+5	The applications received were not as complex as anticipated.
Development, protection and preservation of arts, culture and heritage	Transform South Africa's heritage, archives and library sector	Number of transformation interventions in the heritage and library sector	4	Number of legacy projects built and maintained (2) (Prioritised elements)	2 legacy projects, i.e. OR Tambo and J.L. Dube were built and maintained	None	None
			7	Number of outreach projects implemented (6)	8 outreach projects were implemented by the National Archives	+2	Since the year 2014 marked 20 years of democracy in South Africa, the National Archives was using every opportunity to present projects and programmes at events held nationally, especially on National Days.
			3	Number of Government Gazettes issued for geographical names (3)	No Government Gazette published because there were delays in the reconstitution of the Geographical Names Council	-3	Geographical Names Council was not constituted to consider and approve name changes. However, progress has been made in the appointment of the Council, including the appointment of provincial representatives.
	Promote nation building and social cohesion	Number of activities and events for national identity and social cohesion implemented	7	Number of national days hosted (7)	All 7 national days were coordinated and led by DAC	None	None
			2 192	Number of flags in every school installed (10 000)	14 415 flags were installed	+4 415	Additional funds were made available from the Capital Works budget to install more flags

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASELINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
	Provide adequate and modern infrastructure for archives, museums and libraries	Number of infrastructure projects implemented for libraries, museums and archives	16 new libraries were built and 55 were upgraded	Number of libraries built (17) and upgraded (45)	<p>17 new library infrastructure projects implemented. (14 new libraries and 3 modular libraries)</p> <p>5 in Gauteng (Wedela, Rietvallei, Leondale, Evaton North and Olievhoutbosch), 3 in Eastern Cape (Sterkspruit, Lady Frere and Tsolo), 2 in North West (Tlokweneng and Lomanyaneng), 1 in Mpumalanga (Emjindini), 1 in Western Cape (Prince Alfred Hamlet), and 2 in KwaZulu-Natal (Ndumo and Nkungumathe)</p> <p>3 new library services were established through modular structures for dual-purpose: 2 in Gauteng (Stinkwater and Rooipoort) and 1 in Limpopo (Makahlule)</p> <p>20 library upgrades were completed</p> <p>2 in Eastern Cape (Port Alfred and Mthatha), 1 in Gauteng (Silverton), 2 in Free State (Bloemfontein and Tswelopele), 2 in KwaZulu-Natal (Escourt and Nondweni), 5 in Northern Cape (Kareeberg, Richtersveld, Beaconsfield and Judy Scott & Sonny Leon libraries), 8 in Limpopo (Vaalwater, Lebowakgomo, Letsitele, Kgapanne, Phalaborwa, Westernburg, Grobblersdal and Leboneng)</p>	25 library upgrades were not completed	<p>Slow progress on implementation and expenditure</p> <p>Procurement challenges</p> <p>Implementing agents not appointing contractors on time</p> <p>Construction delays</p>
			-	Maintenance and upgrading of heritage institutions	Funds were transferred to institution for maintenance and upgrading	Work on the maintenance and upgrading of heritage institutions was initiated but not completed.	The rigorous exercise of reviewing the infrastructure programme delayed the transfer of funds to the institutions. DAC had to make certain that funds were prioritised to priority and urgent projects.
			-	Ncome Phase 2 repaired	Ncome Phase 2 repaired	None	None
			-	Ncome exhibition completed	Ncome exhibition was successfully completed on 16 December 2014	None	None
			-	3 prioritised elements of OR Tambo Phase 2 started	Homestead and Khananda gravesite completed. Garden of Remembrance not completed because it was affected by the community protest	-1	Construction was halted due to arson attack and the contractor abandoning site.

ANNUAL PERFORMANCE REVIEW REPORT							
STRATEGIC GOAL	STRATEGIC OBJECTIVE	PROGRAMME PERFORMANCE INDICATOR	BASLINE FOR 2013-2014	INDICATOR AND ANNUAL TARGET	ACTUAL ACHIEVEMENT AS AT 31 MARCH 2015	DEVIATION FROM PLANNED TARGET	REASON FOR THE DEVIATION
			-	Dr Moroka House Project completed	House restoration was started by removing the carpets, floor and wall tiles	Dr Moroka House Project not completed	Scope of work downscaled to cover only the restoration of the removed tiles and carpets. The Department took a decision to halt the Project as the family opted not to sell the house.
			-	Bram Fisher house purchased	Project cancelled	Bram Fisher house was not purchased	This type of memorialisation has proven unsustainable due to operationalization costs
			-	Ingquza Phase 1 completed	The two prioritised elements which are roofing and painting are on-going	Ingquza Phase 1 not fully completed	The contractor was appointed at a price above the amount transferred to IDT. A request for approval of the variation order is being processed.
			-	Sarah Baartman Centre of Remembrance commence with construction	The construction commenced in April 2014 and 21% of work has been completed.	None	None
			-	Nelson Mandela Prison House Integrated Conservation Management Plan (ICMP) planning finalised	ICMP completed but not yet approved	Approval has not yet been obtained	In the 2015-2016 financial year the meeting to discuss the ICMP will be coordinated and progress thereof will be monitored.
			Bhambatha sculpture completed	Bhambatha statue installed	Bhambatha statue installed	None	None
			Hosted sod-turning ceremony for the J.L Dube project on 10 March 2014	3 prioritised elements of J.L Dube Phase 2 started	Construction of the amphitheatre, access driveway and parking 85% completed as at 31 March 2015	None	None
			-	Legal opinion obtained on Multiparty MoA on National Heritage Monument (NHM) project	Legal opinion was obtained regarding the PPP and the IP	None	None

6.2 ANNEXURE B: DETAILED CONDITIONAL GRANT – OUTPUT INFORMATION

6.2.1 The table and graph below details the conditional grants and earmarked funds received by the department for the period 1 April 2014 to 31 March 2015

Department received the conditional Grant	National Department of Arts and Culture		
Purpose	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives		
Monitoring mechanism	<ul style="list-style-type: none"> The Department allows provinces to use a maximum of 5 per cent of the total amount allocated to them for capacity building and provincial coordination of the grant. The Department advises provinces to utilise these funds for the purpose it is meant for and to improve project management skills and capacity. The Department continues to provide oversight over the implementation of the grant project on regular basis and is reported at the MINMEC and TIC meetings to ensure Regular communication and feedback. The National Treasury through the Government Technical Advisory Centre (GTAC) also provides technical expertise and knowledge especially on infrastructure projects. 		
Expected output	Actual output	Unspent funds	Reason for unspent funds
<ul style="list-style-type: none"> Signed agreements between national, provincial and local governments on the planning, management and maintenance of community libraries 400 000 items of library materials (books, periodicals, toys etc.) purchased Library Information and Communication Technology (ICT) infrastructure and systems using open source software in all provinces Library material and services for the visually impaired at community libraries in three provinces 17 new libraries structures 45 upgraded and maintained library structures Additional community library staff appointed in all provinces 13 municipalities were fully provincialized in KZN and Free State provinces Funds were transferred to 58 municipalities to address the Schedule 5 impasse Dual-purpose services established 	<ul style="list-style-type: none"> Implementation Protocols signed by the Department and the 9 provinces are available. Provinces that transfer funds to municipalities have signed SLAs in place. 592 904 library materials were purchased Seven provinces (EC, KZN, LP, MP, NC, NW & WC) are busy with the roll-out of SLIMS and 279 libraries were migrated / converted from PALS to SLIMS. 27 libraries established services to the visually impaired in EC and KZN. MP, NC and NW maintained existing services. 17 new library services were established 20 upgraded libraries were completed 255 library staff members were appointed and 1676 contracts were renewed. 13 municipalities were fully provincialized in KZN and Free State provinces Funds were transferred to 58 municipalities to address the Schedule 5 impasse 9 Dual purpose services were established in LP, GP and FS provinces. 	R 145 021 unspent	Funds were not spent on new & upgrading of infrastructure projects, staff compensation, and on Goods & Services by the receiving provincial departments of Arts and Culture (see details of unspent funds by individual province in the 6.2.2 below)

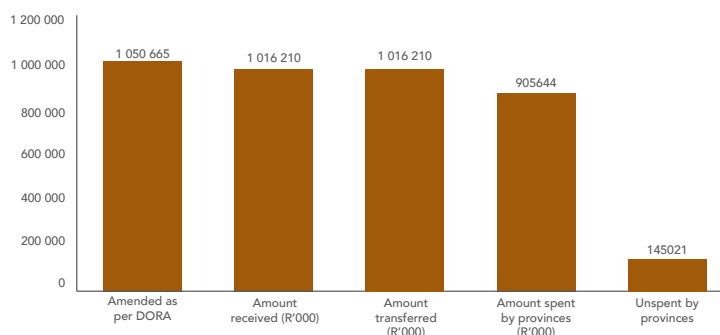


Figure 13: Conditional Grant and earmarked funds received by the Department

6.2.2 The table and graph below details the conditional grants and earmarked funds paid for the period 1 April 2014 to 31 March 2015

Purpose	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives			
Monitoring mechanism	<ul style="list-style-type: none"> Quarterly meetings are held in a year with all nine provinces to discuss the progress, challenges and the way forward in the implementation of the grant projects. Monthly financial reports are submitted by provinces for the department to monitor their spending. Monitoring visits to projects and site meetings are attended regularly The Department conducts an evaluation of the performance of the grant annually as required by the DORA. 			
Provinces	Expected output	Actual output	Unspent funds	Reason for unspent funds
Eastern Cape	<ul style="list-style-type: none"> 4 new library completed 5 existing libraries upgraded. 13 Modular structures purchased for communities in rural areas for access to library facilities. 90 000 library materials provided at community libraries. 3 libraries provided with ICT infrastructure (network / cabling). 21 libraries configured to SLIMS. 11 Consultative meetings held between National; provincial and local governments 	<ul style="list-style-type: none"> 3 new Community libraries completed 2 existing libraries upgraded. 0 Modular structures purchased for communities in rural areas for access to library facilities. 70 000 library materials provided at community libraries. 3 libraries provided with ICT infrastructure (network / cabling). 21 libraries configured to SLIMS. 11 Consultative meetings held between National; provincial and local governments 127 automated facilities maintained and serviced 20 visually impaired services maintained in community libraries 50 new staff appointed. 147 conditional grant personnel compensated. 	R 26 873	<ul style="list-style-type: none"> Commitments to the value of R17 m have been made on infrastructure projects A service provider for the 13 modular libraries was appointed late in quarter 4 which delayed implementation within the financial year.
Free State	<ul style="list-style-type: none"> 56 000 Additional library materials purchased 3 New library structures built 2 Existing buildings upgraded 171 Libraries with ICT infrastructure maintained (Public Internet Access, equipment) 128 Libraries provided with burglar alarms maintained 60 Libraries where electronic gates are maintained 142 Libraries where photocopiers are maintained 160 library staff maintained 26 Staff capacity at departmental level appointed 2 Capacity building programmes provided to library staff (training programmes) 21 bursaries provided to library staff 1 projects to promote a culture of reading provided 	<ul style="list-style-type: none"> 105 720 Additional library materials purchased 0 New library structures built 2 Existing building upgraded 171 Libraries with ICT infrastructure maintained (Public Internet Access, equipment) 130 Libraries provided with burglar alarms maintained 86 Libraries where electronic gates are maintained 140 Libraries where photocopiers are maintained 152 library staff appointed and maintained 18 Staff capacity at departmental level appointed 2 Capacity building programmes provided to library staff (training programmes) 17 bursaries provided to library staff 1 projects to promote a culture of reading provided 	R 6 164	<ul style="list-style-type: none"> Funds could not be spent on new infrastructure projects which could not be completed. (Wepener is at 62% completion R3 m and Oranjeville is at 69% completion R2 m)

Purpose	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives			
Gauteng	<ul style="list-style-type: none"> 5 Consultative meetings attended between provinces and National Department of Arts and Culture 4 Consultative meetings held between Province and local government 60 000 Additional library materials (books, periodicals, etc.) purchased 8 New library structures built 5 Reading and library programmes 1 ICT network and internet feed maintained in West Rand libraries 29 Libraries to receive ICT equipment 67 staff contracts renewed 81 staff to be appointed 11 SLA signed between the province and the municipalities 	<ul style="list-style-type: none"> 6 Consultative meetings attended between provinces and National Department of Arts and Culture 4 Consultative meetings held between Province and local government 64 273 additional library materials (books, periodicals, etc.) purchased 5 New library structures built 5 Reading and library programmes 1 ICT network and internet feed maintained in West Rand libraries 29 Libraries received ICT equipment 67 staff contracts renewed and 156 staff appointed 11 SLA signed between the province and the municipalities 	R9 587	<ul style="list-style-type: none"> Incomplete infrastructure projects. 3 of 8 projects could not be completed. Commitments were made to that effect
KwaZulu-Natal	<ul style="list-style-type: none"> 80 000 additional library materials purchased 10 Libraries provided with Internet Access. 26 Libraries converted to SLIMS 2 New library structures built 4 Existing libraries upgraded 44 Additional community library staff appointed 88 Existing staff maintained or existing contracts renewed. 10 Capacity building programmes provided to library staff (LIASA conference attendance) 7 visually impaired services 48 library awareness programmes 100 monitoring visits to municipalities 	<ul style="list-style-type: none"> 111 029 additional library materials purchased 10 Libraries provided with Internet Access. 32 Libraries converted to SLIMS 2 New library structures built 2 Existing libraries upgraded 27 Additional community library staff appointed 88 Existing staff maintained or existing contracts renewed. 10 Capacity building programmes provided to library staff (LIASA conference attendance) 7 visually impaired services 33 library awareness programmes 105 monitoring visits to municipalities 	R 14 199	<ul style="list-style-type: none"> Delays in awarding infrastructure bids for the new projects Delays in payments of IDT by the department and disputes between IDT and the contractor delayed the project
Limpopo	<ul style="list-style-type: none"> 2 new library structures built 13 libraries upgraded and maintained 5 libraries provided with electronic security gates 18 libraries provided with security officers 3 Libraries provided with data lines / networking 50 ICT equipment purchased for libraries 68 libraries provided with Public Internet Access Libraries migrated to SLIMS 30 000 new library materials purchased subscription of 40 periodical titles 3 community libraries provided with new furniture 4 intergovernmental meetings held between province and local government 33 additional community library staff appointed 64 existing staff maintained 10 training programmes provided to library staff 4 library awareness programmes implemented in community libraries 360 monitoring visits to municipalities 	<ul style="list-style-type: none"> 0 new library structures built 8 libraries upgraded and maintained 2 libraries provided with electronic security gates 71 security systems maintained 18 libraries provided with security officers 6 Libraries provided with cabling and networking 48 ICT equipment purchased for libraries 58 libraries provided with Public Internet Access No libraries were migrated to SLIMS 20 444 new library materials purchased subscription of 9 periodical titles 4 intergovernmental meetings held between province and local government 15 additional community library staff appointed 64 existing staff maintained 3 training programmes provided to library staff 7 library awareness programmes implemented in community libraries 360 monitoring visits to municipalities 	R 37 439	<ul style="list-style-type: none"> R8.4 m has been committed on 5 infrastructure projects. Contractors are on site for all 5 projects. R8 m could not be spent on Modular Libraries. Procurement processes were done and only 1 out of the 7 modular structures was delivered. R3.4 m could not be spent on compensation of staff due to delays in the appointment of staff. 15 conditional grant staff members were appointed with effect from 01 April 2015

Purpose	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives			
Mpumalanga	<ul style="list-style-type: none"> 5 Consultative workshop with stakeholders 30 000 Library material purchased 3 toy library service established 109 Libraries' ICT infrastructure and SLIMS maintained Internet maintained at 109 libraries 3 New library structures built 17 Existing library structure upgraded 98 library staff contracts renewed 32 Library staff awarded with bursaries 4 Library awareness programmes implemented in libraries 	<ul style="list-style-type: none"> 5 Consultative workshop with stakeholders 61 078 Library material purchased 1 toy library service established 109 libraries' ICT infrastructure and SLIMS maintained Internet maintained at 105 libraries 1 New library structures built 0 Existing library structure upgraded 98 library staff contracts renewed 35 Library staff bursaries maintained 4 Library awareness programmes implemented in libraries 	R 12 404	<ul style="list-style-type: none"> Non appointment of staff: The recruitment process was done and candidates interviewed. Decision yet to be taken on appointment of additional conditional grant staff. R4 m could not be used. R9 m could not be used on new infrastructure projects Glenmore was delayed due a dispute over adjusted rates between the contractor, project QS as well as DPW Emthonjeni progress has slowed down due to challenges between the main contractor and subcontractors. Mgobodzi project is behind the schedule due to delays in sourcing material
Northern Cape	<ul style="list-style-type: none"> 27 Signed agreements between province and municipalities 2 Consultative meetings held between province and local government 50 000 Additional library materials purchased 2 libraries to establish a service to the visually impaired 4 modular libraries established 15 Toy library services established at community libraries 42 Library awareness programmes implemented in community libraries 6 Literacy programmes implemented at community libraries 10 New library structures built 27 Existing libraries upgraded 4 modular libraries established 140 libraries converted to SLIMS maintained 140 libraries Internet maintained 112 existing library staff contracts renewed 	<ul style="list-style-type: none"> 27 Signed agreements between province and municipalities 1 Consultative meetings held between province and local government 57 000 Additional library materials purchased 0 libraries to establish a service to the visually impaired 0 modular libraries established 0 Toy library services established at community libraries 45 Library awareness programmes implemented in community libraries 6 Literacy programmes implemented at community libraries 0 New library structure completed 5 Existing libraries upgraded 0 modular libraries established 32 libraries converted to SLIMS 135 libraries Internet maintained 16 Additional library staff appointed 171 existing library staff contracts renewed 	R18 549	<ul style="list-style-type: none"> Establishment of New Modular Libraries project was reprioritised – brick and mortar structures planned for cost efficiencies in same sites. New Infrastructure projects. Contractors have been appointed for Danielskuil, Olifantshoek, Cassel, Noupoot, Norvalspont, Louisevaleweg, Warrenton, Logaganeng, Ritchie and Homevale. Reason for under-expenditure was caused by late appointment of contractors. The projects are now in progress.

Purpose	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives			
North West	<ul style="list-style-type: none"> 3 Annual stakeholder's workshops held with local municipalities. 50 000 library material provided to all community libraries 10 000 library material purchased for dual-purpose libraries 20 toy library services established at identified community libraries. 22 libraries to be provided with equipment and computers for services to the visually impaired 3 new library structures build. 3 existing libraries upgraded and maintained 6 Libraries provided with Specialised library furniture. 8 community libraries provided with library electronic gates SLIMS implemented and maintained at 105 libraries 110 libraries' Internet connectivity maintained 82 Computers procured 4 literacy campaigns held in each District 4 Setswana campaigns planned 64 additional staff appointed 192 existing staff remunerated 5 Professional conferences attended 	<ul style="list-style-type: none"> 3 stakeholders' workshop held with local municipalities. 53 446 library material provided to all community libraries 905 library material purchased for dual-purpose libraries 20 toy library services established at identified community libraries. 0 libraries to be provided with equipment and computers for services to the visually impaired 2 new library structures completed. No library upgrades were completed by the end of the financial year. 8 Libraries provided with Specialised library furniture. 0 community libraries provided with library electronic gates SLIMS implemented and maintained at 117 libraries 97 libraries' Internet connectivity maintained 82 Computers procured 4 literacy campaigns held in 3 Districts 4 Setswana campaigns held 16 additional staff appointed 143 existing staff remunerated 5 Professional conferences attended 	R 20 404	<ul style="list-style-type: none"> 2014/15 New Infrastructure Projects: Tlaskgameng, Khunwana and Papie Ntjana Community Library. The projects were only handed over to DPW in June 2015 as per EXCO Resolutions, Tlaskgameng & Papie Ntjana were advertised and closed on the 23rd Sept 2014 & Khunwana closed on the 17th Oct 2014. Contractors were only appointed late Dec 2014 and site hand over was done in January 2015. R12 million could not be spent. Upgrading of 3 libraries: Quantity Surveyor was only appointed in Sept 2014 for scoping and developing of Bill of Quantities: Vryburg Library: implementation of the project was delayed by drawings and bills were only completed in November 2014 Mafikeng Library: is regarded as a heritage site because the building is older than 60 years and approval to upgrade the library had to be obtained from Heritage and Advisory Services. Bills for Mafikeng were only completed early Jan 2015. Advert for both libraries placed in Feb 2015 and closed 1st April 2015. R9 million could not be spent Lebotlwana was withdrawn by Moretele Municipality due relocation of schools around the library <p>R3 million for Book detection systems could not be spent: Tender advertised and closed but not awarded because DBAC identified discrepancies and recommended that the tender be re-advertised.</p>
Western Cape	<ul style="list-style-type: none"> 25 Signed agreements between provincial and local government 1 Consultation with municipalities 540 Existing staff maintained 30 libraries provided with book detection system 79 rural libraries were provided with Internet access 1 New library structures built 5 Existing libraries upgraded 3 Establishment of library services in under-served areas (wheelie wagons) 30 800 library material purchased 	<ul style="list-style-type: none"> 25 Signed agreements between provincial and local government 4 Consultation with municipalities 657 Existing staff maintained 32 book detection system provided to libraries 79 rural libraries were provided with Internet access 1 New library structures built 0 Existing libraries upgraded 3 Establishment of library services in under-served areas (wheelie wagons) 49 914 library material purchased 	N/A	N/A

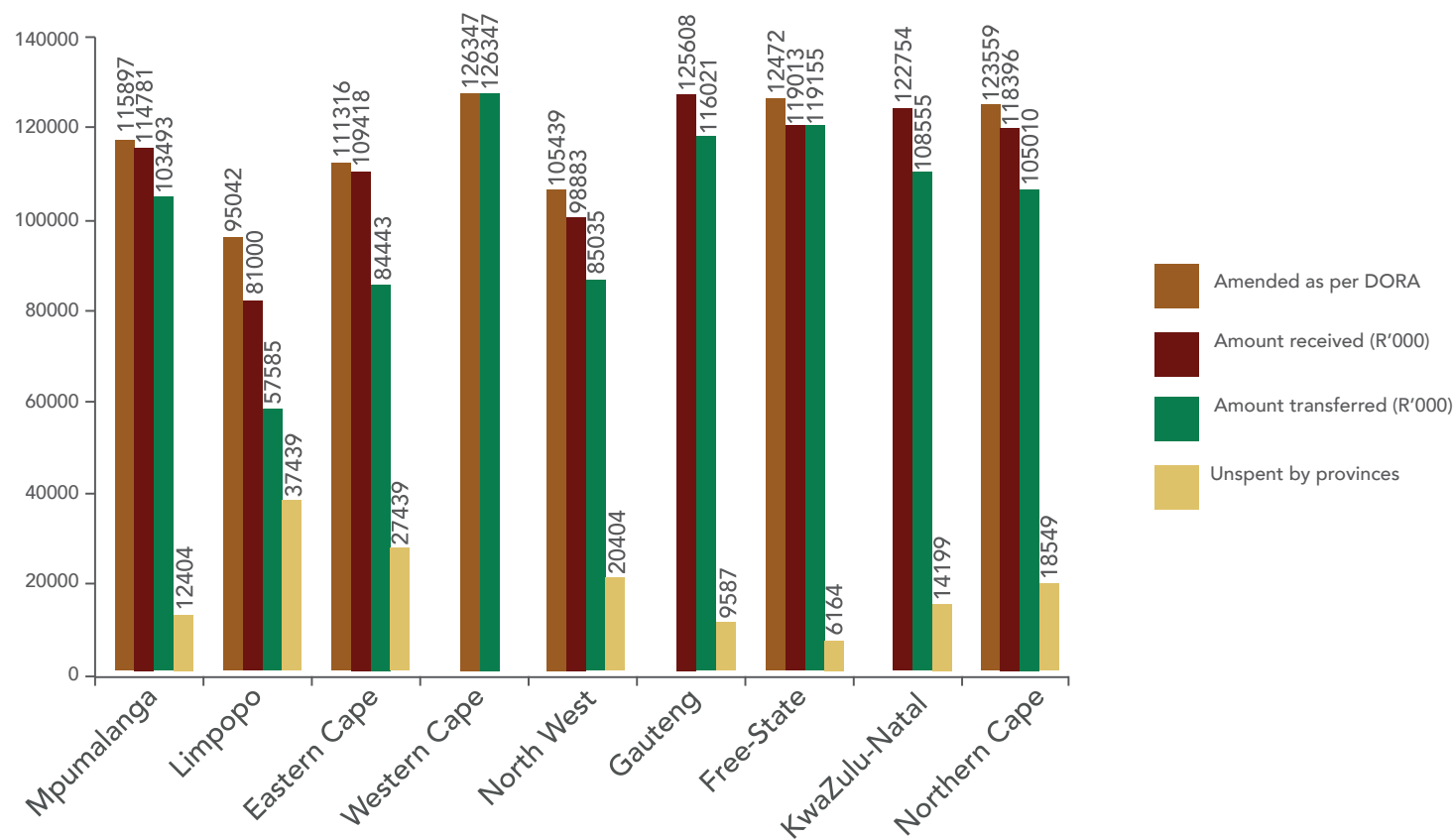


Figure 14: Geographical distribution of the conditional grant per province



[HTTPS://WWW.FACEBOOK.COM/ARTSCULTURES](https://www.facebook.com/artsculturesa)



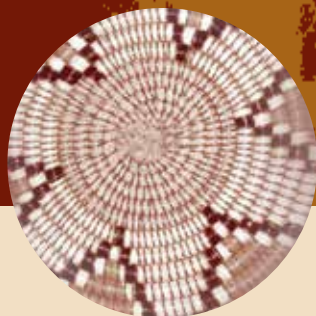
[HTTPS://TWITTER.COM/ARTSCULTURES](https://twitter.com/artsculturesa)



PRIVATE BAG X897
PRETORIA
0001
SOUTH AFRICA
TEL: +2712 441 3000

FAX: +2712 441 3699
WWW.DAC.GOV.ZA
@ARTSCULTURES

Arts & Culture



Laying the Foundation for Greatness



arts & culture

Department:
Arts and Culture
REPUBLIC OF SOUTH AFRICA