

WESTERN CAPE LANGUAGE COMMITTEE

**Annual Report
2012/2013**



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PART A: GENERAL INFORMATION

1 PUBLIC ENTITY'S GENERAL INFORMATION

REGISTERED NAME	Western Cape Language Committee
REGISTRATION NUMBER	n/a
PHYSICAL ADDRESS	3rd floor, Protea Assurance Building Greenmarket Square Cape Town 8001
POSTAL ADDRESS	Private Bag X9067 Cape Town 8000
TELEPHONE NUMBER/S	021 483 9677
FAX NUMBER	021 483 9673
EMAIL ADDRESS	MoniqueCindy.Coerecuis@westerncape.gov.za
WEBSITE ADDRESS	www.westerncape.gov.za
EXTERNAL AUDITORS	Auditor-General of South Africa
BANKERS	Nedbank
COMPANY/ BOARD SECRETARY	n/a

2 LIST OF ABBREVIATIONS/ACRONYMS

AFS	Annual Financial Statements
DCAS	Department of Cultural Affairs and Sport
D: ERM	Directorate Enterprise Risk Management, Department of the Premier
ERM	Enterprise risk management
ERMCOM	Enterprise Risk Management Committee
King III	King Report on Corporate Governance, 2009
MEC	Member of the [Provincial] Executive Council
PanSALB	Pan South African Language Board
PFMA	Public Finance Management Act, 1999
PLCs	Provincial language committees
SASL	South African Sign Language
SCOPA	Standing Committee on Public Accounts
WCG	Western Cape Government
WCLC	Western Cape Language Committee

3 STRATEGIC OVERVIEW

3.1 Vision

The empowerment of all the people of the Western Cape through language; the enhancement of human dignity through mutual respect for language; and the promotion of multilingualism.

3.2 Mission

To monitor the use of the three official languages of the Western Cape; to monitor the implementation of the Western Cape Language Policy; and to advise the MEC [member of the (Provincial) Executive Council] tasked with language matters and the Pan South African Language Board (PanSALB) on language matters in or affecting the province.

3.3 Values

Integrity, accountability, competence, responsiveness and care.

3.4 Strategic outcome orientated goals

Monitor the implementation of the Western Cape Language Policy and provide relevant advice to the MEC and PanSALB.

4 LEGISLATIVE AND OTHER MANDATES

The Western Cape Language Committee (WCLC) was established by the Western Cape Provincial Languages Act, 1998 (Act 13 of 1998). The WCLC was listed as a Schedule 3, part C provincial public entity on 1 June 2001 in terms of the Public Finance Management Act, 1999 (Act 1 of 1999).

Constitutional mandates

Section	Direct Responsibility of the Western Cape Language Committee for Ensuring Compliance
Constitution of the Republic of South Africa, 1996	
Section 6(3) and (4): Language	The Western Cape Language Committee (WCLC) must, by legislative and other measures, regulate and monitor its use of official languages. All official languages must enjoy parity of esteem and must be treated equitably. The WCLC, in collaboration with the Department of Cultural Affairs and Sport (DCAS), is responsible for monitoring and evaluating the implementation of the Western Cape Language Policy, adopted in 2005, and must report to the Western Cape Provincial Legislature on this mandate at least once a year.
Section 30: Language and culture	The WCLC facilitates opportunities for the people of the Western Cape to exercise their language and cultural rights through the programmes and projects that it presents and supports.
Section 31: Cultural, religious and linguistic communities	The WCLC must ensure that its programmes and projects respect the cultural diversity of the population of the Western Cape.
Section 41: Principles of cooperative government and intergovernmental relations	The WCLC cooperates with all spheres of government in the execution of its mandate.

Section	Direct Responsibility of the Western Cape Language Committee for Ensuring Compliance
Schedule 4: Functional Areas of Concurrent National and Provincial Legislative Competence	Language policy and the regulation of official languages to the extent that the provisions of section 6 of the Constitution expressly confer legislative competence upon the Western Cape Provincial Legislature: <ul style="list-style-type: none"> The WCLC works closely with the national Department of Arts and Culture and associated organs of state on language policy matters.
Section 195: Basic values and principles governing public administration	DCAS officials responsible for executing the mandate of the WCLC must ensure the efficient, economic and effective use of resources. Programmes undertaken in the public sector should yield maximum benefits at the lowest possible cost.
Constitution of the Western Cape, 1997 (Act 1 of 1998)	
Section 5	For the purposes of the WCLC: <p>(a) the official languages Afrikaans, English and isiXhosa must be used; and</p> <p>(b) these languages enjoy equal status.</p> <p>The WCLC must monitor the use of Afrikaans, English and isiXhosa in the Western Cape.</p> <p>The WCLC must also implement practical and positive measures to help elevate the status and advance the use of those indigenous languages of the Western Cape whose status and use have historically been diminished.</p>

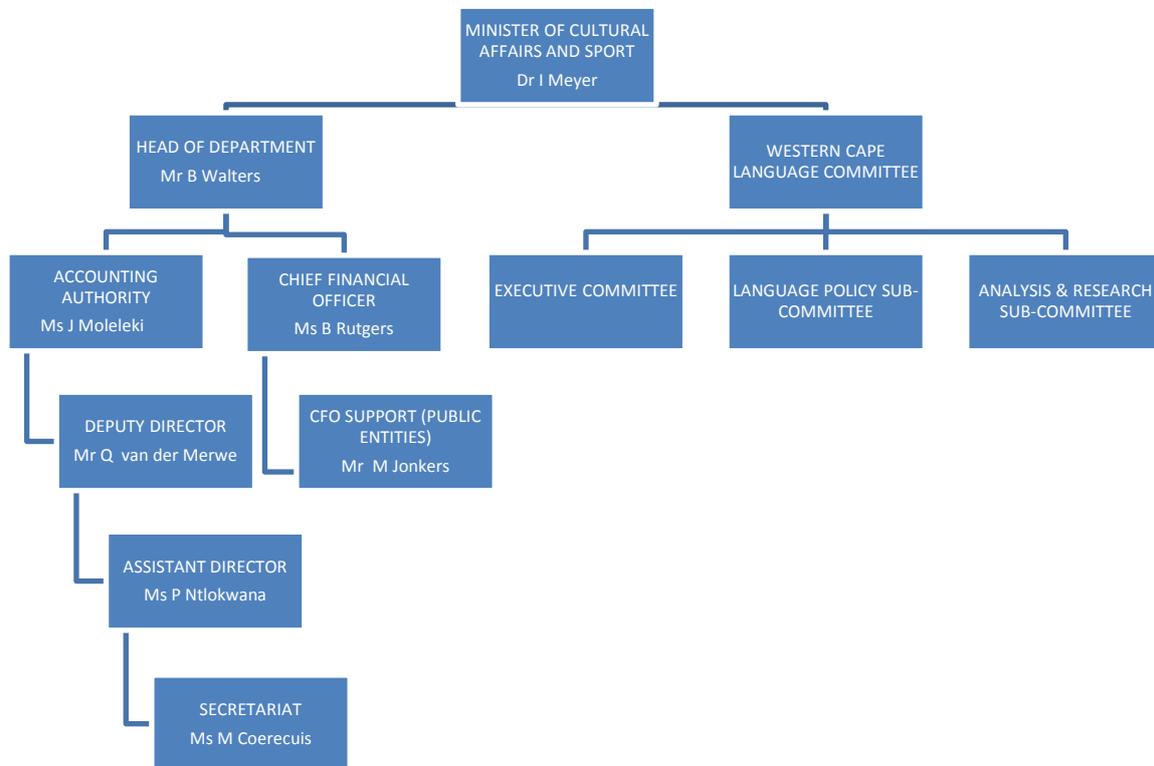
Legislative mandates

Legislation	Reference	Key Responsibilities of the WCLC
Public Finance Management Act, 1999	Act 1 of 1999	The WCLC submits quarterly and annual reports on its performance delivery and audited financial statements based on the strategic objective annual targets for each financial year.
Pan South African Language Board Act, 1995	Act 59 of 1995 (section 8(a))	The Pan South African Language Board Act, 1995 provides for provincial language committees (PLCs) to be established by PanSALB, or for PanSALB to recognise an existing PLC as a PanSALB provincial language committee. PanSALB reports on the WCLC's work as the work of its PLC for the Western Cape. The WCLC provides PanSALB with advice on language matters in the Western Cape.
Western Cape Provincial Languages Act, 1998	Act 13 of 1998 (Western Cape)	The WCLC must, among other things: <ul style="list-style-type: none"> monitor the use of Afrikaans, English and isiXhosa by the Western Cape Government; make recommendations to the MEC and the Provincial Parliament on proposed or existing legislation, practice and policy dealing directly or indirectly with language in the Western Cape; actively promote the principle of multilingualism; actively promote the development of previously marginalised indigenous languages; advise the MEC and the Western Cape Cultural Commission on language matters in the Province; and advise PanSALB on language matters in the Western Cape.
Use of Official Languages Act, 2012	Act 12 of 2012	Every national government department, national public entity and national public enterprise must: <ul style="list-style-type: none"> formulate a language policy which identifies at least three official languages that it will use for government purposes; stipulate how it will effectively communicate with members of the public whose language of choice is South African Sign Language or an official language that is not one of the languages that the department, public entity or public enterprise has identified in its language policy; and promote parity of esteem and equitable treatment of official languages of the Republic, as well as facilitate access to its services and information. <p>The national Minister responsible for language matters may establish intergovernmental forums on the use of official languages to coordinate, align and monitor the implementation of language policies.</p>

Policy mandates

Policy	Description
National Language Policy Framework (2003)	This policy provides a national framework for the application of the provisions of the Constitution and legislative mandates to all organs of state, including the Western Cape Language Committee. It also sets out principles and implementation strategies to be followed.
Western Cape Language Policy (published in the <i>Provincial Gazette</i> as PN 369/2001 of 27 November 2001)	The WCLC is obliged to monitor the implementation of this policy.

5 ORGANISATIONAL STRUCTURE



6 FOREWORD BY THE CHAIRPERSON



**Prof.
Rajendra
Chetty**

If you talk to a man in a language he understands, that goes to his head. If you talk to him in his own language, that goes to his heart. Nelson Mandela

The Western Cape Language Committee is committed to ensuring the equal status of the three official languages of the province – Afrikaans, English and isiXhosa. Our key responsibilities are: monitoring the use of the official languages by the Western Cape Government; promoting multilingualism; actively promoting the development of previously marginalised indigenous languages, including South African Sign Language (SASL); advising the MEC responsible for cultural affairs and the Provincial Parliament on language matters; and advising the Pan South African Language Board on language matters affecting the Western Cape. The Committee is proud to take stock of its service to the Western Cape community with regard to language matters as is evident in the various activities highlighted in this annual report.

The year under review ushered in a new committee selected by the Standing Committee on Community Safety, Cultural Affairs and Sport of the Western Cape Provincial Parliament in accordance with the Western Cape Provincial Languages Act, 1998. The new members are Martin Barker, Marguerite Briers de Stadler, Willem Fransman, Dr Izak Fredericks, Maria Olivier (Deputy Chairperson), Dr Monwabisi Ralarala, Maletsatsi Wotini and Heindrich Wyngaard. Mr Hendrik Theys continues to serve on the committee for a second term. We optimistically note that a member representing the Sign Language community will soon join the Language Committee.

The policy framework in the country provides for an environment where languages work together and are respected. The Constitution of the Republic of South Africa, 1996, recognises 11 official languages, all of which have equal status. The Language in Education Policy of the Department of Basic Education promotes multilingualism. The Language Policy for Higher Education (2002) proposes that higher education institutions should promote multilingualism by using indigenous languages as a language of learning and teaching since this would promote access for, and support success for students from indigenous groups. In spite of these enabling policies, society must remain vigilant to ensure that the policies are implemented and that multilingualism is promoted.

The Language Committee notes with appreciation the good work accomplished over the past year by the Language Services component of the Department of Cultural Affairs and Sport (DCAS). The Language Services component strives to give effect to the Western Cape Language Policy through the activities of the Translating, Editing and Interpreting Unit and the Language Policy Implementation Unit. This component tries to ensure that residents of the Western Cape have access to services in the official language of their choice. It also promotes previously marginalised languages and SASL through awareness programmes and activities to enhance their development.

The WCLC wishes to place on record its gratitude for the support over the past year of the Minister of Cultural Affairs and Sport, Dr Ivan Meyer. I thank members of the Committee for their collegiality and the role they play toward achieving the objectives of social inclusion and language rights for all in our province.

Language is the road map of a culture. It tells you where its people come from and where they are going.

A handwritten signature in black ink, appearing to read 'R. Chetty'. Below the signature is a horizontal line, and underneath that line, the text 'Prof. R.P. Chetty' is printed in a small, sans-serif font.

Prof. R.P. Chetty

Prof. Rajendra Chetty
Chairperson: Western Cape Language Committee
6 May 2013

7 ACCOUNTING AUTHORITY'S OVERVIEW



Jane Moleleki

The Committee was appointed 1 September 2012. It consists of 10 members and we are awaiting the appointment of a SASL representative. Two sub-committees were established; i.e. Language Policy Implementation and Analysis and Research.

The Language Policy Implementation sub-committee met and finalised the survey questionnaire for dissemination to the provincial Department of Community Safety and the provincial Department of Social Development. The Committee therefore executed its goal of monitoring the implementation of the Western Cape Language Policy by conducting the survey at the two departments.

It was envisaged that the Analysis and Research sub-committee would review the survey report to consider the recommendations and discuss the way forward.

The Committee received an additional transfer payment amount to promote isiXhosa. An isiXhosa reading competition was held to raise awareness of the language. The target audience was high school learners from Grade 9 to 12.

The Committee met four times to meet its mandate to advise the MEC and PanSALB on language matters in the Western Cape.

We are awaiting the outcome of the review on the public entities.

A handwritten signature in purple ink that reads "Jane Moleleki".

Jane Moleleki
Accounting Authority:
Western Cape Language Committee
24 May 2013

PART B: PERFORMANCE INFORMATION

1 STATEMENT OF RESPONSIBILITY FOR PERFORMANCE INFORMATION

Statement of Responsibility for Performance Information for the year ended 31 March 2013

The Accounting Authority is responsible for the preparation of the public entity's performance information and for the judgements made in this information.

The Accounting Authority is responsible for establishing and implementing a system of internal control designed to provide reasonable assurance as to the integrity and reliability of performance information.

The performance information for the Western Cape Language Committee (WCLC) for the financial year ending 31 March 2013 was examined by the external auditors and their report is presented on page 29 to 31. In my opinion, the performance information fairly reflects the actual achievements against planned objectives, indicators and targets as per the strategic and annual performance plan of the WCLC for the financial year ended 31 March 2013.

The performance information of the entity set out on pages 10 to 12 was approved by the WCLC board.



Ms Jane Moleleki
Accounting Authority
31 July 2013

2 AUDITOR'S REPORT: PREDETERMINED OBJECTIVES

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

Refer to pages 29 to 31 of the report of the Auditor-General, published as Part E: Financial Information.

3 OVERVIEW OF PUBLIC ENTITY'S PERFORMANCE

3.1 Service delivery environment

Although there was a delay in the appointment of the new Western Cape Language Committee, the entity managed to have its scheduled four plenary meetings to discuss language-related matters and provide advice to PanSALB and the MEC. Two subcommittees were established, i.e. the Language Policy Implementation Subcommittee and the Research and Analysis Subcommittee.

The Language Committee is responsible for monitoring the implementation of the Western Cape Language Policy. During the year under review, the Committee undertook an implementation survey of the policy in the provincial Department of Community Safety and the provincial Department of Social Development.

To promote isiXhosa, the Committee organised an isiXhosa reading competition for high school learners from Grade 9 to Grade 12.

3.2 Organisational environment

An advertisement was placed for a South African Sign Language representative on the Committee and the appointment process is nearly complete.

3.3 Key policy developments and legislative changes

The Use of Official Languages Act, 2012 (Act 12 of 2012) requires every national government department, national public entity and national public enterprise to:

- formulate a language policy which identifies at least three official languages that it will use for government purposes;
- stipulate how it will effectively communicate with members of the public whose language of choice is South African Sign Language or an official language that is not one of the languages that the department, public entity or public enterprise has identified in its language policy; and
- promote parity of esteem and equitable treatment of official languages of the Republic, as well as facilitate access to its services and information.

The language policies that will be adopted by national government departments, national public entities and national public enterprises, especially those which have a large footprint at regional and local level, will have a significant impact on the language landscape in the Western Cape.

Another potentially important legal development in 2012 was Cabinet's approval of the South African Language Practitioners' Council Bill.

3.4 Strategic outcome oriented goals

To cultivate a culture of multilingualism in the Western Cape.

4 PERFORMANCE INFORMATION

Strategic objectives, performance indicators planned targets and actual achievements

Strategic objective:

Strategic objectives	Actual Achievement 2011/2012	Planned Target 2012/2013	Actual Achievement 2012/2013	Deviation from planned target to Actual Achievement for 2012/2013	Comment on deviations
Monitor and advise on the implementation of the Western Cape Language Policy	6	6	6	0	n/a

Key performance indicators, planned targets and actual achievements

Performance Indicator	Actual Achievement 2011/ 2012	Planned Target 2012/ 2013	Actual Achievement 2012/ 2013	Deviation from planned target to Actual Achievement for 2012/2013	Comment on deviations
Monitor the implementation of the Western Cape Language Policy by means of an annual survey	1	1	1	0	n/a
Publish Annual Report of the Western Cape Language Committee	1	1	1	0	n/a
Advise the Minister of Cultural Affairs and Sport and the Western Cape Cultural Commission on Language matters	4	4	4	0	n/a

Strategy to overcome areas of under performance

No underperformance recorded.

Changes to planned targets

No changes were affected.

Linking performance with budget

All expenses incurred are directly linked to achieving the outputs.

5 SUMMARY OF FINANCIAL INFORMATION

5.1 Revenue collection

Sources of revenue	2012/2013			2011/2012		
	Estimate	Actual Amount Collected	(Over)/ Under Collection	Estimate	Actual Amount Collected	(Over)/ Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Transfer payment	190	240	(50)	220	220	0
Other Income	23	45	(22)	105	68	37
Total	213	285	(72)	325	288	37

The transfer received is directly linked to budgeted expenses. The Committee has raised its concerns about the fact that the bulk of the income received is spent on Audit fees.

5.2 Programme Expenditure

Programme Name	2012/2013			2011/2012		
	Budget	Actual Expenditure	(Over)/ Under Expenditure	Budget	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
	213	227	(14)	325	246	79
Total	213	227	(14)	325	246	79

An additional project was funded. The WCLC only started operating in September when the new Committee was constituted. In spite of the late start, it managed to reach all its targets.

5.3 Capital investment, maintenance and asset management plan

Not applicable

PART C: GOVERNANCE

1 INTRODUCTION

Corporate governance embodies processes and systems by which public entities are directed, controlled and held to account. In addition to legislative requirements based on a public entity's enabling legislation, corporate governance with regard to public entities is applied through the precepts of the Public Finance Management Act (PFMA) in tandem with the principles contained in the King Report on Corporate Governance, 2009 (King III).

Parliament, the Executive and the Accounting Authority of the public entity are responsible for corporate governance.

2 PORTFOLIO COMMITTEE

Not applicable.

3 EXECUTIVE AUTHORITY

These reports are submitted quarterly to monitor financial and nonfinancial information for the period

- Quarterly Performance Report
 - 31 July 2012,
 - 31 October 2012,
 - 31 January 2013 and
 - 30 April 2013.

- In year Monitoring Report
 - 31 July 2012,
 - 31 October 2012,
 - 31 January 2013 and
 - 30 April 2013.

4 THE WESTERN CAPE LANGUAGE COMMITTEE

Introduction

The purpose and goal of the Western Cape Language Committee is to advise the Minister responsible for language and the Pan South African Language Board on language matters in the Western Cape and to monitor the implementation of the Western Cape Language Policy.

The board charter

Not applicable

Composition of the Western Cape Language Committee

Name	Designation (in Terms of the Public Entity Board Structure)	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships	Other Committees	No. of Meetings Attended
Martin Barker	Member	1 September 2012	n/a	BA Honours English; University Education Diploma (English and Afrikaans)	Teaching English at secondary level		Language Policy Implementation Subcommittee	5
Marguerite Briers de Stadler	Member	1 September 2012	n/a	BA, Hoër Onderwys Diploma; Specialist Diploma for People with Disabilities, Diploma in Translation, MPhil	Executive Officer: Vriende van Afrikaans; Member: Afrikaans Taalraad; Member Management Committee and founder member: XhosAfrika Network	Direksie van Afrikaanse Taalraad	Language Policy Implementation Subcommittee	4
Prof. Rajendra Chetty	Chairperson	1 September 2012	n/a	PhD English Education, MA South African Literature, MBA	Researcher in the areas of literacy and language, specifically English education; Council Member: English Academy of Southern Africa		Executive Language Policy Implementation Subcommittee Research and Analysis Subcommittee	7

Name	Designation (in Terms of the Public Entity Board Structure)	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships	Other Committees	No. of Meetings Attended
Willem Fransman	Member	1 September 2012	n/a	National Diploma in Laboratory Animal Technology	Published poet; author of short stories; radio and stage writer; storyteller; Facilitator of creative writing processes		Language Policy Implementation Subcommittee	5
Dr Izak Fredericks	Member	1 September 2012	n/a	BA (Public Admin), LLB (UWC), LLM (Harvard), LLD (UWC)	Author: early language policy for the Department of Justice and Constitutional Development; LLD thesis: "The protection of languages and of language rights in the South African Constitution".		Research and Analysis Subcommittee	5
Maria Olivier	Deputy Chairperson	1 September 2012	n/a	MA Afrikaans and Netherlands specialising in translation and Afrikaans language acquisition; Secondary teaching diploma	Member: Afrikaanse Taalraad; Member: Executive Committee, XhosAfrika Network; Manager: Intshona Labour Trust; Former member: National Language Body for Afrikaans; Former Chief Executive Officer: Stigting vir Bemagtiging deur Afrikaans	Intshona Milk Products(Pty)Ltd Intshona FMCG (Pty)Ltd	Executive Research and Analysis Subcommittee	6
Dr Monwabisi Ralarala	Member	1 September 2012	n/a	D Litt (African Languages); MA (African Languages); BA Honours; Post graduate Diploma: Applied Language Studies; Higher Diploma in Education	Institutional Language Coordinator: Cape Peninsula University of Technology; Language development; Coordinating the development of multilingual course materials (including multimedia materials) in collaboration with subject experts	Commissioner of the Linguistic Human Rights Tribunal	Research and Analysis Subcommittee	4
Hendrik Theys	Member	1 September 2012	n/a	Doctorate: "Algemene Taalwetenschap" (Utrecht, Netherlands); BA; Higher Diploma in Education, BEd	Language teacher and language lecturer for 38 years, Trustee: Stigting vir Bemagtiging deur Afrikaans; Executive member: Afrikaanse Taalraad		Research and Analysis Subcommittee	5

Name	Designation (in Terms of the Public Entity Board Structure)	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships	Other Committees	No. of Meetings Attended
Maletsatsi Wotini	Member	1 September 2012	n/a	Diploma in Labour Law; Certificate in facilitation, conflict and management	Management mentorship in multicultural environments		Language Policy Implementation Subcommittee	3
Heindrich Wyngaard	Member	1 September 2012	n/a	National Diploma in Journalism; Certificate in Project Management	Senior Editor: Die Burger and Rapport (15 years); Published writer of short stories and articles; Former executive member: Afrikaanse Skrywersvereniging; Deputy Chairperson: Suidooster Kunstefees	Board of Directors of Suidoosterfees/festival board Board of Trustees of Media 24 Rachell's Angels Trust Board of Collection Museum	Research and Analysis Subcommittee	3

Committees

Meeting	No. of meetings held	No. of members	Name of members
Plenary meetings	4	10	Dr. Monwabisi Ralarala Dr Izak Fredericks Maria Olivier Hendrik Theys Heindrich Wyngaard Prof. Rajendra Chetty Martin Barker Marguerite Briers de Stadler Willem Fransman Maletsatsi Wotini

Remuneration of Committee members

The service benefit packages for office-bearers of certain statutory and other institutions are defined by the Minister of Finance and described in a Provincial Treasury Circular. The Chairperson's rate is R341 per hour, the Deputy Chairperson's rate is R231 per hour and the rate for members is R195 per hour.

Name	Remuneration	Other allowance	Other reimbursements	Total
Martin Barker	3 363.75	–	596.28	3 960.03
Marguerite Briers de Stadler	3 736.20	–	1 147.12	4 883.32
Prof. Rajendra Chetty	6 229.75	–	607.52	6 837.27
Willem Fransman	3 671.86	–	748.47	4 420.33
Dr Izak Fredericks	2 987.40	–	616.45	3 603.85
Maria Olivier	3 995.55	–	525.78	4 521.33
Dr Monwabisi Ralarala	3 156.01	–	403.91	4 108.48
Hendrik Theys	3 654.30	–	454.18	4 108.48
Maletsatsi Wotini	2 566.21	–	496.55	3 062.76
Heindrich Wyngaard	2 891.85	–	208.84	3 100.69

5 RISK MANAGEMENT

The Accounting Authority is accountable for enterprise risk management (ERM) in accordance with the National Treasury Public Sector Risk Management Framework and with the support of the Directorate Enterprise Risk Management (D: ERM) in the Department of Premier. D: ERM provides a centralised strategic support service to Western Cape Government departments.

The Department of Cultural Affairs and Sport developed an Enterprise Risk Management Plan and an ERM Implementation Strategy which incorporates WCLC. This will ultimately enable DCAS to deliver on all its goals, objectives and indicators, enhance risk informed decision making, and optimise compliance with applicable legislation. The Plan and Strategy outlines the roles and responsibilities of managers and staff in respect of embedding risk management in DCAS and defines the

enabling legislation, standards, mechanisms, tools and resources to be used to realise the ERM Plan.

The members of top management in DCAS have been formally appointed as its Enterprise Risk Management Committee (ERMCOM). During the year under review, ERMCOM met once a quarter to monitor the risk profile and risk treatments of the Department.

Risk assessments are conducted on a strategic and programme level every quarter in order to review and update existing risks and identify emerging risks. Significant risks to the realisation of planned objectives are assessed in terms of their likelihood and impact; risk treatment plans with target dates are developed; and risk owners are identified and held responsible for the treatment of such risks.

D: ERM works closely with the appointed risk champions in WCLC to assist them to drive the ERM process in the Department.

6 INTERNAL CONTROL UNIT

It is the responsibility of the Accounting Authority to continually assess and evaluate internal controls to assure that the control activities in place are effective, efficient and transparent and that they are improved when necessary. To achieve this, quarterly key control meetings were held with the Auditor-General, programme managers of the Department and the MEC. This is an ongoing process to ensure that the WCLC obtains clean audits.

7 INTERNAL AUDIT AND THE AUDIT COMMITTEE

Internal audit continued to be offered independently by the shared Internal Audit Activity that was centralised in the Corporate Services Centre in the Department of the Premier.

In line with the PFMA and King III, the internal audit activity provides the Audit Committee and management with assurance that the internal controls relating to governance, risk management and control processes are adequate and effective. A risk-based Three-Year Rolling Strategic and Annual Operational Internal Audit Plan that is in alignment with the PFMA and King III was approved by the Audit Committee. The Audit Committee also monitored the execution of the operational plan and the WCLC's management's implementation of corrective actions.

No further funding was made available for the increase of internal audit capacity and this year the focus was on the optimal utilisation of the existing audit resources.

Internal Audit continues to recognise the role played by other assurance providers and envisages a combined assurance approach for the forthcoming year which will ensure that internal audit resources are applied to the most relevant risk areas.

WCLC is served by the Social Cluster Audit Committee, and all members are independent, appointed by the head of Provincial Treasury after consultation with the relevant executive authorities. The Audit Committee operates in terms of terms of reference approved on 18 July 2012.

The Audit Committee meets at least once a quarter to give effect to its responsibilities as per the approved terms of reference. The Audit Committee further

meets privately with the Executive Authority and Accounting Authority to discuss matters of concern.

8 COMPLIANCE WITH LAWS AND REGULATIONS

Systems, policies and processes are in place to ensure compliance with laws and regulations.

9 FRAUD AND CORRUPTION

The policy as implemented by the DCAS incorporates the WCLC.

The Western Cape Government adopted an Anti-Corruption Strategy which confirms the province's zero tolerance stance towards fraud and corruption. In addition, the Western Cape Language Committee has an approved Fraud Prevention Plan.

The shared Forensic Investigating Unit that was centralised in the Corporate Service Centre in the Department of the Premier provides forensic investigation capacity on request. Various channels for reporting allegations of fraud and corruption exist. These are described in detail in the Anti-Corruption Strategy and the Departmental Fraud Prevention Plan. Each allegation received by the Forensic Investigating Unit is recorded in a Case Management System which is used as a management tool to report on progress made with cases.

DCAS protects employees who blow the whistle on suspicions of fraud, corruption and theft if the disclosure is a protected disclosure (i.e. not malicious). The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption. Should they do so in person, their identities are kept confidential by the person to whom they are reporting their suspicions.

If, after an investigation is complete, fraud or corruption is confirmed, any implicated employee is subjected to a disciplinary hearing. In all such instances, the WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where there is prima facie evidence of criminal conduct, the matter is reported to the South African Police Service.

10 MINIMISING CONFLICTS OF INTEREST

WCLC ensures that there are no conflicts of interest by insisting that a Declaration of Interest (WCBD4 form) is obtained from every supplier not registered on the Western Cape Supplier Database. Before doing business with suppliers who are registered on the database, checks are done to verify that their WCBD4 declarations are not older than 12 months.

Provincial Treasury is assisting departments to reduce the risk of conflicts of interest where owners or directors of companies are also public servants in the Western Cape. This is done by providing information from PERSAL [the Personnel Salary System] about public servants who are registered as owners or directors of companies. WCLC ensures that such persons possess a Remunerative Work Outside the Public Service (RWOP) approval letter before doing business with them.

WCLC has not found any conflict of interest with any business concluded with suppliers. If such a conflict were to be discovered, the matter will be treated as a

fraudulent Supply Chain Management activity and, after a due diligence investigation, the supplier will be identified as a "non-preferred" service provider.

11 CODE OF CONDUCT

The policy as implemented by the DCAS incorporates the WCLC.

The purpose of the Code of Conduct is to promote a high standard of professional ethics in the workplace. WCLC strives to adhere and comply with the content of the Code. Employees are made aware of the content of the Code of Conduct through, among other things, the compulsory induction of all newly appointed employees. The Code was distributed to all employees as a reminder to continue promoting high standards of professional ethics in the workplace. If and when the content of the code is breached, managers make use of progressive discipline as necessary. More serious offences are referred to the Corporate Services Centre (Directorate Employee Relations) for formal disciplinary procedures.

12 HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

The policy as implemented by the DCAS incorporates the WCLC.

Health and safety issues are addressed in WCLC by conducting monthly inspections at Head Office and annual audit inspections at all other offices of the Department. Contingency plans and business continuity plans have been compiled for all the offices. The managers at all offices have been appointed as Health and Safety Risk Coordinators. Safety Marshalls, First Aiders and Fire-Fighters have been trained and appointed at all offices.

Annual fire drills are conducted at offices in the Cape Town city centre in collaboration with the Department of Community Safety and the Disaster Risk Management Department of the City of Cape Town which monitor and provide comment in respect of all processes.

Occupational health and safety meetings are held quarterly at top management level to discuss health, safety and environmental issues.

The holding of annual health and safety awareness programmes has raised the level of awareness in WCLC considerably.

The WCLC has implemented a waste management programme. Waste paper is collected and disposed of every month.

13 COMPANY/ BOARD SECRETARY

Not applicable.

14 SOCIAL RESPONSIBILITY

Not applicable.

15 AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2013. The Public Entity is commended for achieving a clean audit.

Audit Committee Members and Attendance

In terms of Cabinet Resolution 55/2007, the Western Cape Language Committee is served by the Social Cluster Audit Committee. The Audit Committee consists of the members listed below and should meet at least 4 times per annum as per its approved terms of reference. During the financial year under review, 8 meetings were held.

<u>Name of Member</u>	<u>Number of Meetings Attended</u>
Mr R Kingwill (Chairperson)	8
Mr Z Hoosain (Resigned 30 November 2012)	6
Mr M Burton	8
Mr L van der Merwe	8
Ms J Gunther (Appointed 01 January 2013)	2
Mr F Barnard (Appointed 01 January 2013)	2

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from section 51(1) (a) of the PFMA and Treasury Regulation 27.1. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

We have reviewed the reports of the Internal Auditors, the Audit Report on the Annual Financial Statements and the Management Report of the Auditor-General of South Africa (AGSA); nothing has come to our attention that would indicate a material breakdown in internal controls in this public entity.

Enterprise Risk Management for the entity continues to be driven by the parent Department of Cultural Affairs and Sport. The Audit Committee noted a number of emerging risks and will be monitoring these on a regular basis.

We have reviewed and concur with management's acceptance of the AGSA's management report. We can confirm there are no unresolved issues.

The Audit Committee is satisfied with the content and quality of quarterly reports in respect of in year management and quarterly performance reports submitted in terms of the PFMA and the Division of Revenue Act prepared and issued by the Accounting Authority of the Public Entity during the year under review.

We have fulfilled our mandate with regards to the annual financial statements as mentioned below.

Evaluation of Financial Statements

The Audit Committee has:

- reviewed and discussed the audited Annual Financial Statements to be included in the Annual Report, with the AGSA and the Accounting Authority;
- reviewed the AGSA's Management Report and Management's response thereto;
- reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- reviewed the Public Entity's processes for compliance with legal and regulatory provisions;
- reviewed the information on predetermined objectives as reported in the annual report;
- reviewed material adjustments resulting from the audit of the Public Entity and
- reviewed and where appropriate recommended changes to the interim financial statements as presented by the Public Entity for the six months ending 30 September 2012.

The Audit Committee concurs and accepts the AGSA's opinion regarding the Annual Financial Statements, and proposes that the Audited Annual Financial Statements be accepted and read together with the report of the AGSA.

Internal Audit

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

The Audit Committee reports that the entity is serviced by the Department of Cultural Affairs and Sport and the internal control deficiencies are reported at the departmental level.

The Audit Committee remains concerned that further audit coverage is required to cover a significant percentage of high risk areas. The Audit Committee will encourage increased assurance over significant risks by overseeing the implementation of combined assurance principles.

Auditor-General's Report

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

Appreciation

The Audit Committee wishes to express its appreciation to the Management of the Public Entity, the Auditor-General South Africa, Provincial Enterprise Risk Management Unit, Forensic Unit and the Internal Audit Unit for the co-operation and information they have provided to enable us to compile this report.

A handwritten signature in black ink, appearing to read 'R Kingwill', written in a cursive style.

Mr R Kingwill
Chairperson of the Social Cluster Audit Committee
16 August 2013

PART D: HUMAN RESOURCE MANAGEMENT

Staff are employed by DCAS and is reported in its Annual Report

PART E: FINANCIAL INFORMATION

1 STATEMENT OF RESPONSIBILITY

Statement of Responsibility for the Annual Financial Statements for the year ended 31 March 2013

The Accounting Authority is responsible for the preparation of the public entity's Annual Financial Statements (AFS) and for the judgements made in this information.

The Accounting Authority is responsible for establishing and implementing a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the AFS.

In my opinion, the Annual Financial Statements fairly reflect the operations of the Western Cape Language Committee for the financial year ended 31 March 2013.

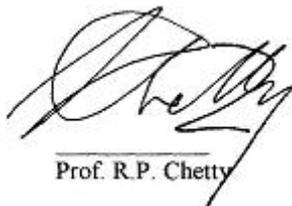
External auditors have been engaged to express an independent opinion on the AFS of the public entity.

The Western Cape Language Committee's annual financial statements for the year ended 31 March 2013 have been audited by the external auditors whose report is presented on pages 29 to 31.

The Annual Financial Statements of the public entity set out on pages 33 to 49 have been approved.



Jane Moleleki
Accounting Authority
Western Cape Language Committee
31 July 2013


Prof. R.P. Chetty

Prof. Rajendra Chetty
Chairperson: Western Cape Language Committee
31 July 2013

REPORT OF THE ACCOUNTING AUTHORITY

The Western Cape Language Committee received a transfer payment in the amount of R190 000 from the Department of Cultural Affairs and Sport to execute its mandate. A further R50 000 was transferred to the WCLC for the promotion of isiXhosa.

Most of the Committee's spending was on meeting allowances, the printing of the previous Annual Report and administrative costs. Staff members in the employ of the DCAS render administrative support to the WCLC. The appointment of the SASL representative on the Committee will be concluded soon.

In terms of section 13 of the Western Cape Provincial Languages Act, 1998 the WCLC undertook a range of activities based on the following powers and duties as stipulated in the Act:

- monitoring the use of Afrikaans, English and isiXhosa by the Western Cape Government;
- making recommendations to the provincial Minister of Cultural Affairs and Sport and the Provincial Parliament regarding any proposed or existing legislation, practice and policy that directly or indirectly deals with language matters, as well as regarding any proposed amendment or repeal or replacement of such legislation, practice or policy;
- monitoring the application of the Constitution of the Western Cape and the Western Cape Provincial Languages Act regarding the use of languages;
- actively promoting the principle of multilingualism;
- actively promoting the development of previously marginalised indigenous languages; and
- advising the provincial Minister and the Western Cape Cultural Commission on any other language matter in or affecting the Western Cape with regard to the three official languages of the Western Cape.

No services or activities were discontinued during the financial year. The Executive Authority has approved the Annual Performance Plan for the Western Cape Language Committee for the 2013/2014 financial year.

A submission was made to Provincial Treasury for the roll-over of funds for utilisation in the new financial year due because the Committee was appointed late in the year – in September 2012.

Supply Chain Management processes and systems are in place for effective financial management.



Jane Moleleki
Accounting Authority
Western Cape Language Committee
24 May 2013

3 REPORT OF THE EXTERNAL AUDITOR

REPORT OF THE AUDITOR-GENERAL TO THE WESTERN CAPE PROVINCIAL PARLIAMENT ON THE WESTERN CAPE LANGUAGE COMMITTEE

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the financial statements of the Western Cape Language Committee set out on pages 33 to 49, which comprise the statement of financial position as at 31 March 2013, the statement of financial performance, statement of changes in net assets, the cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting authority's responsibility for the financial statements

2. The accounting authority is responsible for the preparation and fair presentation of these financial statements in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP), the requirements of the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and section 19(5) of the Western Cape Provincial Languages Act, 1998 (Act No. 13 of 1998) (WCPLA) and for such internal control as the accounting authority determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor-general's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Language Committee as at 31 March 2013, and its financial performance, cash flows and comparison of budget and actual amounts for the year then ended in accordance with SA Standards of GRAP and the requirements of the PFMA and the WCPLA.

Emphasis of matter

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

Material underspending of the budget

8. As disclosed in the statement of comparison of budget and actual amounts, the entity has materially underspent its budget to the amount of R36 000. This did not have a negative impact on the entity's service delivery.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

9. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings relevant to performance against predetermined objectives, compliance with laws and regulations and internal control, but not for the purpose of expressing an opinion.

Predetermined objectives

10. I performed procedures to obtain evidence about the usefulness and reliability of the information in the annual performance report, as set out on pages 11 to 12 of the annual report.
11. The reported performance against predetermined objectives was evaluated against the overall criteria of usefulness and reliability for the objectives selected for auditing. The usefulness of information in the annual performance report relates to whether it is presented in accordance with the National Treasury's annual reporting principles and whether the reported performance is consistent with the planned objectives. The usefulness of information further relates to whether indicators and targets are measurable (i.e. well defined, verifiable, specific, measurable and time bound) and relevant as required by the National Treasury *Framework for managing programme performance information*.

The reliability of the information in respect of the selected objectives is assessed to determine whether it adequately reflects the facts (i.e. whether it is valid, accurate and complete).

12. There were no material findings on the annual performance report concerning the usefulness and reliability of the information.

Compliance with laws and regulations

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

Internal control

15. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with laws and regulations.
16. I did not identify any deficiencies in internal control which I considered sufficiently significant for inclusion in this report.

Auditor - General

Cape Town

31 July 2013



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

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The statements set out below comprise the annual financial statements:

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Reconciliation of actual amounts on a comparable basis and actual amounts in the financial statements	39
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WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013

STATEMENT OF FINANCIAL POSITION as at 31 March 2013

Figures in Rand	Notes	2013 R'000	2012 R'000
ASSETS			
Current assets			
Trade and other receivables	2	-	5
Cash and cash equivalents	3	239	131
TOTAL ASSETS		239	136
LIABILITIES			
Current liabilities			
Trade and other payables	4	48	3
TOTAL LIABILITIES		48	3
NET ASSETS			
Accumulated surplus		191	133
TOTAL NET ASSETS		239	136

WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013

STATEMENT OF FINANCIAL PERFORMANCE for the year ended 31 March 2013

Figures in Rand	Notes	2013 R'000	2012 R'000
REVENUE			
Revenue from non-exchange transactions	5.1	276	280
Revenue from exchange transactions	5.2	9	8
TOTAL REVENUE		285	288
EXPENDITURE			
Members' fees	8	(36)	(16)
Administrative expenses	9	(24)	(28)
Audit fees	6	(125)	(110)
Other operating expenses	10	(42)	(92)
TOTAL EXPENDITURE		(227)	(246)
SURPLUS FOR THE YEAR		58	42

WESTERN CAPE LANGUAGE COMMITTEE

**ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013**

STATEMENT OF CHANGES IN NET ASSETS

	Accumulated surplus R'000	Total Equity R'000
Balance at 1 April 2011	91	91
Surplus for the year	42	42
Balance at 01 April 2012	133	133
Surplus for the year	58	58
Balance at 31 March 2013	191	191

WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013

CASH FLOW STATEMENT

Figures in Rand	Notes	2013 R'000	2012 R'000
Cash flows from operating activities			
Cash received		240	275
Cash paid to suppliers and employees		(141)	(249)
Cash generated in operations	7	99	26
Interest received		9	8
Net cash inflows from operating activities		108	34
Net increase in cash and cash equivalents		108	34
Cash and cash equivalents at the beginning of the year		131	97
Total cash and cash equivalents at the end of the year	3	239	131

WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS

Description	Approved & final budget R,000s	Actual amounts on comparable basis R,000's	Difference between final budget and actual R,000's	Difference %	Explanation of significant variances (greater than 5%) versus budget
REVENUE					
Transfers & subsidies	190	240	50	26%	The controlling entity sponsored more projects.
Other operating income	11	36	25	227%	Audit fee rebate from Auditor General not cash flow.
Interest income	12	9	(3)	(25%)	Interest on current account was less than projected.
TOTAL REVENUE	213	285	72	34%	
EXPENDITURE					
Members fees	27	35	(8)	(30%)	Additional sub-committees were formed.
Audit fees	80	102	(22)	(28%)	Audit fees were under budget.
Other operating expenses	106	40	66	62%	A project related to the promotion of isiXhosa was not started due to members only being elected in September 2012.
TOTAL EXPENDITURE	213	177	36	17%	
NET EFFECT	-	108	108		

The approved budget covers the period from 1 April 2012 to 31 March 2013. The financial statements are prepared on the accrual basis using a classification on the nature of expenses in the statement of financial performance. The financial statements differ from the budget, which is approved on the cash basis using the same classification.

A reconciliation between the actual amounts on a comparable basis as presented in the statement of comparison of budget and actual amounts and the actual amounts in the cash flow statement for the period ended 31 March 2013 is presented below. The financial statements and budget documents are prepared for the same period. There is a basis difference: the budget is prepared on a cash basis and the financial statements on the accrual basis.

WESTERN CAPE LANGUAGE COMMITTEE

ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013

**RECONCILIATION OF ACTUAL AMOUNTS ON A COMPARABLE BASIS AND ACTUAL AMOUNTS
IN THE FINANCIAL STATEMENTS**

Description	Operating R'000	Total R'000
Actual amount on comparable basis as presented in the budget and actual comparative statement	-	-
Basis differences	108	108
Timing differences	-	-
Entity differences	-	-
Actual amount in the cash flow statement	108	108

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

1. ACCOUNTING POLICIES

1.1 PRESENTATION OF FINANCIAL STATEMENTS

The 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 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), and the Treasury Regulations issued in terms of the Act.

1.1.1 Basis of preparation

The financial statements have been prepared in accordance with the effective Standards of Generally Recognised Accounting Practices (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board.

The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below. The accounting policies set out below have been applied consistently to all periods presented in these financial statements, unless otherwise stated. The GRAP standards applicable to the entity and adopted are as follows:

GRAP No.	Description	GRAP No.	Description
GRAP 1	Presentation of Financial Statements	GRAP 14	Events after the Reporting Date
GRAP 2	Cash Flow Statements	GRAP 16	Investment Property (as revised in 2010)
GRAP 3	Accounting Policies, Changes in Accounting Estimates and Errors	GRAP 17	Property, Plant and Equipment
GRAP 4	The effects of Changes in Foreign Exchange Rates	GRAP 19	Provisions, Contingent Liabilities and Contingent Assets
GRAP 5	Borrowing Costs	GRAP 21	Impairment of Non-cash-generating Assets
GRAP 6	Consolidated and Separate Financial Statements	GRAP 23	Revenue from Non-exchange Transactions (Taxes and Transfers)
GRAP 7	Investments in Associates	GRAP 24	Presentation of Budget Information in Financial Statements
GRAP 8	Interests in Joint Ventures	GRAP 26	Impairment of Cash-generating Assets
GRAP 9	Revenue from Exchange Transactions	GRAP 100	Non-current Assets Held for Sale and Discontinued Operations (as revised in 2010)
GRAP 10	Financial Reporting in Hyperinflationary Economies (as revised in 2010)	GRAP 101	Agriculture
GRAP 11	Construction Contracts (as revised in 2010)	GRAP 102	Intangible Assets
GRAP 12	Inventories (as revised in 2010)	GRAP 103	Heritage Assets
GRAP 13	Leases (as revised)	GRAP 104	Financial Instruments

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

The preparation of financial statements in conformity with GRAP requires management to make judgements, estimates, and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the year in which the estimate is revised if the revision affects only that year or in the year of the revision and future years if the revision affects both current and future years.

1.1.2 Standards not yet effective for the reporting period

GRAP 18	Segment Reporting
GRAP 20	Related Parties Disclosure
GRAP 25	Employee Benefits
GRAP 105	Transfers of functions between entities under common control
GRAP 106	Transfers of functions between entities not under common control
GRAP 107	Mergers

1.1.3 The cash flow statement can only be prepared in accordance with the direct method.

1.1.4 Specific information has been presented separately on the statement of position such as:

- (a) Receivables from non-exchange transactions including taxes and transfers;
- (b) Taxes and transfers payable;
- (c) Trade and other payables from non-exchange transactions.

1.2. PRESENTATION CURRENCY

The functional currency of the entity is South African Rand. These annual financial statements are presented in South African Rand. All amounts have been rounded to the nearest thousand (1 000) Rand.

1.3. GOING CONCERN ASSUMPTION

These annual financial statements are prepared on a going concern basis.

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

1.4. REVENUE

Revenue is measured at the fair value of the consideration received or receivable. Revenue is recognised when it is probable that future economic benefits or service potential will flow to the entity and when the amount of revenue can be reliably measured, and specific criteria have been met for the entity's activities. Revenue from the rendering of services is recognised in surplus or deficit in proportion to the stage of completion of the transaction at the reporting date.

The amount is not considered to be reliably measurable until all contingencies relating to the transaction have been resolved.

1.4.1 Revenue from non-exchange transactions

1.4.1.1 Unconditional grants

An unconditional grant is recognised in revenue when the grant becomes receivable.

1.4.1.2 Conditional grants and receipts

Revenue received from conditional grants, donations and funding are recognised as revenue to the extent that the entity has complied with any of the criteria, conditions or obligations embodied in the agreement. To the extent that the criteria, conditions or obligations have not been met, a liability is recognised.

Interest earned on investments is treated in accordance with grant conditions. If it is payable to the grantor it is recorded as part of the liability and if not, it is recognised as interest earned in the statement of financial performance.

Grants that compensate the entity for expenses incurred are recognised in surplus or deficit on a systematic basis in the same periods in which the expenses are recognised.

1.4.1.3 Services in-kind

Services in-kind are services provided by individuals to entities, without charge, but may be subject to stipulations. Public entity staff provide valuable support to the entity in achieving its objectives; however, the service provided cannot be measured reliably and therefore it is not recognised in the statement of financial performance or statement of financial position.

The nature of the service is disclosed in the notes to the financial statements, related parties.

1.4.2 Revenue from exchange transactions

Revenue received from interest on investments and current bank account.

1.5. FOREIGN CURRENCIES

Transactions denominated in foreign currencies are translated at the rate of exchange ruling on the transaction date. Monetary items denominated in foreign currencies are translated at the rate of exchange ruling at the reporting date. Gains or losses arising on translation are charged against surplus/deficit.

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

1.6 EXPENDITURE

1.6.1 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 but amounts are disclosed as a disclosure note.

All other losses are recognised when authorisation has been granted for the recognition thereof.

1.6.2 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recognised as an asset in the statement of financial position until such time as the expenditure is recovered from the responsible person or written off as irrecoverable in the statement of financial performance.

1.6.3 Irregular expenditure

Irregular expenditure is recognised as expenditure in the statement of financial performance. If the expenditure is not condoned by the relevant authority it is treated as an asset until it is recovered or written off as irrecoverable.

1.6.4 Transfers and subsidies

Transfers and subsidies are recognised as an expense when the final authorisation for payment is effected on the system (by no later than 31 March of each year).

1.7. FINANCIAL INSTRUMENTS

The financial instruments of the entity are categorised as either financial assets or liabilities.

1.7.1 Financial assets

A financial asset is any asset that is cash or a contractual right to receive cash. The entity has the following types of financial assets as reflected on the face of the statement of financial position or in the notes thereto:

- Trade and other receivables
- Cash and cash equivalents

In accordance with GRAP 104, the financial assets of the entity are classified as follows into the categories allowed by this standard:

Type of financial Asset	Categorised in terms of GRAP 104
Trade and other receivables	Loans and receivables
Cash and cash equivalents	Loans and receivables

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

1.7.1.1 Loans and receivables

Loans and receivables are recognised initially at cost which represents fair value. After initial recognition, financial assets are measured at amortised cost, using the effective interest method less an allowance for impairment.

They are included in current assets, except for maturities greater than 12 months, which are classified as non-current assets.

1.7.2 Financial liabilities

A financial liability is a contractual obligation to deliver cash or another financial asset to another entity. The financial liabilities of the entity are trade and other payables as reflected on the face of the statement of financial position and the notes thereto.

There are two main categories of financial liabilities, the classification based on how they are measured. Financial liabilities may be measured at:

- Fair value through surplus or deficit; or
- Amortised cost

Financial liabilities that are measured at fair value through surplus or deficit are stated at fair value, with any resulted gain or loss recognised in the statement of financial performance. Any other financial liability should be classified as financial liabilities that are not measured at fair value through surplus or deficit and are initially measured at fair value, net of transaction costs. Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

1.8. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

The entity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

1.8.1 Provision for impairment of receivables

An estimate for the impairment of receivables is made when collection of the full amount is no longer probable. The provision for impairment debt shall be calculated on trade receivables only. The total impairment provision of the entity shall be calculated either by individual debtor or at least per risk category.

1.9. VAT & POSSIBLE EXEMPTIONS

The entity is exempt from VAT registration. However, if any funding is received that requires the entity to register as a VAT Vendor, such application will be lodged.

WESTERN CAPE LANGUAGE COMMITTEE

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013**

Figures in Rand	2013 R'000	2012 R'000
2. Trade and other receivables		
Trade receivables	-	5
	-	5

Trade and other receivables are classified as loans and other receivables. The carrying amount of trade and other receivables transactions approximate their fair value.

3. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	-	-
Bank balances	239	131
	239	131

Credit quality of cash at bank and short term deposits, excluding cash on hand

Cash and cash equivalents comprise cash and short-term, highly liquid investments that are held with registered banking institutions with maturities of three months or less and that are subject to insignificant interest rate risk, the carrying amount of these assets approximates to their fair value.

4. Trade and other payables

Trade payables	48	3
	48	3

Trade and other payables are classified as a financial liability. The carrying amount of trade and other payables transactions approximate their fair value.

5. Revenue

Revenue from non-exchange transactions

Transfers and Subsidies received	240	220
Other operating income – Rebate: audit fees	36	60

Revenue from exchange transactions

Interest Income	9	8
	285	288

6. Audit fees

External audit	125	110
	125	110

WESTERN CAPE LANGUAGE COMMITTEE

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013**

Figures in Rand	2013 R'000	2012 R'000
7. Cash generated from/(used in) operations		
Surplus before taxation	58	42
Adjustments for:		
Interest received	(9)	(8)
Changes in working capital:		
Trade and other receivables	5	(5)
Trade and other payables	45	(3)
	99	26

8. Members fees

Chetty R. Prof.	6	2
Le Cordeur M. Dr.	-	4
Mpolweni N.	-	4
Theys H.	4	2
Van Huyssteen A.	-	2
Wababa Z.	-	1
Vollenhoven K.	-	1
Barker M.	3	-
De Stadler M.	4	-
Fransman W.	4	-
Fredericks I.	3	-
Olivier M.	4	-
Ralarala M. Dr.	3	-
Wotini M.	2	-
Wyngaard H.	3	-
	36	16

9. Administrative expenses

Advertising	1	-
Entertainment	17	16
Stationery and printing	5	11
Bank charges	1	1
	24	28

WESTERN CA1PE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

Figures in Rand	2013 R'000	2012 R'000
10. Other operating expenses		
Consultants, contractors & special services	-	65
Subscriptions	3	2
Printing & publications *	21	-
Honoraria (voluntary workers)	-	2
Transport	11	2
Travel & subsistence	7	18
Equipment less than R5 000	-	3
	42	92

* The annual report was printed in 3 languages for the first time as compared to English only in the previous year.

11. Related parties

Relationships

Primary funder	Department of Cultural Affairs and Sport
Strategic partner	Western Cape Cultural Commission
Strategic partner	Heritage Western Cape
Secondary funder	National Treasury

Nature of relationship

Officials of the Department of Cultural Affairs and Sport in the Western Cape fulfill the executive and administrative functions associated with the Western Cape Language Committee.

The entity occupies the accommodation of the Department of Cultural Affairs and Sport and has access to the use of their assets and security service provided by the Department of Community Safety.

National Treasury subsidised the audit fees of the Western Cape Language Committee.

Related party transactions

Income received from related parties

Department of Cultural Affairs and Sport	240	220
National Treasury	36	60

12. Risk Management

Market risk

The entity's activities expose it to a variety of financial risks: market risk (fair value interest rate risk, cash flow interest rate risk), credit risk and liquidity risk.

The entity is not exposed to market risk, due to it being required to settle creditors within 30 days of receiving an invoice as required by the treasury regulations and the PFMA.

WESTERN CAPE LANGUAGE COMMITTEE

NOTES TO THE ANNUAL FINANCIAL STATEMENTS for the year ended 31 March 2013

Figures in Rand	2013 R'000	2012 R'000
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Liquidity risk

Liquidity risk is the risk that the entity will not be able to meet its financial obligations as they fall due. In terms of its borrowing requirements, the entity ensures that adequate funds are available to meet its expected and unexpected financial commitments. All outstanding accounts payable balances are due within 30 days of the reporting date.

Sensitivity analysis

At 31 March 2013, if the interest rates on variable rate financial instruments had been 1% higher/lower with all other variables held constant, post tax profit for the year would have been R1,934 higher/lower.

Interest rate risk

The entity's risk profile consists of fixed and floating rate loans and bank balances which exposes the entity to fair value interest rate risk and cash flow interest rate risk and can be summarized as follows:

Financial Assets

Trade and other receivables are at a fixed rate. Management manages interest rate risk by negotiating beneficial rates on floating rate loans and where possible using fixed rate loans.

Management also has a policy balancing the interest on asset loans with the interest payable on liabilities.

Cash flow interest rate risk

Financial Instrument	Current	Due in less than a year	Due in one to two years	Due in two to three years	Due in three to four years	Due after four years
Normal credit terms						
Cash in current banking institutions	-	239	-	-	-	-
Trade and other payables	-	(48)	-	-	-	-
Extended credit terms	-	-	-	-	-	-
Net amount	-	191	-	-	-	-
Past due but not provided for	-	-	-	-	-	-

Credit risk

Credit risk refers to the risk that the counterparty will default on its contractual obligations resulting in financial loss to the entity. The entity has adopted a policy of only dealing with creditworthy parties.

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The entity only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

No credit limits were exceeded during the reporting period, and management does not expect any losses from non-performance by these counterparties.

WESTERN CAPE LANGUAGE COMMITTEE

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2013**

Figures in Rand	2013 R'000	2012 R'000
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Maximum exposure to Credit Risk

The entity's exposure to credit risk with regards to loans and receivables is limited to the amounts on the balance sheet. **(Refer to Trade and Receivables note)**