

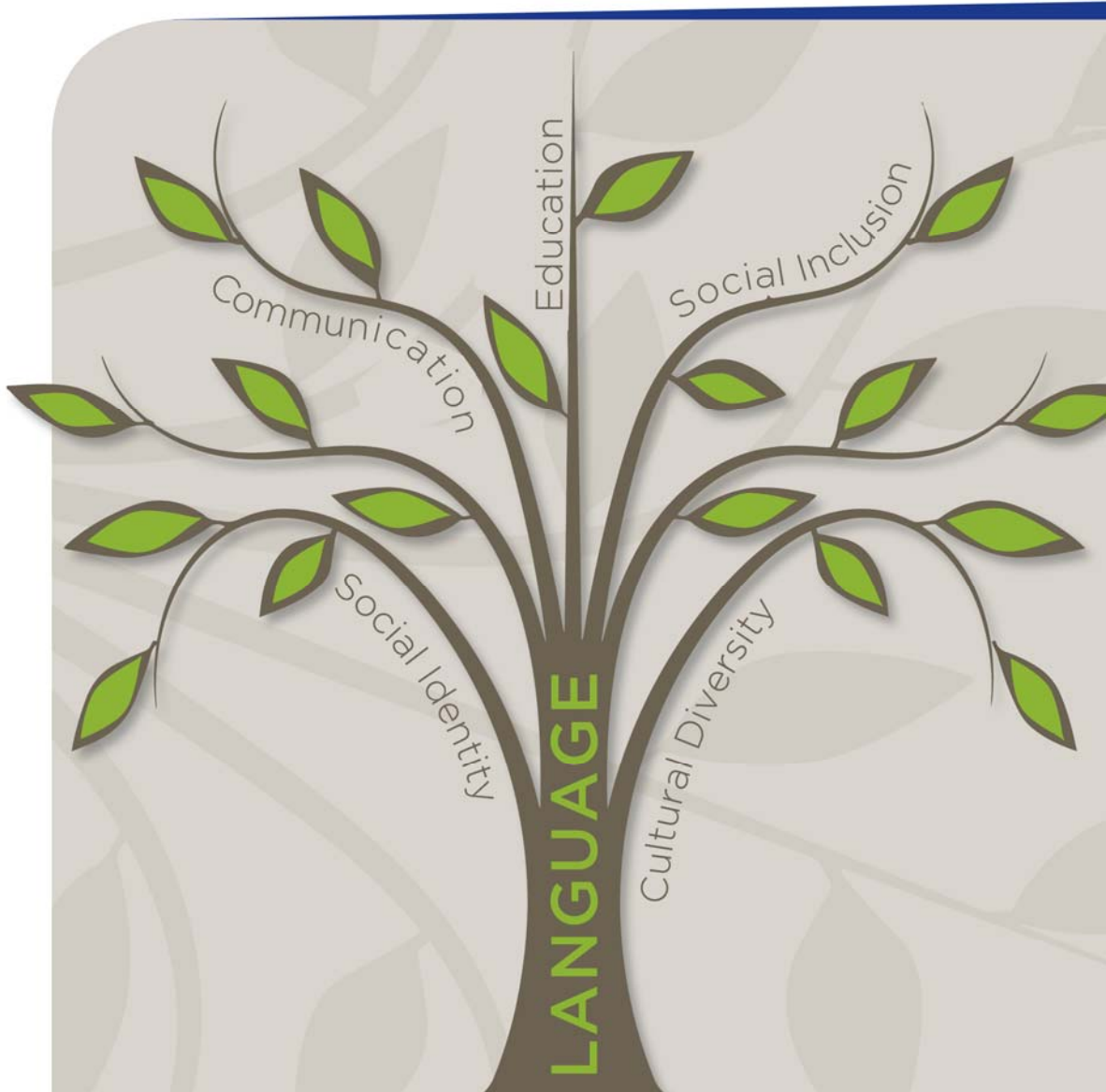


Western Cape
Government

Cultural Affairs and Sport



Western Cape Language Committee
Wes-Kaapse Taalkomitee
IKomiti yeeLwimi yeNtshona Koloni



Annual Report
2018/2019

CONTENTS

PART A: GENERAL INFORMATION.....	4
1. PUBLIC ENTITY'S GENERAL INFORMATION	4
2. LIST OF ABBREVIATIONS/ACRONYMS	5
3. FOREWORD BY THE CHAIRPERSON.....	6
4. ACCOUNTING AUTHORITY'S OVERVIEW.....	8
5. Statement of responsibility and confirmation.....	10
6. STRATEGIC OVERVIEW	11
6.1. Vision	11
6.2. Mission.....	11
6.3. Values	11
7. LEGISLATIVE AND OTHER MANDATES	12
8. ORGANISATIONAL STRUCTURE	16
PART B: PERFORMANCE INFORMATION	17
1. AUDITOR'S REPORT: PREDETERMINED OBJECTIVES	17
2. SITUATIONAL ANALYSIS.....	17
2.1. Service Delivery Environment	17
2.2. Organisational environment.....	17
2.3. Key policy developments and legislative changes	18
2.4. Strategic Outcome Oriented Goals.....	18
3. PERFORMANCE INFORMATION BY PROGRAMME/ ACTIVITY/ OBJECTIVE	19
4. Revenue collection	21
4.1. Capital investment	21
PART C: GOVERNANCE.....	22
1. INTRODUCTION	22
2. PORTFOLIO COMMITTEES (if applicable)	22
3. EXECUTIVE AUTHORITY	22
4. WESTERN CAPE LANGUAGE COMMITTEE	23
5. RISK MANAGEMENT	30
6. INTERNAL CONTROL UNIT	32
7. INTERNAL AUDIT AND AUDIT COMMITTEES	33
8. COMPLIANCE WITH LAWS AND REGULATIONS	34

9.	FRAUD AND CORRUPTION	34
10.	MINIMISING CONFLICT OF INTEREST	34
11.	CODE OF CONDUCT	35
12.	HEALTH SAFETY AND ENVIRONMENTAL ISSUES.....	35
13.	COMPANY /BOARD SECRETARY (IF APPLICABLE).....	35
14.	SOCIAL RESPONSIBILITY	36
15.	AUDIT COMMITTEE REPORT	35
	PART D: HUMAN RESOURCE MANAGEMENT.....	38
1.	HUMAN RESOURCE OVERSIGHT STATISTICS	38
	PART E: FINANCIAL INFORMATION	39
1.	REPORT OF THE EXTERNAL AUDITOR	39
2.	ANNUAL FINANCIAL STATEMENTS	44

PART A: GENERAL INFORMATION

1. PUBLIC ENTITY'S GENERAL INFORMATION

REGISTERED NAME:	Western Cape Language Committee
REGISTRATION NUMBER (if applicable):	Not applicable
PHYSICAL ADDRESS:	Protea Assurance Building Greenmarket Square Cape Town 8000
POSTAL ADDRESS:	Private Bag X9067 Cape Town 8000
TELEPHONE NUMBER/S:	+27 21 483 3889
FAX NUMBER:	+27 21 483 9673
EMAIL ADDRESS:	nompumelelo.radebe@westerncape.gov.za
WEBSITE ADDRESS:	www.westerncape.gov.za
EXTERNAL AUDITORS:	Auditor-General of South Africa
BANKERS:	Nedbank 5 th Floor Nedbank Clock Tower V&A Waterfront Cape Town 8001
COMPANY/ BOARD SECRETARY	N/A

2. LIST OF ABBREVIATIONS/ACRONYMS

AA	Accounting Authority
AGSA	Auditor General of South Africa
AFS	Annual Financial Statements
DCAS	Department of Cultural Affairs and Sport
DERM	Directorate Enterprise Risk Management, Department of the Premier
DotP	Department of the Premier
ERM	Enterprise Risk Management
ERMECO	Enterprise Risk Management and Ethics Committee
GRAP	Generally Recognised Accounting Practice
King III	King Report on Corporate Governance, 2009
MEC	Member of the Provincial Executive Council
NTPSRMF	National Treasury Public Sector Risk Management Framework
PanSALB	Pan South African Language Board
PERSAL	Personnel Salary System
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. FOREWORD BY THE CHAIRPERSON



South Africa is globally renowned for its progressive Constitution and many, including those with interest in the protection and promotion of languages, worked tirelessly for the inclusion of a Bill of Rights. The protection of all official languages, including other languages used for religious purposes in South Africa is therefore well embedded in the Constitution. The Western Cape Government, by legislative and other measures, regulates and monitors the use of all the languages in the Province to ensure that all official languages in the Province enjoy parity of esteem and are treated equitably. The Western Cape Language Committee continues to play an active role in this regard.

Official recognition of sign language

During this reporting period, the sign language of South Africa was given an official status thus paving way for a meaningful protection and promotion of rights of users of sign language. The Western Cape Language Committee will continue to work with various stakeholders and to encourage them to start using available online sign language interpreting services in order to enhance everyday interaction with deaf people. This can boost confidence of deaf people in public participation processes that shape decisions affecting our lives.

There is also a strong cost-saving argument to improving communication channels through widespread use of sign language. Bad communication means deaf people have to bear the burden of obtaining reliable information on many aspects of their lives than their hearing peers. Various surveys in other aspects of daily lives of deaf people such as in the health sector show that deaf people are still the most misunderstood patient group. We can see that deafness has a profound impact on people's wellbeing and general contribution to society and this is significantly worse than other groups of people with disabilities. As a caring society, we can do more to greatly improve deaf people's public participation experiences. Our highest and hardest task, twenty-five years into our democracy, is to make ourselves people on whom nothing is lost.

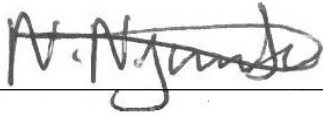
A renewed strategic direction

The newly appointed Committee consists of individuals with diverse backgrounds and complementary skills. After intense preparation, the Western Cape Language Committee completed a strategic planning process in 2019 that has left us excited and committed to the work for the next phase. We believe there is an important ongoing need for the work of the Committee, particularly after the inauguration of the sixth provincial legislature following the election on 8 May.

Our aim is also the strengthening of efforts to ensure that high school learners who are non-English speakers achieve the best results in school. In doing this we intend to embark on programmes to encourage strong collaboration between various stakeholders in the education sector.

Farewell to Members who served in the previous term and those who have resigned

We want to use this opportunity to pay tribute to the wonderful colleagues who have served the Committee well over the years and who have gone on to take up new challenges. These are Fatima Allie, Sivuyile Mazantsi, Fazeela Haffejee, Jabaar Mohamed, Louis Serfontein, Mvula Yoyo, Laurian Lesch and Sonika Neethling. We move forward with enthusiasm and renewed energy into new ways of working and continue to draw on the values and Principles of Batho Pele that have sustained the work of the Committee over the years.



Nkosikhulule Xhawulengweni Nyembezi

Chairperson: Western Cape Language Committee

31 May 2019

4. ACCOUNTING AUTHORITY OVERVIEW



It is pleasing to note that the Western Cape Language Committee attained its targets as set out in the Annual Performance Plan 2018/19 irrespective of the changeover of committee members. On 1 November 2018, new members were appointed as the previous term expired on 31 October 2018.

During the year under review the Committee applied its mind to the execution of the Western Cape Provincial Languages Act, Act 13 of 1998. Amongst others, the Act requires the Committee to monitor the use of the three official languages, actively promote the principles of multilingualism and promote, preserve and develop previously marginalised indigenous languages.

In addition, it ensured compliance to the Western Cape Language Policy which states that the Province should empower and affirm speakers of previously marginalised languages, create awareness about the needs of the hearing impaired, and advance the use of those indigenous languages of historically diminished status used by the people of the Western Cape, such as the Khoi and San languages. The activities during the financial year 2018/19 illustrates the commitment of the Committee to fully execute its mandate.

The Traditional and Khoi-San Leadership Bill was passed by Parliament and has been sent to the President for assent. The Bill gives expression to the functions and roles of traditional and Khoi and San leaders and structures. However, the approbation of this Bill will have a direct impact on the promotion, preservation and development of Khoi and San languages in the province. The Committee would therefore have to shape its approaches to accommodate the envisaged legislation.

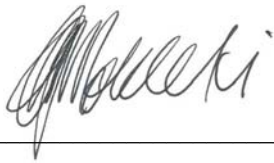
General Financial Review

During the year under review, the Western Cape Language Committee gave expression to the promotion and preservation of the Nama language through the reprinting and production of the Nama booklet. The booklet was distributed at various events.

*Annual Report for 2018/2019 Financial Year
Western Cape Language Committee*

Programme/ activity/objective	2018/2019			2017/2018		
	Budget	Actual Expenditure	(Over)/Under Expenditure	Budget	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Goods and services	267	848	(581)	274	819	(546)
Total	267	848	(581)*	274	819	(546)

** The over expenditure is mainly related to the GRAP 23 adjustments made for salaries (employee cost: R590 000) of the financial management staff pertaining to services in-kind received from the department. Refer to note 8 for more detail.*



Jane Moleleki
Accounting Authority
Western Cape Language Committee

31 May 2019

5. Statement of Responsibility and Confirmation of Accuracy

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

All information and amounts disclosed in the annual report is consistent with the annual financial statements audited by the Auditor General.

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 GRAP standards applicable to the Public Entity.

The Accounting Authority is responsible for the preparation of the annual financial statements and for the judgments made in this information.

The Accounting Authority is responsible for establishing and implementing a system of internal control, which 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.

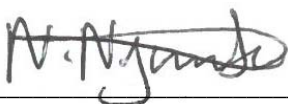
The external auditors are engaged to express an independent opinion on the annual financial statements.

In our opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Public Entity for the financial year ended 31 March 2019.

Yours faithfully



Accounting Authority
Jane Moleleki
31 May 2019



Chairperson of the Committee
Nkosikhulule Xhawulengweni Nyembezi
31 May 2019

6. STRATEGIC OVERVIEW

6.1. 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.

6.2. 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 Minister tasked with language matters and the Pan South African Language Board on language matters in or affecting the Province.

6.3. Values

Caring, Competence, Accountability, Integrity, Innovation and Responsiveness.

7. LEGISLATIVE AND OTHER MANDATES

7.1 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), (4) and (5) 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, 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. DCAS has oversight of the WCLC and provides the Committee with administrative and financial support.

Section	Direct Responsibility of the Western Cape Language Committee for Ensuring Compliance
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.
Schedule 4: Functional Areas of Concurrent National and Provincial Legislative Competence	With regard to the 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 Parliament. 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	<p>For the purposes of the Western Cape Government:</p> <p style="padding-left: 40px;">(a) The official languages of Afrikaans, English and Xhosa must be used; and</p> <p style="padding-left: 40px;">(b) These languages must enjoy equal status.</p> <p>The WCLC must monitor the use of Afrikaans, English and Xhosa 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>

7.2 Legislative mandates

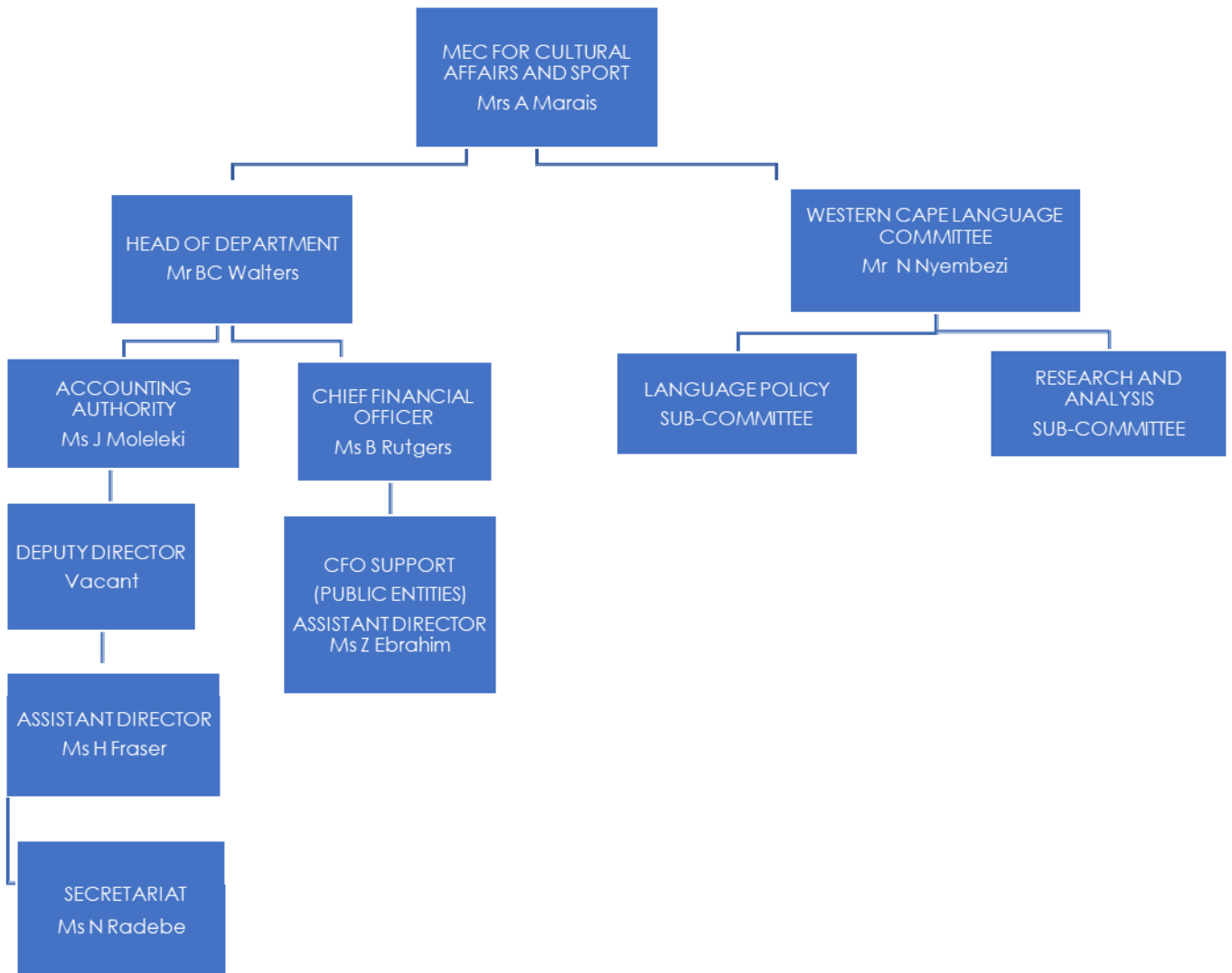
Legislation	Reference	Key Responsibilities of the WCLC
Public Finance Management Act, 1999	Act 1 of 1999	The WCLC submits quarterly and annual reports on its performance delivery and audited financial statements based on the strategic objective annual targets for each financial year.
Use of Official Languages Act, 2012	Act 12 of 2012	This Act specifically applies to national departments, national public entities and national public enterprises. If aspects of the Act were to have an impact on language policy and practice in the Western Cape, the WCLC would have a mandate to play a role.

Legislation	Reference	Key Responsibilities of the WCLC
Pan South African Language Board Act, 1995	Act 59 of 1995	The Western Cape Language Committee is recognised by the Pan South African Language Board as its provincial language committee for the Western Cape. It provides PanSALB with advice on language matters in the province. Amongst other things, this Act requires the Pan South African Language Board (PanSALB) to establish a provincial language committee (PLC) in every province.
Western Cape Provincial Languages Act, 1998	Act 13 of 1998	The WCLC must, among other things: <ul style="list-style-type: none"> • monitor the use of Afrikaans, English and Xhosa by the Western Cape Government; • make recommendations to the MEC and the Provincial Parliament on any proposed or existing legislation, practice and policy affecting 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.
South African Language Practitioners' Council Act, 2014	Act 8 of 2014	When the South African Language Practitioners' Council is established, it will have the power, among other things, to register and accredit language practitioners, to put a code of conduct in place, and to regulate language practice.
Promotion of Access to Information Act, 2000	Act 2 of 2000	This Act gives effect to the right to have access to records held by the State, government institutions and private bodies. Among other things, DCAS and every other public and private body must: <ul style="list-style-type: none"> • compile a manual that explains to members of the public how to lodge an application for access to information that the body holds; and • appoint an information officer to consider requests for access to information held by the body.
Promotion of Administrative Justice, 2000	Act 3 of 2000	This Act: <ul style="list-style-type: none"> • sets out the rules and guidelines that administrators must follow when making decisions; • requires administrators to inform people about their right to review or appeal and their right to request reasons; • requires administrators to give reasons for their decisions; and • give members of the public the right to challenge the decisions of administrators in court.

7.3 Policy mandates

Policy	Description
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.

8. ORGANISATIONAL STRUCTURE



PART B: PERFORMANCE INFORMATION

1. AUDITOR-GENERAL'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.

Refer to page 39 of the Report of the External Auditor, published as Part E: Financial Information.

2. SITUATIONAL ANALYSIS

2.1. Service Delivery Environment

The activities of the Western Cape Language Committee continued to promote and give effect to the importance of language as championed in the Founding Provisions and Bill of Rights sections of the Constitution of South Africa. The Western Cape Provincial Languages Act, 1998 and the Western Cape Language Policy further elaborate on these Constitutional principles and they were and remain significant guideline tools used by the Committee to conduct its business.

The Committee met its targets as per its Annual Performance Plan 2018/19. It exceeded its annual meeting target of six meetings by convening seven meetings and had an awareness campaign that monitored the implementation of the Western Cape Language Policy.

The recently established Committee held a strategic planning session in February 2019 and further aligned its activities to its 2019/20 Annual Performance Plan.

2.2. Organisational environment

The Western Cape Language Committee is established in terms of Section 6 of the Western Cape Provincial Languages Act, No 13, 1998. According to the Act, members of the Committee are appointed for a three-year term. A maximum of 11 members may be appointed to the Committee. During the year under review, the term of the WCLC came to an end on 31 October 2018. Through a public nomination and shortlisting process, facilitated by the relevant Committee in the Legislature, followed by appointment by the MEC, a new Committee was established and ten members appointed on 1 November 2018.

Three members who formed part of the previous Committee were re-appointed. This was especially valuable for continuity of institutional memory and expertise. One member resigned from the Committee within a period of four months. This did not bode well for the efficient functioning of the Committee as the expertise and contribution of a full contingency of members was the ideal for efficacy. The MEC subsequently appointed additional members to the Committee, which will be effective in the new financial year.

The WCLC does not have permanent staff. In terms of Section 17 of the Western Cape Provincial Languages Act, No 13, 1998, officials in the Languages Services Unit of the Department of Cultural Affairs and Sport are responsible for the administrative support to the Committee. CFO support assist with procurement and payments related to members and activities of the WCLC.

2.3. Key policy developments and legislative changes

The Traditional and Khoi-San Leadership Bill was passed by Parliament on 26 February 2019. The Bill has been sent to the President for assent. The new law would require the Department to adopt a more systematic approach when addressing the languages of the Khoi and San as a marginalised indigenous group.

The Bill intends to address the following key issues:

- to provide for the functions and roles of Traditional and Khoi-San leaders and Khoi San structures;
- to provide for the establishment, composition and functioning of the National House of Traditional and Khoi-San Leaders;
- to provide for the establishment of provincial houses of Traditional and Khoi-San leaders;
- to provide for the establishment and composition of local houses of Traditional and Khoi-San leaders;
- to provide for the establishment and operation of the Commission on Khoi-San matters;
- to provide for a code of conduct for members of the National House, provincial houses, local houses and all Traditional and Khoi-San councils; and
- to provide for regulatory powers of the Minister and Premiers.

2.4. Strategic Outcome Oriented Goals

The strategic objective of the WCLC is to monitor the implementation of the Western Cape Language Policy and to provide advice to the Minister in achievement of this goal.

The key performance areas as set out in the Annual Performance Plan have been achieved by the Committee.

Strategic Outcome-Oriented Goal 1	Monitor the implementation of the Western Cape Language Policy
Goal Statement	To facilitate the monitoring of achievement in respect of the goals of the Language Policy within the Western Cape Government and to provide appropriate advice in this regard.

3. PERFORMANCE INFORMATION BY PROGRAMME/ACTIVITY/OBJECTIVE

Programme: Western Cape Language Committee

The purpose of the Western Cape Language Committee is 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 Minister tasked with language matters and the Pan South African Language Board on language matters in or affecting the Province.

The Committee maintained its efforts of promoting the development of marginalised indigenous languages through the reprint of a Nama booklet and CD and these were shared with key distribution centres for further dissemination. Further focused attention on the indigenous language domain would be sustained in 2019 as a result of UNESCO's declaration of 2019 as 'The International Year of Indigenous Languages'.

The Committee's commitment to promoting awareness of the Western Cape Language Policy was articulated through an event that was hosted at Harold Cressy High School in commemoration of Mandela Day. The event served as an information medium to impart the importance of language as a communication tool and reflection of identity and placed emphasis on the importance of indigenous languages and South African Sign Language.

The importance of South African Sign Language remained key on the Committee's agenda and various opportunities were sought through engagements with stakeholders in the South African language sphere to campaign for and share knowledge around promoting awareness of South African Sign Language.

3.1 Strategic objective: To monitor and advise on the implementation of the Western Cape Language Policy.

Programme/activity/objective:					
Strategic objectives	Actual Achievement 2017/2018	Planned Target 2018/2019	Actual Achievement 2018/2019	Deviation from planned target to Actual Achievement for 2018/2019	Comment on deviations
Number of interventions to monitor and advise on the implementation of the Western Cape Language Policy	8	8	9	+1	Additional strategy meeting was held in February 2019 for the newly appointed Committee members

3.2 Key performance indicators, planned targets and actual achievements

Programme/activity/objective: Western Cape Language Committee							
Performance Indicator	Actual Achievement 2015/2016	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Planned Target 2018/2019	Actual Achievement 2018/2019	Deviation from planned target to Actual Achievement for 2018/2019	Comment on deviations
Number of annual surveys/follow-up projects/awareness campaigns that monitor the implementation of the Western Cape Language Policy	2	2	2	1	1	-	Not applicable
Number of annual reports published for the WCLC	1	1	1	1	1	-	Not applicable
Number of meetings held to give effect to the Western Cape Language Policy	6	6	6	6	7	+1	Additional strategy meeting was held in February 2019 for the newly appointed Committee members

Strategy to overcome areas of under performance

All planned targets as reflected in the 2018/19 Annual Performance Plan were achieved.

Changes to planned targets

None

Linking performance with budgets

The Western Cape Language Committee has aligned the key performance areas with the budget transferred by the Department of Cultural Affairs and Sport for the financial year under review.

Programme/activity/ objective	2018/2019			2017/2018		
	Budget	Actual Expenditure	(Over)/Under Expenditure	Budget	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Goods and services	267	848	(581)	274	819	(546)
Total	267	848	(581)	274	819	(546)

* The over expenditure is mainly related to the GRAP 23 adjustments made for salaries (employee cost: R590 000) of the financial management staff pertaining to services in-kind received from the department. Refer to note 8 for more detail.

4. Revenue collection

Sources of revenue	2018/2019			2017/2018		
	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	247	247	0	221	221	0
Other income	20	610	(590)	53	564	(511)
Total	267	857	(590)	274	785	(511)

* The over collection in revenue is mainly related to the GRAP 23 adjustments made for salaries (employee cost: R590 000) of the financial management staff pertaining to services in-kind received from the department.

4.1. Capital investment

Not applicable

PART C: GOVERNANCE

1. INTRODUCTION

Governance, Risk Management and Compliance are three pillars that work together for the purpose of assuring that the Entity meets its objectives. Compliance with the Entity's policies and procedures, laws and regulations that translate into strong and efficient governance is considered key to the Entity's success.

This report provides an overview of the governance embedded in the Entity.

2. PORTFOLIO COMMITTEES

The committees of the Provincial Parliament that have oversight of the WCLC are the Standing Committee on Cultural Affairs and Sport and the Standing Committee on Public Accounts (SCOPA).

Standing Committee on Cultural Affairs and Public Accounts	
Date of Hearing	Matter under consideration
2 May 2018	Briefing by the Entity on the first, second and third Quarterly Performance Reports for 2017/18
16 October 2018	Discussion on the Annual Report for 2018/19
23 November 2018	DCAS Vote 13: WC Adjustment Appropriation
12 March 2019	DCAS Vote 13: WC Appropriation

3. EXECUTIVE AUTHORITY

The Executive Authority executed oversight responsibility by monitoring financial and non-financial information for the period under review. The following reports were submitted for monitoring purposes:

Quarterly Performance Report	31 July 2018, 31 October 2018, 31 January 2019 and 30 April 2019
In-year Monitoring Report	31 July 2018, 31 October 2018, 31 January 2019 and 30 April 2019

4. THE WESTERN CAPE LANGUAGE COMMITTEE

4.1 Introduction

The WCLC is established in terms of the Western Cape Provincial Languages Act, 1998.

4.2 The role of the Committee

The Western Cape Provincial Languages Act, 1998, provides that the WCLC must, amongst other things:

- monitor the use of Afrikaans, English and Xhosa by the Western Cape Government;
- make recommendations to the Provincial Minister 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 Provincial Minister and the Western Cape Cultural Commission on language matters in the Province; and
- advise PanSALB on language matters in the Western Cape.

4.3 Committee Charter

The Western Cape Language Committee does not have a formal charter but is guided by the Western Cape Provincial Languages Act (Act 13 of 1998).

Composition of the Committee appointed for the period 1 November 2015 to 31 October 2018:

Name	Designation (in terms of the Public Entity Board structure)	Date appointed	Date resigned	Qualifications	Areas of expertise	Board Directorships (List the entities)	Other Committees or Task Teams (e.g. Audit committee/ Ministerial task team)	No. of meetings attended
Johann Walter Koopman	Chairperson (as at February 2017)	1 November 2015	Term expired 31 October 2018	B.Ed. (Hons); DE III (Education); and ACE FET Maths	Teacher and SASL specialist	N/A	N/A	8
Sivuyile Mazantsi	Deputy Chairperson (as at 20 September 2017)	1 November 2015	Term expired 31 October 2018	BA Communication Science and Post Graduate Diploma in Advertising and Media Studies	Author; Consultant; Translator and Poet	N/A	N/A	8
Daniel Stephanus Le Roux	Member	1 November 2015	Term expired 31 October 2018	Dtech Drama; MA Drama; Higher Diploma in Education; Hons B Drama; and B Drama	Afrikaans literature; Arts; Drama; Language; and Events Manager	N/A	N/A	7

*Annual Report for 2018/2019 Financial Year
Western Cape Language Committee*

Name	Designation (in terms of the Public Entity Board structure)	Date appointed	Date resigned	Qualifications	Areas of expertise	Board Directorships (List the entities)	Other Committees or Task Teams (e.g. Audit committee/ Ministerial task team)	No. of meetings attended
Laurian Lesch	Member	1 November 2015	Term expired 31 October 2018	BA (Language and Culture); BA Hons African Languages; and MA (African Languages – in process)	African languages development; Culture	N/A	N/A	6
Mvula Yoyo	Member	10 February 2017	Term expired 31 October 2018	PhD Afrikaans	Lecturer and Xhosa lexicography	N/A	Language boards	6
Nkosikhulule Nyembezi	Member	10 February 2017	Term expired 31 October 2018	MA: Public Admin	Legislative; Creative writing; Media and networking	N/A	N/A	7
Fatima Allie	Member	10 February 2017	Term expired 31 October 2018	B Soc Sc	Advocacy; Communications	N/A	N/A	6

*Annual Report for 2018/2019 Financial Year
Western Cape Language Committee*

Name	Designation (in terms of the Public Entity Board structure)	Date appointed	Date resigned	Qualifications	Areas of expertise	Board Directorships (List the entities)	Other Committees or Task Teams (e.g. Audit committee/ Ministerial task team)	No. of meetings attended
Jabaar Cassiem Mohamed	Member	9 May 2018	Term expired 31 October 2018	BCom - Public Management Degree; Public Administration and Management; National Diploma in Financial Management N4-N6; Financial Management Services-N4-N6	Provincial Director at Deaf Federation of South Africa Western Cape	N/A	N/A	4
Fazeela Haffejee	Member	9 May 2018	Term expired 31 October 2018	BA (Hons) – English; DSE – Diploma in Special Education; School Librarianship; TEFL – Teaching English as a Foreign Language SPED	Senior Curriculum Planner - English	N/A	N/A	3
Louis Serfontein	Member	9 May 2018	Term expired 31 October 2018	Hons African Economic History; BA; MPhil; International Financial Management; Export Management; and Business Management	Director of Tishbi EDMS Bpk Energy & Agri- Processing Consultation and Transactional Management	N/A	N/A	1

*Annual Report for 2018/2019 Financial Year
Western Cape Language Committee*

Composition of the Committee appointed for the period 1 November 2018 to 31 October 2021:

Name	Designation (in terms of the Public Entity Board structure)	Date appointed	Date resigned	Qualifications	Areas of expertise	Board Directorships (List the entities)	Other Committees or Task Teams (e.g. Audit committee/ Ministerial task team)	No. of meetings attended
Nkosikhulule Nyembezi (Re-appointed)	Chairperson (as at 11 March 2019)	1 November 2018	N/A	MA: Public Admin	Legislative; Creative writing and Media networking	N/A	N/A	4
Khanyiso Jonas	Deputy Chairperson (as at 11 March 2019)	1 November 2018	N/A	MA General Linguistics; BA Hons (General Linguistics)	Teaching and linguistics	N/A	N/A	3
Daniel Stephanus Le Roux (Re-appointed)	Member	1 November 2018	N/A	Dtech Drama; MA Drama; Higher Diploma in Education; Hons B Drama; and B Drama	Afrikaans literature; Arts; Drama; Language; and Events Manager	N/A	N/A	4
Johann Walter Koopman (Re-appointed)	Member	1 November 2018	N/A	B.Ed. (Hons); DE III (Education); and ACE FET Maths	Teacher and SASL specialist	N/A	N/A	2
Kwanda Regent Mkhize	Member	1 November 2018	N/A	Matric B Administration (final year)	Parliamentary monitor and gender equity unit	N/A	N/A	4
Lungelo Garlick Nokwaza	Member	1 November 2018	N/A	BA; Higher diploma in Education; Advanced Diploma for the Educators of Adult; Honours Baccalaureus Admin; Degree of Magister Philosophiae; Post grad Diploma in Law and Social Security; and Master of Arts	Teaching and literature review of Xhosa and English and language development	N/A	N/A	4
Salman Pienaar	Member	1 November 2018	N/A	BA; BA Hons; MA and Diploma Energie	Language development; Book appraiser; President of the AHI	N/A	N/A	0

*Annual Report for 2018/2019 Financial Year
Western Cape Language Committee*

Name	Designation (in terms of the Public Entity Board structure)	Date appointed	Date resigned	Qualifications	Areas of expertise	Board Directorships (List the entities)	Other Committees or Task Teams (e.g. Audit committee/ Ministerial task team)	No. of meetings attended
					Western Cape			
Stevlyn Diane Vermeulen	Member	1 November 2018	N/A	BA in Language and Culture; and Postgraduate short course in editing methodology	Language development; Culture and Editor	N/A	N/A	4
Annette Humphries - Heyns	Member	1 November 2018	N/A	NID National Institute for the Deaf; Stellenbosch University; General Linguistics and SASL Literature NQF Level 8	Deaf Teaching Assistant for SASL in the classroom at school; Various projects for University of Stellenbosch and support SASL vocabulary/te rminology development	N/A	N/A	4
Sonika Neethling	Member	1 November 2018	2 February 2019	BA Psigologie Afrikaans en Nederlands	Afrikaans en Nederlands	N/A	N/A	1

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 R461.00 per hour, the Deputy Chairperson's rate is R312.00 per hour and the rate for members is R264.00 per hour.

Name	Remuneration	Other Allowance	Other Re-Imbursements	Total
Johan Walter Koopman	11	1	0	12
Laurian Lesch	3	1	0	4
Daniel Stephanus Le Roux	7	2	0	9
Sivuyile Mazantsi	2	1	0	3
Fatima Allie	3	1	0	4
Mvula Yoyo	2	1	0	3
Nkosikhulule Nyembezi	8	1	0	9
Jabaar Cassiem Mohamed	3	1	0	4
Fazeela Haffejee	0	0	0	0
Louis Serfontein	1	2	0	3
Khanyiso Jonas	3	0	0	3
Kwanda Regent Mkhize	3	0	0	3
Lungelo Garlick Nokwaza	3	0	0	3
Stevlyn Diane Vermeulen	3	0	0	3
Salman Pienaar	0	0	0	0
Annette Humphries-Heyns	3	0	0	3
Sonika Neethling	1	0	0	1
Total	56	11	0	67

5. RISK MANAGEMENT

The Entity forms part of the Department's established Enterprise Risk Management and Ethics Committee (ERMECO) to assist the Accounting Authority in executing her responsibilities relating to risk management.

ERMECO Responsibility

The Enterprise Risk Management and Ethics Committee (ERMECO) reports that it has complied with its responsibilities arising from Section 55 (1)(a)(i) of the Public Finance Management Act, Treasury Regulation 27.2.1 and Public Service Regulations of 2016, Chapter 2, Part 1, 2 and 3. The ERMECO also reports that it has adopted the appropriate formal Terms of Reference (approved by the ERMECO chairperson on 31 March 2017) and regulated its affairs in compliance with this Terms of Reference and has discharged all its responsibilities as contained therein.

ERMECO Members

The ERMECO comprises of selected members of the Department's management team. As per its Terms of Reference the ERMECO met at least four times (quarterly) during the year under review.

The table below discloses relevant information on ERMECO members:

Member	Position	Scheduled Meetings	Attended	Date Appointed
Mr B Walters	Accounting Officer (ERMECO Chairperson)	4	4	31/03/2017
Ms B Rutgers	Director: Financial Management – (CFO)	4	4	31/03/2017
Ms C Sani	Director: Library Service	4	3 (a representative attended one meeting during Ms Sani's absence)	31/03/2017
Mr D Esau	Deputy Director: Internal Control (Risk Champion)	4	3	31/03/2017
Mr D Flandorp	Deputy Director: Corporate Relations Unit (Ethics Officer)	4	3	31/03/2017
Mr G Mohamed	Director: Enterprise Content Management	4	1	31/03/2017
Mr G Redman	CD: Cultural Affairs	4	4	31/03/2017
Ms J Boulle	CD: After-School Game Changer	4	2	31/03/2017
Ms J Moleleki	Director: Arts, Cultures and Language	4	4	31/03/2017

Member	Position	Scheduled Meetings	Attended	Date Appointed
	AA: WCLC AA: WCCC			
Dr L Bouah	CD: Sport and Recreation	4	4	31/03/2017
Dr M Dlamuka	Director: Museums, Heritage and Geographical Names Services AA: HWC	4	2 (a representative attended one meeting during Dr Dlamuka's absence)	31/03/2017
Ms N Momoti	Director: Provincial Archive Service	4	1	31/03/2017
Ms N Dingayo	Director: Provincial Archive Service	4	1	12/03/2019
Mr S Julie	Director: Strategic and Operational Management Support	4	3	31/03/2017
Mr T Tutu	Director: Sport Promotion	4	3 (a representative attended one meeting during Mr Tutu's absence)	31/03/2017
Mr P Hendricks	Director: Sport Development	4	4	31/03/2017

Other Attendees	Position	Scheduled Meetings	Attended
Ms A Haq	Director: Enterprise Risk Management (DotP)	4	3
Mr D Micketts	Chief Risk Advisor: Enterprise Risk Management (DotP)	4	4
Ms M Natesan	Deputy Director: Provincial Forensic Services (DotP)	4	3 (a representative attended one meeting during Ms Natesan's absence)

ERMECO Key Activities

The Accounting Officer is the chairperson of the ERMECO and the Deputy Director: Internal Control is the Risk Champion of the Department. The Accounting Authority represents the WCLC at ERMECO.

In executing its function, the ERMECO performed the following key activities during the year:

- reviewed the Public Entity's Risk Management Policy, Strategy and Implementation Plan; for recommendation by the Audit Committee and approval by the Accounting Authority;
- set, reviewed and applied appropriate risk appetite and tolerances, and recommended same for approval by the Accounting Authority;

- reported to the Accounting Authority any material changes to the risk profile of the Public Entity;
- identified emerging risks;
- reviewed the Fraud Prevention Plan (Strategy, Policy and Implementation Plan) and recommended for approval by the Accounting Authority;
- evaluated the extent and effectiveness of integration of risk management within the Public Entity;
- assessed the implementation of the Entity's Risk Management Policy, Strategy and Implementation Plan;
- assessed the implementation of the Entity's Ethics Management approach;
- evaluated the effectiveness and mitigating strategies to address the material, ethics and economic crime risks; and
- provided oversight on ethics management for the Entity.

Key risks considered and addressed during the year

The following are the key risks that were considered and addressed during the year:

- Timely appointment of a fully representative WCLC
- The WC Language Policy is not fully implemented by certain Provincial departments

Other risks were deliberated/debated on at the quarterly ERMECO meetings. Senior managers were required to provide feedback on progress with implementation of action plans to reduce the likelihood of risks materialising and/or the impact should they materialise. ERMECO also referred risks back that should be analysed more extensively and recommended additional mitigations or actions to manage risks.

Key emerging risks for the following financial year

The Committee acknowledged that additional risks would be discussed and considered during the next financial year.

Conclusion

There has been significant progress with the management of risks during the 2018/19 financial year. Good progress was made in embedding risk management and raising the risk maturity level within the Entity which has contributed to favourable Public Entity performance.

6. INTERNAL CONTROL UNIT

It is the responsibility of the Accounting Authority to continually assess and evaluate internal controls to ensure 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 and the Minister. This is an ongoing process to ensure that the WCLC obtains clean audit outcomes. The Entity has devised an Internal Control Strategy and Plan that outlines a high level plan on the implementation of internal control within its core functions.

7. INTERNAL AUDIT AND AUDIT COMMITTEES

Internal Audit provides the Accounting Authority with independent, objective assurance and consulting services designed to add value and to continuously improve the operations of the Entity. It should assist the Entity to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of Governance, Risk Management and Control processes. The following key activities are performed in this regard:

- assess and make appropriate recommendations for improving the governance processes in achieving the Entity's objectives;
- evaluate the adequacy and effectiveness and contribute to the improvement of the risk management process;
- assist the Accounting Authority in maintaining efficient and effective controls by evaluating those controls to determine their effectiveness and efficiency; and
- developing recommendations for enhancement or improvement.

The Audit Committee is established as an oversight body, providing independent oversight over governance, risk management and control processes in the Entity, which include oversight and review of the following:

- Internal Audit function
- External Audit function (Auditor General of South Africa - AGSA)
- Departmental Accounting and reporting
- Departmental Accounting Policies
- AGSA management and audit report
- Departmental In year Monitoring
- Departmental Risk Management
- Internal Control
- Pre-determined objectives
- Ethics and Forensic Investigations

The table below discloses relevant information on the audit committee members:

Name	Qualifications	Internal or External	If internal, position in the Department	Date Appointed	Date Resigned	No. of Meetings Attended
Mr Ameen Amod	MBA; CIA; CGAP; CRMA; BCOM	External	N/A	01 January 2019 (2 nd term)	N/A	
Ms Judy Gunther	CIA; AGA; CRMA; Masters in Cost Accounting; BCompt	External	N/A	01 January 2016 (2 nd term)	2 nd term expired 31 December 2018	5
Mr Francois Barnard	MComm (Tax); CA(SA); Postgrad Diploma in Auditing; CTA BCompt (Honours); BProc	External	N/A	01 January 2016 (2 nd term)	2 nd term expired 31 December 2018	5
Mr Kerry Larkin	B Compt; ND FIS; FIIASA CIA; CRMA; CCSA	External	N/A	01 January 2018 (1 st term)	31 August 2018	3
Mr Ebrahim Abrahams	B Com Hons	External	N/A	1 January 2019	N/A	2
Mr Pieter Strauss	B Acc; B Com Hons; CA (SA)	External	N/A	1 January 2019	N/A	2
Ms Annelise Cilliers	B Compt Hons CA (SA)	External	N/A	1 January 2019	N/A	2

8. COMPLIANCE WITH LAWS AND REGULATIONS

The Entity has systems, policies and processes in place to ensure compliance with laws and regulations.

9. FRAUD AND CORRUPTION

The relevant information is reported on in the Departmental Annual Report.

10. MINIMISING CONFLICT OF INTEREST

To ensure that there are no conflicts of interest in respect of committee members, all members signs a declaration of interest form prior to any meeting. If a conflict of interest should arise for a member, he or she is required to withdraw from the process.

11. CODE OF CONDUCT

Members are issued with a code of conduct which guides exemplary behaviour. The policy implemented by DCAS incorporates the WCLC.

12. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

DCAS provides the Western Cape Language Committee with office space, the policy implemented by the DCAS is therefore applicable to the Committee.

13. COMPANY/BOARD SECRETARY (IF APPLICABLE)

N/A

14. SOCIAL RESPONSIBILITY

N/A

15. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2019.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from **Section 51 (1) (a)** of the **Public Finance Management Act (PFMA) and National Treasury Regulations 27.1**. The Audit Committee also reports that it has adopted an appropriate formal Terms of Reference, has regulated its affairs in compliance with these Terms and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

In line with the PFMA and the King IV 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 an approved 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 following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review:

Assurance Engagements:

- DPSA Directive Delegations

- Archives Management – Preservation and Conservation
- Cultural Organisations
- Management of Public Entities
- Transfer Payments – Museums

Follow-ups:

- Performance Monitoring and Reporting
- Heritage Western Cape
- Initiation Practices

The internal audit plan was completed for the year. The areas for improvements, as noted by internal audit during performance of their work, were agreed to by management. The Audit committee continues to monitor the actions on an on-going basis.

In-Year Management and Monthly/Quarterly Report

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Entity in terms of the Treasury Regulations and the Division of Revenue Act.

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 Auditor-General South Africa (AGSA) and the Accounting Officer;
- Reviewed the AGSA's Management Report and Management's responses thereto;
- Reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- Reviewed material adjustments resulting from the audit of the Department.

Compliance

The Audit Committee has reviewed the Entity's processes for compliance with legal and regulatory provisions.

Provincial Forensics Services

The Provincial Forensic Services presented us with statistics. The Audit Committee Monitors the progress of the PFS reports on a quarterly basis. There were no matters brought to our attention that required further reporting by the Audit Committee.

Performance Information

The Audit Committee has reviewed the information on predetermined objectives as reported in the Annual Report.

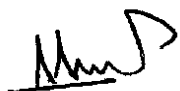
Report of the Auditor-General South Africa

The Audit Committee has, on a quarterly basis, reviewed the Department's implementation plan for audit issues raised in the prior year. 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 raised by the AGSA are monitored by the Audit Committee on a quarterly basis.

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

The Audit Committee commends the Department for maintaining an unqualified audit opinion with no material findings.

The Audit Committee wishes to express their appreciation to the management of the Department, the AGSA and the WCG Corporate Assurance Branch for the co-operation and information they have provided to enable us to compile this report.



Mr Ameen Amod

Chairperson of the Social Cluster Audit Committee

Department of Cultural Affairs and Sport

31 July 2019

PART D: HUMAN RESOURCES MANAGEMENT

1. HUMAN RESOURCE OVERSIGHT STATISTICS

1. INTRODUCTION

Staff are employed by the Department of Cultural Affairs and Sport and the relevant information appears in the DCAS Annual Report.

2. HUMAN RESOURCE OVERSIGHT STATISTICS

These statistics are reported in the Annual Report of the Department of Cultural Affairs and Sport.

PART E: FINANCIAL INFORMATION

Report of the auditor-general to Western Cape Provincial Parliament on the Western Cape Language Committee

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Western Cape Language Committee set out on pages 44 to 62, which comprise statement of financial position as at 31 March 2019, the statement of financial performance, statement of changes in net assets and cash flow statement and statement of comparison of budget information with actual information for the year ended 31 March 2019, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. 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 2019, and its financial performance and cash flows for the year then ended 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 15 of the Western Cape Languages Act, 1998 (Act No.13 of 1998) (WCPLA).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
4. I am independent of the Public Entity in accordance with sections 290 and 291 of the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* and, parts 1 and 3 of the International Ethics Standards Board for Accountants' *International Code of ethics for professional accountants (including International Independence Standards)* (IESBA code), as well as the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA codes.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of accounting authority for the financial statements

6. The accounting authority is responsible for the preparation and fair presentation of the financial statements in accordance with SA Standards of GRAP and the requirements of PFMA, 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.
7. In preparing the financial statements, the accounting authority is responsible for assessing the Western Cape Language Committee's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the

going concern basis of accounting unless the appropriate governance structure either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

8. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial statements.

9. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

10. 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 material findings on the reported performance information against predetermined objectives for selected strategic objective presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

11. My procedures address the reported performance information, which must be based on the approved performance planning documents of the Entity. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

12. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected strategic objective presented in the annual performance report of the Entity for the year ended 31 March 2019:

Strategic Objective	Pages in the annual performance report
To monitor and advise on the implementation of the Western Cape Language Policy	19 – 20

13. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether

the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

I did not raise any material findings on the usefulness and reliability of the reported performance information for this strategic objective:

To monitor and advise on the implementation of the Western Cape Language Policy

Other matter

14. I draw attention to the matter below.

Achievement of planned targets

15. Refer to the annual performance report on pages 19 to 20 for information on the achievement of planned targets for the year and explanations provided for the over achievement of a number of targets.

Report on the audit of compliance with legislation

Introduction and scope

16. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the Entity with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
17. I did not raise material findings on compliance with the specific matters in key legislation set out in the general notice issued in terms of the PAA.

Other information

18. The accounting authority is responsible for the other information. The other information comprises the information included in the annual report which includes the foreword by the chairperson and the accounting authority's overview. The other information does not include the financial statements, the auditor's report and those selected strategic objectives presented in the annual performance report that have been specifically reported in this auditor's report.
19. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.
20. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected strategic objective presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

Internal control deficiencies

21. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

Auditor-General

Cape Town
31 July 2019



**AUDITOR - GENERAL
SOUTH AFRICA**

Auditing to build public confidence

Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements, and the procedures performed on reported performance information for selected strategic objective and on the Entity's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control
 - obtain an understanding of internal control relevant to the audit 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
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting authority
 - conclude on the appropriateness of the accounting authority's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Western Cape Language Committee's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify the opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause an Entity to cease continuing as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

Communication with those charged with governance

3. I communicate with the accounting authority regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting authority that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, related safeguards.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Statement of Financial Position as at 31 March 2019

		2019	2018
	Note(s)	R '000	R '000
Assets			
Current Assets			
Cash and cash equivalents	3	289	280
Total Assets		289	280
Net Assets			
Accumulated surplus		289	280

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Statement of Financial Performance

		2019	2018
	Note(s)	R '000	R '000
Revenue			
Revenue from exchange transactions			
Interest income	4	20	18
Total revenue from exchange transactions		20	18
Revenue from non-exchange transactions			
Transfer revenue			
Other income from non-exchange transactions	5	590	546
Transfers and subsidies received	6	247	221
Total revenue from non-exchange transactions		837	767
Total revenue		857	785
Expenditure			
Audit Fees	7	(58)	(95)
General Expenses	8	(734)	(684)
Members fees	9	(56)	(40)
Total expenditure		(848)	(819)
Surplus (deficit) for the year		9	(34)

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Statement of Changes in Net Assets

	Accumulated surplus R '000	Total net assets R '000
Balance at 01 April 2017	314	314
Changes in net assets		
Deficit for the year	(34)	(34)
Total changes	(34)	(34)
Balance at 01 April 2018	280	280
Changes in net assets		
Surplus for the year	9	9
Total changes	9	9
Balance at 31 March 2019	289	289

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Cash Flow Statement

		2019	2018
	Note(s)	R '000	R '000
Cash flows from operating activities			
Receipts			
Cash receipts		247	221
Interest income		20	18
		<u>267</u>	<u>239</u>
Payments			
Cash paid		<u>(258)</u>	<u>(273)</u>
Net cash flows from operating activities	10	<u>9</u>	<u>(34)</u>
Net increase/ (decrease) in cash and cash equivalents			
Cash and cash equivalents at the beginning of the year		<u>280</u>	<u>314</u>
Cash and cash equivalents at the end of the year	3	<u>289</u>	<u>280</u>

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R '000	R '000	R '000	R '000	R '000	
Statement of Financial Performance						
Revenue						
Revenue from exchange transactions						
Interest income	20	-	20	20	-	
Revenue from non-exchange transactions						
Other income from non-exchange transactions	-	-	-	590	590	13.1
Transfers and subsidies received	247	-	247	247	-	
Total revenue from non-exchange transactions	247	-	247	837	590	
Total revenue	267	-	267	857	590	
Expenditure						
Members fees	(51)	-	(51)	(56)	(5)	
Audit fees	(80)	-	(80)	(58)	22	13.2
General expenses	(136)	-	(136)	(734)	(598)	13.3
Total expenditure	(267)	-	(267)	(848)	(581)	
Surplus	-	-	-	9	9	
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement						
Reconciliation (must be disclosed if actuals not on comparable basis to budget)						
Basis difference						
Operating					-	
Timing difference						
Operating					9	
Entity difference						
Operating					-	
Actual Amount in the Statement of Financial Performance					9	

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

1.3 Financial instruments (continued)

1. Presentation of Annual Financial Statements

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 91(1) of the Public Finance Management Act (Act 1 of 1999).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise. They are presented in South African Rand.

All figures have been rounded to the nearest thousand.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these annual financial statements, are disclosed below.

1.1 Going concern assumption

These annual financial statements have been prepared based on the expectation that the Entity will continue to operate as a going concern for at least the next 12 months.

1.2 Significant judgements and sources of estimation uncertainty

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 significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Receivables

The Entity assesses its receivables for impairment at the end of each reporting period. In determining whether an impairment loss should be recorded in surplus or deficit, the Entity makes judgements as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset.

The impairment for receivables is calculated on a portfolio basis, based on historical loss ratios, adjusted for national and industry-specific economic conditions and other indicators present at the reporting date that correlate with defaults on the portfolio. These annual loss ratios are applied to loan balances in the portfolio and scaled to the estimated loss emergence period.

Allowance for impairment

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.

1.3 Financial instruments

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

A financial instrument is any contract that gives rise to a financial asset of one Entity and a financial liability or a residual interest of another Entity.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

1.3 Financial instruments (continued)

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility. Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Loans payable are financial liabilities, other than short-term payables on normal credit terms.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

Classification

The Entity has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Cash and cash equivalents	Financial asset measured at amortised cost

The Entity has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Payables from exchange transactions	Financial liability measured at amortised cost

Initial measurement of financial assets and financial liabilities

The Entity measures a financial asset and financial liability, other than those subsequently measures at fair value, initially at its fair value plus transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

The Entity measures all other financial assets and financial liabilities initially at fair value.

The Entity first assesses whether the substance of a concessionary loan is in fact a loan. On initial recognition, the Entity analyses a concessionary loan into its component parts and accounts for each component separately. The Entity accounts for that part of a concessionary loan that is:

- a social benefit in accordance with the Framework for the Preparation and Presentation of Financial Statements, where it is the issuer of the loan; or
- non-exchange revenue, in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers), where it is the recipient of the loan.

Subsequent measurement of financial assets and financial liabilities

The Entity measures all financial assets and financial liabilities after initial recognition using the following categories:

- Financial instruments at fair value.
- Financial instruments at amortised cost.
- Financial instruments at cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility in the case of a financial asset.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

Fair value measurement considerations

The best evidence of fair value is quoted prices in an active market. If the market for a financial instrument is not active, the Entity establishes fair value by using a valuation technique. The objective of using a valuation technique is to establish what the transaction price would have been on the measurement date in an arm's length exchange motivated by normal operating considerations. Valuation techniques include using recent arm's length market transactions between knowledgeable, willing parties, if available, reference to the current fair value of another instrument that is substantially the same, discounted cash flow analysis and option pricing models. If there is a valuation technique commonly used by market participants to price the instrument and that technique has been demonstrated to provide reliable estimates of prices obtained in actual market transactions, the Entity uses that technique. The chosen valuation technique makes maximum use of market inputs and relies as little as possible on Entity-specific inputs. It incorporates all factors that market participants would consider in setting a price and is consistent with accepted economic methodologies for pricing financial instruments. Periodically, the Entity calibrates the valuation technique and tests it for validity using prices from any observable current market transactions in the same instrument (i.e. without modification or repackaging) or based on any available observable market data.

Short-term receivables and payables are not discounted where the initial credit period granted or received is consistent with terms used in the public sector, either through established practices or legislation.

Gains and losses

A gain or loss arising from a change in the fair value of a financial asset or financial liability measured at fair value is recognised in surplus or deficit.

For financial assets and financial liabilities measured at amortised cost or cost, a gain or loss is recognised in surplus or deficit when the financial asset or financial liability is derecognised or impaired, or through the amortisation process.

Impairment and uncollectibility of financial assets

The Entity assesses at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets is impaired.

For amounts due to the Entity, significant financial difficulties of the receivable, probability that the receivable will enter bankruptcy and default of payments are all considered indicators of impairment.

Financial assets measured at amortised cost:

If there is objective evidence that an impairment loss on financial assets measured at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in surplus or deficit.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed by adjusting an allowance account. The reversal does not result in a carrying amount of the financial asset that exceeds what the amortised cost would have been had the impairment not been recognised at the date the impairment is reversed. The amount of the reversal is recognised in surplus or deficit.

Where financial assets are impaired through the use of an allowance account, the amount of the loss is recognised in surplus or deficit within operating expenses. When such financial assets are written off, the write off is made against the relevant allowance account. Subsequent recoveries of amounts previously written off are credited against operating expenses.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

Financial assets measured at cost:

If there is objective evidence that an impairment loss has been incurred on an investment in a residual interest that is not measured at fair value because its fair value cannot be measured reliably, the amount of the impairment loss is measured as the difference between the carrying amount of the financial asset and the present value of estimated future cash flows discounted at the current market rate of return for a similar financial asset. Such impairment losses are not reversed.

Derecognition

Financial assets

The Entity derecognises financial assets using trade date accounting.

The Entity derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the Entity transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or
- the Entity, despite having retained some significant risks and rewards of ownership of the financial asset, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the Entity:
 - derecognises the asset; and
 - recognises separately any rights and obligations created or retained in the transfer.

The carrying amount of the transferred asset is allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. Newly created rights and obligations are measured at their fair values at that date. Any difference between the consideration received and the amounts recognised and derecognised is recognised in surplus or deficit in the period of the transfer.

On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received is recognised in surplus or deficit.

Financial liabilities

The Entity removes a financial liability (or a part of a financial liability) from its statement of financial position when it is extinguished - i.e. when the obligation specified in the contract is discharged, cancelled, expires or waived.

An exchange between an existing borrower and lender of debt instruments with substantially different terms is accounted for as having extinguished the original financial liability and a new financial liability is recognised. Similarly, a substantial modification of the terms of an existing financial liability or a part of it is accounted for as having extinguished the original financial liability and having recognised a new financial liability.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another Entity by way of a non-exchange transaction are accounted for in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

1.4 Revenue from exchange transactions

Recognition

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.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

An exchange transaction is one in which the Entity receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Measurement

Revenue is measured at the fair value of the consideration received or receivable. The amount is not considered to be reliably measurable until all contingencies relating to the transaction have been resolved.

Interest, royalties and dividends

Interest is recognised, in surplus or deficit, using the effective interest rate method.

1.5 Revenue from non-exchange transactions

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset shall be recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the Entity satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the Entity.

When, as a result of a non-exchange transaction, the Entity recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

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.

Services in-kind

Services in-kind are services provided by individuals to entities, without charge, but may be subject to stipulations. Public Entity financial management staff provide valuable support to the Entity in achieving its objectives. The service provided can be measured reliably and therefore it is recognised in the statement of financial performance and disclosed in the notes to the financial statements.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

1.6 Translation of foreign currencies

Foreign currency transactions

A foreign currency transaction is recorded, on initial recognition in Rands, by applying to the foreign currency amount the spot exchange rate between the functional currency and the foreign currency at the date of the transaction.

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.

1.7 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

1.8 Expenditure

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.

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.

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.

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).

1.9 Accumulated surplus

The accumulated surplus represents the net difference between the total assets and the total liabilities of the Entity. Any surpluses and deficits realised during a specific financial year are credited/debited against accumulated surplus/deficit. Prior year adjustments, relating to income and expenditure, are debited/credited against accumulated surplus when retrospective adjustments are made.

1.10 Budget information

The approved budget is prepared on a cash basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2018/04/01 to 2019/03/31.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Accounting Policies

The annual financial statements and the budget are not on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

1.11 Related parties

A related party is a person or an Entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an Entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an Entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Related party transaction is a transfer of resources, services or obligations between the reporting Entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an Entity, but is not control over those policies.

Management are those persons responsible for planning, directing and controlling the activities of the Entity, including those charged with the governance of the Entity in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the Entity.

The Entity is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the Entity to have adopted if dealing with that individual Entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting Entity's legal mandate.

Where the Entity is exempt from the disclosures in accordance with the above, the Entity discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the Entity's financial statements to understand the effect of related party transactions on its annual financial statements.

1.12 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The Entity will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The Entity will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

1.13 Value-added Tax (VAT)

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

Annual Financial Statements for the year ended 31 March 2019

Notes to the Annual Financial Statements

	2019 R '000	2018 R '000
--	----------------	----------------

2. New standards and interpretations

2.1 Standards and interpretations effective and adopted in the current year

In the current year, the Entity has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
<input type="checkbox"/> GRAP 1 (as amended 2018): Presentation of Financial Statements	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 2 (as amended 2018): Cash Flow Statements	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 3 (as amended 2018): Accounting Policies, Change in Accounting Estimates and Errors	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 9 (as amended 2018): Revenue from Exchange Transactions	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 12 (as amended 2018): Inventories	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 14 (as amended 2018): Events after the reporting Period	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 19 (as amended 2018): Provisions, Contingent Liabilities and Contingent Assets	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 23 (as amended 2018): Revenue from Non-exchange Transactions	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 24 (as amended 2016): Presentation of Budget Information in Financial Statements	01 April 2018	The impact of the amendment is not material.
<input type="checkbox"/> GRAP 104 (as amended 2018): Financial Instruments	01 April 2018	The impact of the amendment is not material.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Notes to the Annual Financial Statements

2.2 Standards and interpretations issued, but not yet effective

The Entity has not applied the following standards and interpretations, which have been published and are mandatory for the Entity's accounting periods beginning on or after 01 April 2019 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
<input type="checkbox"/> GRAP 34: Separate Financial Statements	01 April 2020	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 35: Consolidated Financial Statements	01 April 2020	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 36: Investments in Associates and Joint Ventures	01 April 2020	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 37: Joint Arrangements	01 April 2020	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 38: Disclosure of Interests in Other Entities	01 April 2020	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 20: Related parties	01 April 2019	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 32: Service Concession Arrangements: Grantor	01 April 2019	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 108: Statutory Receivables	01 April 2019	Unlikely there will be a material impact
<input type="checkbox"/> GRAP 109: Accounting by Principals and Agents	01 April 2019	Unlikely there will be a material impact

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Notes to the Annual Financial Statements

3. Cash and cash equivalents

Cash and cash equivalents consist of:

Bank balances	289	280
---------------	-----	-----

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. Interest Income

Interest received	20	18
-------------------	----	----

5. Other income from non-exchange transactions

Donation: services in kind	590	546
----------------------------	-----	-----

Services in kind is further explained in note 8

6. Transfers and subsidies received

Transfer received	247	221
-------------------	-----	-----

7. Audit fees

External audit	58	95
----------------	----	----

The variance is mainly due to the new audit approach of the AG.

8. General expenses

Bank charges	2	2
Conferences and seminars	-	18
Consulting and outsourced services	7	2
Employee cost: services in kind	590	546
Entertainment	17	17
Printing and publications	89	68
Software expenses	18	17
Travel and subsistence	11	14
	734	684

Conferences and Seminars

The Entity held a sign language awareness seminar during the 2017/18 financial year.

Consulting and outsourced services:

Sign language consultant appointed to interpret for meetings during the year under review.

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Notes to the Annual Financial Statements

8. General expenses (continued)

Employee cost: Services in-kind:

Officials of the Department of Cultural Affairs and Sport fulfil the executive and administrative functions associated with the Western Cape Language Committee. Departmental staff that supports the Public Entity includes the Chief Financial Officer, Director: Arts, Culture and Language Services, line function in the aforementioned Directorate as well as a dedicated Financial Management team that supports the Chief Financial Officer. Whilst line function staff and Senior Managers fulfil a dual role, the financial management team is dedicated to the Public Entity. Due to the dual role performed by most of the aforementioned staff, it is difficult to apportion the time spent with the Public Entities. The service in-kind related to their salaries cannot be measured reliably. The recognition therefore relates only to the dedicated finance team who supports the CFO in the execution of her role as CFO to the Public Entity and the Department. The amount disclosed therefore represent the services in-kind provided by the finance team only.

Printing and publication:

The increase is due to Nama booklets printed for the year under review.

9. Members fees

Allie, F	3	4
Fransman, W	-	1
Humphires - Heyns, A	3	-
Jonas, K	3	-
Koopman, J	11	9
Le Roux, N	7	6
Lesch, L	3	5
Mazantsi, S	2	6
Mkhize, K	3	-
Mohamed, J	3	-
Neethling, S	1	-
Nyembezi, N	8	5
Nokwaza, L	3	-
Serfontein, L	1	-
Vermuelen, S	3	-
Yoyo, M	2	4
	56	40

10. Cash used in operations

Surplus (deficit)	9	(34)
-------------------	---	------

Western Cape Language Committee

Annual Financial Statements for the year ended 31 March 2019

Notes to the Annual Financial Statements

	2019 R '000	2018 R '000
--	----------------	----------------

11. Related parties

Relationships

- Primary funder	Department of Cultural Affairs and Sport
- Strategic partner	Western Cape Cultural Commission
- Strategic partner	Heritage Western Cape

The Department of Cultural Affairs and Sport (DCAS) provides accommodation to Western Cape Language Committee to execute their admin and finance operations.

Related party transactions

Income received from related parties

Department of Cultural Affairs and Sport	247	221
--	-----	-----

12. Risk management

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.

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 2019, if the interest rates on variable rate financial instruments had been 1% higher/lower with all other variables held constant, surplus for the year would have been R 3, 328 higher / lower.

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.

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.

Market 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.

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	Due in less than one year	Due in one to two years	Due in two to three years	Due in three to four years	Due after five years
Normal credit terms Cash in current banking institutions	289	-	-	-	-
Payables - Extended credit terms	-	-	-	-	-
Net amount	289	-	-	-	-
Past due but not provided for	-	-	-	-	-

13. Budget variances

Material variances between budget and actual amounts

13.1 Other income from non - exchange transactions

The variance is due to GRAP 23 donation/employee cost adjustment made for services in-kind received from the Department of Cultural Affairs and Sport. Refer to note 8 for detail.

13.2 Audit fees

Savings are due to the new audit approach of the Auditor General of South Africa (AGSA).

13.3 General expenses

The variance is due to GRAP 23 donation/employee cost adjustment made for services in-kind received from the Department of Cultural Affairs and Sport. Refer to note 8 for detail.

Western Cape Language Committee

Protea Assurance Building, Greenmarket Square, Cape Town, 8001

Postal Address: Private Bag X9067, Cape Town, 8000

Tel: +27 483 3889 **Fax:** +27 21 483 9673

Email: nompumelelo.radebe@westerncape.gov.za

Ikomiti yeeLwimi yeNtshona Koloni

Kwisakhiwo iProtea Assurance, eGreenmarket Square, eKapa, 8001

Idilesi yePosi: Private Bag X9067, Cape Town, 8000

Umnxeba: +27 483 3889 **Ifeksi:** +27 21 483 9673

I-imeyile: nompumelelo.radebe@westerncape.gov.za

Wes-Kaapse Taalkomitee

Protea Assuransie Gebou, Groentemarkplein, Kaapstad, 8001

Posadres: Privaatsak X9067, Kaapstad, 8000

Tel: +27 483 3889 **Faks:** +27 21 483 9673

E-pos: nompumelelo.radebe@westerncape.gov.za

